



THE CITY OF SAN FERNANDO

PLANNING AND PRESERVATION COMMISSION

REGULAR MEETING NOTICE AND AGENDA

JULY 2, 2019 – 6:30 P.M.

COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

CALL TO ORDER

ROLL CALL

Chair Alvin Durham, Jr.
Commissioner Ivan Gonzalez
Commissioner Yvonne G. Mejia
Commissioner Aida Montes
Commissioner Hector Pacheco

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

July 2, 2019

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out a form located at the Council Chambers entrance and submit it to the Commission Chair. When addressing the Planning and Preservation Commission please speak into the microphone and voluntarily state your name and address.

CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the Planning and Preservation Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

- 1) **Approval of the minutes of the Planning and Preservation Commission meeting on April 3, 2019**

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –July 2, 2019

CONTINUED BUSINESS

None

NEW BUSINESS

- Discussion on Planning and Preservation Commission meeting dates and times
- Workshop – “APA Learn” Planning Commissioner Training Series

If, in the future, you wish to challenge the items listed above in Court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice or in written correspondence delivered to the City Planning and Preservation Commission at, or prior to, the Public Hearing. Decisions of Planning and Preservation Commission may be appealed to the City Council within 10 days following the final action.

STAFF COMMUNICATIONS

None

COMMISSIONER COMMENTS

ADJOURNMENT

Tuesday, August 20, 2019

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Signed and Posted: Date and time

06/27/2019 at 4:40 p.m.

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting at the Community Development Department Public Counter. Any public writings distributed by the Planning and Preservation Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Community Development Department Public Counter located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Community Development Department at (818) 898-1227 at least 48 hours prior to the meeting.



**CITY OF SAN FERNANDO
PLANNING AND PRESERVATION COMMISSION**

**DRAFT MINUTES OF THE
APRIL 3, 2019 MEETING
CITY HALL COUNCIL CHAMBER**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. AUDIO OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING AT: <http://ci.san-fernando.ca.us/commissions-boards/#1477946968325-c2faf7a0-5a49>

CALL TO ORDER

The meeting was called to order by Chairperson Alvin Durham at 6:30 P.M.

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, Yvonne Mejia, Aida Montes and Hector Pacheco

ALSO PRESENT

Community Development Director Timothy Hou, Associate Planner Gerardo “Jerry” Marquez, City Attorney Martin de los Angeles, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Commissioner Y. Mejia moved to approve the agenda of April 3, 2019, meeting. Seconded by I. Gonzalez, the motion carried with the following vote:

AYES:	Y, Mejia, I. Gonzalez, A. Durham, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

REORGANIZATION OF THE PLANNING AND PRESERVATION COMMISSION

- Calls for nominations of Chairperson
-

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –April 3, 2019

Page 2 of 6

Y. Mejia moved to nominate Alvin Durham as Chairperson. Seconded by I. Gonzalez, the motion carried with the following vote:

AYES:	Y, Mejia, I. Gonzalez, A. Durham, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

- Calls for nomination of Vice-Chairperson

A. Durham moved to nominate Yvonne Mejia as Vice-Chairperson. Seconded by I. Gonzalez, the motion carried with the following vote:

AYES:	A. Durham, I. Gonzalez, Y. Mejia, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

CONSENT CALENDAR

Chairperson A. Durham moved to approve the minutes of the March 5, 2019 Planning and Preservation Commission Meeting. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES:	A. Durham, I. Gonzalez, Y. Mejia, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

CONTINUED BUSINESS:

PUBLIC HEARING

Conditional Use Permit 2018-005 (CUP 2018-005) – 12940 Foothill Boulevard, Unit A, San Fernando, CA 91340 – Kent Clark, on behalf of Crazy Goody Restaurant – The proposed “Project” consists of a request for the approval of a Conditional Use Permit to allow for the on-site sale and consumption of beer and wine (License Type 41) in a sit-down restaurant within the C-2 Commercial Zone.

STAFF PRESENTATION

G. Marquez gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2018-005 to allow an existing full service sit-down

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –April 3, 2019

Page 3 of 6

restaurant the on-site sale of beer and wine (License Type 41) pursuant to Planning and Preservation Commission Resolution No. 2019-005 and the Conditions of Approval attached as Exhibit “A” to the report.

PUBLIC COMMENT

None

COMMISSION DISCUSSION

Y. Mejia asked if all of the items that were pending have been submitted or resolved.

T. Hou confirmed that all items have been resolved.

A. Durham asked if the location met the definition of a “sit-down” restaurant.

Y. Mejia stated that this is similar to the request by Chipotle, a sit-down restaurant, and is more comfortable that it will be bottled/can service.

Subsequent to discussion, Vice-Chair Y. Mejia moved to approve Conditional Use Permit 2018-005. Seconded by Commission I. Gonzalez, the motion carried with the following vote:

AYES:	Y. Mejia, I. Gonzalez, A. Durham, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

NEW BUSINESS:

T. Hou explained that the next item is in close proximity to a property that one of the Commission member holds interest in.

M. De Los Santos explained that in order to avoid a possible conflict of interest it would be recommended that the Commission member recuse himself.

H. Pacheco excused himself from dais and stated that he will abstain from the vote.

PUBLIC HEARING

Conditional Use Permit 2019-001 (CUP 2019-001) and Site Plan Review 2019-002 (SPR 2019-002) – 1203 N. Maclay Avenue, San Fernando, CA 91340 – Michael Pauls – 6475 E. Pacific Coast Highway #135, Long Beach, CA 90803 – The proposed “Project” is for the development of a 2,300 square foot 24 hour gasoline refueling service station in conjunction with a grocery store with limited sale of beer and wine and an ancillary 920 square foot automatic carwash within the Maclay district of the San Fernando Corridors Specific Plan (SP-5) zone.

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –April 3, 2019

Page 4 of 6

STAFF PRESENTATION

G. Marquez gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2019-001 and Site Plan Review 2019-002 pursuant to Planning and Preservation Commission Resolution No. 2019-006 and the Conditions of Approval attached as Exhibit “A” to allow for a 2,300 square foot 24 hour gasoline refueling service station in conjunction with a grocery store with limited sales of beer and wine and ancillary 920 square foot automatic carwash to be located at 1203 N. Maclay Avenue.

G. Marquez also stated that the following corrections will be made to the Conditions of Approval: Number 5 to be changed from On-sale to off-sale; and 5J to be omitted.

PUBLIC COMMENT

Michael Pauls – the applicant, thanked staff for their professionalism throughout the entire process. Mr. Pauls indicated that he is proposing an environmentally friendly operation with an investment of over 4 million dollars that will bring 15 new jobs to the community. He stated that the staff will be trained by ABC because he believes it is a part of being a responsible business operator. He stated that the location will have surveillance 24 hours a day seven days a week that will be kept for 60 days and will be at the disposal of the Police Department if they need it.

COMMISSION DISCUSSION

A. Montes thanked the applicant for choosing the City of San Fernando for his development. She indicated that she does express some reservations with the location being open 24 hours a day.

Mr. Pauls stated that the development will not create any negative impacts to the neighborhood. He indicated that the City has put in place certain requirements for exterior lighting to avoid the spillover of illumination. He indicated that the reasoning for the 24 hour operations is that not everyone has a 9-5 work week and that it will serve the needs of the entire community. He explained that the car wash hours will be limited to 7:00 a.m. to 8:00 p.m.

I. Gonzalez indicated that he lives nearby and stated that he uses that intersection for the daily commute and that he will be patronizing the location.

A. Durham stated that he likes the completeness of the presentation and likes the proposed development.

T. Hou read an e-mail correspondence that was received from Humberto Quintana from City of Los Angeles Councilmember Monica Rodriguez requesting a continuance of the CUP 2019-001.

Y. Mejia asked for clarification about jurisdiction rules and guidelines on only being able to approve projects within the City of San Fernando and the applicant will still require approvals from City of Los Angeles if needed. She stated that she wants to be respectful of the request but not sure what continuing the project will accomplish since the Commission can only approve what is in our jurisdiction. She went on to indicate that the City met all of the noticing requirements and that we shouldn't delay a thorough and well developed project.

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –April 3, 2019

Page 5 of 6

T. Hou indicated that this project proposal was noticed on March 21, 2019.

Y. Mejia suggested that the Commission move forward with a motion and if the City of Los Angeles wishes they can appeal our decision.

Vice-Chair Y. Mejia moved to approve Conditional Use Permit 2019-001 and Site Plan Review 2019-002 with the amendments to the Conditions of Approval. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES:	Y. Mejia, I. Gonzalez, A. Durham, and A. Montes
NOES:	None
ABSENT:	None
ABSTAIN:	H. Pacheco

PUBLIC HEARING

Zone Text Amendment 2019-001 (ZTA 2019-001) – Citywide, San Fernando, CA 91340 – The proposed Code Amendment would amend Division 13 (Wireless Telecommunication Facilities) of Article VI (General Regulations) of Chapter 106 (Zoning) of the San Fernando Municipal Code to establish updated regulations and procedures related to wireless telecommunications facilities.

STAFF PRESENTATION

T. Hou gave the staff presentation recommending that the Planning and Preservation Commission recommend to City Council approval of Zoning Text Amendment establishing updated regulations and procedures related to wireless telecommunications facilities, and recommending City Council approve the related policy guidelines as presented in Attachment “C”.

COMMISSION DISCUSSION

A. Durham asked if the equipment boxes have to be within a certain distance from the small sites.

T. Hou indicated that it would depend on the design and coverage.

H. Pacheco asked if there are any cell towers in the City of San Fernando.

G. Marquez indicated that there are currently between five to six cell sites.

H. Pacheco asked if the intention is to replace those five to six with these small cell sites.

T. Hou explained that these would complement those existing cell sites.

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –April 3, 2019

Page 6 of 6

Y. Mejia asked if a franchise agreement would be needed since these small site would be installed on City property.

M. De Los Angeles indicated that the FCC regulates the license and agreement requirements so that there isn't any potential conflict.

Chairperson A. Durham moved to approved Zone Text Amendment 2019-001 recommending to the City Council adoption of the proposed Urgency Ordinance No. 1687 attached as Exhibit "1" amending the San Fernando Municipal Code to establish updated regulations and procedures related to wireless telecommunication facilities, recommending City Council approval of related policy guidelines as presented. Seconded by Commissioner A. Montes, the motion carried with the following vote:

AYES:	A. Durham, A. Montes, I. Gonzalez, Y. Mejia, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

STAFF COMMUNICATIONS

T. Hou introduced the Planning Intern Christian Candelaria.

COMMISSIONER COMMENTS

None

ADJOURNMENT

Chairperson A. Durham moved to adjourn to May 7, 2019. Seconded by Vice-Chair Y. Mejia, the motion carried with the following vote:

AYES:	A. Durham, Y. Mejia, I. Gonzalez, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

8:02 P.M.

Planning Commission Secretary