



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

**MINUTES OF JUNE 18, 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 IS AVAILABLE FOR LISTENING IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

CALL TO ORDER

The meeting was called to order by Chairperson 7:01P.M.

PLEDGE OF ALLEGIANCE

Led by Chairperson Theale Haupt.

ROLL CALL

The following persons were recorded as present:

PRESENT:

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

ABSENT:

Commissioner Yvonne Mejia.

ALSO PRESENT:

City Planner Fred Ramirez and Community Development Secretary Michelle De Santiago.

APPROVAL OF AGENDA

Vice-chair A. Durham moved to approve the agenda of June 18, 2013. Seconded by K. Beaulieu, the motion carried with the following vote:

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

CONSENT CALENDAR

A. Vice-chair A. Durham moved to approve the minutes of June 4, 2013 meeting, Seconded by Commissioner R. Salinas, the motion carried with the following vote:

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

- B. Commissioner R. Salinas moved to approve Planning and Preservation Commission Resolution No. 2013-03. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

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

UNFINISHED BUSINESS

None

PUBLIC HEARING 7A:

Conditional Use Permit 2013-04 (CUP 2013-04) and Variance 2013-03 (VAR 2013-03) – 732 Mott Street/700 Chatsworth Drive, San Fernando, CA - Mission Community Hospital, 14850 Roscoe Blvd., Panorama City, CA – The project proposal is a request to allow modification of an existing conditional use permit for the continued operation of a community health and education facility in the existing building formerly occupied by Mission Community Hospital at 732 Mott Street. The proposed changes to the previously city-approved health and education facility (a hospital type use) required Planning and Preservation Commission approval of a conditional use permit. The project includes proposed changes to the previously approved exterior façade and landscaping improvements along the Chatsworth Drive and Mott Street building frontages for the existing approximate 28,390 square feet single-story building. In addition, the project is requesting a variance from the city’s development standards to allow trellis structures to be built within the required front yard setback along Chatsworth Drive and to deviate from the city parking regulations by providing less than the required landscaping area within existing nonresidential parking facilities and to allow for tandem parking. The project site covers approximately 60,350 square feet located within the R-1 (Single-Family Residential) zone.

STAFF PRESENTATION

City Planner Fred Ramirez provided the staff presentation recommending that the Planning and Preservation Commission approved Conditional Use Permit 2013-04 and Variance 2013-03, to allow for the continued operation of a community health and education facility with the proposed façade and landscaping improvements and to allow the trellis structures to encroach 11.5 and 19 feet into the required front yard setback and to allow for the less than required landscaping and to allow tandem parking, pursuant to Planning and Preservation Commission Resolution 2013-04 and the conditions of approval attached as Exhibit “A”.

PUBLIC TESTIMONY

Audrey Simmons – Mission Community Hospital representative - Ms. Simmons stated that she has been with the hospital for 10 years and that the intent of the project is to bring the building back to life and to provide a much needed service to the community.

She thanked the commission for their willingness to allow Mission Community Hospital to be a part of the community and she stated that the hospital will work with the city and they will continue to be good neighbors.

John Herrera – 807 Mott Street - Mr. Herrera has lived in the neighborhood for 35 years, he stated that he respects the service that the community hospital is providing however, the hospital needs to educate their patients as to where to park, path of travel, and to respect the surrounding neighborhood. Additionally he asked what the hours of operation would be.

F. Ramirez stated that the hours of operation would be Monday through Friday 8:00 a.m. to 5:30 p.m.

COMMISSION DISCUSSION

T. Haupt asked about the driveway approach along Chatsworth Drive.

F. Ramirez indicated that the driveway would be removed, therefore adding two more parking spaces.

K. Beaulieu asked about the current lighting along Chatsworth Drive and if the proposed lighting would be consistent with the current design of the building. Additionally, he stated concern about lighting spill over onto neighboring properties.

A Durham stated that they may have reoccurring graffiti issues because the area is poorly lit.

F. Ramirez stated that the street is partly lit along Chatsworth Drive and that one of the conditions of approval No. 12 notes that all proposed light fixtures shall be designed in a manner that is consistent with the overall architectural style of the building and shall not disturb or create glare toward neighboring properties.

T. Haupt asked for clarification on the concrete under the trellis area and if it would be cement or decorative pavers.

F. Ramirez indicated that mostly likely it would be stamped concrete that would extend to the sidewalk.

T. Haupt asked if the perimeter wall on Lot #1 was slated for repair and if there was going to be any type of graffiti deterrent applied to it.

F. Ramirez stated that the existing wall would be repaired with similar or compatible block and that condition of approval No. 18 addresses the city's graffiti requirements.

Subsequent to discussion Commissioner K. Beaulieu moved to approve conditional use permit and variance for the subject site at 732 Mott Street/700 Chatsworth Drive. Seconded by Vice-chair A. Durham, the motion carried with the following vote:

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

STAFF COMMUNICATIONS

F. Ramirez informed the commission that they may be scheduled for two meetings a month for the next couple of months in order to process some time sensitive project proposals.

COMMISSION COMMENTS

None.

PUBLIC STATEMENTS

None.

ADJOURNMENT:

Vice-chair A. Durham moved to adjourn to July 2, 2013. Second by Commissioner K. Beaulieu, the motion carried with the following vote:

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

8:07 P.M.

Fred Ramirez

Planning and Preservation Commission Secretary