



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

**MINUTES OF THE OCTOBER 15, 2013  
SPECIAL 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 IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

**CALL TO ORDER**

The meeting was called to order by Vice-Chair Alvin Durham at 7:00 P.M.

**PLEDGE OF ALLEGIANCE**

Led by Vice-Chair Alvin Durham

**ROLL CALL**

The following persons were recorded as present:

**PRESENT**

Vice-Chair Alvin Durham, Commissioners Kevin Beaulieu, Yvonne Mejia, and Rudy Salinas

**ABSENT**

Chairperson Theale Haupt

**ALSO PRESENT**

Community Development Director Fred Ramirez, Assistant Planner Edgar Arroyo, and Housing Consultant Veronica Tam

**APPROVAL OF AGENDA**

Vice-Chair A. Durham moved to approve the agenda of October 15, 2013. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

|                 |  |
|-----------------|--|
| <b>AYES:</b>    | A. Durham, K. Beaulieu, Y. Mejia, and R. Salinas |
| <b>NOES:</b>    | None   |
| <b>ABSENT:</b>  | T. Haupt   |
| <b>ABSTAIN:</b> | None   |

**CONSENT CALENDAR**

No items

**UNFINISHED BUSINESS**

None

**PUBLIC HEARING 7A:**

**Presentation and Discussion on the 2013-2021 Housing Element – City Staff and Housing Consultant Veronica Tam and Associates to provide a presentation regarding the draft 2013-2021 Housing Element.**

**STAFF PRESENTATION**

Community Development Director Fred Ramirez gave a brief introduction of the Housing Element.

Housing Consultant Veronica Tam presented a Power Point presentation on the 2013-2021 Housing Element update.

### **COMMISSION DISCUSSION**

Y. Mejia pointed out that information on page 67 of the draft Housing Element document with regards to the Life Line Program with Southern California Gas Company (The Gas Company) was either outdated or identified the wrong contact information.

V. Tam indicated that the information was copied directly from The Gas Company's website.

F. Ramirez suggested that Y. Mejia provide staff with the update to be included in the final document.

K. Beaulieu asked about the information found on page 42 with regards to transitional housing, he asked if at tonight's meeting was the right forum to consider possible amendments to the associated zoning regulations.

F. Ramirez stated that as far as reassessing the zoning regulations and what needs to be done in order to comply with the letter of the law, it needs to be looked at by staff and the City Attorney to see if any changes can be considered at a future date.

K. Beaulieu ask if there owner occupied restriction is still in force with the Second Dwelling Unit approval.

F. Ramirez confirmed that yes, the property owner must reside in one of the two units. He gave a brief history of how the Second Dwelling Unit Ordinance came to be.

### **PUBLIC TESTIMONY**

An audience member (who didn't state her name) stated that she was in attendance of the meeting to inquire if any of the housing being proposed was intended for disabled tenants. She indicated that her daughter suffers from epilepsy and it is difficult to find housing in San Fernando that can accommodate her needs. She stated that she wants to live in San Fernando but that there aren't any suitable apartments available.

F. Ramirez explained that recent regulations adopted by the City are intended to allow Reasonable Accommodations for disabled. He also noted that the recently constructed apartments at 1422 San Fernando Road are design to address the needs of families with disabled household members that are actively looking for tenants. He asked that she provide him with her contact information before leaving the meeting.

Sharon Kinlaw – Executive Director of the Fair Housing Council of the San Fernando Valley - She stated that any housing built after March 31, 1991, is required to be accessible to persons with disabilities. Additionally she indicated that any housing built using Federal funds is required to meet a higher level of accessibility, which is also a countywide problem. She asked Ms. Tam for clarification on the Second Dwelling unit and the how it is identified as an affordable unit.

V. Tam indicated that the Second Dwelling is much smaller than the typical single family dwelling so based on size so the unit is being rented out at a more moderate cost.

Sharon Kinlaw indicated that she has had 20 years of experience and is from the area so she is familiar with the rental costs of in San Fernando and she stated that she us amazed at what prices residents are willing to pay.

V. Tam explained to the Commission that the draft Housing Element would be submitted to the Department of Housing and Community Development (HCD) by October 18, 2013 to commence the 60-day review. The packet that would be sent will include any changes and or comments from tonight's meeting. The City's intention is to obtain a letter from HCD by mid-December finding the Housing Element to be in compliance with State Housing Law. She explained that subsequent to receipt of the HCD's compliance letter, city staff would present the draft Housing Element to both the Planning and Preservation Commission and to the City Council in early 2014 with an anticipated adoption in February 2014.

F. Ramirez informed the Commission that the draft Housing Element would be the "noticed" public hearing item for the January 7, 2014 meeting at which time the Commission would be considering a possible recommendation for approval of the Housing Element and the associated environmental document to the City Council.

Commissioner Y. Mejia moved to direct staff to make the Commission recommended amendments and submit the draft Housing Element to the State of California Housing and Community Development Department. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

|                 |  |
|-----------------|--|
| <b>AYES:</b>    | Y. Mejia, K. Beaulieu, A. Durham, and R. Salinas |
| <b>NOES:</b>    | None   |
| <b>ABSENT:</b>  | T. Haupt   |
| <b>ABSTAIN:</b> | None   |

#### **STAFF COMMUNICATIONS**

F. Ramirez informed the Commission that there will be two items coming before them at the regular meeting of November 5, 2013, a new commercial development on Arroyo Avenue and a conditional use permit for a proposed used automobile dealership at the former Murphy/Shelby Dodge dealership location.

#### **COMMISSION COMMENTS**

None.

#### **PUBLIC STATEMENTS**

None.

#### **ADJOURNMENT**

Vice-Chair A. Durham moved to adjourn to the November 5, 2013 regular meeting. Seconded by Commissioner R. Salinas, the motion carried with the following vote:

|                 |  |
|-----------------|--|
| <b>AYES:</b>    | A. Durham, R. Salinas, K. Beaulieu, and Y. Mejia |
| <b>NOES:</b>    | None   |
| <b>ABSENT:</b>  | T. Haupt   |
| <b>ABSTAIN:</b> | None   |

7:47 P.M.

Fred Ramirez

Planning Commission Secretary