



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

**APPROVED MINUTES OF THE
AUGUST 2, 2016 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: www.ci.san-fernando.ca.us/commissionandboardmeetings/#ppc

CALL TO ORDER

The meeting was called to order by at 6:30 p.m. by Theale Haupt

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners Kevin Beaulieu and Anna Lopez

ABSENT:

Commissioner Yvonne Mejia

ALSO PRESENT

Community Development Director Federico “Fred” Ramirez, City Attorney Joaquin Vazquez, Associate Planner Humberto Quintana, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Vice-chair A. Durham moved to approve the agenda of August 2, 2016, meeting. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	A. Durham, K. Beaulieu, T. Haupt, and Anna Lopez
NOES:	None
ABSENT:	Y. Mejia
ABSTAIN:	None

***Commissioner Yvonne Mejia arrived at 6:32 p.m.**

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CONSENT CALENDAR

Vice-chair A. Durham moved to approve the minutes of the June 7, 2016, Planning and Preservation Commission Meeting. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	A. Durham, K. Beaulieu, T. Haupt, A. Lopez, and Y. Mejia
NOES:	None
ABSENT:	None
ABSTAIN:	None

UNFINISHED BUSINESS

None

PUBLIC HEARING ITEM:

Zone Text Amendment 2016-001; Amending city parking rates for dental and medical clinics citywide – city of San Fernando, San Fernando, ca 91340 – amendment of the San Fernando City Code and the Parking Development Standards in the San Fernando Corridors Specific Plan (SP-4 zone) in order to adopt a uniform set of parking regulations that apply to all new proposed medical and dental clinics.

STAFF PRESENTATION

Fred Ramirez Community Development Director gave the staff presentation recommending that the Planning and Preservation Commission consider any public comments and adopt Planning and Preservation Resolution 2016-006 recommending to the City Council:

1. Adoption of the proposed ordinance (Attachment No. 2), “an ordinance of the City Council of the City of San Fernando, California amending Section 106-822 of Division 3 (vehicular parking) of Article V (General Development Standards) of Chapter 106 (zoning) of the San Fernando City Code and amending the San Fernando Corridors Specific Plan, both regarding parking rates for dental and medical clinics”; and
2. Affirm the City’s determination that the proposed ordinance establishing a uniform parking regulation for dental and medical clinics citywide that results in a parking ratio of one (1) on-site parking space required for every 150 square feet of gross floor in a new medical or dental clinic/facility in the city is exempt under the California Environmental Quality Act (CEQA) guidelines pursuant to title 14, Section 1506(b)(3) and 15305 of the California code of regulations and therefore no further environmental review is required.

PUBLIC COMMENT

None

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COMMISSION DISCUSSION

F. Ramirez explained that without any action or a recommendation to the City Council to extend or adopt an Ordinance, the moratorium was set to expire in October 2016.

Commissioner Y. Mejia moved to recommend to the City Council adoption of an Ordinance establishing a uniform parking regulation for dental and medical clinics citywide. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	Y. Mejia, K. Beaulieu, A. Durham, T. Haupt and A. Lopez
NOES:	None
ABSENT:	None
ABSTAIN:	None

PUBLIC HEARING ITEM:

Conditional Use Permit 2016-005 – 614 and 620 Celis Street, San Fernando, CA 91340 – the proposed project is a request for the approval of a conditional use permit to allow for an existing wholesale food manufacturing use to continue to operate and expand its operation via a 3,723 square foot addition by deeming said use similar and compatible to other retail sales and service commercial uses conditionally permitted within the auto-commercial sub-district. The request of a Conditional Use Permit would allow the merger of two commercial buildings (3,204 sq. ft. and 41,172 sq. ft. each) into one building and the construction of a 3,273 sq. ft. addition. The additional square footage will accommodate new offices, storage, freezer and cooler space. The project site consists of two properties made up of seven (7), 25' x 100' lots, totaling approximately 17,500 square feet. The project site is located at the south side of the 600 block of Celis Street between Wolfskill Street and Fox Street, within the Truman/San Fernando district's Auto Commercial Sub-district of the San Fernando Corridors Specific Plan (SP-4) zone.

STAFF COMMUNICATIONS

Humberto Quintana Associate Planner gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2016-005, to allow for an existing wholesale food manufacturing use to continue to operate and expand its operation via a 3,723 square foot addition by deeming said use similar and compatible to other retail sales and service commercial uses conditionally permitted within the Auto-Commercial Sub-District for the property located at 614 and 620 Celis Street, pursuant to Planning and Preservation Commission Resolution 2016-007 and the "Conditions of Approval" attached as exhibit "A" to the resolution (Attachment No. 1).

COMMISSION DISCUSSION

K. Beaulieu asked if the hours of operation would change and his concern is with the exterior lighting. Is the project meeting the turning radius and the building setbacks.

F. Ramirez indicated that the project is meeting the minimum requirements and actually exceeding the building setback.

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H. Quintana indicated that the exterior lighting is identified in the conditions of approval.

Y. Mejia stated that she appreciates the façade improvements and she indicated that she applauds all small businesses.

T. Haupt asked how a large truck would be able to get in and out of the location because he doesn't want the trucks to take up the street parking.

Kevin Lubuff – the applicant indicated that the project will maintain one of the roll-up door and another one will be installed and that is 40-feet in depth and the trucks that pickup products that are 20' to 24' will be easily accommodated.

T. Haupt asked K. Lubuff for an explanation of the floor plan. He stated that his line of questions and the commission's intention is to keep Cucina Della Cucina in business and keep you at the location.

K. Lubuff stated that he and his wife will be purchasing the building and that when he first started he had three staff members and now has 25 employees and anticipates once the construction is complete, he will need to hire more personnel.

Y. Mejia asked if they planned on installing a back-up generator to protect the inventory during a power outage.

K. Lubuff indicated that it is part of the proposal.

T. Haupt asked how long he anticipated the construction would take and if they would continue to operate during the construction.

K. Lubuff indicated that the construction company who will be doing the renovations actually did a previous addition for them and they were able to operate during that construction. He noted that the contractor had informed him that they would accommodate them for this renovation. He indicated that he anticipates the construction will take a total of six months to complete.

PUBLIC COMMENTS

T. Haupt opened the Public Hearing for comments, questions, and concerns at 7:14 p.m.

T. Haupt closed the Public Hearing at 7:15 p.m.

Subsequent to discussion Commissioner K. Beaulieu moved to approve CUP 2016-005. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

AYES: K. Beaulieu, Y. Mejia, A. Durham, T. Haupt and
A. Lopez

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NOES: None
ABSENT: None
ABSTAIN: None

STAFF COMMUNICATIONS

None

COMMISSIONER COMMENTS

None

ADJOURNMENT

Vice-chair A. Durham moved to adjourn to a Special Meeting of Tuesday, September 13, 2016.
Second by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES: A. Durham, K. Beaulieu, T. Haupt, A. Lopez, and
Y. Mejia
NOES: None
ABSENT: None
ABSTAIN: None

7:40 P.M.
Fred Ramirez
Planning Commission Secretary