



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

**MINUTES OF THE DECEMBER 6, 2011, MEETING - 7:00 P.M.  
CITY HALL COUNCIL CHAMBER**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. AUDIO OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

**CALL TO ORDER**

The meeting was called to order by Chairperson Julie Cuellar at 7:08 P.M.

**PLEDGE OF ALLEGIANCE**

Led by Commissioner Jose Ruelas

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:** Chairperson Julie Cuellar, Vice-chair Mario Rodriguez, Commissioners, Robert Montañez, and Jose Ruelas

**ABSENT:** Alvin F. Durham

**ALSO PRESENT:** City Planner Fred Ramirez, Assistant Planner Edgar Arroyo, Assistant Planner Rina Lara, and Community Development Secretary Michelle De Santiago

**APPROVAL OF AGENDA**

Commission R. Montañez move to approve the agenda of December 6, 2011, Planning and Preservation Commission Meeting. Seconded by Commissioner J. Ruelas, the motion carried with the following vote:

<b>AYES:</b>	R. Montañez, J. Ruelas, J. Cuellar and M. Rodriguez
<b>NOES:</b>	None
<b>ABSENT:</b>	A. Durham
<b>ABSTAIN:</b>	None

**CONSENT CALENDAR**

Commissioner R. Montañez moved to approve the minutes of the November 1, 2011 Planning and Preservation Commission meeting. Seconded by Commissioner J. Ruelas, the Motion carried with the following vote:

<b>AYES:</b>	R. Montañez, J. Ruelas, J. Cuellar, and M. Rodriguez
<b>NOES:</b>	None
<b>ABSENT:</b>	A. Durham
<b>ABSTAIN:</b>	None

**UNFINISHED BUSINESS**

None

**PUBLIC HEARING 7A:**

**Site Plan Review 2011-04 and Variance 2011-07 – 774 North Maclay Avenue, San Fernando, CA 91340 – Fawzy Tadros, 3009 Trudi Lane, Burbank, CA 91504 – The proposed project is a request to construct an approximately 1,800 square foot commercial building for use as a dental office with an ancillary**

**pharmacy use at a vacant lot. The applicant is requesting the approval of a variance to provide a two-foot front setback and a 10-foot driveway for vehicles to access the proposed parking facilities at the rear of the property. The project site is an approximately 6,279 square foot lot located along the 700 block of North Maclay Avenue, between Glenoaks Boulevard and De Haven Street, within the Maclay District of the SP-4 (Corridor Specific Plan) zone.**

### **Staff Presentation**

Assistant Planner Edgar Arroyo provided the staff presentation recommending that the Planning and Preservation Commission approve Variance 2011-07 and Site Plan Review 2011-04 pursuant to Resolution 2011-10 and the conditions of approval attached as Exhibit "A" to the resolution (Attachment1).

### **Public Testimony**

None

### **Commission Discussion**

M. Rodriguez asked if the driveway entrance would be located on the portion of the frontage nearest to the adjacent 7-11 store at 776 N. Maclay Avenue.

E. Arroyo indicated that the applicant is proposing the driveway adjacent to the Farmer's Insurance building located at 760 N. Maclay Avenue.

M. Rodriguez asked about vehicular egress onto Maclay Avenue and whether a "Right Turn Only" option would be necessary.

E. Arroyo stated that if the Commission was in agreement and felt strongly about it that it can be included as part of the conditions of approval.

J. Ruelas expressed that he liked the safety features incorporated into the plan such as that of the active signaling system that would be used to alert anyone in the driveway that a car will be entering or exiting. He also wanted to know how the proposed system would work.

E. Arroyo explained that the City would not have the specifics with how it will function until the applicant submits the construction documents for Plan Check.

M. Rodriguez asked if the applicant is proposing a mirror for drivers to use for pedestrians approaching the driveway.

E. Arroyo stated that the Commission could include it as part of the conditions of approval.

R. Montañez asked about the trash enclosure size and type, as well as the protruding air conditioner from the adjacent building. Additionally, he also inquired about the proposed perimeter brick wall at the rear.

E. Arroyo indicated that the trash enclosure, as it was proposed, would be enclosed with a six-foot high block enclosure. Additionally, the air conditioner will need to be removed from the adjacent property since it currently crosses property lines. Also, he clarified that the proposed block wall would be built at the property line to the rear.

Subsequent to discussion, Commissioner J. Ruelas moved to approve Variance 2011-07 and Site Plan Review 2011-04 with an amendment to the conditions of approval to include visual cues for safety measures for vehicles making a right hand turn entering the parking lot. Seconded by vice-chair M. Rodriguez, the motion carried with the following vote:

<b>AYES:</b>	J. Ruelas, M. Rodriguez, J. Cuellar, and R. Montañez
<b>NOES:</b>	None
<b>ABSENT:</b>	A. Durham
<b>ABSTAIN:</b>	None

#### **Item 7B)**

Affordable Housing Initiatives Update – City of San Fernando – Staff will present the Affordable Housing Initiatives Update requesting that the Planning and Preservation Commission provide staff with input regarding a proposed amendment to the City’s zoning and development standard for an affordable housing density bonus ordinance, as a first step in an effort to facilitate the development of various types of housing for all economic segments of the community.

#### **Staff Presentation**

Assistant Planner Rina Lara provided the Planning and Preservation Commission with the Affordable Housing Initiatives update and provided a power point presentation requesting input from the commission to draft an Ordinance for their consideration.

At the conclusion of the presentation the Planning and Preservation Commission concurred and directed staff to proceed with an outline for the proposed amendment to the City’s zoning and development standard for an affordable housing density bonus ordinance.

#### **STAFF COMMUNICATIONS**

F. Ramirez asked the commission if they would be available for a special meeting on Wednesday, January 18, 2012 instead of the regularly scheduled meeting on Wednesday, January 4, 2012.

#### **COMMISSION COMMENTS**

J. Cuellar asked staff for an update regarding 857 N. Brand Blvd., 650 Glenoaks Blvd., and the shade structure at 1218 Fourth Street.

R. Montañez asked for the proposed use at 800 N. Maclay Avenue.

#### **PUBLIC STATEMENTS**

None

#### **ADJOURNMENT**

Chairperson J. Cuellar moved to adjourn the Planning and Preservation Commission Meeting to January 18, 2012. Seconded by Commissioner R. Montañez, the motion carried with the following vote:

<b>AYES:</b>	J. Cuellar, R. Montañez, M. Rodriguez, and J. Ruelas
<b>NOES:</b>	None
<b>ABSENT:</b>	A. Durham
<b>ABSTAIN:</b>	None

9:10 P.M.  
Fred Ramirez  
Planning Commission Secretary