



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

**MINUTES OF THE MEETING OF
APRIL 1, 2014
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 at 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Theale Haupt

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners Kevin Beaulieu, Y. Mejia, and Rudy Salinas

ABSENT

None

ALSO PRESENT

Community Development Director Fred Ramirez and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Commissioner Y. Mejia moved to approve the agenda for the April 1, 2014 Planning and Preservation Commission. Seconded by vice-chair A. Durham, the motion carried with the following vote:

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

CONSENT CALENDAR

Vice-chair A. Durham approved the consent calendar which included minutes of the November 5, 2013 and March 18, 2014 Planning and Preservation Commission meetings. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

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

UNFINISHED BUSINESS

None

PUBLIC HEARING 7A: Modification of Variance 2013-04 and Development Standards Modification 2014-01 (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 – Robert Grosse, WSS, 13425 South Figueroa Street, Los Angeles, CA 90061 – The proposed project is a request to modify previously approved Variance 2013-04 in order to allow the construction of a 4,696 square-foot addition to an existing 6,171 square foot commercial building located within the C-1 (Limited Commercial) zone at 460 San Fernando Mission Boulevard with reduced front and side setbacks of five feet-four inches and four feet-two inches, respectively while also constructing an off-site parking facility for a portion of the required parking at 1136 Hollister Street located in the R-2 (Multiple Family Dwelling) zone. The primary 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. 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. The total parking provided for the project includes 34 proposed parking spaces (i.e., 10 on-site and 24 at the off-site parking facility at 1136 Hollister Street).

The project applicant has also requested that the City consider approval of a modification of the C-1 zone property development standards pursuant to City Code Section 106-212, Subsections 5(a) and 5(c) to allow for the 62 percent lot coverage and a modification of on-site parking requirements reducing total required parking by five (5) percent in order to provide a total of 34 parking spaces for the project.

STAFF PRESENTATION

Community Development Director Fred Ramirez gave the staff presentation recommending that the Planning and Preservation Commission approve the proposed Modification of Variance 2013-04 and Development Standards Modification 2014-01, pursuant to Planning and Preservation Commission Resolution 2014-04 and the Conditions of Approval attached as Exhibit “A” to the resolution (Attachment1).

PUBLIC TESTIMONY

None

COMMISSION DISCUSSION

F. Ramirez stated he received a call regarding the size of the banner on the building announcing the modification of the proposal. He stated that the code dictates the size and the visibility of the notice.

K. Beaulieu asked if the exit off of Hollister Street would be at an angle or is the applicant proposing delineators so that a car can only exit making a right hand turn.

F. Ramirez indicated that the conditions of approval include language for “Right Turn Only” when exiting from the parking lot.

K. Beaulieu asked if the building height changed and if the number of trees required changed.

F. Ramirez stated that the building height has been reduced from 45' to 42' and the number of trees required on site would remain at five.

A. Durham stated that he likes the changes and the modifications make for a cleaner looking design.

Y. Mejia asked about the construction timeline.

F. Ramirez stated that if the project is approved at tonight's meeting that there is a 10 day appeal period and if no appeals are received then the applicant can move forward with submitting the plan check documents.

T. Haupt asked about the lighting on the signage and hoped that there is no spill over to neighboring properties.

F. Ramirez indicated that the conditions of approval details which logos are illuminated or not.

K. Beaulieu asked what types of tree would be planted at the location.

F. Ramirez repeated the friendly amendments to the conditions as follows; the Commission defers the landscaping plan approval to the Community Development Director, parking lot and directional sign noting arrows at Hollister for "Right Turn Only" with a condition that future changes needed to address traffic issue to be paid for by the developer.

Subsequent to discussion, Vice-chair A. Durham moved to approve Modification of Variance 2013-04 and Development Standards Modification 2014-01. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

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

COMMISSION REORGANIZATION

A. Durham moved to maintain T. Haupt as the Chairperson. Seconded by Y. Mejia, no objections and T. Haupt accepted.

K. Beaulieu moved to maintain A. Durham as Vice-chair. Seconded by Y. Mejia, no objections and A. Durham accepted.

STAFF COMMUNICATIONS

F. Ramirez gave the commission an update on the construction progress made at:

- Lopez Adobe
- Chipotle
- Tri-Color
- Walgreens
- Smart and Final Express; and
- Northeast Valley Health Corporation.

COMMISSION COMMENTS

T. Haupt asked about the street markings along First Street and the carports at 650 Glenoaks Blvd.
Y. Mejia asked about the window signage at Fiesta Insurance.

PUBLIC STATEMENTS

None

ADJOURNMENT

Chairperson T. Haupt moved to adjourn to May 6, 2014. Second by Commissioner K. Beaulieu, the motion carried with the following vote:

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

8:24 P.M.
Fred Ramirez
Planning Commission Secretary