



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

**APPROVED MINUTES OF THE  
DECEMBER 4, 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 by Chairperson Alvin Durham at 6:31 p.m.

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:**

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, and Aida Montes

**ABSENT:**

Commissioners Yvonne Mejia and Jennifer Perez-Helliwell

**ALSO PRESENT**

Community Development Director Timothy T. Hou, Associate Planner Gerardo “Jerry” Marquez, City Attorney Martin De Los Angeles, and Community Development Secretary Michelle De Santiago

**PLEDGE OF ALLEGIANCE**

Led by A. Durham

**APPROVAL OF AGENDA**

Commissioner A. Montes moved to approve the agenda of December 4, 2018 meeting. Seconded by I. Gonzalez, the motion carried with the following vote:

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

**CONSENT CALENDAR**

I. Gonzalez moved to approve the minutes of the November 7, 2018, Planning and Preservation Commission Meeting. Seconded by A. Montes, the motion carried with the following vote:

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

### **UNFINISHED BUSINESS**

None

### **PUBLIC HEARING**

**Conditional Use Permit 2018-007 and Site Plan Review 2018-048 – 1661 San Fernando Road, San Fernando, CA 91340 – Avetis Vardanyan, 12922 Strathern Street, North Hollywood, CA 91605 – 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 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. The project site is currently improved with another 7,723 square feet commercial building on a 30,000 square foot lot and is location on the northeastern corner of San Fernando Road and Meyer Street.**

### **STAFF PRESENTATION**

T. Hou introduced the project identifying a change in recommendation to continue the item to allow staff and the applicant to resolve a recently determined concern regarding parking. He explained that it was recently determined that the location is deficient 4-5 parking spaces at street level due to the red curb because of the narrowing of the street. Additionally he explained that the additional parking spaces will be provided at 1647 Truman Street through a shared parking agreement which will be in the form of valet parking to minimize the pedestrian travel to and from the proposed project site.

### **PUBLIC COMMENT**

Karo Garabedian – Mr. Garabedian provided a conceptual image of what the interior of the location is proposed to look like. He stated that the proposed project will set a high standard of service with a full kitchen for the community.

### **COMMISSION DISCUSSION**

A. Montes asked what the capacity of the banquet hall will be set at.

K. Garabedian indicated that the capacity limits will be set by the Fire Department, but that the applicant is expecting it to be between 300 to 400 guests to provide for a comfortable setting.

A. Montes stated that she is excited for the project which looks beautiful.

K. Garabedian indicated that the intention is to bring you a beautiful product with both a classic design with modern touches which is expected to be completed in a short amount of time.

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A. Montes ask about the kitchen and if it would be available for use by the renting individual or for use by hired catering company.

K. Garabedian stated that there will be a kitchen fully staffed that can either be used by the renting party or a cater, he indicated that he will tap into the communities current resources for all of the banquet hall's needs including restaurants, flower shops and disc jockeys for services.

A. Durham stated that he really like the overall concept.

Subsequent to discussion, Commissioner I. Gonzalez moved to continue Conditional Use Permit 2018-007 and Site Plan Review 2018-048 to the January 8, 2019 meeting. Seconded by Commission A. Montes, The motion carried with the following vote:

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

### STAFF COMMUNICATIONS

T. Hou informed the Commission about the following items:

- Planning Commission Academy in March 2019; and
- Sexual Harassment Prevention training requirements; and
- Certified Election Results; and
- Vacancy on the dais

### COMMISSION COMMENTS

None

### PUBLIC STATEMENTS

None

### ADJOURNMENT

Commissioner A. Montes moved to adjourn to **January 8, 2019**. Second by Commissioner I. Gonzalez, the motion carried with the following vote:

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

7:01 P.M.

Planning Commission Secretary