



**CITY OF SAN FERNANDO
COUNCIL CHAMBERS
PLANNING AND PRESERVATION COMMISSION AGENDA
SPECIAL MEETING
MARCH 18, 2014**

1. CALL TO ORDER

7:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners, Kevin Beaulieu, Yvonne G. Mejia, and Rodolfo Salinas, Jr.

4. APPROVAL OF AGENDA

March 18, 2014

5. PUBLIC STATEMENTS

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who wishes to address the Commission on community planning matters not pertaining to items on this agenda.

6. CONSENT CALENDAR

Items on the consent calendar are considered routine and may be acted on by a single motion to adopt the staff recommendation or report. If the Commission wishes to discuss any item, it should first be removed from the consent calendar.

- No items

7. NEW BUSINESS

A: Subject: Modification of Variance 2013-04 (RE: Conditional Use Permit 2013-07 and Site Plan Review 2013-07)

Location: 460 San Fernando Mission Boulevard and 1136 Hollister Street, San Fernando, CA 91340

Applicant: Robert Grosse, WSS, 13425 South Figueroa Street, Los Angeles CA 90061

Proposal: The proposed project is a request to modify a previously approved Variance 2013-04 in order to allow the construction of a 4,696-square-foot addition to the existing 6,171, square foot commercial building with a reduced front and side setbacks, a primary lot coverage of 62 percent, and use of an off-site parking facility for a portion of the required parking. The project site at 460 San Fernando Mission Boulevard is an approximate 17,500-square-foot lot located on the easterly corner of San Fernando Mission Boulevard and Hollister Street, within the C-1 (Limited Commercial) zone. The site of the

planned off-site parking facility at 1136 Hollister Street is an approximate 10,000-square-foot lot located on the southwesterly portion of the 1100 block of Hollister Street, between San Fernando Mission Boulevard and South Maclay Avenue, within the R-2 (Multiple Family Residential) zone.

The request to modify the existing variance would allow for the proposed addition to the existing building at 460 San Fernando Mission Boulevard while maintaining a side yard setback of four feet and three inches along Hollister Street, exceeding the permissible lot coverage by two percent on the primary lot, and modification of the parking layouts on-site and at the off-site parking lot at 1136 Hollister Street in order to allow for a diagonal parking lot configuration with one-way through access from Hollister Street to Hewitt Street at said off-site parking facility. The total parking provided for the Project includes a total of 34 proposed parking spaces (i.e., 10 on-site and 24 at the off-site parking facility at the 1136 Hollister Street). The subject sites were previously entitled by the City on August 20, 2013, when the Planning and Preservation Commission approved Variance 2013-04 and Conditional Use Permit 2013-07.

Recommendation: Staff recommends that the Planning and Preservation Commission continue consideration of the proposed request to modify Variance 2013-04 to the next regularly scheduled meeting of April 1, 2014.

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 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.

- 8. STAFF COMMUNICATIONS**
- 9. COMMISSION COMMENTS**
- 10. ADJOURNMENT**
April, 1, 2014

Any public writings distributed to the Planning and Preservation Commission regarding any item on this regular meeting agenda will also be made available at the Community Development Department public counter at City Hall 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 or accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Community Development Department office at (818) 898-1227 at least 48 hours prior to the meeting.

MEETING DATE: March 18, 2014

PUBLIC HEARING:

1. CHAIRPERSON TO OPEN THE ITEM AND REQUEST STAFF REPORT
2. STAFF PRESENTS REPORT
3. COMMISSION QUESTIONS ON STAFF REPORT
4. OPEN FOR PUBLIC HEARING
5. CLOSE PUBLIC HEARING
6. PLANNING AND PRESERVATION COMMISSION DISCUSSION
7. RECOMMENDED ACTION:

(a) **To Continue:**

“I move to continue consideration of Modification of Variance 2013-04 (RE: Conditional Use Permit 2013-07 and Site Plan Review 2013-07) to April 1, 2014 ...” (Roll Call Vote)

PUBLIC HEARING:

Moved by: _____

Seconded by: _____

Roll Call: _____


Item 7A:
Modification of Variance 2013-04



PLANNING AND PRESERVATION COMMISSION STAFF REPORT

DATE: March 18, 2014

TO: SAN FERNANDO PLANNING AND PRESERVATION COMMISSION

FROM: Fred Ramirez, Community Development Director 

SUBJECT: Modification of Variance 2013-04
(RE: Conditional Use Permit 2013-07 and Site Plan Review 2013-07)
460 San Fernando Mission Boulevard and 1136 Hollister Street, San Fernando,
CA 91340 (Los Angeles County Assessors' Parcel Nos.: 2521-028-009, 2521-
028-016, and 2521-029-037)

PROPOSAL: The proposed project is a request to modify a previously approved Variance 2013-04 in order to allow the construction of a 4,696-square-foot addition to the existing 6,171, square foot commercial building with a reduced front and side setbacks, a primary lot coverage of 62 percent, and use of an off-site parking facility for a portion of the required parking. The project site at 460 San Fernando Mission Boulevard is an approximate 17,500-square-foot lot located on the easterly corner of San Fernando Mission Boulevard and Hollister Street, within the C-1 (Limited Commercial) zone. The site of the planned off-site parking facility at 1136 Hollister Street is an approximate 10,000-square-foot lot located on the southwesterly portion of the 1100 block of Hollister Street, between San Fernando Mission Boulevard and South Maclay Avenue, within the R-2 (Multiple Family Residential) zone.

The request to modify the existing variance would allow for the proposed addition to the existing building at 460 San Fernando Mission Boulevard while maintaining a side yard setback of four feet and three inches along Hollister Street, exceeding the permissible lot coverage by two percent on the primary lot, and modification of the parking layouts on-site and at the off-site parking lot at 1136 Hollister Street in order to allow for a diagonal parking lot configuration with one-way through access from Hollister Street to Hewitt Street at said off-site parking facility. The total parking provided for the Project includes a total of 34 proposed parking spaces (i.e., 10 on-site and 24 at the off-site parking facility at the 1136 Hollister Street). The subject sites were previously entitled by the City on August 20, 2013, when the Planning and Preservation Commission approved Variance 2013-04 and Conditional Use Permit 2013-07.

APPLICANT: Robert Grosse, WSS, 13425 South Figueroa Street, Los Angeles, CA 90061

RECOMMENDATION:

Staff recommends that the Planning and Preservation Commission continue consideration of the proposed request to modify Variance 2013-04 to the next regularly scheduled meeting of April 1, 2014 in order to allow inclusion of a Modification Request (Modification No. 2014-01) pursuant to City Code Section 106-212(5) subsections a and c to accommodate an increase lot coverage of two percent and a five percent reduction in the parking standard as well as provide the required on-site and 10-day public notification for the proposed amended Project.

PROJECT OVERVIEW:

On May 25, 2013, Warehouse Shoe Sale (“WSS”), the applicant for the project, submitted a site plan review application to construct an addition to an existing commercial building located at 460 San Fernando Mission Boulevard. The proposed building addition at the subject property would also include a complete renovation of the existing façade of the building currently occupied by WSS (formerly Warehouse Shoe Sale), a retail footwear and apparel store, with improved landscape areas and parking facilities. Additionally, the project proposal included the development of an off-site parking facility at 1136 Hollister Street in order to meet the total parking required for the project pursuant to the City’s zoning code. The project site at 460 San Fernando Mission Boulevard is an approximate 17,500-square-foot lot (Los Angeles County Assessor Parcel No (APN): 2521-029-037) located on the easterly corner of San Fernando Mission Boulevard and Hollister Street, within the C-1 (Limited Commercial) zone. The site of the proposed off-site parking facility at 1136 Hollister Street is an approximate 10,000-square-foot property comprised of two lots (APNs: 2521-028-009 and 2521-028-016) located on the southwesterly portion of the 1100 block of Hollister Street, between San Fernando Mission Boulevard and South Maclay Avenue, within the R-2 (Multiple Family Residential) zone.

Pursuant to City Code Section 106-696, the front setback for properties in the C-1 zone is 10 feet. Additionally, the side setback area for properties whose side setback area abuts the street right-of-way is five feet. However, pursuant to City Code Section 106-697, when a side property line abuts another property instead of the street right-of-way, a building may be developed at the property line with a zero side setback.

In staff’s review of the project and the development of the site to date, the existing building was constructed in 1997 with a front setback of five feet and four inches to allow for the placement of the building toward the front of the property. The placement of the existing building toward the front of the property facing San Fernando Mission Boulevard also facilitated the development of a retail storefront with direct frontage to the street and provided an expanded area at the rear of the property to provide the required parking for the project. While the construction of the retail building was allowed at the aforementioned setbacks, the development standards and setback requirements applicable at the time of the project’s review and development in 1997 required a 10-foot front setback along San Fernando Mission Boulevard for properties within the C-1 zone, pursuant to City Code Section 30.600.01. Under the city’s current development standards, pursuant to City Code Section 106-696, a similar 10-foot front setback is required for C-1 zoned properties. As such, the existing commercial building developed at 460 San Fernando Mission

Boulevard is not in compliance with previously or currently applicable front setback requirements for commercially zoned property. Upon staff's assessment of the discrepancy in front building setback, the applicant was advised by City staff that a variance would be required to legalize the existing portion of the building that extends into the front setback area, as well as to allow for the proposed additional encroachment of the building into the required front and side setbacks along San Fernando Mission Boulevard and Hollister Street.

As discussed above, the project included the use of an off-site parking facility at 1136 Hollister Street to provide a portion of the required parking for the project, with additional surplus parking for employees of the retail store. Pursuant to City Code Section 106-822(c)(7), retail uses within the C-1 zone are required to provide one parking space for every 300 square feet of gross floor area. In total, the proposed 10,013-square-foot building would require a total of 33 parking spaces to be provided on-site at 460 San Fernando Mission Boulevard. As proposed, the project would provide a total of 38 parking spaces, with 17 spaces provided at the subject property at 460 San Fernando Mission Boulevard and an additional 21 spaces provided across the street within the proposed off-site parking facility at 1136 Hollister Street. As such, the project would provide a surplus of five spaces. Pursuant to City Code Section 106-827(a), off-site parking facilities used to provide all or a portion of the required parking for a project may be permitted though the Commission's review and consideration of a variance. Additionally, a residentially zoned lot may be used as an off-site parking facility for a commercial use if the proposed parking lot is located adjacent to or across the street from a nonresidential zone, pursuant to City Code Section 106-827(b) and subject to the review of a variance as noted above.

As proposed, the new addition and associated improvements to the existing building at 460 San Fernando Mission Boulevard would provide depth and articulation to the façade of the building, while providing a prominent and functional front entry and areas for windows and display cases along San Fernando Mission Boulevard, Hollister Street, and the rear of the building facing the parking lot. The proposed improvements would necessitate that portions of the existing building extend into the required front and side yard setback area to provide the desired architectural treatment throughout the building. As such, portions of the building facade would retain a front setback of four feet and four inches along San Fernando Mission Boulevard and a side setback of four feet and two inches along Hollister Street.

Finally, along with the improvements to the building façades, the project would also include the installation of new signage along the elevations on San Fernando Mission Boulevard, Hollister Street, and the building elevation facing the parking lot at the rear. The applicant is requesting the approval of a sign program for all signage planned throughout the site. Pursuant to City Code Section 106-933(7)(c), the approval of a sign program requires the review and consideration of a Conditional Use Permit (CUP) by the Commission. The requested CUP would allow for the installation of approximately 229 square feet of signage on the building's front elevation facing San Fernando Mission Boulevard, approximately 150 square feet of signage on the building's side elevation facing Hollister Street, and approximately 235 square feet of signage on the building elevation facing the parking lot at the rear of the subject property. The proposed sign program throughout the site would also include for the removal of the existing deteriorated 156.66-square-foot dual-face pole sign (78.33 square feet per face) located on the corner of San

Fernando Mission Boulevard and Hollister Street. Additionally, window graphic signage would also be installed on the building, with 236 square feet of window signage along San Fernando Mission Boulevard and Hollister Street, respectively, and 154 square feet of window signage facing the parking lot at the rear of the subject property.

Pursuant to City Code Section 106-933(1), the total sign area of per building frontage shall not exceed 20-percent of the area of the building elevation. Additionally, the maximum area allowed for signage shall not exceed 150 square feet per frontage. However, pursuant to City Code Section 106-933(7)(c), a sign program for the entire project site that requests additional sign area above the permitted maximum area under the city's sign regulations may be considered by the Commission as part of a conditional use permit request.

Subsequent to staff's review of the project in its entirety, planning staff worked with the applicant to address concerns regarding building setbacks, the proposed off-site parking facility, building design, and the requested sign program for the project.

On July 25, 2013, the applicant submitted a variance application requesting reduced front and side building setbacks and the approval of an off-site parking facility to provide a portion of the required parking for the project, along with a conditional use permit for the proposed sign program for the Commission review and consideration.

On August 23, 2013, the Planning and Preservation Commission reviewed and approved Conditional Use Permit 2013-07, Variance 2013-04, and Site Plan Review 2013-07 pursuant to Planning and Preservation Resolution No. 2013-07, to allow for the construction of an approximate 3,842 square foot addition to the existing WSS retail commercial building at 460 San Fernando Mission Boulevard with reduced front and side setbacks and allowing for the construction of an off-site parking facility at 1336 Hollister Street and approval of conditional use permit to allow for a sign program with increased signage above the maximum permitted in the C-1 (Commercial) zone. As part of the project approval, the Commission added requirements to enhance on-site landscaping with five trees along the perimeter of the proposed commercial building at 460 San Fernando Mission Boulevard as well as requiring that all windows where graphic signage is to be displayed would be converted into functional display cases to display business merchandise.

On December 23, 2013, Robert Grosse of WSS submitted a new site plan review application seeking to construct a 5,060 square foot addition to the existing WSS commercial building that would result in a total building size of 11,391 square feet while maintaining the reduced front setback, continuing the non-conforming side setback to accommodate proposed building expansion, and providing 34 parking spaces through a combination of on-site and off-site parking facilities. In addition to the proposed changes to the building footprint and the available parking for the project, the applicant had also modified the proposed signage for the building significantly reducing the amount of proposed building signage in an effort to further reduce the Commission's prior concern with the overall proposed signage for the building, which was allowed pursuant to the Commission's Conditions of Approval for the Project. However, as part of the review process it was determined that the proposed project would have a parking shortfall

of three less parking spaces than the required 37 for the project and exceed the lot coverage maximum permissible under the code of 60 percent of the total lot size. As part of the site plan review process, staff continued to work with the applicant over a three month period to further refine the project and seek to address the parking deficiency and evaluate the proposed building lot coverage.

On March 6, 2014, the public hearing notice for the Project was posted at two City Hall bulletins, at the County Public Library bulletin, and at the project site. A notice was also published in the March 7, 2014, print and online legal advertisement section of the *Los Angeles Daily News*. In addition, notices of this hearing were mailed to all property owners of record within 500 feet of the subject site.

In the process of preparing the staff report to the Commission for the Project, City planning staff determined that pursuant to City Code Section 106-212(5), Subsections a and c that the chief planning official may make minor accommodations to development standards pertaining to lot coverage, landscaping, parking and loading, and signs. Specifically, Subsections a and c allow for a five percent increase in lot coverage and a five percent reduction in required on-site parking. As such, the modification of these lot coverage and parking standards would ensure that the proposed project complied with the applicable commercial development standards. Approval of these minor adjustments would also facilitate the Commission's consideration of the applicant's request to modify Variance 2013-04 and allowing the project to be built with the previously approved reduced front and side yard setbacks and off-site parking facility. Furthermore, pursuant to City Code Section 106-214, the continuance of the Project's scheduled hearing by the Commission to Tuesday, April 1, 2014, would allow City staff to also complete the additional required public notification posting at the subject site and also re-notice the neighboring property owners regarding the additional modification request.

CONCLUSION:

Based on this analysis, City planning staff recommends that the Commission take the following action:

1. Allow a brief presentation on the item by city staff clarifying the request for a continuation of the public hearing on the Project;
 2. Open the public hearing to allow any members of the public to provide public comments;
 3. Close the public comment section of the meeting; and,
 4. Continue the public hearing on the item to the next regularly scheduled meeting on Tuesday, April 1, 2014.
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