



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

**MEETING MINUTES OF JULY 2, 2013
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 Chairperson 7:00 P.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, Yvonne Mejia, and Rudy Salinas

ABSENT:

None

ALSO PRESENT:

City Planner Fred Ramirez, Assistant Planner Edgar Arroyo, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Vice-chair A. Durham moved to approve the agenda of July 2, 2013. 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

CONSENT CALENDAR

Commissioner Y. Mejia moved to approve the minutes of June 18, 2013. Seconded by Vice-chair A. Durham, seconded, the motion carried with the following vote:

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

UNFINISHED BUSINESS

None

PUBLIC HEARING 7A:

Variance 2013-02 (VAR 2013-02) and Site Plan Review 2013-06 (SPR 2013-06) – 1600 San Fernando Road, San Fernando, CA 91340 – Cherry Huie, RBB Architects, 10980 Wilshire Boulevard, Los Angeles, CA 90024 and Kevin Haub, K.H.A. Architecture, 24868 Apple Street, Suite 201-B, Santa Clarita, CA 91321 – The proposed project is a request for review and approval of a Variance application to allow for the construction of a new 9,993 square-foot, two-story medical building on the campus of Northeast Valley Health Corporation, located at 1600 San Fernando Road with increased front and side setbacks, and the expansion of the parking lot with a street frontage of greater than 50-percent along San Fernando Road. The project site is an approximate 80,000 square-foot (1.83 acre), with street frontages along San Fernando Road, South Lazard Street, and Celis Street, within the Truman-San Fernando District (Workplace Commercial Sub-District) of the SP-4 (Corridors Specific Plan) zone.

Staff Presentation

Assistant Planner Edgar Arroyo gave the staff presentation recommending that the Planning and Preservation Commission approve Variance 2013-02, pursuant to Planning and Preservation Commission Resolution 2013-05 and the Conditions of Approval attached as Exhibit “A” to the resolution (Attachment1).

Public Testimony

Mary Costopoulos – 1550 San Fernando Road – Ms. Costopoulos stated that she is the owner of the building directly across the street and she welcomes the improvements to the area.

Commission Discussion

Kimberly Wyard, CEO, Northeast Valley Health Corporation (NEVHC)– 1172 N. Maclay Avenue, San Fernando, CA 91340 – Ms. Wyard gave a brief history on NEVHC and the population they serve. She stated that she wants this development to be a testament to the community

Y. Mejia asked how many employees currently work at the medical facility.

K. Wyard stated that there are approximately 70 employees working at the existing two buildings and that the new building would require an additional 21 employees that would be staggered throughout the day including evenings and weekends.

T. Haupt asked what the hours for biggest parking demands were.

K. Wyard indicated that it was from 8:30 a.m. to 5:00 p.m.

K. Beaulieu asked if the facility provide services to the uninsured.

K. Wyard stated that their patients are mostly insured through Healthy Families or Health Net but that there is such a high demand for adult services that they can no longer accept new patients.

A. Durham asked how many parking spaces are used by employees as opposed to patients.

K. Wyard stated that approximately 70 spaces will be used by employees at any given time since their work schedules are staggered. She also indicated that most patients ride either the metro or arrive by trolley.

K. Beaulieu asked if there were any other improvements that will take place other than the new building.

K. Wyard stated that there will be some interior remodeling done, specifically at the dental department, the expansion will take it from 6 chairs to 12 chairs.

T. Haupt asked about the sidewalk repair and where it will take place.

F. Ramirez indicated that Public Works identified it on their checklist.

T. Haupt asked about the Ficus trees and if they would be replaced since they are damaging the sidewalk.

F. Ramirez stated that the commission could make that recommendation to the Tree Commission.

T. Haupt inquired about the metal grates and if they would be repair or replaced. He stated that there are grates where there is no longer a tree and he stated that it is a safety issue and that decomposed granite should be looked at as an alternative.

F. Ramirez indicated that # 20 of the Public Works Checklist does identify the parkway trees.

T. Haupt stated that the meter boxes are creating a tripping hazard and the proposed Palo Verde tree in the courtyard is not pedestrian friendly.

K. Wyard indicated that she will keep that in mind for the final selection of tree species.

Subsequent to discussion, Chairperson T. Haupt moved to approve Variance 2013-02. Seconded 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

STAFF COMMUNICATIONS

F. Ramirez asked the commissioners if they would be available for a second meeting in August since there are a few projects pending review.

T. Haupt indicated that he would not be available for the October meeting.

Y. Mejia stated that she would not be available from August 28-September 13, 2013.

COMMISSION COMMENTS

K. Beaulieu asked staff to inquire about a tree that is at N. Huntington and Fifth Street that is being consumed by ivy. He also asked if there was a landscape plan for 1500 Glenoaks Blvd and the transitional home on Griswold and how that is allowed to exist.

T. Haupt asked about the dirt field at 1245 San Fernando Road.

PUBLIC STATEMENTS

None

ADJOURNMENT

Vice-chair A. Durham moved to adjourn to the next regularly scheduled Planning and Preservation Commission meeting on August 6, 2013. Second by Commissioner K. Beaulieu, the motion carried with the following vote:

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

8:23P.M.
Fred Ramirez
Planning Commission Secretary