



## PLANNING AND PRESERVATION COMMISSION

### REGULAR MEETING NOTICE AND AGENDA

DECEMBER 4, 2018 – 6:30 P.M.

COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

#### **CALL TO ORDER**

#### **ROLL CALL**

Chairperson Alvin Durham, Jr.  
Commissioner Ivan Gonzalez  
Commissioner Yvonne G. Mejia  
Commissioner Aida Montes  
Commissioner Jennifer Perez-Helliwell

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

December 4, 2018

#### **PUBLIC STATEMENTS – WRITTEN/ORAL**

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out a form located at the Council Chambers entrance and submit it to the Commission Chair. When addressing the Planning and Preservation Commission please speak into the microphone and voluntarily state your name and address.

#### **CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the Planning and Preservation Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

- 1) Approval of the Planning and Preservation Commission minutes of the November 7, 2018 meeting.**

# PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –December 4, 2018

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## CONTINUED BUSINESS

No Items

## NEW BUSINESS

- 1)     **SUBJECT:**                               Conditional Use Permit 2018-007 (CUP 2018-007) and Site Plan Review 2018-048 (SPR 2018-048)
- LOCATION:**                           1661 San Fernando Road, San Fernando, CA 91340  
  (Los Angeles County Assessor's Parcel No. 2612-004-016)
- PROPOSAL:**                       The proposed "Project" is a request for approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square feet commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square feet commercial building on a 30,000 square foot lot and is located on the northeastern corner of San Fernando Road and Meyer Street.
- APPLICANT:**                       Avetis Vardanyan – 12922 Strathern Street, North Hollywood, CA 91605
- RECOMMENDATION:**           Staff recommends that the Planning and Preservation Commission approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 and the Conditions of Approval attached as Exhibit "A" in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone.

*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 and Preservation 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.*

# PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –December 4, 2018

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## **STAFF COMMUNICATIONS**

Upcoming Training Opportunity

## **COMMISSIONER COMMENTS**

## **ADJOURNMENT**

January 8, 2019

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.*

November 29, 2018 @ 5:25 p.m.

Signed and Posted: Date and time

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Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting at the Community Development Department Public Counter. Any public writings distributed by the Planning and Preservation Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Community Development Department Public Counter 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](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Community Development Department at (818) 898-1227 at least 48 hours prior to the meeting.

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

**DRAFT MINUTES OF THE  
NOVEMBER 7, 2018 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: <http://ci.san-fernando.ca.us/commissions-boards/#1477946968325-c2faf7a0-5a49>**

**CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by Alvin Durham

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:**

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, Yvonne Mejia, and Aida Montes

**ABSENT:**

Commissioner Jennifer Perez-Helliwell

**ALSO PRESENT**

Community Development Director Timothy Hou, City Attorney Joaquin Vazquez, David McPherson from HDL Companies, Associate Planner Gerardo Marquez, and Community Development Secretary Michelle De Santiago

**APPROVAL OF AGENDA**

Commissioner A. Montes moved to approve the agenda of November 7, 2018, meeting. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES:	A. Montes, I. Gonzalez, A. Durham, and Y. Mejia
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

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### CONSENT CALENDAR

Y. Mejia moved to approve the minutes of the September 5<sup>th</sup> and October 23<sup>rd</sup>, 2018, Planning and Preservation Commission Meetings. Seconded by I. Gonzalez, the motion carried with the following vote:

AYES:	Y. Mejia, I. Gonzalez, A. Durham, and A. Montes
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

### CONTINUED BUSINESS

1)

**Code Amendment No. 2018-002 – Citywide Medicinal and Adult Use Commercial Cannabis Prohibition and Regulations – City of San Fernando – The proposed Code Amendment would amend the San Fernando Municipal Code Chapter 22 (Business) and Chapter 106 (Zoning) that prohibits Citywide medicinal and adult use commercial cannabis retail (both storefront dispensaries and non-storefront delivery services) and microbusinesses and to establish regulations and a discretionary review process for the allowance of medicinal and adult use commercial cannabis cultivation, distribution and manufacturing zones, and the M-1 (Limited Industrial) and M-2 (Light Industrial) manufacturing zones, and the Workplace Flex, Mixed-Use Corridor and Auto Commercial Districts within the San Fernando Corridors Specific (SP-5) zone. Businesses would be subject to a 450-foot buffer from day cares, youth centers, and K-12 public and private schools. Code Amendment No. 2018-002 would also establish regulations for medicinal-only commercial cannabis deliveries made in the City that originate from outside of the City's boundaries.**

### STAFF PRESENTATION

Community Development Director Timothy Hou introduced the items recommending that the Planning and Preservation Commission approve Resolution No. 2018-009 recommending to the City Council adoption of the proposed Cannabis Ordinance and Code Amendment amending the San Fernando Municipal Code regarding prohibitions and regulation of medicinal and adult use commercial cannabis activities.

J. Vasquez gave a presentation on the recent changes in the law and the regulatory history on Cannabis activities.

D. McPherson provided an explanation of the different definitions in order to distinguish the different types of business being allowed.

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### COMMISSION DISCUSSION

A. Durham inquired about the difference in buffer distances from the original presentation.

J. Vasquez indicated that location jurisdictions have the ability to increase or decrease the buffer from the default 600 feet minimum set by the state and the City Council agreed on 450 feet.

Y. Mejia indicated that she printed an article that references the delivery services and she wanted to bring it to the commission's attention about the new rulings.

J. Vasquez explained that the delivery services are currently allowed in the City of San Fernando but they have to be vetted by the Police Department from a licensed facility outside of the City to be delivered to a location in San Fernando. He also indicated that the Code Amendment as proposed would not allow delivery services operation to be established in the City of San Fernando.

D. McPherson indicated that the Commission will decide on the language to allow who can provide delivery services and how to regulate it.

### PUBLIC COMMENT

**Linda Jaron** – 319 N. Workman Street, San Fernando, CA – Ms. Jaron stated that she misses Chairperson Haupt at the dais. She indicated that the city has historically taken a parental attitude with such approvals and that she is happy to see that the City has decided to consider a code amendment. She indicated that she is personally in favor of maximizing the revenue but would like to know why the County Library and the City Parks are not considered sensitive receptors.

J. Vasquez stated that the City has the ability to include the Library and City Parks as sensitive receptors, but the Ad Hoc Committee members did not elect to include them however, the Commission can include them if that is their consensus.

**Brenda Villanueva** – 1024 N. Maclay Avenue, San Fernando, CA – Ms. Villanueva works at Pueblo Y Salud and she asked if the City has considered the safety precaution regarding the different extraction methods that may include butane extraction. She went on to express that 450 feet of a buffer does seem to be enough distance to provide a safety barrier. She indicated that the City of Los Angeles has also included Libraries and Parks in their sensitive receptors. She commended the Commission for their stand on not allowing store front retailers.

D. McPherson indicated that the State of Colorado requires Fire Department certification on an annual basis and for the 646 facilities they have in operation there hasn't been any safety incidents.

**Jesse Avila** – 319 N. Workman Street, San Fernando, CA – Mr. Avila expressed that the activity already exists and its best to implement safety precautions and identify the regulation process so the City has control of the activity. He stated that the funds generated benefit the community.

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He stated that the Commission has the ability to make the recommendations of making it attractive, safe and profitable for the City.

**Morris Thomas** – 24705 Magic Mountain Parkway, Valencia, CA – Mr. Thomas expressed some concerns with Section 22-468 Number 4 that reads, “...has a valid State of California commercial cannabis permit.” He indicated that the State will not issue a license if the City doesn’t give its approval first. He indicated that it would make more sense to allow multiple licenses at the same location because of the limited space that the City has so why not allow microbusinesses.

J. Vasquez stated that the City may issue a provisional or temporary planning approval. He explained that the city took the limited space into consideration when decreasing the State buffer zones from 600 feet to 450 feet.

D. McPherson stated that the City will not issue a permit only to have the State deny the license so it will have to be a provisional or temporary approval from the City.

**Jonatan Cvetko** – No address provided – Mr. Cvetko stated the he is a member of the Los Angeles County Board of Supervisor’s Cannabis Regional Committee and stated that there are several missed opportunities if you don’t allow for cultivation (personal) and retail sales. He stated that the Commission should reconsider banning retail sales.

**Severyn Aszkenazy** – 601 S. Brand Blvd., 3<sup>rd</sup> Floor, San Fernando - Mr. Aszkenazy asked about a rental opportunity and what would happen if there is a cannabis business approved and in place and then there is a vacant site within the buffer zone that wants to be occupied by a school. Additionally he asked how the distances from buffers are measured.

J. Vasquez stated that the entitlements for the Cannabis activity runs with the land and if the school so desires to occupy a location within the buffer than ultimately it would be left up to the school and its board to make that determination.

D. MacPherson stated that the regulations are very specific that distances are measured from property line to property line.

**Tom Ross** – 451 S. Brand Blvd, San Fernando, CA – Mr. Ross expressed that he has concerns with allowing these types of businesses in an established business district such as the area where he operates his business, which is in close proximity to Saint Ferdinand’s Church and school. He stated that the Commission should consider only allowing complementary uses to coexist in the same zone.

T. Hou provided clarification that S. Brand Boulevard does not allow for manufacturing businesses so it would not be allowed to operate along S. Brand Blvd.

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**Kinich Iztali** – 4001 Inglewood Avenue, CA – Mr. Iztali expressed concern with Commission's aggressive approach on not allowing store front or deliveries services since there is a large population of patients in the City that can benefit from this activity. He asked if there are different fees based on the different uses. He stated that the commission should consider delivery service within the City limits as non-store front deliveries.

J. Vasquez indicated that the fees will be adopted at a later time by the City Council, however the fees will be competitive to attract most responsible businesses. He stated that the retail prohibition as determined by the Ad-Hoc Committee that made recommendation to the City Council, start with non-retail and explore introducing retail in the future.

**Orlando Martinez** – No Address provided – Mr. Martinez expressed concern with Special interest by a member of the City Council and their negotiations with a large investor associated with a Cannabis Corporation. He stated that the city may be looking at a lawsuit. Additionally, he inquired about the possibility of allowing commercial activity from Fourth Street to Eighth Street along Maclay Avenue.

T. Hou provided clarification that N. Maclay Avenue is zoned as SP-5 and no manufacturing businesses are allowed to operate along N. Maclay Avenue.

### COMMISSION DISCUSSION

Y. Mejia clarified for the audience that the Code Amendment as it is written would only apply to M-1 and M-2, and Workplace Flex zones of the City no other zones will be affected by the passing of this amendment.

A. Durham stated that the commission should consider the County Library as a sensitive receptor.

Y. Mejia suggested an amendment to the report to include microbusinesses. She stated that based on the limited space within the M-1, M-2, and Workplace Flex zone a single business could potentially have multiple components at one location opposed to multiple businesses doing individual components in order to maximize space. Additionally she indicated that she doesn't understand why the City would not allow delivery service businesses in San Fernando for those patients living in San Fernando, she indicated that the City would be missing out on an additional revenue opportunity.

D. McPherson asked if the commission agreed on consensus on a maximum of delivery businesses within the City limits then language can be added to the resolution.

J. Vasquez stated that language would be added to Section 22-470 to determine maximum number of delivery businesses allowed.

A. Durham stated support so long as the allowed businesses are not allowed to be store-front.

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T. Hou indicated that this is a working document, decisions and determination can be made reasonable and subjective.

Subsequent to discussion, Commissioner Y. Mejia moved to approve Planning and Preservation Commission Resolution 2018-009 recommending to the City Council adoption of the proposed Cannabis Ordinance and Code Amendment No. 2018-002 including the amendments to allow for Microbusinesses and non-store front retail delivery services in the M-1, M-2, and Workplace Flex zones. Seconded by Commissioner A. Montes, the motion carried with the following vote:

AYES:	Y. Mejia, A. Montes, A. Durham, and I. Gonzalez
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

### **NEW BUSINESS**

None

### **STAFF COMMUNICATIONS**

None

### **ADJOURNMENT**

Chairperson A. Durham moved to adjourn to the December 4, 2018 meeting date. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

AYES:	A. Durham, Y. Mejia, I. Gonzalez, and A. Montes
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

8:25 P.M.

Planning Commission Secretary



**MEETING DATE:** December 4, 2018

**COMMISSION CONSIDERATION:**

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

a. To Approve:

“I move to approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 and the Conditions of Approval attached as Exhibit “A” in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone.” (Roll Call Vote)

b. To Deny:

“I move to recommend denial of Conditional Use Permit 2018-007 and Site Plan Review 2018-048, based on the following...” (Roll Call Vote)

c. To Continue:

“I move to continue Conditional Use Permit 2018-007 and Site Plan Review 2018-048, to the following date...” (Roll Call Vote)

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Roll Call: \_\_\_\_\_

**ITEM 1:**  
**Conditional Use Permit 2018-007 and**  
**Site Plan Review 2018-048**







## AGENDA REPORT

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**To:** Planning and Preservation Commission Chairperson Durham and Commissioners

**From:** Timothy T. Hou, AICP, Director of Community Development  
By: Gerardo Marquez, Associate Planner

**Date:** December 4, 2018

**Subject:** **Conditional Use Permit 2018-007**  
**Site Plan Review 2018-048**  
1661 San Fernando Road, San Fernando, CA 91340  
(Los Angeles County Assessor's Parcel No: 2612-004-016)

**Proposal:** The proposed "Project" is a request for the approval of a Conditional Use Permit ("CUP") and Site Plan Review for the operation of a banquet hall within a 6,270 square feet commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District ("MUC") of the San Fernando Corridors Specific Plan Zone ("SP-5"). The project site is currently improved with another 7,723 square foot commercial building on a 30,000 square foot lot and is located on the northeastern corner of San Fernando Road and Meyer Street.

**APPLICANT:** Avetis Vardanyan  
12922 Strathern Street, North Hollywood, CA 91605

### **RECOMMENDATION:**

Staff recommends that the Planning and Preservation Commission ("Commission") approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 (Attachment A) and the Conditions of Approval attached as Exhibit "A" in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone.

### **PROJECT OVERVIEW:**

On November 11, 2018, Avetis Vardanyan (the "Applicant"), submitted a CUP application (Attachment No. B) seeking the operation of a 4,096 square foot banquet hall within an approximately 6,270 square feet commercial building located in the Mixed Use Corridor.

The project site is approximately 30,000 square feet and is located on the northeastern corner of San Fernando Road and Meyer Street. The project site is currently improved with two commercial buildings. The commercial building for which the conditional use permit is being entitled for is a 6,270 square feet building. The subject site is bound by Meyer Street to the west, San Fernando Road to the south and Truman Street to the north. Currently the building is vacant. The site is fenced off and provides limited landscaping.

The project will provide approximately 4,096 square feet of banquet hall area. The remaining 2,174 square feet will be used for a 593 square foot foyer, 119 square foot office, 726 square feet kitchen and the remaining square footage shall be used for bathroom facilities. The attached site plan and floor plan of the Project Site shows the building footprints and layout of the parking (Attachment C).

The project will provide 50 parking stalls. The 50 stalls located on site are shared with the adjacent tenant, which operates as a government office processing center. The adjacent tenant has provided an agreement that identifies their hours of operation and as a condition of approval, the proposed banquet hall shall not operate during those hours. Pursuant to Table 4.3 of the San Fernando Corridors Specific Plan (SP-5), parking requirements for banquet halls is established at 20 stalls per 1,000 square feet. Currently the banquet hall area of 4,096 square feet requires 82 parking stalls. The remaining 32 parking stalls needed to meet the parking requirements for the proposed use shall be acquired through an off-site parking agreement. The off-site parking facility will be located at 1647 Truman Street which is located approximately 120 linear feet across the street north of the project site. This site shall provide 35 parking spaces. This site shall provide the required 32 parking stalls necessary to meet the parking requirement. The attached parking agreements shall be recorded with the Los Angeles Registrar Recorder/County Clerk's Office prior to issuance of a certificate of occupancy (Attachment D).

The Commission's approval of the requested CUP and Site Plan Review pursuant to Table 4.1 and 4.3 of SP-5; would allow for the operation of a the banquet hall use located within a 6,270 square foot commercial building in the Mixed Use Corridor District.

**BACKGROUND:**

1. General Plan Land Use and Zoning Designation: The Project Site at 1661 San Fernando Road is located within the Mixed-Use Commercial District of the San Fernando Corridors Specific Plan Zone and maintains a Multi-Use land use designation in the General Plan Land Use Element.
2. Site Location and Description: The Project Site is an approximate 30,000 sq. ft. or 0.69 acre (Los Angeles County Assessor's Parcel No: 2612-004-016) parcel along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned

properties within the Mixed-Use Corridor District to the south, east, and west while to the north the zoning is designated as Workplace Flex District within the San Fernando Corridors Specific Plan (SP-5). Parking for the project site consists of 50 parking spaces; 26 Off-street parking for the subject site is accessible from a driveway approach located off of Truman Street while the other 24 parking stalls are located on-street along the perimeter of the site.

3. Environmental Review: Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA.
4. Legal Notification: On November 21, 2018, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment E). In addition, on November 20, 2018, a public hearing notice was posted at the Project Site, at the two City Hall bulletins, and at the local branch of the Los Angeles County Library at 217 N. Maclay Avenue. Notices of the public hearing for this CUP and Site Plan Review request were also mailed to all property owners of record within 500 feet of the Project Site (Attachment E).
5. Public Comments: As of the date of preparation of this staff report, no comments were received from the public regarding this CUP and Site Plan Review for the project. Any comments received after the distribution of this report shall be read into the record at the public hearing.

#### **ANALYSIS:**

1. General Plan Consistency. The requested CUP and Site Plan Review to allow for the operation of a 4,096 square foot banquet hall within a 6,270 square foot commercial building is consistent with the following goals and objectives of the San Fernando General Plan Land Use Element by:

Objective:

- ✓ To attract new commercial activities.

Goals:

- ✓ To promoting economic viability of commercial areas.
- ✓ To maintaining an identity that is distinct from surrounding communities.

(San Fernando General Plan Land Use Element, Pg. IV-6)

The City's General Plan Land Use Element designates the Project Site as Multi-Use land use area, as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. This division is designed to promote the effective mixture of uses and increase

compatibility within this district and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. The applicant projects that during events the banquet hall will employ anywhere from 10 to 15 employees. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region.

2. Zoning Consistency. Pursuant to Table 4.1 of SP-5, the Mixed-Use Corridor District allows for a banquet hall operation as a conditionally permitted use. The approval of the requested CUP would allow for the banquet hall as an operation. Additionally, the Project site is surrounded by a mixture of industrial, commercial, and service uses. Currently surrounding the project site is a carwash business, retail convenience store, restaurants and a manufacturing business. The proposed development will not create a need for a variance from any development standards.
3. Parking. Pursuant to Table 4.3 of SP-5, the parking standard for the establishment of a banquet hall use is established at 20 stalls per 1,000 square feet. The proposed 4,096 square foot banquet hall will require 82 parking stalls. Currently the project site includes 50 on-site parking spaces of the required 82. 26 Off-street parking spaces are accessible from a driveway approach located off of Truman Street while the other 24 parking spaces are located on street along the perimeter of the site. The 50 stalls located on site are shared with the adjacent tenant which operates as a government office processing center. The adjacent tenant has provided an agreement that identifies their hours of operation and as a condition of approval, the proposed banquet hall shall not operate during those hours. The other 32 parking stalls shall be acquired through an off-site parking agreement for a site located within a ½ mile of the subject site. The off-site parking facility will be located at 1647 Truman Street which is located approximately 120 linear feet across the street north of the project site. This site shall provide 35 parking spaces. In addition, these parking agreements shall be recorded along with the conditions of approval in order to assure that adequate parking is always provided. If any of these agreements are violated or discontinued, as a condition of approval, the applicant will have 30 days to provide qualifying parking to satisfy the parking standards. If the applicant fails to adhere to the parking standards then the entitlement shall be revoked.

Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Mixed-Use Corridor District within SP-5.

4. Conditional Use Permit Findings. As the name implies, a CUP allows the City of San Fernando the ability to consider specified uses that might not otherwise be allowed as a principally permitted use if the landowner or applicant meets certain conditions of approval. The basic goal of the CUP is to allow the full range of land uses required for the

community to function, while still giving the community some control over individual situations that could result in land use conflicts or negative environmental impacts. CUP's are important to land use planning because it allows the Commission to review the potential impacts associated with the discretionary review of the proposed development.

A CUP is subject to discretionary review by the Commission. Discretionary review is a process that permits the Commission to review individual cases for proposed uses of the land and approve a project subject to specific conditions or deny the CUP request. Conditions of project approval imposed on the applicant through the discretionary review process may call for any measures that are reasonably related to preventing potential adverse land use and environmental impacts that might be associated with the project.

Approval or denial of a CUP is based on the Commission's ability to be reasonably satisfied with the project and that it possesses certain characteristics that are identified in the form of 10 findings of fact, as required per City Code Section 106-145. All findings must be justified and upheld in the affirmative for approval of the CUP. A negative determination on any single finding is grounds for a denial of the CUP. Conditions of approval will also be implemented to support these findings. Such conditions can include off-site parking of vehicles, surveillance, safety, property maintenance, and proper construction management practices as well.

It is City Planning Staff's assessment that the findings for approval of the CUP amendment can be made in this instance based on the aforementioned discussion, and as explained below for each of the required findings of fact.

**a) The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.**

Pursuant to Table 4.1 of SP-5, the Mixed-Use Corridor District allows for a banquet hall operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed banquet hall use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

**b) The proposed use would not impair the integrity and character of the zone in which it is to be located.**

The proposed development is located within the Mixed-Use Corridor District in the SP-5 Zone more specifically it is located on the northeastern corner of San Fernando Road and Meyer Street. The proposed development will not create a need for any variance from any development standards. Pursuant to The City's General Plan Land

Use Element designates the Project Site within the Multi-Use land use area, as a location where future uses that are envisioned for the area include the operation of more than one type of activities, facilitating a mixture of commercial, office and residential uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Hours of operation will be included in the conditions of approval as well in order to mitigate congestion in and around the subject site. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

**c) The subject site is physically suitable for the type of land use being proposed.**

The proposed 4,096 square foot banquet hall uses within a 6,270 square foot commercial building is located on an approximately 30,000 square foot lot and is located within the Mixed-Use Commercial District within the SP-5 Zone. The specific use will be located within a newly constructed currently vacant commercial building. Parking for the Project Site consists of 26 off-street parking spaces and 24 parking spaces located in street along the perimeter of the site. The remaining 32 required parking stalls shall be obtained through an off-site parking agreement. The site will be located within a ½ mile of the subject site and is an allowed method of meeting parking requirements within SP-5. Thus, it is staff's assessment that this finding can be made.

**d) The proposed use is compatible with land uses presently on the subject property.**

The project site is designated by The General Plan Land Use Element as Multi-Use. The proposed CUP to allow for a banquet hall use would be compatible with the present land use and represents a more optimal use. The development of this use will generate new business and jobs within the community while serving as a new venue for celebrations and formal gatherings. Thus, it is staff's assessment that this finding can be made.

**e) The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.**

SP-5 designates the Mixed-Use Corridor District as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent

uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the Multi-Use land use area, where future uses envisioned for the area include the operation of similar mixture of activities.

The request to allow the banquet hall use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

- f) There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.**

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

- g) There would be adequate provisions for public access to serve the subject proposal.**

The Project Site is an approximate 30,000 sq. ft. or 0.69 acre (Los Angeles County Assessor's Parcel No: 2612-004-016) parcel along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned properties within the Mixed Use Corridor District to the south, east, and west while to the north the zoning is designated as Work Place Flex Zone within the San Fernando Corridors Specific Plan (SP-5). The subject site is accessible from a driveway approach located off of Truman Street. Thus, it is staff's assessment that this finding can be made.

- h) The proposed use would be appropriate in light of an established need for the use at the proposed location.**

Within the Mixed-Use Corridor District the operation of a banquet hall is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of a banquet hall is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Mixed Use Corridor District allows. Approval of the CUP for the operation of a banquet hall helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active multi-use district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

- i) **The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.**

The proposed banquet hall use is consistent with the objectives of the City's General Plan and maintains internal consistency in land use. Permitting for a banquet hall use to operate at the specific site helps meet the City's General Plan goal to foster growth (Sec. IV-6 of the General Plan), the applicant projects that during events the banquet hall will employ anywhere from 10 to 15 employees. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region. Thus, it is staff's assessment that this finding can be made in this case.

- j) **The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.**

The requested CUP to allow for a banquet hall use as established in the Development Standards of the Mixed-Use Corridor of the SP-5 Zone will not be detrimental to the public interest, health, safety, convenience or welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

## **CONCLUSION:**

In light of the forgoing analysis, it is staff's assessment that Commission approval is warranted of CUP 2018-007 and Site Plan Review 2018-048. City Planning Staff recommends approval in order to allow for the operation of a 4,096 square foot banquet hall within the Mixed-Use Corridor District of the SP-5 Zone.

Based on the above findings, City Planning Staff recommends that the Commission approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution 2018-010 and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment 1).



**ATTACHMENTS:**

- A. Planning and Preservation Commission Resolution 2018-010 and Exhibit “A”: Conditions of Approval
- B. Conditional Use Permit Application – CUP 2018-007, Site Plan Review Application 2018-048
- C. Set of Plans
- D. Parking Agreements for 1671 San Fernando Road and 1647 Truman Street
- E. Notice of Public Hearing Published in the *San Fernando Sun Newspaper* & Vicinity Map



**RESOLUTION NO. 2018-010****A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO APPROVING CONDITIONAL USE PERMIT 2018-007 AND SITE PLAN REVIEW 2018-048 TO ALLOW FOR THE OPERATION OF A 4,096 SQUARE FOOT BANQUET HALL WITHIN A 6,270 SQUARE FOOT COMMERCIAL BUILDING IN THE MIXED-USE CORRIDOR DISTRICT WITHIN THE SAN FERNANDO CORRIDORS SPECIFIC PLAN LOCATED AT 1661 SAN FERNANDO ROAD**

WHEREAS, an application has been filed by Avetis Vardanyan, 12922 Strathern Street, North Hollywood, CA. 91605 (the "Applicant"), to request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District ("MUC") of the San Fernando Corridors Specific Plan Zone ("SP-5");

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to Table 4.1 of the San Fernando Corridors Specific Plan the Mixed-Use Corridor District would allow for a banquet hall operation as a conditionally permitted use. Pursuant to the San Fernando Corridors Specific Plan (SP-5) regarding development standards for the Mixed-Use Corridor District, the proposed use meets the minimum development standards. The approval of the requested CUP would allow for the location to offer a banquet hall use as an operation. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Mixed-Use Corridor District;

WHEREAS, the Planning and Preservation Commission has considered all of the evidence presented in connection with the Project, written and oral at the public hearing held on the 4<sup>th</sup> day of December 2018;

NOW, THEREFORE, BE IT RESOLVED that the Planning and Preservation Commission finds as follows:

SECTION 1: This project has been reviewed by the City for compliance with the California Environmental Quality Act (CEQA). Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA; and

SECTION 2: The Project is consistent with the objectives, policies, and general land uses and programs provided in the City's General Plan and the applicable development standards for Mixed-Use Corridor District within the SP-5 Zone; and

SECTION 3: Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-007 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval

regarding the operation of a warehouse building. The Planning and Preservation Commission (the “Commission”) findings are as followed:

- 1. The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.**

Pursuant to Table 4.1 of SP-5, the Mixed-Use Corridor District allows for a banquet hall operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed banquet hall use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff’s assessment that this finding can be made.

- 2. The proposed use would not impair the integrity and character of the zone in which it is to be located.**

The proposed development is located within the Mixed-Use Corridor District in the SP-5 Zone more specifically it is located on the northeastern corner of San Fernando Road and Meyer Street. The proposed development will not create a need for any variance from any development standards. Pursuant to The City’s General Plan Land Use Element designates the Project Site within the Multi-Use land use area, as a location where future uses that are envisioned for the area include the operation of more than one type of activities, facilitating a mixture of commercial, office and residential uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city’s standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Hours of operation will be included in the conditions of approval as well in order to mitigate congestion in and around the subject site. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff’s assessment that this finding can be made.

- 3. The subject site is physically suitable for the type of land use being proposed.**

The proposed 4,096 square foot banquet hall uses within a 6,270 square foot commercial building is located on an approximately 30,000 square foot lot and is located within the Mixed-Use Commercial District within the SP-5 Zone. The specific use will be located within a newly constructed currently vacant commercial building. Parking for the Project Site consists of 26 off-street parking spaces and 24 parking spaces located in street along the perimeter of the site. The remaining 32 required parking stalls shall be obtained through an off-site parking agreement. The site will be located within a ½ mile of the subject site and is an allowed method of meeting parking requirements within SP-5. Thus, it is staff’s assessment that this finding can be made.

- 4. The proposed use is compatible with land uses presently on the subject property.**

The project site is designated by The General Plan Land Use Element as Multi-Use. The proposed CUP to allow for a banquet hall use would be compatible with the present land use and represents a more optimal use. The development of this use will generate new business and jobs within the community while serving as a new venue for celebrations and formal gatherings. Thus, it is staff's assessment that this finding can be made.

**5. The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.**

SP-5 designates the Mixed-Use Corridor District as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the Multi-Use land use area, where future uses envisioned for the area include the operation of similar mixture of activities.

The request to allow the banquet hall use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

**6. There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.**

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

**7. There would be adequate provisions for public access to serve the subject proposal.**

The Project Site is an approximate 30,000 sq. ft. or 0.69 acre (Los Angeles County Assessor's Parcel No: 2612-004-016) parcel along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned properties within the Mixed Use Corridor District to the south, east, and west while to the north the zoning is designated as Work Place Flex Zone within the San Fernando Corridors Specific Plan (SP-5). The subject site is accessible from a driveway approach located off of Truman Street. Thus, it is staff's assessment that this finding can be made.

**8. The proposed use would be appropriate in light of an established need for the use at the proposed location.**

Within the Mixed-Use Corridor District the operation of a banquet hall is a permitted use through the city's review and approval of a conditional use permit. The request to allow the

operation of a banquet hall is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Mixed Use Corridor District allows. Approval of the CUP for the operation of a banquet hall helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active multi-use district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

**9. The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.**

The proposed banquet hall use is consistent with the objectives of the City's General Plan and maintains internal consistency in land use. Permitting for a banquet hall use to operate at the specific site helps meet the City's General Plan goal to foster growth (Sec. IV-6 of the General Plan), the applicant projects that during events the banquet hall will employ anywhere from 10 to 15 employees. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region. Thus, it is staff's assessment that this finding can be made in this case.

**10. The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.**

The requested CUP to allow for a banquet hall use as established in the Development Standards of the Mixed-Use Corridor of the SP-5 Zone will not be detrimental to the public interest, health, safety, convenience or welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

BE IT FURTHER RESOLVED that based upon the foregoing, the Planning and Preservation Commission hereby approves Conditional Use Permit 2018-001, subject to the Conditions of Approval attached as Exhibit "A".

**(SIGNATURE PAGE TO FOLLOW)**

PASSED, APPROVED AND ADOPTED this 4th day of December 2018.

\_\_\_\_\_,  
ALVIN DURHAM, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING  
AND PRESERVATION COMMISSION

STATE OF CALIFORNIA       )  
COUNTY OF LOS ANGELES   ) ss  
CITY OF SAN FERNANDO     )

I, TIMOTHY T. HOU, Secretary to the Planning and Preservation Commission of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Preservation Commission and signed by the Chairperson of said City at a meeting held on the 4<sup>th</sup> day of December 2018; and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING  
AND PRESERVATION COMMISSION

**EXHIBIT “A”**  
**CONDITIONS OF APPROVAL**

**PROJECT NO.** : **Conditional Use Permit 2018-007**  
**Site Plan Review 2018-048**

**PROJECT ADDRESS** : 1661 San Fernando Road, San Fernando, CA 91340  
(Los Angeles County Assessor’s Parcel No: 2612-004-016)

**PROJECT DESCRIPTION** : The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square feet commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone located at 1661 San Fernando Road.

The following conditions shall be made a part of the approval of the project, and shall be complied with in their entirety, as determined by the Community Development Department:

1. Conditional Use Permit Entitlement. The conditional use permit is granted for the land described in this application and any attachments thereto, as reviewed by the Planning and Preservation Commission on December 4, 2018, except as herein modified to comply with these Conditions of Approval.
2. Indemnification. The property owner and the project applicant, shall indemnify, protect, hold harmless and defend the City and any agency or instrumentality thereof, and/or any of its officers, employees and agents from any and all claims, actions, or proceedings against the City to attack, set aside, void, annul, seek monetary damages resulting from an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board or legislative body including actions approved by the voter of the City, concerning the entitlement application. City shall promptly notify both the property owner and developer of any claim, action, or proceeding to which this condition is applicable and shall further cooperate fully in the defense of the action. The City reserves its right to take any and all action the City deems to be in the best interest of the City and its citizens in regard to such defense. The property owner and developer shall defend, indemnify and hold harmless the City for all costs and fees incurred in additional investigation or study of, or for supplementing, redrafting, revising, or amending, any document (such as an environmental impact report or related environmental assessment) if made necessary through the initiation of the project.
3. On-Site and Off-Site Parking; Recordation of Parking Agreement. The Project requires a minimum of 82 parking stalls. Parking for the Project consists of 26 off-street parking spaces and 24 parking spaces located in the street along the perimeter of the Project site. The 26 off-street parking spaces and the 24 parking spaces located in the street along the perimeter of the Project site are shared with an adjacent government office tenant. Accordingly, the Projects hours of operation shall not overlap with the hours of operation for the adjacent governmental tenant. The remaining 32 required parking stalls shall be obtained through an off-site parking agreement. The off-site parking location(s) will be



located within a ½ mile of the subject site. Prior to the issuance of a Certificate of Occupancy, the applicant shall provide the Community Development Department with a conformed copy and proof that the Parking Agreement for the off-site parking spaces at 1647 Truman Street has been recorded with the Los Angeles Registrar Recorder/County Clerk's Office. If, the Applicant is in default of any required parking agreements or if any such agreements expire or are otherwise terminated, the applicant will have 30 calendar days to provide qualifying parking to satisfy the parking standards. If the applicant fails to adhere to the parking standards then this entitlement may be revoked by the City.

4. Off-Site Parking. Off-site parking will be used as employee parking in order to provide the maximum amount of on-site parking for patrons. Off-site parking will serve as overflow parking for the banquet hall use.
5. Operation. All banquet activities shall be confined within the allocated 4,096 square feet of banquet hall area within the 6,270 square feet commercial building.
6. Hours of Operation. The hours of operation shall be restricted to:
  - Monday – Friday 5:30PM to 2:00AM
  - Saturday – Sunday 12:00PM to 2:00AM
7. Compliance with Federal, State, and Local Regulations. The applicant and any future successors shall comply with all applicable Federal, State, and local regulations pertaining to the manufacturing, warehousing, and distribution.
8. Signage. Any future proposed signage shall comply with the City's applicable sign regulation and shall require the submittal, review, and approval of a sign permit application prior to the placement or any signage on the property.
9. Surveillance. A security camera system shall be installed on the premises and shall be maintained in proper working order at all times. The security camera system shall be subject to inspection by the police department in the event of incident at or near the subject property. The system must be capable of producing retrievable images on film or tape that can be enlarged through projection or other means. The video or digital recordings generated by the system shall be maintained for a period of 30 days. Special security measures such as security guards, door monitors, and burglar alarms systems may be required as a condition of approval with final determination made by the chief of police and the chief planning official on a case-by-case basis.
10. Revocation. Violation of, or noncompliance with, any of these conditions of approval may constitute grounds for revocation of this conditional use permit, as provided below:
  - a. Upon the issuance of, and conviction for, three zoning violation citations;
  - b. Where conditions and activities associated with the operation of the future tenant, as defined herein, interfere with the quiet enjoyment of life and property in the neighborhood, or are or tend to be, injurious to health and safety of persons in the neighborhood. These include, but are not limited to the following:

- i. Excessive noise, noxious smells or fumes, loitering, littering, disturbing the peace, illegal drug activity, public vandalism, graffiti, lewd conduct, gambling, illegal parking, traffic violations, theft, assaults, batteries;
    - ii. Illegal sale, manufacture, storing, possession, distribution of illegal items; or,
    - iii. Police detention, citation, and/or arrests for these or any other unlawful activity attributed to the sale and/or consumption of illegal items declared by the City to be a public nuisance;
  - c. Where activities associated with a banquet hall use are not being executed.
  - d. Where parking agreements are no longer applicable in which case the operator of the banquet hall shall have a period of 30 days to provide recordation of a new parking agreement or proof that parking requirements are satisfied.
11. Lighting. Adequate lighting shall be provided within the parking lot of the subject property. All exterior lighting shall be decorative cut-off fixtures (where no light is emitted above the horizontal plane) with the light source fully shielded or recessed to preclude light trespass or pollution up into the night sky. Also, any building-mounted luminaries shall be attached to walls or soffits, and the top of the fixture shall not exceed the height of the roof. All proposed light fixtures shall be designed in a manner that is consistent with the overall design of the building and shall not disturb or create glare towards neighboring properties. In addition, any decorative uplighting, such as those that illuminate building facades or landscaping, shall be operated on timers that turn off illumination no later than 12 midnight, nightly. The Community Development Department shall review and approve all light fixtures prior to installation. In addition, all lighting shall also comply with the following requirements:
- a) The equivalent of one foot-candle of illumination shall be provided throughout the parking area;
  - b) All lighting shall be on a time-clock or photo-sensor system;
  - c) All lighting shall be designed to confine direct rays to the premises. No spillover beyond the property line shall be permitted; and,
  - d) All lighting shall consist of metal halide type lighting or similar. Illumination shall not include low or high pressure sodium lighting.
12. Property Maintenance. The subject site and its immediate surrounding area shall be maintained in a clean, neat and orderly manner at all times and shall comply with the property maintenance standards as set forth in the San Fernando City Code.
13. Landscape. All proposed on-site and off-site plantings shall be kept in a healthy and growing condition, consistent with the design of a landscaping and irrigation plan approved by the Community Development Department. Fertilization, cultivation, tree pruning shall be a part of regular maintenance. Good horticultural practices shall be followed in all instances. The landscape design shall be further refined as necessary to improve the level of design quality by focusing on important design principles. Further landscape design refinements shall address, but not be limited to, the

following:

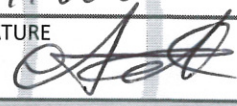
- a) The landscaping shall be provided with an appropriate low-maintenance landscape design and material selection that is attractive, durable and drought-tolerant. All proposed landscaping shall be arranged to emphasize visual attractiveness as viewed from the public right-of-way.
  - b) All proposed landscaped areas shall be served by well-balanced automatic irrigation system operated by an electrically timed controller station set for early morning irrigation and maintained in a manner consistent with the approved landscape plan. The final landscaping/irrigation plan shall identify the size and location of all landscape materials and irrigation equipment. Water conservation measures shall be incorporated in the irrigation plan;
  - c) The landscape plan shall provide specifications for the following: design of hardscape elements, including pedestrian walkways, paved areas, common areas, seating, landscape planters, lighting, etc.; planting materials, including, trees, shrubs, ground cover, grass, miscellaneous plant materials, landscape containers and soil preparation; and, automatic irrigation plans, including materials and details;
  - d) A backflow preventer device shall be installed, tested, and inspected by the Public Works Department to protect water supplies from contamination or pollution;
14. Mechanical and Utility Equipment. All ground mounted mechanical and utility equipment, including but not limited to transformers, terminal boxes, risers, backflow devices, gas meters, electric meters, meter cabinets, and heating, ventilation, and air conditioning (HVAC) units shall be screened from public view and treated to match the materials and colors of the building. All Electrical service facilities and equipment on or adjacent to the site shall be planned and located, relocated or modified in a manner consistent with Southern California Edison Company guidelines to minimize human exposure to electromagnetic fields on the site and on adjacent properties, and with any other applicable requirements or guidelines of the California Public Utilities Commission or any other agency with jurisdiction, unless otherwise specified by the Community Development Department. All mechanical and utility equipment locations and screening/treatment shall be approved by the Community Development Department prior to installation or modification.
15. Utilities. Unless otherwise approved by the Community Development Department, all utilities shall be located underground. The applicant shall comply with all applicable requirements or guidelines of any relevant utility company, the California Public Utilities Commission, or any other agency with jurisdiction, relating to construction and/or occupancy of structures in proximity to any over-head or underground utility lines which are adjacent to or extend through the subject property, unless otherwise specified by the Community Development Department. Applicant shall provide any utility easements as necessary.
16. SCAQMD. South Coast Air Quality Management District ("SCAQMD") must be contacted prior to any demolition or renovation. Call (909) 396-2000 for further information. Failure to comply with the provisions of Rule 1403 may result in a penalty of up to \$25,000 per day. Once approval from SCAQMD has been obtained, a City of San Fernando Demolition Permit is required for any existing buildings or structures which are to be demolished and must be obtained prior to any work commencing.

17. Surface Runoff. All requirements of the National Pollutant Discharge Elimination System (NPDES) shall be complied with and an NPDES permit, including but not limited to the installation of any required clarifiers and/or on-site infiltration system, must be obtained prior to any occupation or use of the site. During construction, the project site shall comply with all applicable Best Management Practices (BMPs).
18. Construction Hours. Construction activity on Mondays through Fridays shall comply with the current San Fernando City Code standards for construction of 7:00 a.m. to 6:00 p.m. In addition, any construction on Saturday shall be from 8:00 a.m. to 6:00 p.m. Unless otherwise allowed in the City's Noise Ordinance, no construction shall be allowed on Sundays and Federal Holidays.
19. Graffiti Removal. Unless otherwise specified in the conditions of approval, the property owner(s), operator and all successors shall comply with the graffiti removal and deterrence requirements of the San Fernando City Code. The property owner(s), operator and all successors shall provide for the immediate removal of any graffiti vandalism occurring on the property and, where applicable, the restoration of the surface on which the graffiti exists. Such restoration shall entail repainting or refinishing of the surface with a color or finish that matches the color or finish of the remaining portions of the structure being painted, and including treatment of the surface or site with measures to deter future graffiti vandalism as approved or required by the community development department. Property owner(s), operator and all successors shall maintain an additional stock of exterior paints and finishes for immediate execution of graffiti removal. Unless removed by the property owner or their designee within the specified time frame required by city code, property owner(s), operator and all successors shall grant the right of access to authorized agents of the City of San Fernando to remove graffiti from any surface on the property that is open and accessible from city property or public right-of-way, at the expense of the owner(s) or operator and all successors.
20. Site Inspections. The Community Development Department shall have the authority to inspect the site to assure compliance with these conditions of approval. The applicant and all successors shall grant the right of access to authorized agents of the City of San Fernando to conduct periodic inspections of the property.
21. Modifications. Unless the chief planning official deems a proposed change to the approved plans and operation a minor modification, any and all other modifications to the development plan, including these conditions of approval, shall require review and approval by the Planning and Preservation Commission. Expansion or enlargement of the business activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.
22. Acceptance. Within thirty (30) days of approval of this conditional use permit, the applicant or their duly authorized representative shall certify the acceptance of the conditions of approval by signing a statement using an acceptance affidavit form provided by the City of San Fernando that acknowledges acceptance of and commitment to adhere to all of the conditions of approval.
23. Recordation. The applicant shall provide the Community Development Department with proof that the conditions of approval have been recorded with the Los Angeles Registrar Recorder/County Clerk's Office.

24. Building Code Requirements. The applicant shall comply with all applicable building and construction requirements of the City of San Fernando's building codes, as specified by the City's Community Development Department.
25. Public Works Checklist: The applicant shall comply with the requirements for subdivision of the site as listed in the attached "Public Works Department Development/Improvement Review Checklist."
26. Public Review of Conditions of Approval. A copy of these conditions of approval shall be retained on-site at all times during the hours of operation of the industrial building and shall be made available for viewing upon public request or upon request by any city official. Employees of the business shall not prohibit a request of the public to view the conditions of approval for this entitlement.
27. Expiration. This conditional use permit shall become null and void unless exercised by obtaining building permits to implement the construction granted by this entitlement within twelve (12) months of final approval. Additional time in increments of six (6) months at a time may be granted, at the discretion of the Community Development Department Director.



**CONDITIONAL USE PERMIT APPLICATION**

PROJECT INFORMATION			
SITE ADDRESS(ES) <b>1661 SAN FERNANDO RD</b>			
ASSESSORS PARCEL NUMBER(S) "APN" <b>APN 2612-004-016</b>			
LOT SIZE <b>30,000 SF</b>		EXISTING BUILDING (SQUARE FOOTAGE) <b>6270 SF</b>	
PROPOSED ADDITION (SQUARE FOOTAGE) <b>0</b>		TOTAL PARKING SPACES (ON-SITE/OFF-SITE) <b>50</b>	
PROPOSED USE(S) <b>BANQUET HALL</b>		LANDSCAPING (SQUARE FOOTAGE) <b>EXISTING</b>	
PROJECT DESCRIPTION/TYPE OF CONDITIONAL USE PERMIT REQUEST <i>Include any additional information on separate sheet and attach to the back of this application</i> <b>BANQUET HALL.</b>			
APPLICANT INFORMATION			
APPLICANT NAME <b>AVETIS VARDANYAN</b>		PHONE NUMBER <b>818 314 8283</b>	
MAILING ADDRESS <b>12922 Strathern St N. Hollywood CA 91605</b>			
FAX NUMBER	EMAIL ADDRESS <b>info@avantibang.net.com</b>	SIGNATURE 	
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME <b>TJK TRUMAN, LLC</b>		PHONE NUMBER <b>818 833 7730</b>	
MAILING ADDRESS <b>13161 TELFAIR AVE SYLVANA, CA 91342</b>			
FAX NUMBER	EMAIL ADDRESS	SIGNATURE	
FOR OFFICE USE ONLY			
CUP APPLICATION \$ 3,891.20	ZONE <b>SPS MUC</b>	GENERAL PLAN AREA	FILE NUMBER
AIMS SURCHARGE \$ 389.12	DATE FILED <b>11/16/18</b>		CUP NO. <b>2018-007</b>
ENVIRONMENTAL \$ 204.00	ACCEPTED BY <b>GM</b>		AIMS NO.
NOTIFICATION \$ 120.00			
PUBLISHING \$ <del>600.00</del>			
TOTAL FEE <b>\$5,204.32</b>			
COMMENTS		CROSS REFERENCE	
		SPR NO. <b>2018-048</b>	
		VAR NO.	
		OTHER	





**ENVIRONMENTAL INFORMATION FORM (APPLICANT)**

**GENERAL INFORMATION**

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

*AVETIS VARDANYAN*

2. ADDRESS OF PROJECT

*1661 SAN FERNANDO RD*

3. ASSESSOR'S BLOCK AND LOT NUMBER

*2612-004-016*

4. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

*AVETIS VARDANYAN*

5. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

6. EXISTING ZONING DISTRICT

7. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

*BANQUET HALL*

**PROJECT DESCRIPTION**

8. SITE SIZE

*30,000*

9. SQUARE FOOTAGE

*6270*

10. NUMBER OF FLOORS OF CONSTRUCTION

*1*

11. AMOUNT OF OFF-STREET PARKING PROVIDED

*50*

12. PROPOSED SCHEDULING

13. ASSOCIATED PROJECTS

*N/A*

14. ANTICIPATED INCREMENTAL DEVELOPMENT

15. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

*N/A*

16. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

*COMMUNITY BASED BANQUET HALL*

17. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

**PROJECT DESCRIPTION (CONTINUED)**

18. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED

**ENVIRONMENTAL SETTING** *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

19. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.

20. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

**ENVIRONMENTAL IMPACT** *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

21. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
22. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
23. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
24. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
25. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
26. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
27. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
28. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
29. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
30. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
31. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
32. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

**CERTIFICATION** *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME <i>Aretis Vardanyan</i>	APPLICANT SIGNATURE <i>[Signature]</i>	DATE <i>10/5/18</i>
---	---	------------------------



## SITE PLAN REVIEW/ PLANNING REVIEW APPLICATION

### DEVELOPMENT REVIEW PROCESS

The Development Process is used to review all project proposals (i.e., residential, commercial, industrial, and conditionally permitted uses). The process enables various City Departments and Divisions (i.e., Planning, Building, Public Works, Police, and Fire) to thoroughly analyze each proposal for conformity with the provisions established in the City's Municipal Code.

Additionally, the review process is to ensure consistency with applicable development standards, design guidelines, and building code requirements, as well as that each development proposal is designed to be compatible with any existing structures and uses on-site and/or the neighboring properties. In this way, the quality and economic health of the City's residential, commercial, and industrial districts are maintained.

### PRE-SUBMITTAL REVIEW (INFORMAL)

- Step 1* Applicant discusses project proposal with Planning Division.
- Step 2* Planning Division directs applicant to appropriate City Departments and Divisions for preliminary discussion requirements.
- Step 3* Planning Division advises applicant on steps necessary to receive final project approval (i.e., Staff level approval, Planning Commission, Redevelopment Agency).

What a Pre-submittal Review Can Do:

- Identify potential development issues or adverse environmental impacts with the proposed development.
- Provide possible alternatives or potential mitigation measures for identified issues with the proposed development.
- Provide general interpretation of the code and methods of compliance utilized on previous developments.

What a Pre-submittal Review Cannot Do:

- Predict the outcome of the actual Site Plan Review.
- Reveal all potential issues which may arise for a proposed development.
- Identify all mitigation measures at this step of the review process.

### SITE PLAN REVIEW PROCESS

- Step 4* Applicant submits **two (2)** sets of site plan, conceptual landscape plan, floor plan, roof plan, and elevation drawings along with a **CD containing these documents as an electronic file (Adobe PDF file format)** to the Planning Division accompanied by a complete Site Plan Review application and required filing fees. Submitted set of drawings must be stapled and pre-folded to approximately 8½ x 11 inches.
- Step 5* **FILING FEE - \$2,547.11** for a Site Plan Review. A **\$1,273.54** filing fee would apply to a single family detached dwelling on one lot with residing owner occupant who is proposing an addition of ≥ 50% of the existing square feet of the living area. A **\$352.46** filing fee would apply to a single family detached dwelling on one lot with residing owner occupant who is proposing an addition of ≤ 49% of the existing square feet of the living area.
- **A \$75.00 check made payable to the Los Angeles County Registrar/Recorder will be required for recordation of the environmental assessment for the approved project.**
- Step 6* Planning Division routes the project plans to various City Departments and Divisions for review and comment. A meeting is held with various Departments and Divisions to review and discuss the project proposal. **(Approximately 4 weeks).**
- Step 7* Planning Division transmits comments and informs applicant of next process for final project approval. If any corrections and/or additional information are required, staff will provide a written summary to the applicant. The plans must then be corrected and resubmitted to the Planning Division for further review.

**FINAL REVIEW PROCESS**

- Step 8** Planning Division determines required process for final project approval.
- Step 9** If the project does not require any other review or approvals, the project may be submitted to the Building Division for Plan Checking (skip to step 11). However, if the project requires Planning Commission (i.e., Conditional Use Permit, Variance, General Plan Amendment, Zone Change, and Subdivision) or Redevelopment Agency approval, proceed to next step.
- Step 10** Submit **two (2)** sets of site plan, conceptual landscape plan, floor plan, roof plan, and elevation drawings to the Planning Division accompanied by the City-provided application and required filing fee (to include environmental fee).
- Step 11** Planning Division schedules the project to be reviewed by the appropriate hearing body. If approved, the plans, with any required revisions, may be submitted to the Building Division for Plan Checking. **(Approximately 3 weeks).**

**PLAN CHECKING AND PERMIT ISSUANCE**

- Step 12** Applicant submits **two (2)** sets of complete construction plans and documentation to the Building Division with the required Plan Check fee. Prior to acceptance by the Building Division, the Planning Division shall review the plans to ensure that they include any and all requested revisions. Building Division routes plans to other Departments and/or Divisions for review and approval. **(Approximately 3 weeks).**
- Step 13** The plans are reviewed for compliance with applicable City and State Uniform Building and Fire Codes. If any deficiencies are noted, the plans must be corrected and resubmitted to the Building Division for further review. However, if the plans are approved or approved with conditions, building permits may be obtained.
- Step 14** Once the plans have received Building Division approval and all other Division and Department (i.e., Planning, Public Works, Fire, etc.) approvals, building permits may be issued. The building permit fee is based on the valuation of the proposed development. This is determined by the type of construction and cost per square foot as adopted in the City's fee schedule. Also, any Public Works fees must be paid at this time. Additionally, the applicant is required to pay a school fee (\$x.xx/sq. ft. of building area) to the Los Angeles Unified School District. Upon completion of construction a Certificate of Occupancy will be granted.

Decisions of City Staff may be appealed to the Planning Commission. Additionally, decisions of the Planning Commission are appealed to the City Council. Appeals must be filed with the City Clerk within ten (10) days of the decision. The fee to appeal a decision is ½ the application fee. The City's Planning Division will coordinate the entire development review process.

**PROPOSED DEVELOPMENT REVIEW CHECKLIST** *The following checklist will aid the Planning Division in determining the level of review required for the proposed development submittal.*

Does the project propose new, altered, or the replacement of any of the following:

Electrical, mechanical, and/or plumbing fixtures and systems	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Roofing material (no structural changes to roof design)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Change of window(s) (not materially altering the appearance or character of the structure)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose <u>any</u> interior alterations (does not increase square footage or building height)?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Does the project propose new landscaping and/or hardscaping (including plant materials, driveways, walkways, and planters)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the removal of any mature trees?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new and/or additional business identification signage?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Does the project propose any new wall or fence construction?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project proposal require any building demolition?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the construction of any carport or garage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO



**PROPOSED DEVELOPMENT REVIEW CHECKLIST (CONTINUED)**

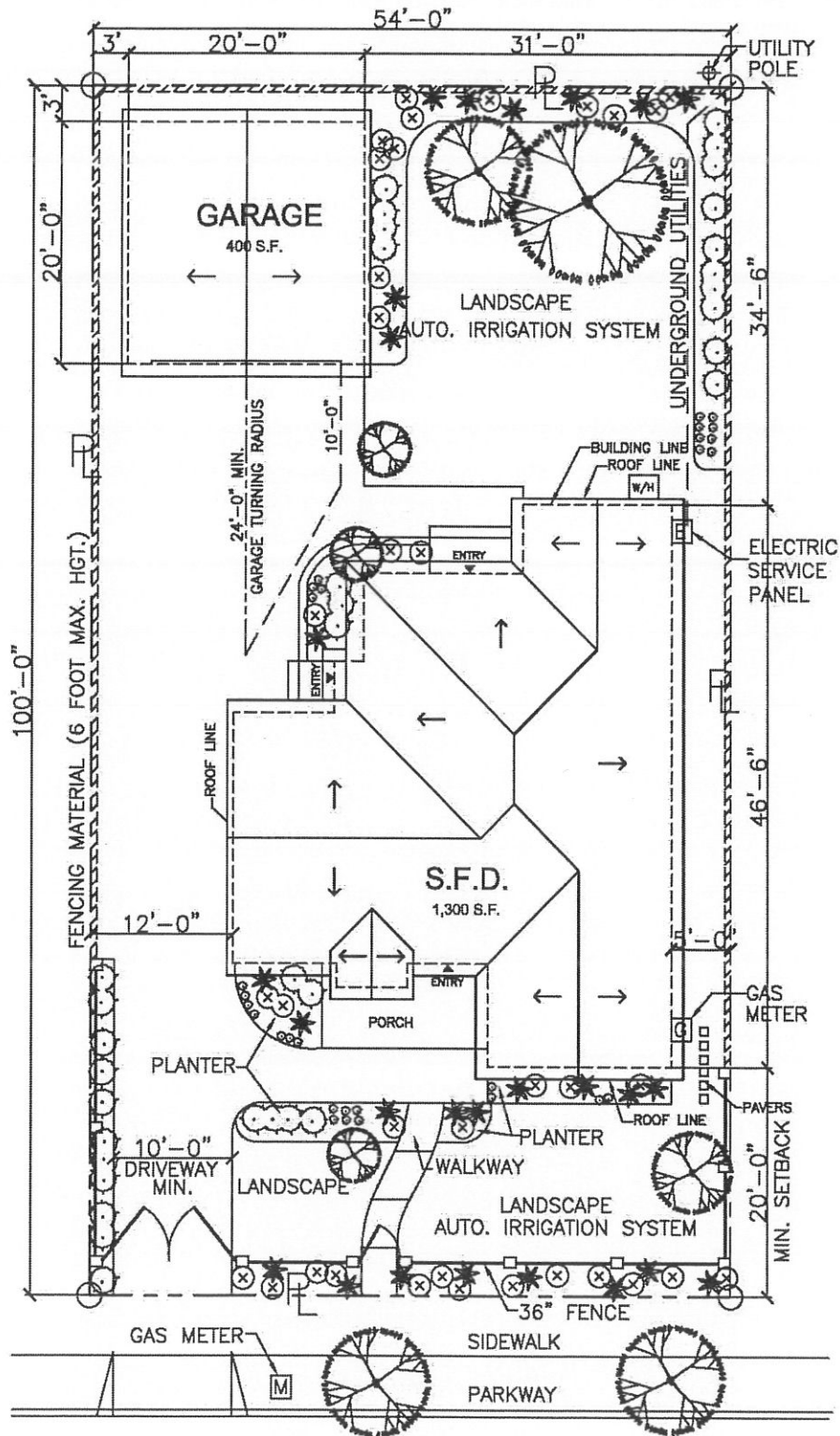
Does the project propose to enclose a porch or staircase?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a new and/or additional deck, patio cover, or trellis?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is the project proposed on a vacant parcel of land?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is an accessory dwelling unit proposed?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new residential, commercial, industrial, or institutional buildings?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is any proposed accessory structure greater than 400 square feet?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an additional residential unit in an existing residential development?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a primary residential building that will be larger than the average of structures in the immediate vicinity in the same zone?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is <u>any</u> change in use proposed (i.e.: residential to commercial, single-family to multi-family, etc)?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Will the proposal expand or intensify a current land use?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include a façade improvement that would compromise or significantly alter the original character of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an addition greater than 50% of the existing square footage of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Will the proposal increase vehicular traffic resulting in a change of traffic volume or patterns in the area, parking, noise, lighting, etc.?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include <u>any</u> addition in square footage to a commercial, industrial, or institutional building?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

**SITE PLAN SUBMITTAL REQUIREMENTS – CONTENT OF THE SITE PLAN**

The site plan shall indicate clearly and will full dimensions the following information:

- (1) Lot dimensions, setbacks, yards, and open space.
- (2) Existing and proposed buildings and structures, including location, size, height, number of stories, proposed use, and location of doors.
- (3) Distance between proposed structure and any off-site structure located within 10 feet of the property line on adjacent lots.
- (4) Walls, fences, and landscaping: location, height, and materials.
- (5) Off-street parking: location, dimensions of parking area, number of spaces, arrangement of spaces, and internal circulation pattern.
- (6) Access: pedestrian, vehicular, service; and definitions of all points of ingress and egress.
- (7) North arrow, scale, and site address.
- (8) Loading areas: location, dimensions, number of spaces, internal circulation, and access from public streets.
- (9) Lighting: including general nature, location, and hooding devices.
- (10) Existing and proposed off-site improvements: including location of utility poles, fire hydrant, street lights, street trees, parkway landscape, and water meter.
- (11) Landscaping: including existing mature trees and proposed trees and plant materials.
- (12) Outdoor storage and activities if permitted in the zone: including type, location, and height of screening devices.
- (13) Drainage and grading plan.
- (14) Such other data as may be required to assist the planning director to act on the plan.

**SAMPLE SITE PLAN**



123 BRAND BOULEVARD

**SAMPLE  
SITE PLAN**

SCALE

1/8"=1'-0"





APPLICANT INFORMATION	
APPLICANT NAME <i>Avetis Vardanyan</i>	PHONE NUMBER <i>(818) 314-8283</i>
MAILING ADDRESS <i>12922 Strathern St N. Hollywood</i>	<i>818 314 5554 KAPO CA 91605 CAU *</i>
EMAIL ADDRESS <i>Avetis23@yahoo.com</i>	FAX NUMBER
PROJECT INFORMATION	
SITE ADDRESS <i>1661 San fernando rd. San fernando CA 91340</i>	
REQUEST (WHAT IS BEING APPLIED FOR) <i>PROPOSED BANQUET HALL</i>	
ASSESSORS PARCEL NUMBER(S) "APN" <i>2612-004-016</i>	
BUILDING SIZE <i>6270</i>	
BUILDING ADDITION (IF ANY) <i>Ø</i>	
PARKING AVAILABLE (NUMBER) <i>50 PLUS off SITE AT 942 TRUMAN ST</i>	
LANDSCAPING PROVIDED (IN SQUARE FEET) <i>EXISTING</i>	
PROPERTY OWNER INFORMATION	
PROPERTY OWNER NAME <i>Jzk Truman LLC</i>	PHONE NUMBER <i>818-833-7130</i>
MAILING ADDRESS <i>13161 Telfair Ave Sylmar, CA 91348</i>	
EMAIL ADDRESS <i>jortega@pearsondentel.com</i>	FAX NUMBER <i>818-833-7719</i>
SIGNATURES	
APPLICANT SIGNATURE <i>[Signature]</i>	PROPERTY OWNER SIGNATURE <i>[Signature]</i>
FOR OFFICE USE ONLY	
DATE FILED <i>11/16/18</i>	ACCEPTED BY <i>G.M.</i>
CASE NO. <i>SPR 2018-048</i>	ZONING <i>MUC (SP-5)</i> GPA





### ENVIRONMENTAL INFORMATION FORM (APPLICANT)

#### GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

AUTIS VARDANYAN

2. ADDRESS OF PROJECT

1661 San Fernando Rd

ASSESSOR'S BLOCK AND LOT NUMBER

2612-044-016

3. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

AUTIS VARDANYAN 12922 Strathern st N. Hollywood CA 91605

4. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

N/A

5. EXISTING ZONING DISTRICT

6. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

PROPOSED BANQUET HALL.

#### PROJECT DESCRIPTION

7. SITE SIZE

~~8270~~ 30000

8. SQUARE FOOTAGE

6270

9. NUMBER OF FLOORS OF CONSTRUCTION

ONE

10. AMOUNT OF OFF-STREET PARKING PROVIDED

~~35 offsite at 9427 Rowland St~~

11. PROPOSED SCHEDULING

N/A

12. ASSOCIATED PROJECTS

N/A

13. ANTICIPATED INCREMENTAL DEVELOPMENT

N/A

14. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

N/A

15. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

16. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

17. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS

**PROJECT DESCRIPTION (CONTINUED)**

18. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS  
*OUR OPERATIONS WILL INVOLVE LOCAL BUSINESSES LIKE FLOWER SHOPS, PASTRYS AND EMPLOYE*
19. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED  
*SEE ATTACHMENT "A"*

**ENVIRONMENTAL SETTING** *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

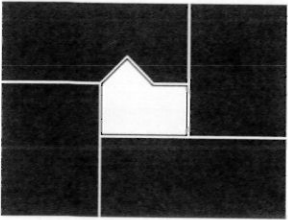
20. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.
21. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

**ENVIRONMENTAL IMPACT** *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

- |   |                              |  |
|---|------------------------------|--|
| 22. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?  | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 23. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?                             | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 24. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?   | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 25. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?   | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 26. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?  | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 27. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 28. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?   | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 29. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?   | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 30. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?                | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 31. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?                              | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 32. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?                                | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 33. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?   | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |

**CERTIFICATION** *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME <i>Aretis Vardanyan</i>	APPLICANT SIGNATURE <i>[Signature]</i>	DATE <i>11/16/2018</i>
---	---	---------------------------



Ideal Builders Group karo garabedian  
818.314.5554 818.989.8080  
15448 Lemac Street Van Nuys, Ca 91406

Ideal Builders Group expressly reserves its common law copyright and other property rights in these plans, these plans are not to be reproduced, changed or copied in any form or manner whatsoever, nor are they to be assigned to a third party without first obtaining the written permission and consent of Ideal Builders Group. the owner agrees to hold harmless and indemnify Ideal Builders Group against all damages, claims and losses arising out of any reuse of the plans and specifications without the authorization of Ideal Builders Group.

Help us! Together we can save a tree.  
Please recycle all unused plans.  
Thank You!

A Project For:

TENANT IMPROVEMENT  
AT BANQUET HALL  
1861 SAN FERNANDO RD.  
SAN FERNANDO, CA 91340  
Phone: 818.314-8263

Client:  
BANQUET HALL

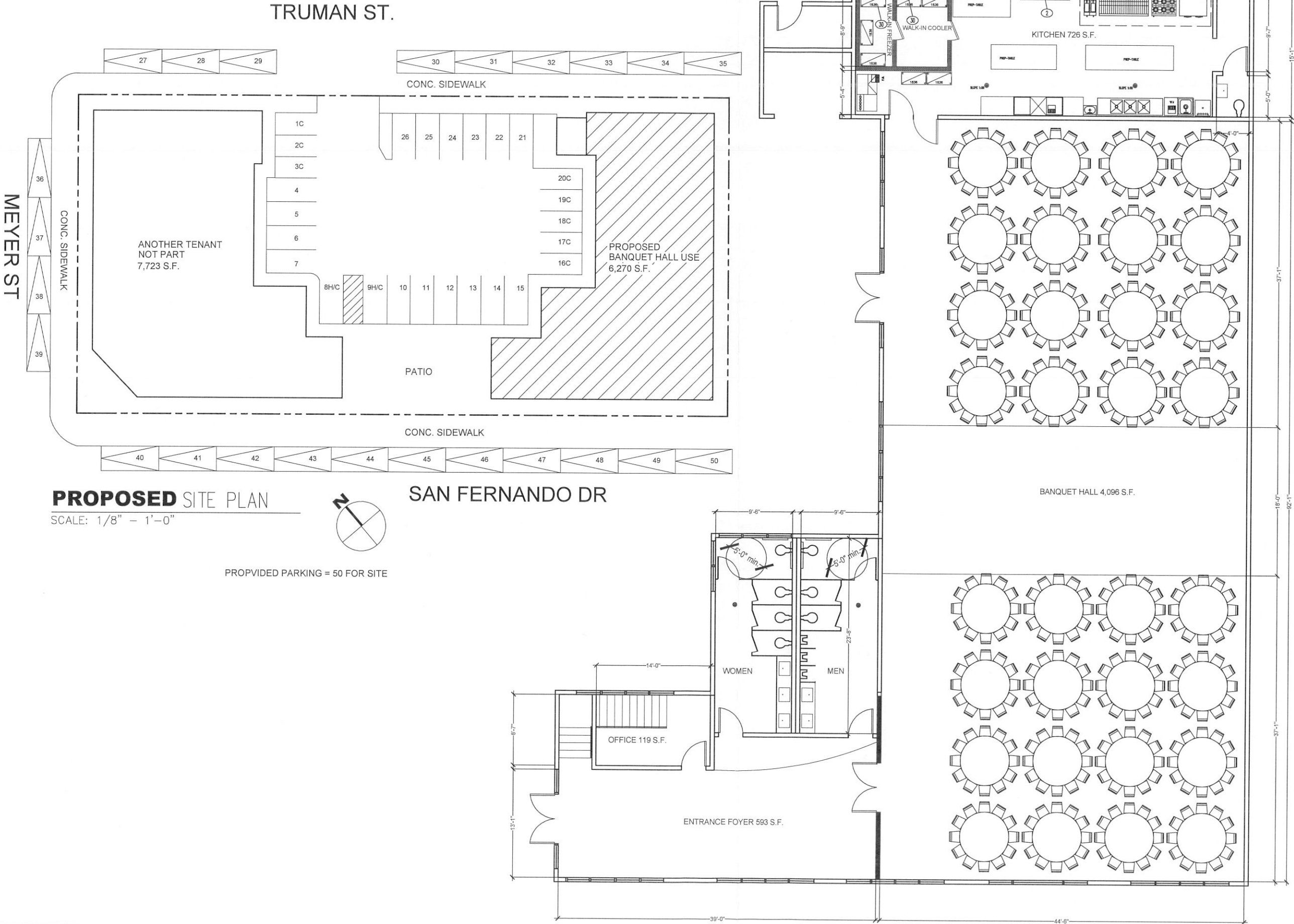
Revisions:  
Client Review:

No.	Description	Date
Project No:		08.100.20
Drawn By:		KG
Reviewed By:		KG
Scale:		AS NOTED
Date:		04.20.14
Filename:		
Sheet Title:		

PROPOSED FLOOR PLAN  
SITE PLAN

Sheet #:  
A100

IDEAL BUILDERS GROUP 2014 ALL RIGHTS RESERVED





20135 Lakeview Center Plaza  
Suite 300  
Ashburn, VA 20147  
Telephone (703) 231-8438

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10/29/2018

To whom it may concern

As the tenant at 1671 San Fernando Road, San Fernando, I would like to confirm that our co-tenant may use all available spots in the Project outside of our normal business hours of operations (8 AM to 4 PM, Monday through Friday), provided they do not interfere with our business in any way.

Thank you.

Regards,

A handwritten signature in black ink, appearing to be "Hal Miller", with a stylized, sweeping flourish extending to the right.

Hal Miller  
Senior Facilities Manager  
USCIS Application Support Center Program

**JZK TRUMAN LLC.** 13161 TELFAIR AVE. SYLMAR, CA 91342  
Tel : (818) 833-7730 Fax: (818) 833-7719

November 28, 2018

RE: Parking Spaces 1647 Truman St. San Fernando, CA

To whom it may concern,

JZK Truman LLC, owner of the building located at 1647 Truman St., San Fernando, CA 91342 is giving permission to Avanti Banquet Hall to use at least 35 parking spaces located at the above mentioned address outside of our normal business hours of operations.

Parking availability: Monday – Friday (5:30PM to 2:30AM.)  
Saturday – Sunday all day parking.

This agreement can be terminated with a 30 day written notice from either party or if property is sold this agreement will automatically become null and void.

Best Regards,



Jordan Kashfian  
Owner/Manager





**NOTICE OF A  
PUBLIC HEARING**  
THE CITY OF SAN FERNANDO PLANNING AND PRESERVATION COMMISSION

A public hearing on this matter and associated potential environmental impacts, if any, will be conducted by the City of San Fernando Planning and Preservation Commission on:

**DATE:** December 4, 2018

**TIME:** 6:30 p.m.

**HEARING LOCATION:** City Hall Council Chambers, 117 Macneil Street, San Fernando, CA 91340

**PROJECT LOCATION:** 1661 San Fernando Road, San Fernando, CA  
(Los Angeles County Assessor's Parcel No: 2612-004-016)

**APPLICATION:** Conditional Use Permit 2018-007 and SPR 2018-048

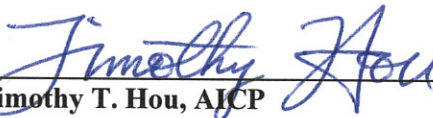
**PROJECT DESCRIPTION:**

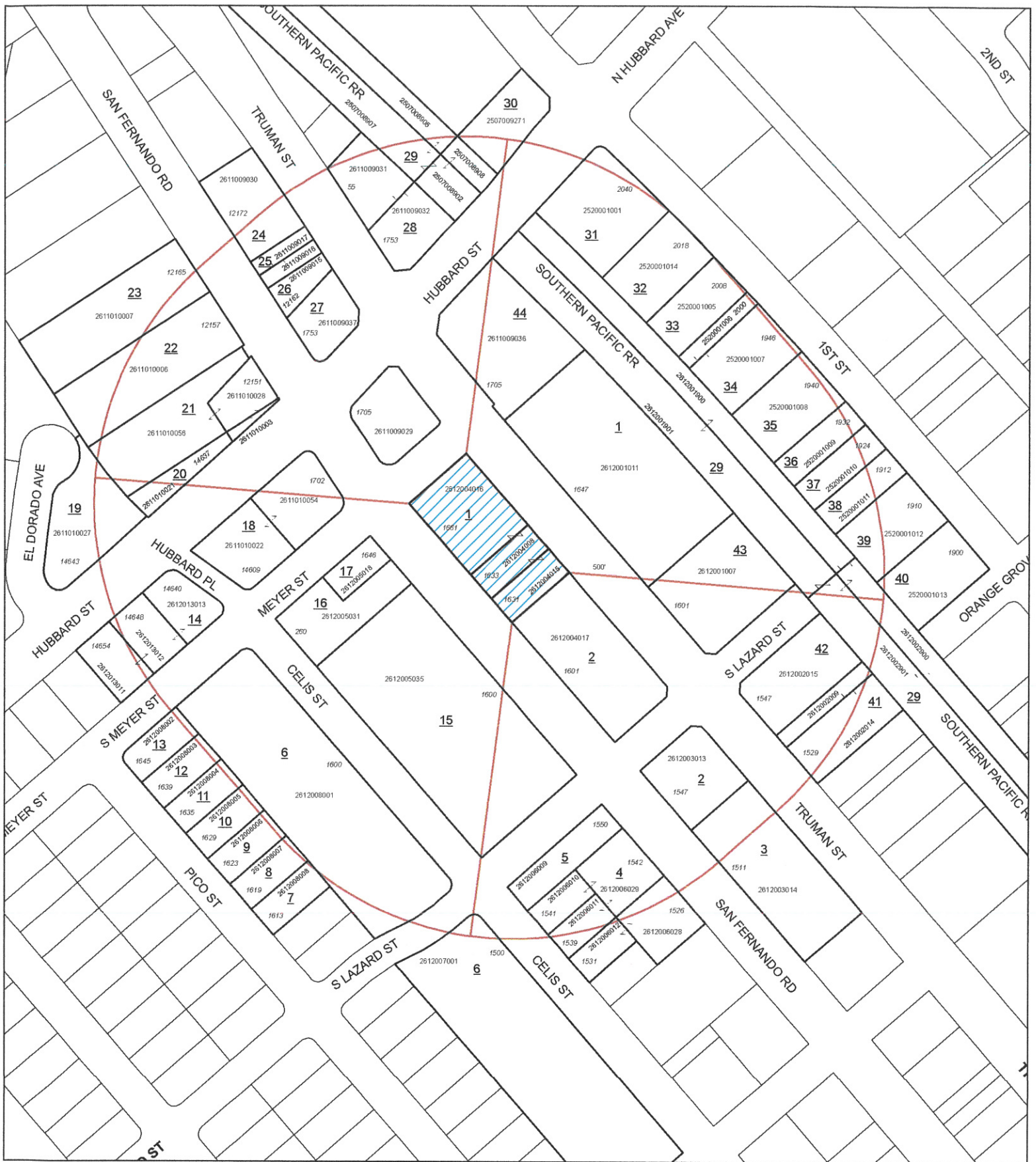
The project consists of a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Commercial District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square foot commercial building on a 30,000 square foot lot and is located on the southwestern corner of San Fernando Road and Meyer Street.

Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA. Members of the public are invited to submit written comments regarding said report by or before the close of the public hearing. Written responses received by noon, November 29, 2018 will be included with the staff report for review by the Commission.

**Interested members of the public may also provide verbal comments or written comments regarding any aspect of the proposed project (including the environmental documents referenced above) during the public comment portion of the public hearing on this matter. Please note that interested parties who may later wish to appeal or otherwise challenge any findings made or action taken by the Planning and Preservation Commission may be limited to appealing or challenging only those issues or concerns that were raised orally or in writing by or before the close of the public hearing conducted by the Planning and Preservation Commission.**

For further information regarding this proposal, please contact Gerardo Marquez, Associate Planner at (818) 837-1540 or [gmarquez@sfcity.org](mailto:gmarquez@sfcity.org) or by written correspondence to: City of San Fernando, Community Development Department, 117 Macneil Street, San Fernando, CA 91340-2993.

  
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**Timothy T. Hou, AICP**  
Director of Community Development



Map Prepared by:

Leon Mapping & GIS Services  
15031 Chatsworth St. Ste 17  
Mission Hills, CA 91345  
818-235-7648  
leonmapping@hotmail.com  
www.lamapmaps.com

1661 SAN FERNANDO RD

500' RADIUS

1 TO 45 OWNERS  
70 PARCELS

CONDITIONAL USE PERMIT

1 inch = 100 feet

DATE: 11/15/2018  
UPDATE: \_\_\_\_\_

CASE #  
USES: FIELD

CONTACT: AVETIS VARDANYAN  
818-314-8283

