



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

**APPROVED MINUTES OF THE
JULY 18, 2017 SPECIAL MEETING
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 AT: www.ci.san-fernando.ca.us/commissionandboardmeetings/#ppc

CALL TO ORDER

The meeting was called to order by Theale Haupt at 6:30 p.m.

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners Kevin Beaulieu, Yvonne Mejia and Jennifer Perez-Helliwell

ALSO PRESENT

City Attorney Richard Padilla, Interim Community Development Director Jack Wong, Associate Planner Humberto Quintana, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Vice-chair A. Durham, moved to approve the agenda of July 18, 2017 Special Meeting. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	A. Durham, K. Beaulieu, T. Haupt, Y. Mejia, and J. Perez-Helliwell
NOES:	None
ABSENT:	None
ABSTAIN:	None

CONSENT CALENDAR

No Items

UNFINISHED BUSINESS

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None

PUBLIC HEARING

Variance 2017-003 (VAR 2017-003) – 500 San Fernando Mission Boulevard, San Fernando, CA 91340 – Allen R. Baker, C/o Peter Pan LLC – The proposed “Project” is a request for review and approval of Variance 2017-003, in order to allow the payment of a fee in-lieu of the provision of four (4) required off-street parking spaces, in accordance with City Municipal Code Section 106-827(a), for the occupancy of a portion of a commercial building located at 500 San Fernando Mission Boulevard, Unit #100 between Hewitt Street and Hollister Street, within the C-1 (Limited Commercial) Zone, for a proposed physical therapy use.

STAFF PRESENTATION

Associate Planner Humberto Quintana gave the staff presentation recommending the Planning and Preservation Commission approve Variance 2017-003 to allow for four(4) of the required off-street parking spaces for the property located at 500 San Fernando Mission Boulevard Unit #100 to be satisfied by payment of an in-lieu fee, pursuant to Planning and Preservation Commission Resolution No. 2017-005 and the “Conditions of Approval” attached as Exhibit “A” to the resolution.

PUBLIC COMMENT

None

COMMISSION DISCUSSION

Y. Mejia asked how many employees would the new tenant have.

H. Quintana indicated that he will direct that question to the applicant who is in the audience and available to answer any questions.

Allen R. Baker – Building owner and applicant – Mr. Baker indicated that the new tenant will have 2 – 3 employees and the number of patients utilizing the location would be 1.7 persons per hour any given time, one appointment in increments of 45 minutes.

T. Haupt asked about the other 1400 square feet of empty tenant space.

Allen R. Baker we are hoping to have a retail tenant, since the space has been vacant for two years.

Subsequent to discussion Commissioner K. Beaulieu moved to approve Variance 2017-003 to allow for four (4) of the required off-street parking spaces for the property located at 500 San Fernando Mission Boulevard Unit #100 to be satisfied by payment of an in-lieu parking fee, pursuant to Planning and Preservation Commission Resolution No. 2017-005 and the “Conditions of Approval” attached as Exhibit “A” to the resolution. Seconded by Vice-chair A. Durham, the motion carried with the following vote:

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AYES: K. Beaulieu, A. Durham, T. Haupt, Y. Mejia, and J. Perez-Helliwell
NOES: None
ABSENT: None
ABSTAIN: None

STAFF COMMUNICATIONS

H. Quintana introduced Jack Wong as the Interim Community Development Director. Humberto also informed the Commission of the Urgency Ordinance that was adopted at last night City Council meeting with regards to the regulations of accessory dwelling units. Additionally the Commission will go dark on August 1, 2017 to allow everyone to attend the National Night Out.

COMMISSION COMMENTS

T. Haupt indicated that we should still meet in August.

Other properties mentioned were 650 Glenoaks Blvd and the lack of development with the car port structure for their tenants and 2040 Glenoaks Blvd regarding the lack of property maintenance along the Hubbard Avenue side of the site (which is outside of the City Limits)

PUBLIC STATEMENTS

None

ADJOURNMENT

Commissioner K. Beaulieu moved to adjourn to the August 1, 2017. Second by Vice-Chair A. Durham, the motion carried with the following vote:

AYES: K. Beaulieu, A. Durham, T. Haupt, Y. Mejia, and J. Perez- Helliwell
NOES: None
ABSENT: None
ABSTAIN: None

7:08 P.M.

Planning Commission Secretary