



# THE CITY OF SAN FERNANDO

## PLANNING AND PRESERVATION COMMISSION

### REGULAR MEETING NOTICE AND AGENDA

MARCH 5, 2019 – 6:30 P.M.

COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

#### **CALL TO ORDER**

#### **OATH OF OFFICE**

Administration of Oath of Office for incoming Planning and Preservation Commissioner

#### **ROLL CALL**

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

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

March 5, 2019

#### **REORGANIZATION OF THE PLANNING AND PRESERVATION COMMISSION**

- CALLS FOR NOMINATION OF CHAIRPERSON
- CALLS FOR NOMINATION OF VICE-CHAIRPERSON

#### **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.

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- 1) **Approval of the January 8, 2019 Planning and Preservation Commission Meeting minutes**

### **CONTINUED BUSINESS**

None

### **NEW BUSINESS**

- 1) **SUBJECT:** Conditional Use Permit 2018-005 (CUP 2018-005)  
  
**LOCATION:** 12940 Foothill Boulevard #A, San Fernando, CA 91340  
(Assessor Identification Number: 2514-001-062)  
  
**PROPOSAL:** The proposed “Project” consists of a request for the approval of a Conditional Use Permit to allow for the on-site sale of beer and wine in a sit-down restaurant (License Type 47) within the C-2 Commercial Zone. The project site is located within a 1,600 square foot commercial building and is located on the southern side of Foothill Boulevard just east of North Maclay Avenue and West of Arroyo Avenue.  
  
**APPLICANT:** Kent Clark, on behalf of Crazy Goody Restaurant  
12940 Foothill Boulevard, #A, San Fernando, CA 91340  
  
**RECOMMENDATION:** It is recommended that the Planning and Preservation Commission:
  1. Open the public hearing to allow any audience member an opportunity to speak for or against the proposed project; and
  2. Continue the public hearing to the regularly schedule Planning and Preservation Commission Meeting of April 3, 2019 to allow the applicant additional time to work with staff on pending items.
- 2) **SUBJECT:** Conditional Use Permit 2018-002 (CUP 2018-002) and Planning Review 2018-012 (PR 2018-012)  
  
**LOCATION:** 621 North Maclay Avenue, San Fernando, CA 91340

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(Assessor Identification Number: 2518-031-005)

**PROPOSAL:** The proposed “Project” consists of a request for the approval of a Conditional Use Permit to entitle a legal non-conforming triplex residential development within the Maclay District of the San Fernando Corridors Specific Plan Zone.

**APPLICANT:** Fernando Garcia, 10146 Balboa Boulevard, Granada Hills, CA 91344

**RECOMMENDATION:** Staff recommends that the Planning and Preservation Commission approve Conditional Use Permit 2018-002 and Planning Review 2018-012, pursuant to Planning and Preservation Commission Resolution No. 2019-003 and the Conditions of Approval attached therein as Exhibit “A” in order to entitle a legal non-conforming triplex apartment development within the Maclay District of the San Fernando Corridors Specific Plan (SP-5) Zone.

3) **SUBJECT:** Zone Change 2018-002 (ZC 2018-002), Tentative Tract Map 2018-002 (TTM 2018-002), Conditional Use Permit 2018-006 (CUP 2018-006), and Site Plan Review 2015-019 (SPR 2015-019)

**LOCATION:** 1001 Glenoaks Boulevard, San Fernando, CA 91340  
(Assessor Identification Number: 2515-016-017)

**PROPOSAL:** The proposed “Project” consists of a request for approval of Zone Change, Tentative Tract Map, Conditional Use Permit, and Site Plan Review for the development of a six-unit condominium project within the existing C-1 Limited Commercial Zone which is proposing to change to Multiple Family R-2 Residential Planned Development (RPD) Zone.

**APPLICANT:** Bruce Partovi, P.O. Box 8312, Van Nuys, CA 91409

**RECOMMENDATION:** Staff recommends that subsequent to the presentation and consideration of any public comment, the Planning and Preservation Commission approve Resolution No. 2019-004 recommending to the City Council approval of Zone Change 2018-002 and Tentative Tract Map 2018-

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002, and approving Conditional Use Permit 2018-006 and Site Plan Review 2015-019 which allows for a zone change from C-1 Limited Commercial to Multiple Family R-2 Residential Planned Development (RPD), the implementation of Tentative Tract Map for the development of six condominium townhomes, a Conditional Use Permit which would allow for the operation of a condominium development within the RPD Zone and a Site Plan Review, subject to the conditions of approval attached as “Exhibit A” to the resolution.

*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.*

### **STAFF COMMUNICATIONS**

None

### **COMMISSIONER COMMENTS**

### **ADJOURNMENT**

Wednesday, April 3, 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.*

*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  
JANUARY 8, 2019 MEETING  
CITY HALL COUNCIL CHAMBER**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING AND PRESERVATION COMMISSION (“Commission”). AUDIO OF THE ACTUAL MEETINGS 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 6:30 p.m.

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:**

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, and Yvonne Mejia

**ABSENT:**

Commissioners Aida Montes and Jennifer Perez-Helliwell

**ALSO PRESENT**

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

**APPROVAL OF AGENDA**

Commissioner Y. Mejia recommended to continue the Reorganization of Planning and Preservation Commission to the next regularly scheduled meeting and moved to approve the agenda of January 8, 2019 meeting with the minor modification. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

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

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### CONSENT CALENDAR

Chairperson A. Durham moved to approve the minutes of the December 4, 2018, Planning and Preservation Commission Meeting. Seconded by I. Gonzalez, the motion carried with the following vote:

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

### CONTINUED BUSINESS

1. 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 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 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 foot lot and is located on the northeastern corner of San Fernando Road and Meyer Street.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending 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.

### PUBLIC COMMENTS

**Tom Ross** - Government Affairs Chairperson for Chambers of San Fernando – Mr. Ross has a couple concerns with the parking because it is an island. He stated that this is a nice building which is the first structure seen as you enter the city but that the building was not built for the proposed project. He stated that without knowing the maximum occupancy at the banquet hall it would be difficult to determine the number of parking spaces needed for the location. The property is between two busy streets and not all patrons will want to use the valet parking and so their only other option would be to park at a neighboring street and navigate to the location without a pedestrian crosswalk. He expressed concern with some of the existing walkways that don’t lead to an entrance he is concerned that it will cause confusion for those visiting the location. He stated that he wants the occupant to have the best experience and to succeed.

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**Artec Kaskevian** – Mr. Kaskevian spoke on behalf of the applicant who acknowledged the concerns that were raised but he wanted to reassure the Commission and the concerned audience member that they are not new to this business activity because they have been in business for several years. He stated that on an average there are a total of 3-4 occupants per vehicle and that they will posting signs to inform patrons where the valet drop off will be located and how visitors will be able to access the building.

### COMMISSION DISCUSSION

Y. Mejia asked if the patrons will be able to access the parking lot across the street.

A. Kaskevian indicated that the parking lot across the street would only be accessible by staff for to park vehicles that use the valet service.

Y. Mejia asked if the valet service cost is built automatically in to the rental contract.

A. Kaskevian stated that the valet service is not optional, it is a requirement of the rental of the banquet hall.

Y. Mejia stated that there are several access doors to the building and she asked about the plans to keeping those access points or closing them off.

A. Kaskevian stated that one of those access points will be kept for access by employees and vendors. The main entrance will be a prominent on the building.

Y. Mejia asked about the security personnel and if they will be onsite from the start of the event and be present until the last guest has left.

A. Kaskevian agreed.

A. Durham agreed with Mr. Ross' comment regarding that the location is the first building seen at that end of the city and it is a nice building.

Y. Mejia stated that this project will help other businesses in the city as well as the ride sharing businesses.

T. Hou explained that the adjacent building has been approved as a general government office building. Mr. Hou stated that he welcomes the continued revitalization of business activity in the City.

Subsequent to discussion Commissioner Y. Mejia moved to approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES: Y. Mejia, I. Gonzalez, and A. Durham

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NOES: None  
ABSENT: A. Montes and J. Perez-Helliwell  
ABSTAIN: None

### NEW BUSINESS

1. Conditional Use Permit 2018-009 and Site Plan Review 2018-047 – 720 Jessie Street, San Fernando, CA 91340 – Ivan Lara – McCormick Compliance Consulting – o.b.o. Big Bus Tours, 555 W. Fifth Street 35<sup>th</sup> Floor, Los Angeles, CA 90013 – The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047 allowing for the operation of a bus yard within a 48,937 square foot industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code.

### PUBLIC COMMENTS

Samantha Guillen spoke on behalf of the applicant, indicated that the busses would not be coming in and out multiple times during the day, only leave in the morning and return at the end of the day or sooner only if there is an issue with the vehicle. She stated that she and the company are excited about coming to San Fernando.

### COMMISSION DISCUSSION

Y. Mejia stated that it is nice to have such a big name come to the City. She stated that she has used the bus company abroad. She commented on the proposed 20 employees that will be hired by the proposed applicant and hoped that they would be community members. She expressed concern with this project and the recently approved project on Park Avenue and the potential for increased traffic impacts to the area.

J. Marquez stated that the proposed project is for the storage of the busses, no loading and unloading of passengers.

Y. Mejia stated that 18 busses is a small fleet and stated she doesn't foresee a traffic impact if the busses leave once or twice a day and then return. Additionally she asked if the project was proposing an on-site fueling station.

J. Marquez indicated that a fueling station is not being proposed as part of the original project.

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A. Durham stated that he visited the location recently and stated that the building is sterile and asked about imposing some landscape requirement to somewhat soften the building.

J. Marquez stated that staff will work with the applicant to encourage softening of the exterior of the building, irrigation, security and signage.

Commissioner I. Gonzalez moved to approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

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

2. Conditional Use Permit 2018-008 and Site Plan Review 2018-050 – 1946 First Street, San Fernando, CA 91340 – Hovig Galoudian – 9030 Norris Avenue, Sun Valley, CA 91352 – The proposed “Project” is a request for the approval to allow for the operation of an automotive tow yard within an approximately 22,500 square foot lot within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending that the Planning Commission approve Condition Use Permit 2018-08 and Site Plan Review 2018-050 allowing for the operation of an automotive impound area within an approximately 22,500 square foot lot which would provide approximately 920 square feet of administrative office area with the Workplace Flex District of the San Fernando Corridors Specific Plan Zone.

### PUBLIC COMMENTS

Hovig Galoudian stated that this is his fourth location and that he is glad to provide such an improvement to the location which took him over a month to clean up.

### COMMISSION DISCUSSION

I. Gonzalez asks how staff would monitor the 20 cars being stored on site and the four tow trucks.

J. Marquez stated that Condition of Approval #23 states that the conditions of approval shall be made available upon request for review of compliance.

Y. Mejia stated that she doesn’t want the location to resemble a junk yard and asked the applicant the maximum time a vehicle can be stored on site.

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H., Galoudian indicated that most vehicles are removed with a week and abandoned vehicles valued at less than \$4,000 can be scrapped in 31 days and for a vehicle that is valued at greater than \$4,000 can not be scrapped until 90 days, but not common.

Y. Mejia stated that she is happy to see a new tenant in the city but would like to avoid the location looking like a parking lot would like to see orderly parked vehicles. She also indicated that the building is rather dated and that landscaping could help.

T. Hou stated that if the commission is in agreement a condition may be added to include language to stage vehicles in an orderly fashion as well as language to provide some improvements to the exterior of the building.

H. Galoudian stated that he has no problems with the added condition of approval that it is his intention to keep a nice looking and orderly place of business.

Commissioner Y. Mejia moved to approve Conditional Use Permit 2018-008 and Site Plan Review 2018-050 with the added conditions that the vehicle parking must be maintained orderly and that the applicant work with staff to provide some exterior improvements. Seconded by I. Gonzalez, the motion carried with the following vote:

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

### STAFF COMMUNICATIONS

T. Hou informed the Commission regarding the upcoming Planning Commissioners Academy in Long Beach and asked for their availability of attending. He also gave a quick description of the upcoming cases that will be presented in the upcoming meeting.

### ADJOURNMENT

Commissioner Y. Mejia moved to adjourn to the next regularly scheduled meeting of **February 5, 2019**. Second by Commissioner I. Gonzalez, the motion carried with the following vote:

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

7:54 P.M.

Planning Commission Secretary



**MEETING DATE:** March 5, 2019

**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 Continue:

“I move to continue Conditional Use Permit 2018-005, to the next regularly scheduled Planning and Preservation Commission meeting of April 3, 2019. ...(Roll Call Vote)
  - b. To Deny:

“I move to deny Conditional Use Permit 2018-005, based on the following...” (Roll Call Vote)
  - c. To Approve:

“I move to approve Conditional Use Permit 2018-005 based on the following...” (Roll Call Vote)

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

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

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

**NEW BUSINESS ITEM 1:  
Conditional Use Permit 2018-005**







## AGENDA REPORT

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

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

**Date:** March 5, 2019

**Subject:** **Conditional Use Permit 2018-005**  
12940 Foothill Boulevard #A, San Fernando, CA  
(Los Angeles County Assessor Identification No: 2514-001-062)

**Proposal:** The project consists of a request for the approval of a Conditional Use Permit to allow for the on-site sale of beer and wine in a sit-down restaurant (License Type 47) within the C-2 Commercial Zone. The project site is located in a 1,600 square foot commercial building and is located on the southern side of Foothill Boulevard just east of North Maclay Avenue and west of Arroyo Street.

Supporting background materials and related resolutions will be made available to interested members of the public as soon as they are also made available to members of the Planning and Preservation Commission and in advance of the continued hearing on the matter.

**Applicant:** Kent Clark on behalf of Crazy Goody Restaurant  
12940 Foothill Boulevard, #A  
San Fernando, CA 91340

### **RECOMMENDATION:**

It is recommended that Planning and Preservation Commission:

- a. Open the public hearing to allow any audience member an opportunity to speak for or against the proposal; and
- b. Continue the public hearing to the regularly scheduled Planning and Preservation Commission Meeting of April 3, 2019 to allow the applicant additional time to work with staff on pending items.





**MEETING DATE:** March 5, 2019

**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 2018-002 and Planning Review 2018-012, pursuant to Planning and Preservation Commission Resolution No. 2019-003 and the Conditions of Approval therein as Exhibit “A” in order to entitle a legal non-conforming triplex apartment development within the Maclay District of the San Fernando Corridors Specific Plan Zone... (Roll Call Vote)

b. To Deny:

“I move to deny Conditional Use Permit 2018-002 and Planning Review 2018-012, based on the following...” (Roll Call Vote)

c. To Continue:

“I move to continue Conditional Use Permit 2018-002 and Planning Review 2018-012, to the following date...” (Roll Call Vote)

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

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

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

**NEW BUSINESS ITEM 2:  
Conditional Use Permit 2018-002 and  
Planning Review 2018-012**





## 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:** March 5, 2019

**Subject:** **Conditional Use Permit 2018-002**  
**Planning Review 2018-012**  
621 North Maclay Avenue, San Fernando, CA 91340  
(Los Angeles County Assessor Identification No: 2518-031-005)

**Proposal:** The proposed "Project" consists of a request for the approval of a Conditional Use Permit to entitle a legal non-conforming triplex residential development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5).

**APPLICANT:** Fernando Garcia  
10146 Balboa Boulevard  
Granada Hills, CA 91344

### **RECOMMENDATION:**

Staff recommends that the Planning and Preservation Commission ("Commission") approve Conditional Use Permit (CUP) 2018-002 and Planning Review 2018-012, pursuant to Planning and Preservation Commission Resolution No. 2019-003 (Attachment "A") and the Conditions of Approval attached therein as Exhibit "A" in order to entitle a legal non-conforming triplex apartment development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5).

### **PROJECT OVERVIEW:**

On June 27, 2018, Fernando Garcia (the "Applicant"), submitted a CUP application (Attachment "B") seeking to entitle a legal non-conforming triplex apartment development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5).

The project site is a 7,500 square foot lot and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street. Per Table 4.1 of SP-5, such use is permitted subject to approval of a conditional use permit in the Maclay District. The project site is currently occupied, fenced off, and provides limited landscaping. The project will provide three two-bedroom, one-bathroom apartment dwelling units on a single lot. There will be no

exterior additions or modifications to the building. These established dwelling units do not provide enclosed parking so as a condition of approval the applicant has agreed to provide carports for the existing dwelling units. The applicant has also agreed to pave the existing unpaved driveway and provide new front yard landscaping to provide overall improvements to the property. The attached plans of the project site show the building footprints, layout of carport parking, and site improvements (Attachment “C”).

The Commission’s approval of the requested CUP and Planning Review would allow for the entitlement of the triplex development bringing it into conformance with SP-5. The addresses for the units are established as 621, 623, and 625 North Maclay Avenue. The unit at 621 Maclay Avenue measures approximately 613 square feet, unit 623 is approximately 609 square feet, while unit 625 is approximately 520 square feet. Currently the three units each provide two bedrooms and one bathroom. The project will provide two 400 square foot car ports that will provide covered parking for four vehicles, a paved driveway, and increased landscaping.

**BACKGROUND:**

1. General Plan Land Use and Zoning Designation: The Project Site at 621 North Maclay Avenue is located within the Maclay District of SP-5 and maintains a Multi-Use land use designation in the General Plan Land Use Element.
2. Site Location and Description: The project site is a 7,500 square foot lot or 0.17 acre (Los Angeles County Assessor Identification No: 2518-031-005) parcel and is located on the western side of North Maclay Avenue, south of De Garmo Street and north of Fifth Street. The Project Site abuts similarly zoned properties within the Maclay District of SP-5 to the north, south, and east. The neighboring property to the west is zoned R-1 Single Family Residential. Parking for the project will consist of two 400 square foot carports. Designation of these parking stalls shall be agreed upon by the property manager and the tenants.
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 February 21, 2019, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment “D”). In addition, on February 21, 2019, a public hearing notice was posted at the Project Site, at the two City Hall bulletin boards, 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 Planning Review request were also mailed to all property owners of record within 500 feet of the Project Site.

5. Public Comments: As of the date of preparation of this staff report, no comments were received from the public regarding this CUP and Planning 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 Planning Review to entitle a legal non-conforming triplex residential development is consistent with the following goals and objectives of the San Fernando General Plan Land Use Element:
- To retain the small town character of San Fernando
  - To maintain an identity that is distinct from surrounding communities

Additionally, the proposal is consistent with multiple policies of Housing Element Goal 1.0:

- Policy 1.2: Preserve the character, scale, and quality of established residential neighborhoods.
  - Policy 1.5: Provide focused code enforcement and rehabilitation efforts in targeted neighborhoods to achieve substantive neighborhood improvements
2. Zoning Consistency. Pursuant to Table 4.1 of SP-5, the Maclay District allows for apartment developments as a conditionally permitted use. The Maclay District promotes the creation of new housing opportunities, while, at the same time, maintaining the integrity of the existing, adjacent residential neighborhoods. Permitted uses include residential and commercial uses that are compatible with residential development. The approval of the requested CUP would entitle the legal non-conforming triplex development. Additionally, the Project site is surrounded by a mixture of residential, commercial, and service uses. The proposed development will not create a need for a variance from any development standards.

Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Maclay District of 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 the San Fernando Corridors Specific Plan, the Maclay District allows for the development of apartments as a conditionally permitted use. The approval of the requested CUP would allow for the proposed entitlement of an existing triplex apartment development. 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 Project Site at 621 N. Maclay Avenue is located within the Maclay District of SP-5 and maintains a Multi-Use land use designation in the General Plan Land Use Element. The proposed development will not create a need for any variance from any development standards since the property is already developed as a triplex. Pursuant to The City's General Plan Land Use Element, future uses that are envisioned for the area include the operation of a mixture of 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 address issues associated with noise, trash and debris, and other public nuisance conditions. 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 project site is a 7,500 square foot lot or 0.17 acre parcel and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street. The Project Site abuts similarly zoned properties within the Maclay District of SP-5 to the north, south, and east. The neighboring property to the west is zoned R-1 Single Family Residential. Parking for the project will consist of two 400 square foot carports. Designation of these parking stalls shall be agreed upon by the property manager and the tenants. 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 the entitlement of an existing triplex apartment development use would be compatible with the present land use. Currently the site is occupied and the development of this use will facilitate future modifications of this property. 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.**

The San Fernando Corridors Specific Plan designates this site as the Maclay District, where future uses envisioned for the area include the operation of residential and service uses. It is also intended to provide uses which are supportive of or provide a direct service to adjacent uses. Furthermore, under City's General Plan Land Use Element the Project Site is designated Multi-Use land use area, where future uses envisioned for the area include the operation of a mixture of activities such as commercial, residential, and service uses. The request to allow the apartment use would entitle the already existing 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 a 7,500 square foot lot or 0.17 acre parcel and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street. Parking for the project will consist of two 400 square foot carports. Designation of these parking stalls shall be agreed upon by the property manager and the tenants. This site provides shared use of the existing driveway approach off of Maclay Avenue for the subject site. 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 Maclay District of SP-5 the operation of an apartment is a permitted use through the city's review and approval of a conditional use permit. The request to entitle the existing operation of a triplex apartment development is an appropriate and compatible use for the types of uses currently established and potentially permitted in the Maclay District. Pursuant to SP-5, the Maclay District allows housing at densities high enough 1) to provide housing units that can serve the local population, 2) to generate developments that are well-matched to the corridor environment and 3) sensitive to the scale, character and value of existing neighborhoods behind corridor-fronting properties. Approval of the CUP for the operation of an apartment development helps to promote development of residential uses. CUP approval at the Project Site expands current uses, which in turn helps draw new similar types of development to the area and create an active mixed-use district. 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 City's General Plan Land Use Element designates the Project Site as Multi-Use land use area, a location where future uses envisioned for the area include the operation of more than one type of development. This division is designed to facilitate the development of commercial, residential, and service uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide a small town feel of the City of San Fernando and helps maintain an identity within the

area that is distinct from surrounding communities. The entitlement of the existing apartment development would meet the density standards and would meet the goals of the specific district to maintain a walkable pedestrian scaled environment and supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units. The density for this site allows for a maximum of 37 dwelling units per acre, this site measuring 0.17 acres would allow for a maximum number of units of 6.29. 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 entitle an existing triplex apartment use in the Maclay District as established in Table 4.1 of SP-5 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 complement established uses within the vicinity. The proposed entitlement will provide a new paved driveway, new landscaping and new carports which will serve the tenants and provide an overall improvement to the site. 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 preceding analysis, it is staff's assessment that Commission approval is warranted for CUP 2018-002 and Planning Review 2018-012. City Planning Staff recommends approval in order to allow for the entitlement of a triplex apartment development within the Maclay District of SP-5.

Based on the above findings, City Planning Staff recommends that the Commission approve Conditional Use Permit 2018-002 and Planning Review 2018-012, pursuant to Planning and Preservation Commission Resolution 2019-003, and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment "A").

**ATTACHMENTS:**

- A. Planning and Preservation Commission Resolution 2019-003 and Exhibit "A": Conditions of Approval

- B. Conditional Use Permit Application – CUP 2018-002, Planning Review Application 2018-012
- C. Set of Plans & Site Photographs
- D. Notice of Public Hearing Published in the *San Fernando Sun Newspaper* & Vicinity Map

**RESOLUTION NO. 2019-003**

**A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO APPROVING CONDITIONAL USE PERMIT 2018-002 AND PLANNING REVIEW 2018-012 TO ENTITLE A LEGAL NON-CONFORMING TRIPLEX RESIDENTIAL DEVELOPMENT WITHIN THE MACLAY DISTRICT OF THE SAN FERNANDO CORRIDORS SPECIFIC PLAN ZONE (SP-5) LOCATED AT 621 NORTH MACLAY AVENUE**

WHEREAS, an application has been filed by Fernando Garcia, 10146 Balboa Boulevard Granada Hills, CA 91344 (the "Applicant"), to request for the approval of a Conditional Use Permit and Planning Review to entitle a legal non-conforming triplex residential development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5) Located at 621 North Maclay Avenue;

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to Table 4.1 of SP-5 which would allow for the entitlement of a legal non-conforming triplex residential development as a conditionally permitted use. Outlined in SP-5, the proposed use meets the minimum development standards. The approval of the requested CUP would allow for the entitlement of an existing triplex apartment development. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Maclay District within SP-5;

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 5<sup>th</sup> day of March 2019;

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 of the Maclay District within SP-5; and

SECTION 3: Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-002 and Planning Review 2018-012 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval regarding the entitlement of an existing apartment use. 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 the San Fernando Corridors Specific Plan, the Maclay District allows for the development of apartments as a conditionally permitted use. The approval of the requested CUP would allow for the proposed entitlement of an existing triplex apartment development. 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 Project Site at 621 N. Maclay Avenue is located within the Maclay District of SP-5 and maintains a Multi-Use land use designation in the General Plan Land Use Element. The proposed development will not create a need for any variance from any development standards since the property is already developed as a triplex. Pursuant to The City's General Plan Land Use Element, future uses that are envisioned for the area include the operation of a mixture of 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 address issues associated with noise, trash and debris, and other public nuisance conditions. 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 project site is a 7,500 square foot lot or 0.17 acre parcel and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street. The Project Site abuts similarly zoned properties within the Maclay District of SP-5 to the north, south, and east. The neighboring property to the west is zoned R-1 Single Family Residential. Parking for the project will consist of two 400 square foot carports. Designation of these parking stalls shall be agreed upon by the property manager and the tenants. 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 the entitlement of an existing triplex apartment development use would be compatible with the present land use. Currently the site is occupied and the development of this use will facilitate future modifications of this property. 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.**

The San Fernando Corridors Specific Plan designates this site as the Maclay District, where future uses envisioned for the area include the operation of residential and service uses. It is also intended to provide uses which are supportive of or provide a direct service to adjacent uses. Furthermore, under City's General Plan Land Use Element the Project Site is designated Multi-Use land use area, where future uses envisioned for the area include the operation of a mixture of activities such as commercial, residential, and service uses. The request to allow the apartment use would entitle the already existing 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 a 7,500 square foot lot or 0.17 acre parcel and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street. Parking for the project will consist of two 400 square foot carports. Designation of these parking stalls shall be agreed upon by the property manager and the tenants. This site provides shared use of the existing driveway approach off of Maclay Avenue for the subject site. 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 Maclay District of SP-5 the operation of an apartment is a permitted use through the city's review and approval of a conditional use permit. The request to entitle the existing operation of a triplex apartment development is an appropriate and compatible use for the types of uses currently established and potentially permitted in the Maclay District. Pursuant to SP-5, the Maclay District allows housing at densities high enough 1) to provide housing units that can serve the local population, 2) to generate developments that are well-matched to the corridor environment and 3) sensitive to the scale, character and value of existing neighborhoods behind corridor-fronting properties. Approval of the CUP for the operation of a apartment development helps to promote development of residential uses. CUP approval at the Project Site expands current uses, which in turn helps draw new similar types of development to the area and create an active mixed-use district. 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 City's General Plan Land Use Element designates the Project Site as Multi-Use land use area, a location where future uses envisioned for the area include the operation of more than one type of development. This division is designed to facilitate the development of commercial, residential, and service uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide a small town feel of the City of San Fernando and helps maintain an identity within the area that is distinct from surrounding communities. The entitlement of the existing apartment development would meet the density standards and would meet the goals of the specific district to maintain a walkable pedestrian scaled environment and supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units. The density for this site allows for a maximum of 37 dwelling units per acre, this site measuring 0.17 acres would allow for a maximum number of units of 6.29. 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 entitle an existing triplex apartment use in the Maclay District as established in Table 4.1 of SP-5 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 complement established uses within the vicinity. The proposed entitlement will provide a new paved driveway, new landscaping and new carports which will serve the tenants and provide an overall improvement to the site. 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 2018-002 and Planning Review 2018-012, subject to the Conditions of Approval attached as Exhibit "A".

**(SIGNATURE PAGE TO FOLLOW)**



PASSED, APPROVED AND ADOPTED this 5th day of March 2019.

\_\_\_\_\_,  
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 5<sup>th</sup> day of March 2019; 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 2018-002**  
**Planning Review 2018-012**

**PROJECT ADDRESS** : 621 North Maclay Avenue, San Fernando, CA 91340  
(Los Angeles County Assessor Identification No: 2518-031-005)

**PROJECT DESCRIPTION** : Approving Conditional Use Permit 2018-002 and Planning Review 2018-012 to entitle a legal non-conforming triplex residential development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5) located at 621 North Maclay Avenue

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 March 5, 2019, 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. Signage. No signage shall be allowed on the property. The only allowable signage permitted on a temporary basis shall be “For Lease” signage to indicate a vacancy at the property.
4. 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. 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;
5. 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. .
6. Occupancy per Approval. The subject property shall be improved in substantial conformance with the site plan, exterior elevations, floor plans, and landscape plan, as reviewed by the Planning and Preservation Commission on March 05, 2019, except as herein modified to comply with these Conditions of Approval.
7. Trash Receptacles. All trash receptacles shall be placed in a confined area within the property out of sight of the public right of way as well as off of public property except for trash collection activities.
8. 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.

9. SCAQMD. South Coast Air Quality Management District ("SCAQMD") must be contacted prior to any demolition, excavation 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.
10. 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).
11. Construction. The proposed improvements to the site, new carports, landscaping and driveway, shall be constructed prior to issuance of certificate of occupancy.
12. General Compliance. The applicant shall comply with all requirements of applicable federal, state, or local law, ordinance, or regulation.
13. 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.
14. 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.
15. 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.
16. 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 activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.

17. 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.
18. 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.
19. 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.
20. 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) <i>621 N MacLay st San Fernando CA 91340</i>			
ASSESSORS PARCEL NUMBER(S) "APN" <i>2518-031-005</i>			
LOT SIZE <i>7506</i>	EXISTING BUILDING (SQUARE FOOTAGE) <i>1742</i>		
PROPOSED ADDITION (SQUARE FOOTAGE) <i>None</i>	TOTAL PARKING SPACES (ON-SITE/OFF-SITE)		
PROPOSED USE(S)	LANDSCAPING (SQUARE FOOTAGE)		
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> <del>Building for existing triplex apartment unit to be duplex</del>  <i>Legalizing an existing triplex (Apartment)</i>			
APPLICANT INFORMATION			
APPLICANT NAME <i>Fernando Garcia</i>		PHONE NUMBER <i>(818) 652-1223</i>	
MAILING ADDRESS <i>10146 Balboa Blvd Grand Hills CA 91344</i>			
FAX NUMBER	EMAIL ADDRESS <i>Fernando@garciateam.com</i>	SIGNATURE <i>[Signature]</i>	
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME <i>Millennium Coloring LLC</i>		PHONE NUMBER <i>(818) 919-1113</i>	
MAILING ADDRESS <i>10146 Balboa Blvd Grand Hills CA 91344</i>			
FAX NUMBER	EMAIL ADDRESS <i>Fredhakianteam@gmail.com</i>	SIGNATURE <i>[Signature]</i>	
FOR OFFICE USE ONLY			
CUP APPLICATION	\$ 3,005.00	ZONE <i>SP-5 (MacLay)</i>	GENERAL PLAN AREA
AIMS SURCHARGE	\$ 300.50	FILE NUMBER	
ENVIRONMENTAL	\$ 204.00		
NOTIFICATION	\$ 120.00		
PUBLISHING	\$ 600.00		
TOTAL FEE	\$4,229.50	DATE FILED <i>6/27/18</i>	CUP NO. <i>2018-002</i>
COMMENTS <i>Legalize Triplex (apartment) CUP req. withing SP-5 (MacLay District)</i>		ACCEPTED BY <i>Gerardo Marquez</i>	AIMS NO.
		CROSS REFERENCE <i>PR 2018-012</i>	
		SPR NO.	
		VAR NO.	
		OTHER	

**ENVIRONMENTAL INFORMATION FORM (APPLICANT)**

**GENERAL INFORMATION**

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

OWNER BUILDER

2. ADDRESS OF PROJECT

621 N MACLAY ST SAN FERNANDO CA 91340

3. ASSESSOR'S BLOCK AND LOT NUMBER

BROWN'S SUBDIVISION LOT 5 BLK A.

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

FABIAN ORTIZ 818-497-5275

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

SP-4

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

CONVERT THE EXISTING FRONT DWELLING UNIT TO DUPLEX

**PROJECT DESCRIPTION**

8. SITE SIZE

50' X 150'

9. SQUARE FOOTAGE

7,500 SF

10. NUMBER OF FLOORS OF CONSTRUCTION

1

11. AMOUNT OF OFF-STREET PARKING PROVIDED

12. PROPOSED SCHEDULING

13. ASSOCIATED PROJECTS

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

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

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



**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  
*N/A*

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

**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

APPLICANT SIGNATURE

DATE

*Fernando Garcia*







*[Signature]*

*5-24-18*



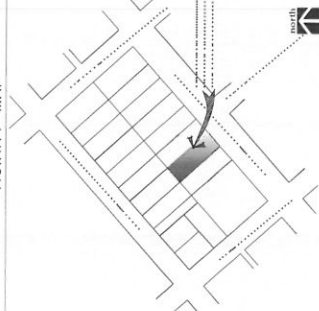
SHEET INDEX	
1	TITLE SHEET
2	PLOT PLAN
3	EXISTING FLOOR PLAN
4	PROPOSED FLOOR PLAN
5	EXISTING ELEVATIONS
PROJECT TEAM	
DESIGNER-FABIAN ORTIZ	
STREAM LINE DESIGN	
IEL: (818) 497-5275	
fabian.streamline@gmail.com	
SCOPE OF WORK	
EXISTING UNIT 6023-- LEGALIZE/ENHANCE 609 SF INTO	
2 BEDROOM, 1 BATH, AND KITCHEN	
GENERAL NOTES	

BUILDING INFORMATION	
CODE REFERENCE	QBC 2013/ABC2014
CONSTRUCTION TYPE	VB
ASSESSOR'S ID. NUMBER	2518-031-005
ZONE	R-
BROWN'S SUBDIVISION LOT 5 BLK A	
EXISTING BUILDING 1 (UNIT 625)	520 SQ.FT.
EXISTING BUILDING 2 NEW (UNIT 625) LEGALIZE/ENTILE	609 SQ.FT.
EXISTING BUILDING 2 (UNIT 621)	613 SQ.FT.
TOTAL BLDG.AREA	1,742 SQ.FT.
TOTAL LOT AREA 50'X150'	7,575 SQ.FT.
(N) TOTAL LANDSCAPE	2,833 SQ.FT.
(N) TOTAL HARDSCAPE	2,407 SQ.FT.

SYMBOLS	
	DETAIL NUMBER SHEET NUMBER
	RECESSED LIGHT
	HIGH EFFICACY
	DIMMER SWITCH
	DUPLEX RECEPTACLE 18" A.F.F. U.O.N
	DUPLEX RECEPTACLE GROUNDING TYPE

[illegible]

## VICINITY MAP

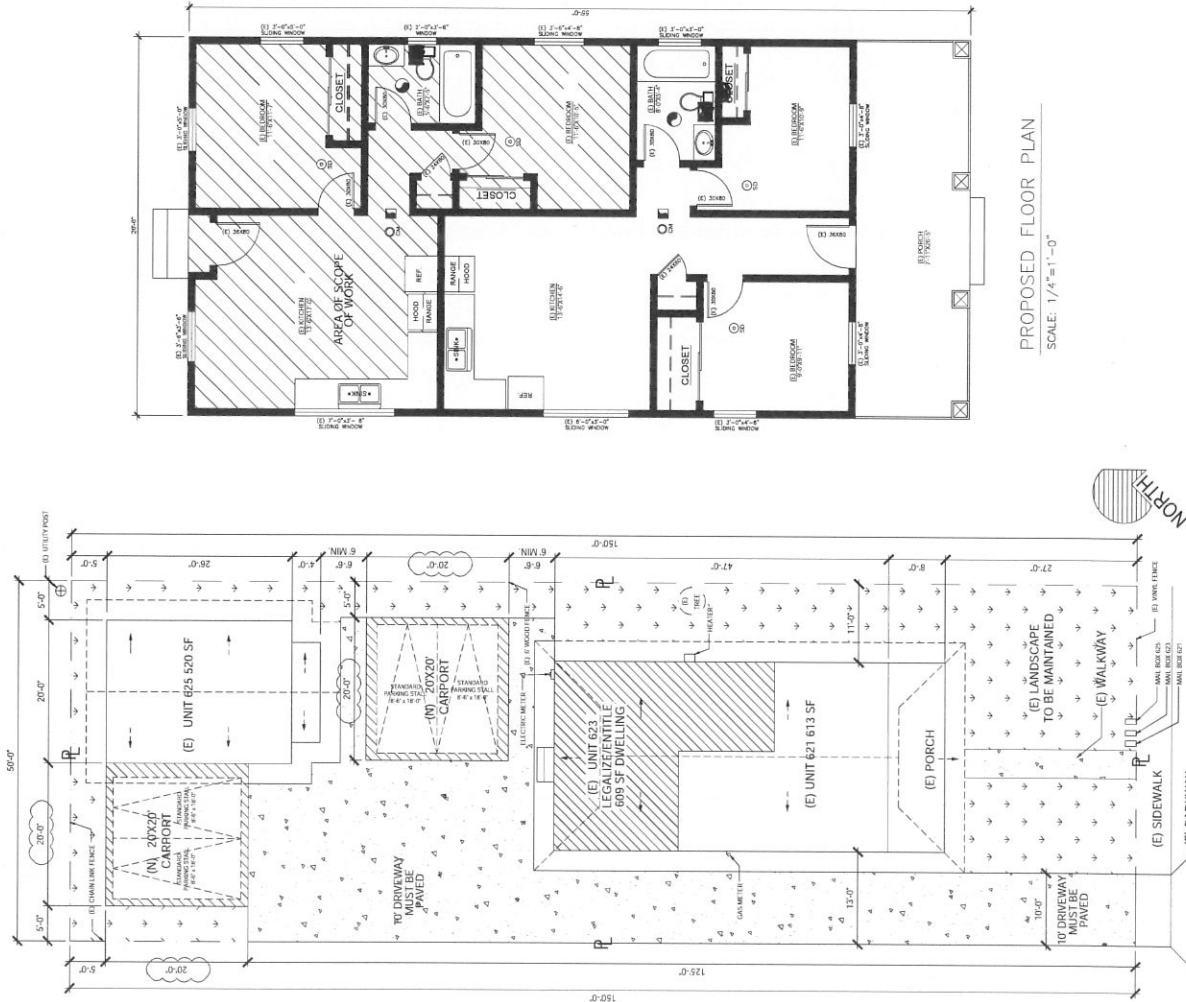


### LEGEND

ETI

EXISTING FLOOR PLAN (UNIT #625)

SCALE: 1/4"=1'-0"



## PROPOSED FLOOR PLAN

SCALE: 1/4"=1'-0"

## PLOT PLAN

SCALE: 1/8"=1'-0"

521 N MACLAY AVE.







Street View of Project Site



Current View of Unpaved Driveway and Landscaping





Location of future paved and covered carport



Second location of future paved and covered carport

**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:** March 5, 2019

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

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

**PROJECT LOCATION:** 621 N Maclay Avenue, San Fernando, CA  
(Los Angeles County Assessor's Parcel No: 2518-031-005)

**APPLICATION:** Conditional Use Permit 2018-002 and Planning Review 2018-012

**PROJECT DESCRIPTION:**

The project consists of a request for the approval of a Conditional Use Permit to entitle a legal non-conforming triplex residential development within the Maclay District of the San Fernando Corridors Specific Plan Zone (SP-5). The project site is located on a 7,500 square foot lot and is located on the western side of North Maclay Avenue south of De Garmo Street and north of Fifth Street.

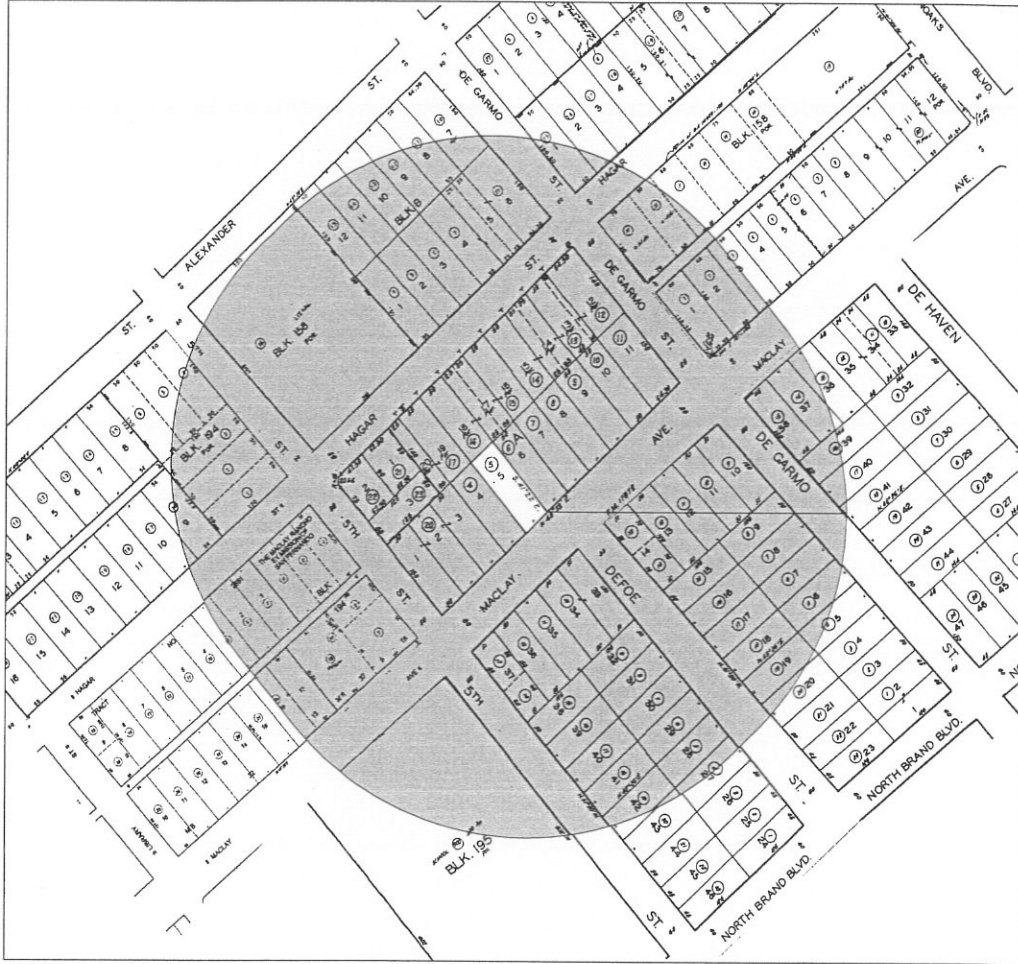
Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA. Members of the public are invited to submit written comments regarding said project by or before the close of the public hearing. Written responses received by noon, February 28, 2019 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 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.

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

Scale 1 inch = 200 Feet  
0 200 400



### 500 FOOT RADIUS MAP

Drawing Date: March 06, 2018 - FT

APN - 2518-031-005

©2018  
Fidelity National Title Company

This map/plat is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.

Sheet  
1  
of  
1  
Archive #





**MEETING DATE:** March 5, 2019

**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 recommend to the City Council approval of Zone Change 2018-002 and Tentative Tract Map 2018-002 and I move to approve Conditional Use Permit 2018-006 and Site Plan Review 2015-019 which allows for a zone change from C-1 (Limited Commercial) to R-2 (Residential Planned Development) the implementation Tentative Tract Map for the development of six condominium townhomes, a Conditional Use Permit which would allow for the operation of a condominium development within the RPD Zone and Site Plan Review which would allow for the operation of a condominium development within the RPD Zone, pursuant to Planning and Preservation Commission Resolution No. 2019-004 subject to the conditions of approval attached as "Exhibit A" to the resolution ... (Roll Call Vote)

b. To Deny:

"I move to recommend denial of Zone Change 2018-002, Tentative Tract Map 2018-002, Conditional Use Permit 2018-006 and Site Plan Review 2015-019, based on the following..." (Roll Call Vote)

c. To Continue:

"I move to continue consideration of Zone Change 2018-002, Tentative Tract Map 2018-002, Conditional Use Permit 2018-006, and Site Plan Review 2015-019, to the following date..." (Roll Call Vote)

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

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

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

**NEW BUSINESS ITEM 3:**  
**Zone Change 2018-002, Tentative Tract Map 2018-002,**  
**Conditional Use Permit 2018-006 and**  
**Site Plan Review 2015-019**





## AGENDA REPORT

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

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

**Date:** March 5, 2019

**Subject:** **Zone Change 2018-002, Tentative Tract Map 2018-002, Conditional Use Permit 2018-006 and Site Plan Review 2015-019**  
1001 Glenoaks Boulevard, San Fernando, CA 91340  
(Los Angeles County Assessor Identification No.: 2515-016-017)

**Proposal:** The proposed "Project" consists of a request for approval of a Zone Change, Tentative Tract Map, Conditional Use Permit and Site Plan Review for the development of a six-unit condominium project within the existing C-1 Limited Commercial Zone which is proposing to change to Multiple Family R-2 Residential Planned Development (RPD) Zone.

**Applicant:** Bruce Partovi  
P.O. Box 8312  
Van Nuys, CA 91409

### **RECOMMENDATION:**

Staff recommends that, subsequent to the presentation and consideration of any public comment, the Planning and Preservation Commission approve Resolution No. 2019-004 (Attachment "A") recommending to the City Council approval of Zone Change 2018-002 and Tentative Tract Map 2018-002, and approving Conditional Use Permit 2018-006 and Site Plan Review 2015-019 which allows for a zone change from C-1 Limited Commercial to Multiple Family R-2 Residential Planned Development (RPD), the implementation of Tentative Tract Map for the development of six condominium townhomes, a Conditional Use Permit which would allow for the operation of a condominium development within the RPD Zone and a Site Plan Review, subject to the conditions of approval attached as "Exhibit A" to the resolution.

### **PROJECT OVERVIEW:**

The proposed project is a request for approval of a Zone Change, Tentative Tract Map, Conditional Use Permit and Site Plan Review for the development of a six-unit condominium project within the C-1 Limited Commercial Zone which is proposed to change to Multiple Family R-2 (RPD) Zone. On September 26, 2018, Bruce Partovi submitted applications for the project site located on a 16,500 square foot lot on the north side of Glenoaks Boulevard just east of North Maclay Avenue and

west of Brand Boulevard (Attachment "B"). In addition, the applicant will also be making off-site improvements, specifically to the alley at the rear of the property. The Planning and Preservation Commission shall provide recommendations to the City Council for the Zone Change and Tentative Tract Map applications. The commission will have full discretionary approval of the Conditional Use Permit and Site Plan Review applications for this project.

The project consists of the development of the 16,500 sq. ft. lot into six distinct condominium townhomes. Each unit will provide 3 bedrooms and 2 bathrooms within approximately 1,570 square feet. The proposed development shall provide 35 foot tall buildings where the ground floor shall be parking, first floor living and kitchen area, while the third floor will contain the three bedrooms. In addition, each unit will provide an enclosed three-car garage measuring approximately 890 square feet. One uncovered guest parking stall is provided for the site. The six units will be split into three duplex structures that will line the western side of the lot. A 25 foot wide driveway will provide ingress and egress.

The project site is currently improved with a duplex development that will be demolished. Currently the project site does not have a paved sidewalk or paved alley. The proposed new development will provide a sidewalk and parkway public right of way improvements. The site will also provide through access to the alley at the north and as part of the conditions of approval from the Public Works Department, the project shall provide paved alley area behind the proposed project (Attachment "C").

The project will require a zone change to designate the site from a C-1 Limited Commercial lot to a Multiple Family R-2 RPD Lot. There will be no general plan amendment needed in order to approve the zone change due to the fact that the general plan calls for this lot to be rezoned to a Multiple Family R-2 Residential Planned Development Lot. Also, the project will require approval of a tentative tract map in order to develop six individually owned townhome condominiums. The development of condominiums within the Multiple Family R-2 RPD Zone is a conditionally permitted use subject to approval by the Planning and Preservation Commission as well.

#### **ENVIRONMENTAL REVIEW:**

Staff has conducted the appropriate environmental analysis in compliance with the requirements of the California Environmental Quality Act (CEQA). Based on that assessment, the project has been determined to be categorically exempt from further environmental review documentation under Categorical Exemption Class 32 (In-fill Development Projects) of the City's adopted Local CEQA Guidelines.

#### **EXISTING CONDITIONS:**

1. Location: The project site at 1001 Glenoaks Boulevard is an interior lot with street frontage along its southerly property line with alley access through the back. A similarly zoned C-1 (Limited Commercial) lot is located directly to the west of the site. Properties to the project site's north and east are zoned Multiple Family R-2 Residential Planned Development (RPD), which is the zone that the applicant has requested for his project site. Also, R-3 Multiple Family zoned lots are located across Glenoaks Boulevard south of the project site. Both Glenoaks Boulevard and the thirty foot wide alley, which runs along the northern portion of the project site, will provide access to the future residential development.
2. Lot Size: The project site consists of a rectangular-shaped lot 60-foot by 275-foot lot, approximately 16,500 square feet, located in the C-1 (Limited Commercial) zone.
3. Zone Change and General Plan Designation: The property's Zone Change from C-1 (Limited Commercial) to Multiple Family R-2 Residential Planned Development (RPD) is consistent with the General Plan Land Use Element, which explicitly calls out on Glenoaks Boulevard that, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (residential)."
4. Legal Notification: On February 21, 2019, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment "D"). In addition, on February 21, 2019, a public hearing notice was posted at the Project Site, at the two City Hall bulletin boards, 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.
5. Public Comments: As of the date of preparation of this staff report, no comments were received from the public regarding this CUP and Planning 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 proposed Zone Change and CUP is consistent with the General Plan Land Use Element, which explicitly states calls for Glenoaks Boulevard that, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (residential). (Pg. IV-8) (Attachment "E")." The proposed Zone Change and CUP is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial uses. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan for medium density.

**2. Consideration of Zone Change.** Pursuant to San Fernando City Code Section 106-20 (Zoning Map Amendments) the City Council may amend the City's official zoning map whenever required by public necessity, convenience and general welfare. As part of the review process, the Planning and Preservation Commission shall review all proposed zone change requests and provide recommendation to the City Council to either approve, approve with conditions, or deny the application. Subsequent to Commission consideration, the City Council shall review the zone change request and approve the application only if the following two findings of fact can be made in a positive manner.

**a. The proposed amendment is consistent with the objectives, policies, general land uses and programs of the City's general plans.**

The proposed Zone Change from C-1 Limited Commercial to R-2 RPD is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density." (Pg. IV-8). The proposed Zone Change is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan which for Medium Density Residential allows 6-17 dwelling units per acre (San Fernando General Plan Land Use Element Chart IV-1: Current Land Use Element Categories and Implementing Zones, Pg. IV-9).

This supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units and Goal 2.0, Policy 2.1 which provides adequate housing sites to facilitate the development of a range of residential types in San Fernando that fulfill regional housing needs. Thus, it is staff's assessment that this finding can be made in this case.

**b. The adoption of the proposed amendment would not be detrimental to the public interest, health safety, convenience, or welfare.**

The proposed zone change from C-1 Limited Commercial to R-2 RPD will not be detrimental to the public interest, health, safety, convenience of welfare due to the fact that the proposed use will be consistent with and complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of new fair market housing within the general area. With the adoption of the recommended conditions of approval for the requested zone change, 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 Zone Change would require corrective action on behalf of the property owners. Thus, it is staff's assessment that this finding can be made in this case.

3. **Consideration of a Tentative Tract Map.** In accordance with the provisions established in the Subdivision Map Act, and the City's Subdivision Ordinance (Chapter 78), the applicant has submitted a request for approval of a tentative tract map for the subdivision of a multiple family residentially zoned lot. Approval of the tract map would allow for each condominium unit to be sold and owned separately. Additionally, through the City's permit processing, other City departments review and analyze project proposals and recommend appropriate conditions. The Public Works Department has reviewed the project and has recommended several on-site and off-site improvements for the project site, including new alley, sidewalk, and parkway public right of way improvements. All improvements must be completed prior to obtaining an occupancy permit and final tract map approval.

The City's Municipal Code requires that, as a condition of approval of a final tract map or parcel map for a residential subdivision, a subdivider shall either dedicate land, or pay a fee in lieu thereof, to provide for public park and recreational facilities. Therefore, an in-lieu fee ("Quimby" fee) is required, as a condition of approval, for the tentative parcel map. Fees and comments from the Public Works Department shall also be addressed prior to final certificate of occupancy (Attachment "F").

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 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 106-388 of the San Fernando Municipal Code, the Multiple Family R-2 Dwelling Zone allows for the development of residential condominiums as a conditionally permitted use. The approval of the requested CUP would allow for the proposed entitlement of a six unit condominium development. In addition, the development calls for one dwelling unit per 2,750 square feet of lot area, which meets the density requirements for the zone will not create a need for any variance from any development standards. The 16,500 square foot lot, the Multiple Family R-2 Zone calls for a maximum density of one dwelling unit per 2,562 square feet of lot area, allows for the applied number of units (6). 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.**

To the Project Site's north and east, the adjacent parcels are zoned Multiple Family R-2 RPD which the applicant has proposed for this site. Also, R-3 Multiple Family zoned lots are located across the street south of the project site along Glenoaks Boulevard. The proposed development would complement adjacent uses and achieve a higher and better use of the project site.

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 address issues associated with noise, trash and debris, and other public nuisance conditions. 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 project consists of the development of a lot, approximately 16,500 square feet, into six separate condominium townhomes. Each unit will provide 3 bedrooms and 2 bathrooms and measures approximately 1,570 square feet. The proposed development shall provide 35 foot tall buildings the ground floor dedicated to parking, the first floor to



living and kitchen area and the third floor to the three bedrooms. In addition, each unit will provide an enclosed three car garage and measure approximately 890 square feet. One additional guest parking stall is proposed for the site. The six units will be split into as three duplex structures that will line the western side of the lot. A 25 foot wide drive way will provide ingress and egress.

The project site is currently improved with a duplex development that will be demolished. The proposed new development will provide a sidewalk and parkway public right of way improvements. The site will also provide through access to the alley at the north and as part of the conditions of approval from the Public Works Department, the project shall provide paved alley area behind the proposed project. 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 Medium Density Residential. The proposed CUP to allow for the development of a six separate condominium townhomes use would be compatible with the present land use. Currently the site is occupied by a duplex residential use and development of this site will create an overall improvement not only for the site but for the general area as a whole by providing needed housing stock in the general vicinity. 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.**

The proposed Zone Change is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." The proposed Zone Change is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan. 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. Each proposed unit will provide separate water service for each unit. The applicant may also construct a new sewer main from the street to the site and connect each of the townhomes sewer laterals to it. 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.**

Currently the site provides unfinished alleyway, parkway and sidewalk. Unpaved dirt pathways exist that are in need of repair. The proposed new development will provide a sidewalk and parkway public right of way improvements. The site will also provide through access to the alley to the north. As part of the conditions of approval the project shall provide paved alley area behind the proposed project. 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.**

The proposed Zone Change is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." This also supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units, and Goal 2.0, Policy 2.1 which provides adequate housing sites to facilitate the development of a range of residential types in San Fernando that fulfill regional housing needs. 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 Conditional Use Permit is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." The proposed CUP is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan. 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 proposed CUP for the development of six condominium residences 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 complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of new fair market housing 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 property owners. Thus, it is staff's assessment that this finding can be made in this case.

## **CONCLUSION:**

In light of the analysis, it is staff's assessment that the proposed Zone Change, Tentative Tract Map, Conditional Use Permit, and Site Plan Review all meet the minimum development standards for the development of a six unit condominium residences on a R-2 Multiple Family (RPD) Residential Planned Development lot. The proposed entitlements will maintain the current makeup of the existing neighborhood, and will provide additional development of dwelling units. This supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units and Goal 2.0, Policy 2.1 which provides adequate housing sites to facilitate the development of a range of residential types in San Fernando that fulfill regional housing needs.

Staff recommends that the Planning and Preservation Commission recommend approval to the City Council of Zone Change 2018-002 and Tentative Tract Map 2018-002 and approve Conditional Use Permit 2018-006, and Site Plan Review 2015-019 for the property located at 1001 Glenoaks Boulevard, pursuant to Planning and Preservation Commission Resolution 2019-004 and Conditions of Approval attached as Exhibit "A".

## **ATTACHMENTS:**

- A. Planning and Preservation Commission Resolution 2019-004 and Exhibit "A": Conditions of Approval
- B. Entitlement Applications (ZC, TTM, CUP, SPR)
- C. Architectural Plans and Site Photographs
- D. Public Notice and Vicinity Map
- E. General Plan (Pg. IV-8, Pg. IV-9)
- F. Public Works Comments/Checklist

**RESOLUTION NO. 2019-004****A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO RECOMMENDING APPROVAL OF A ZONE CHANGE 2018-002 AND TENTATIVE TRACT MAP 2018-002 AND APPROVING CONDITIONAL USE PERMIT 2018-006 AND SITE PLAN REVIEW 2015-019 FOR THE DEVELOPMENT OF A SIX-UNIT CONDOMINIUM PROJECT WITHIN THE EXISTING C-1 LIMITED COMMERCIAL ZONE WHICH IS PROPOSING TO CHANGE TO MULTIPLE FAMILY R-2 RESIDENTIAL PLANNED DEVELOPMENT (RPD) ZONE LOCATED AT 1001 GLENOAKS BOULEVARD**

WHEREAS, an application has been filed by Bruce Partovi, P.O. Box 8312 Van Nuys, CA 91409 (the "Applicant"), to request for the recommendation of approval of a Zone Change and Tentative Tract Map and a request of approval for a Conditional Use Permit and Site Plan Review for the development of a six-unit condominium project within the existing C-1 Limited Commercial Zone which is proposing to change to Multiple Family R-2 Residential Planned Development (RPD) Zone;

WHEREAS, the Applicant has requested approval of the requested Zone Change Pursuant to section 106-20 of the San Fernando Municipal Code would allow for a zone change to designate the site from a C-1 Limited Commercial lot to a Multiple Family R-2 Residential Planned Development Lot, the proposed use meets the minimum development standards. Based on the foregoing, it is staff's assessment that the request is consistent with the General Plan and applicable development standards;

WHEREAS, the Applicant has requested approval of the requested Tentative Tract Map Pursuant to the City's Subdivision Ordinance (Chapter 78) of the San Fernando Municipal Code would allow for the subdivision of six individual condominium lots, the proposed use meets the minimum development standards. Based on the foregoing, it is staff's assessment that the request is consistent with the General Plan and applicable development standards;

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to section 106-388 of the San Fernando Municipal Code would for the development of a six-unit condominium project as a conditionally permitted use. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Multiple Family R-2 Residential Planned Development (RPD) Zone;

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 5<sup>th</sup> day of March 2019;

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). Based on that assessment, the project has been determined to be

categorically exempt from further environmental review documentation under Categorical Exemption Class 32 (In-fill Development Projects) of the City's adopted Local CEQA Guidelines; 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 Multiple Family R-2 Residential Planned Development Zone; and

SECTION 3: Pursuant to City Code Section 106-20, the Planning and Preservation Commission finds that the following findings for Zone Change 2018-002 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval regarding the development of a six-unit condominium. The Planning and Preservation Commission (the "Commission") findings are as followed:

**1. The proposed amendment is consistent with the objectives, policies, general land uses and programs of the City's general plans.**

The proposed Zone Change from C-1 Limited Commercial to R-2 RPD is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density." (Pg. IV-8). The proposed Zone Change is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan which for Medium Density Residential allows 6-17 dwelling units per acre (San Fernando General Plan Land Use Element Chart IV-1: Current Land Use Element Categories and Implementing Zones, Pg. IV-9).

This supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units and Goal 2.0, Policy 2.1 which provides adequate housing sites to facilitate the development of a range of residential types in San Fernando that fulfill regional housing needs. Thus, it is staff's assessment that this finding can be made in this case.

**2. The adoption of the proposed amendment would not be detrimental to the public interest, health safety, convenience, or welfare.**

The proposed zone change from C-1 Limited Commercial to R-2 RPD will not be detrimental to the public interest, health, safety, convenience of welfare due to the fact that the proposed use will be consistent with and complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of new fair market housing within the general area. With the adoption of the recommended conditions of approval for the requested zone change, 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 Zone

Change would require corrective action on behalf of the property owners. Thus, it is staff's assessment that this finding can be made in this case.

**SECTION 4:** Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-006 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval regarding the development of a six-unit condominium. 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 106-388 of the San Fernando Municipal Code, the Multiple Family R-2 Dwelling Zone allows for the development of residential condominiums as a conditionally permitted use. The approval of the requested CUP would allow for the proposed entitlement of a six unit condominium development. In addition, the development calls for one dwelling unit per 2,750 square feet of lot area, which meets the density requirements for the zone will not create a need for any variance from any development standards. The 16,500 square foot lot, the Multiple Family R-2 Zone calls for a maximum density of one dwelling unit per 2,562 square feet of lot area, allows for the applied number of units (6). 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.**

To the Project Site's north and east, the adjacent parcels are zoned Multiple Family R-2 RPD which the applicant has proposed for this site. Also, R-3 Multiple Family zoned lots are located across the street south of the project site along Glenoaks Boulevard. The proposed development would complement adjacent uses and achieve a higher and better use of the project site.

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 address issues associated with noise, trash and debris, and other public nuisance conditions. 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 project consists of the development of a lot, approximately 16,500 square feet, into six separate condominium townhomes. Each unit will provide 3 bedrooms and 2 bathrooms and measures approximately 1,570 square feet. The proposed development shall provide 35 foot tall buildings the ground floor dedicated to parking, the first floor to living and kitchen area and the third floor to the three bedrooms. In addition, each unit will provide an enclosed three car garage and measure approximately 890 square feet. One additional guest parking stall is proposed for the site. The six units will be split into as three duplex structures that will line the

western side of the lot. A 25 foot wide drive way will provide ingress and egress.

The project site is currently improved with a duplex development that will be demolished. The proposed new development will provide a sidewalk and parkway public right of way improvements. The site will also provide through access to the alley at the north and as part of the conditions of approval from the Public Works Department, the project shall provide paved alley area behind the proposed project. 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 Medium Density Residential. The proposed CUP to allow for the development of a six separate condominium townhomes use would be compatible with the present land use. Currently the site is occupied by a duplex residential use and development of this site will create an overall improvement not only for the site but for the general area as a whole by providing needed housing stock in the general vicinity. 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.**

The proposed Zone Change is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." The proposed Zone Change is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan. 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. Each proposed unit will provide separate water service for each unit. The applicant may also construct a new sewer main from the street to the site and connect each of the townhomes sewer laterals to it. 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.**

Currently the site provides unfinished alleyway, parkway and sidewalk. Unpaved dirt pathways exist that are in need of repair. The proposed new development will provide a sidewalk and parkway public right of way improvements. The site will also provide through

access to the alley to the north. As part of the conditions of approval the project shall provide paved alley area behind the proposed project. 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.**

The proposed Zone Change is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." This also supports the Housing Element Goal 1.0, Policy 1.2 which looks to maintain and enhance the quality of existing neighborhoods by maintaining the character of the established neighborhood through the development of new residential units, and Goal 2.0, Policy 2.1 which provides adequate housing sites to facilitate the development of a range of residential types in San Fernando that fulfill regional housing needs. 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 Conditional Use Permit is consistent with the General Plan Land Use Element which states, "The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density (Pg. IV-8)." The proposed CUP is compatible with the surrounding land uses in the immediate area, which is comprised of existing single-family, multi-family residential dwellings and commercial. The density of the proposed project is equivalent to 15.84 dwelling units per acre, which is consistent with the City of San Fernando General Plan. 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 proposed CUP for the development of six condominium residences 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 complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of new fair market housing 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 property owners. 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 recommends approval to the City Council of Zone Change 2018-002 and Tentative Tract Map 2018-002 and approval of Conditional Use Permit 2018-006 and Site Plan Review 2015-019, subject to the Conditions of Approval attached as Exhibit "A".



PASSED, APPROVED AND ADOPTED this 5th day of March 2019.

\_\_\_\_\_,  
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 5<sup>th</sup> day of March 2019; 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.:**               **Zone Change 2018-002,  
Tentative Tract Map 2018-002,  
Conditional Use Permit 2018-006 and  
Site Plan Review 2015-019**

**PROJECT ADDRESS:**       1001 Glenoaks Boulevard, San Fernando, CA 91340  
(Los Angeles County Assessor Identification No.: 2515-016-017)

**PROJECT DESCRIPTION:** Recommending approval of Zone Change 2018-002 and Tentative Tract Map 2018-002 and approval of Conditional Use Permit 2018-006 and Site Plan Review 2015-019

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 March 5, 2019, 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. 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. 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;
4. 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.
5. 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.
6. 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.
7. 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).

8. 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.
9. 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.
10. These conditions of approval and the attachments thereto are applicable to the land described in this application and shown on the Tentative Tract Map.
11. The proposed Final Tract Map shall be in compliance with all of the provisions of Chapter 78 (Subdivisions) of the San Fernando Municipal Code and the State of California Subdivision Map Act (Government Code §66410 et seq.). The Tentative Tract Map shall be valid for a period of two (2) years from the date of approval, unless an extension is approved by the Community Development Director. The applicant shall also comply with all other requirements of any applicable federal, state, or local law, ordinance, or regulation.
12. The existing structures shall be removed pursuant to a demolition permit obtained from the Building and Safety Supervisor. The demolition shall comply with all applicable building and safety code requirements and clearance shall be obtained from the Air Quality Management District ("AQMD") prior to demolition.
13. All on-site utilities shall be located underground. Applicant shall provide any easements as necessary. Overhead utility facilities and distribution lines located on the site or off-site adjacent to the perimeter of the site shall be removed and/or placed underground unless determined to be unfeasible by Community Development Department. The applicant shall comply with all development standards and health and safety requirements or guidelines of any relevant utility company, the Public Utilities Commission and the City of San Fernando ("City") relating to construction or residential occupancy in proximity to any remaining overhead utility distribution facilities, and to the design of new utilities placed underground or elsewhere.

14. Electrical distribution facilities/equipment (transformers, load centers, panel boxes and meters, major conductors, underground conduits, etc.) shall be designed/located in conformance with California Public Utilities Commission recommendations for “prudent avoidance” of exposures of dwelling unit occupants to power frequency electromagnetic fields (EMF) that are above background levels.
15. The applicant shall verify to the City’s satisfaction that there is no existing contamination of soil on the site.
16. The Final Tract Map shall be prepared in accordance with the policies and procedures of the City of San Fernando. Final Tract Map approval shall be contingent upon compliance with all the conditions of approval for Site Plan Review 2015-19. Such map shall be submitted to the Community Development Department and shall be approved for recording by the City Engineer and be recorded with the County Recorder prior to expiration of the Tentative Parcel Map.
17. The applicant shall comply with the requirements for subdivision of the site as listed in the attached “Public Works Department Development/Improvement Review Checklist.” (See Attachment “1”) Also, any approved revisions to the proposed Subdivision shall be incorporated into the site plan submitted prior to approval of the Final Parcel Map.
18. The City’s residential development fee for parkland acquisition or enhancement (“Quimby fee”) shall be paid in full. The required development fee is calculated with a formula: land value per square foot times number of dwelling units times 235 square foot per unit. Staff will establish land value by either an independent appraisal (at the applicant’s expense) or by the applicant providing the City with satisfactory proof of purchase.
19. A drainage study of the site shall be performed and any improvements necessary to prevent runoff from any future development onto adjacent properties shall be provided or ensured by a bond.
20. A landscape plan shall be reviewed and approved by the City Engineer.
21. Within thirty (30) days of approval of Tentative Tract Map 2018-002, the applicant shall certify his or her acceptance of the conditions of approval or modifications thereto by signing a statement that he or she accepts and shall be bound by all of the conditions.
22. General Compliance. The applicant shall comply with all requirements of applicable federal, state, or local law, ordinance, or regulation.
23. Occupancy per Approval. The subject property shall be improved in substantial conformance with the site plan, exterior elevations, floor plans, and landscape plan, as reviewed by the Planning and Preservation Commission on March 05, 2019, except as herein modified to comply with these Conditions of Approval.
24. Trash Receptacles. All trash receptacles shall be placed in a confined area within the property out of sight of the public right of way as well as off of public property except for trash collection activities.
25. 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.

26. Modifications. Unless the Community Development Director 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 activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.
27. 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.
28. 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.
29. Covenants Conditions and Restrictions. CC&R's shall be reviewed by the Community Development Department and shall be recorded before the issuance of a Certificate of Occupancy.
30. 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.
31. 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.

# CITY OF SAN FERNANDO PUBLIC WORKS DEPARTMENT

## DEVELOPMENT / IMPROVEMENT REVIEW CHECK LIST

PROJECT: SPR 2015-19

Townhomes

DATE: 2/27/19 (REVISED)

PROJECT ADDRESS: <u>1001 Glenoaks Blvd</u>					
ITEM		REQUIRED?		COMPLIED?	COMMENTS
		YES	NO		
1.	Site plan must show:				
	a. Existing building or structure	✓			
	b. Existing public improvements (concrete sidewalk driveways, curbs and gutters, parkway trees, street lights, hydrants, etc.) including existing and proposed dimensions, square footage, etc.	✓			
	c. Existing utilities (gas, sewer, water, storm drains, catch basins, power poles).	✓			
2.	Submit offsite improvement plan.	✓			See #28.
3.	Prior to issuance of building permit:				
	a Pay sewer capital facility charge.	✓			See attached schedule.
	b Pay water capital facility charge.	✓			Separate water meter for each of the townhome units. See attached schedule.
	c Pay water service installation charge.	✓			Separate water meter for each of the townhome units. See attached schedule.
	d Pay fire service installation deposit.	✓			See attached schedule.
	e Pay fire hydrant installation deposit.	✓			If required by City of Los Angeles Fire Department.
	f Pay plan check fee (Offsite).	✓			Based on the cost estimate from #28 and the attached schedule.
	g Pay inspection fee (Offsite).	✓			Based on the cost estimate from #28 and the attached schedule.
	h Provide labor and material bond.		✓		
	i Provide performance bond.		✓		
4.	Is there existing sewer house connection to property?	✓			
5.	Is there existing water service to the property?	✓			
6.	<b>Provide separate water service for each building or separate ownership.</b>	✓			
7.	<b>Provide separate sewer connection for each building.</b>	✓			Developer may construct new sewer main from street to site and connect each of the townhomes sewer laterals to it.
8.	Underground all utilities to each unit/building.	✓			Underground all lighting and utilities.
9.	Cap off existing sewer connection that will no longer be used.	✓			
10.	Abandon all existing water service and install new copper ones per plan.	✓			
11.	Upgrade existing substandard hydrant to 6-inch wet barrel hydrant (4" X 2.5" outlet).		✓		
12.	Install new hydrant per City standard.	✓			If required by City of Los Angeles Fire Department.
13.	Satisfy City of Los Angeles Fire Dept. fire flow requirements.	✓			Obtain clearance from City of Los Angeles Fire Department.

**PROJECT ADDRESS: 1001 Glenoaks Blvd**

ITEM	REQUIRED?		COMPLIED?	COMMENTS
	YES	NO		
14.	Provide City approved backflow device for the domestic water service and/or landscape irrigation, provide proof that said equipment has been tested by a certified tester.	✓		Provide one backflow device for every water service. Provide additional backflow device for irrigation/landscaping
15.	Remove existing driveway approach that will no longer be used. Replace depressed curb.	✓		Remove existing driveways on Glenoaks Blvd that will no longer lead anywhere and replace with sidewalk and parkway. Paint any red curb in front of property grey.
16.	Construct PCC driveway approach 6-inch thick per City Standard.	✓		Remove existing driveway approach and construct new driveway approach to accommodate two-way ingress and egress of vehicles and comply with ADA per City Standards.
17.	Construct wheel chair ramp per City Standard.		✓	
18.	Remove and replace broken/damaged concrete sidewalk adjacent to property.	✓		Construct new sidewalk and adjust any utility boxes to grade, coordinate with utility companies as needed. Transition sidewalk from neighboring lots unto new sidewalk in front of this location.
19.	Remove and replace broken curb/gutter adjacent to property.	✓		
20.	Plant parkway trees per City Standard and City Master Tree Plan.	✓		Plant <u>2</u> trees on Glenoaks Blvd. Species of trees shall be determined by Public Works department and planted per City Standards.
21.	Construct tree wells per City Standard with tree grates.	✓		In lieu of tree grates, developer may construct landscaped parkway in sidewalk on Glenoaks Blvd. Any landscaped parkway shall be constructed to edge of sidewalk next to curb.
22.	A permit from the Public Works Dept. (Engineering Division) is required for all offsite improvements.	✓		
23.	All on-site pavement shall be minimum of 3-inch AC on 4 inch CAB or 6-inch PCC pavement without soil recommendation.	✓		
24.	Construct trash enclosure, nominal size 5 feet X 9 feet with PCC slab and 6-inch PCC curb with 6-inch PCC apron.	✓		
25.	Verify that clarifier/grease trap intercepts effluent before entry into the sewer lateral.		✓	
26.	Federal NPDES Requirements			
a.	Provide a SWPPP that incorporates construction BMP's in compliance with Federal NPDES.	✓		See attached BMP's suggested for use during construction.
b.	Provide a SUSMP that incorporates design elements and facility BMP's in compliance with Federal NPDES.	✓		
27.	Comply with all applicable existing conditions of approval for the proposed development.	✓		



PROJECT ADDRESS: 1001 Glenoaks Blvd

ITEM	REQUIRED?		COMPLIED?	COMMENTS
	YES	NO		
28.	<p>Additional requirements:</p> <ul style="list-style-type: none"><li>• <b>PLEASE BE ADVISED, <u>GLENOAKS BOULEVARD</u> WILL BE PAVED IN 2019 AND HAS A <u>5 YEAR EXCAVATION MORATORIUM FROM THE DATE THE NOTICE OF COMPLETION FOR THE PROJECT IS FILED AND RECORDED</u>. IF ANY UTILITY CONNECTIONS FOR THIS DEVELOPMENT REQUIRE THE NEWLY PAVED STREET TO BE EXCAVATED WITHIN THE EXCAVATION MORATORIUM, THE DEVELOPER WILL BE RESPONSIBLE FOR PAVING THE STREET A MINIMUM 100 FOOT WIDE FROM THE EDGE OF GUTTER TO OTHER END EDGE OF GUTTER ACROSS THE STREET. THIS WORK MAY ALSO REQUIRE THE RESTRIPING OF ANY MARKINGS AND REPLACEMENT OF MARKERS THAT WERE AFFECTED AS A RESULT OF THIS WORK.</b> The other option would be for the developer to wait for the expiration of the excavation moratorium to do the work in which time the developer will only be required to pave the utility trench.</li><li>• Construct and pave alley located in rear of property approximately 115ft x 30ft. Submit <b>Alley Improvement Plan</b>.</li><li>• If vehicular access gate is retained at rear of property, developer must pave rear alley adjacent to the development.</li><li>• Submit <b>Utility Plan</b> showing all existing public utilities and <b>ground wells</b> and any proposed relocations/realignments. Also show any proposed relocation of sewer laterals, water service, water meter, and fire hydrant and how they line up with development.</li><li>• Submit <b>Off-site Improvement Plan</b> with <b>quantities</b> and <b>cost estimate</b>, include all utilities and improvements in the public right-of-way (sidewalk, driveway, curb and gutter, wheel chair ramps, parkway trees, street improvements, striping, etc). Cost Estimate to be prepared by a California Registered Civil Engineer based on mutually agreed unit prices.</li><li>• Submit <b>ALTA survey</b> and incorporate as part of the project drawings. Perform full property survey. Include any vacation and dedication description.</li><li>• Submit <b>Grading and Drainage Plan</b> for on-site as well as elevations along the adjacent lots. Show how development will drain to Glenoaks Blvd, rear alley, and neighboring properties and how the differential flow will be mitigated.</li><li>• Submit <b>Soils Report</b> for on-site.</li><li>• Submit <b>Hydrology Study</b> and show how area will drain down to Glenoaks Blvd, rear alley, and neighboring properites. Provide on site drainage.</li><li>• Submit <b>Water and Sewer Study</b> to ensure current systems met proposed developments future demands. Proposed solution to any water and sewer capacity issues must be reviewed by the Public Works Director or his or her designee and must also be consistent with any applicable mitigation measure as noted in the project's mitigation monitoring plan.</li><li>• <b>Need Industrial Waste Clearance</b>. Comply with applicable federal NPDES requirements.</li><li>• Satisfy NPDES.</li></ul>			

  
PUBLIC WORKS DEPARTMENT

2/27/19  
DATE



## GENERAL PLAN AMENDMENT/ ZONE CHANGE APPLICATION

### REQUIREMENTS

#### TO THE APPLICANT:

Please provide the following materials for your application. A complete application package will expedite your public hearing before the Planning and Preservation Commission. A complete package consists of the following:

1. A completed General Plan Amendment/ Zone Change application (Page 5) signed by the applicant and property owner. If the applicant owns the property, please sign on both lines. For multiple properties, duplicate the application page and include each property separately.
2. Submittal of a grant deed or other legal documentation identifying the owner of the property. Ownership information on application shall match the information on the grant deed.
3. A complete site plan and, if required, building elevations. (Planning staff will determine whether elevations are necessary for a specific application.) **Site plan specifications are attached.**
4. A 500-foot radius map (one copy) and ownership list and mailing labels (two sets). A sample radius map is attached. The ownership list should be numbered and keyed to the map, so that referring to the ownership list can readily identify a parcel's owner. An example is attached. **(Please note: Unless specified, zoning and land uses are not required as part of the radius map information.)**
5. An environmental information sheet and checklist. This is required whether or not a project is exempt from the California Environmental Quality Act, as it provides information necessary for that determination.

6. FILING FEES:	General Plan Amendment Zone Change	\$	4,228.25
	Activity Information Management System (AIMS) Surcharge	\$	422.83
	Environmental Assessment (a)	\$	204.00
	Public Notification	\$	120.00
	Legal Publishing of Notice (b)	\$	600.00
	<b>TOTAL FILING FEE</b>	<b>\$</b>	<b>5,575.08</b>

*ZC 2018-002*

- a) The environmental assessment fee covers the preliminary assessment of your proposal. If your proposal is deemed to be categorically exempt, no further assessment is required. If a project is not categorically exempt and environmental documentation is required (e.g.- Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report), then the applicant is responsible for the additional cost. When applicable, proposals requiring environmental filing will require that a notice be filed with the Los Angeles County Clerk. The filing fee for recordation of environmental documents is \$75.
- b) For legal publishing of notices: If the cost to publish legal notices pertaining to the proposal exceeds \$600 then the applicant will be billed accordingly.

Please fill out application as completely as possible. Planning staff will assist with the application, when necessary. However, it is essential that the radius map and mailing list be complete when submitted. An incorrect map or mailing list nullifies the public hearing and any decision made by the Planning and Preservation Commission.

For questions and assistance, please call the Community Development Department at (818) 898-1227. Assistance is also available at the zoning counter during normal business hours.

### RADIUS MAP

The intent of the State law requiring notification of property owners within 500 feet of a zoning application is to clearly inform those owners of a project that could affect them. The law requires that the latest updated County Assessor's rolls be utilized. Property owners or their representatives must prepare ownership lists or the applicant may buy this service from the several companies that specialize in such work.

A sample radius map is attached, as well as an affidavit of the person who prepares the mailing list. That person must complete and sign the affidavit. A valid ownership list consists of the following:

1. Consecutive parcel numbers keyed to the map, so that it may easily be determined whether a specific property's owner was legally notified;



**CERTIFIED PROPERTY OWNER'S LIST**

**AFFIDAVIT**

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

I, BRUCE PARTOVI, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of five hundred (500) feet from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.



(SIGNED) \_\_\_\_\_

NAME BRUCE PARTOVI

ADDRESS P.O. BOX 8312

VAN NUYS, CA 91409

PHONE 818 783 3874

PROJECT INFORMATION			
SITE ADDRESS(ES) 1001 GLENOAKS BLVD., SAN FERNANDO, CA 91340			
ASSESSORS PARCEL NUMBER(S) "APN" 2515 016 017			
CURRENT LAND USE/ CURRENT ZONING C1	PROPOSED LAND USE/ PROPOSED ZONING Residential	LOT SIZE 16500SQFT	
LEGAL DESCRIPTION (Include parcel map identifying project site and attach the back of this application) 1001 Glenoaks Blvd. San Fernando, CA 91340 Tract No 1948 Ex of St Lot 16			
EXISTING DEVELOPMENT/ USE (Include any additional information on separate sheet and attach to the back of this application) 2 single family dwelling			
PROPOSED DEVELOPMENT/ USE (Include any additional information on separate sheet and attach to the back of this application) Residential; 6 unit townhouses			
APPLICANT INFORMATION			
APPLICANT NAME BRUCE PARTOVI		PHONE NUMBER 818 83 3874	
MAILING ADDRESS P.O. BOX 8312 VAN NUYS, CA 91409			
FAX NUMBER 818 783 3872	EMAIL ADDRESS INFO@MIDLANDINC.COM	SIGNATURE	
PROPERTY OWNER INFORMATION Attach a copy of grant deed for property or other legal documentation that identifies current ownership			
PROPERTY OWNER NAME BRUCE PARTOVI		PHONE NUMBER 818 783 3874	
MAILING ADDRESS P.O. BOX 8312 VAN NUYS, CA 91409			
FAX NUMBER 818 783 3872	EMAIL ADDRESS INFO@MIDLANDINC.COM	SIGNATURE 	
FOR OFFICE USE ONLY		FILE NUMBER	CROSS REFERENCE
GPA/ZC APP. \$ 4,228.25	TOTAL AMOUNT OF PROPERTIES INVOLVED  1	GPA NO.	SPR NO. 2015-019
AIMS SURCHARGE \$ 422.83		ZC NO. 2018-002	CUP NO. 2018-006
ENVIRONMENTAL \$ 204.00	GENERAL PLAN AREA Medium Density	AIMS NO.	VAR NO.
NOTIFICATION \$ 120.00		OTHER	OTHER TTM 2018-002
PUBLISHING \$ 600.00	ACCEPTED BY  GM	INDEMNIFICATION AGREEMENT SUBMITTED ON 9/26/18	OTHER
TOTAL FEE \$5,575.08			OTHER



**ENVIRONMENTAL INFORMATION FORM (APPLICANT)**

**GENERAL INFORMATION**

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

MIDLAND CONTRACTORS, INC. P.O. BOX 8312 VAN NUYS, CA 91409

2. ADDRESS OF PROJECT

1001 GLENOAKS BLVD., SAN FERNANDO, CA 91409

3. ASSESSOR'S BLOCK AND LOT NUMBER

2515 016 017

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

BRUCE PARTOVI

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

N/A

6. EXISTING LAND USE/ZONING

Residential

7. PROPOSED LAND USE/ZONING

Residential

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

6 new townhouses

**PROJECT DESCRIPTION**

9. SITE SIZE

60 X 275

10. SQUARE FOOTAGE

16,500

11. NUMBER OF FLOORS OF CONSTRUCTION

3

12. AMOUNT OF OFF-STREET PARKING PROVIDED

19

13. PROPOSED SCHEDULING

January 2019

14. ASSOCIATED PROJECTS

1616 Second St.; 1011 7th St; 1313 Glenoaks Blvd.; 1226 Woodworth St.; 1401 - 1407 Celis St; 319 N Hagar Ave

15. ANTICIPATED INCREMENTAL DEVELOPMENT

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

Number of units: 6; Schedule of unit sizes: 2000sqft;  
Range of Sale prices: 460-560K; Type of household: 4 to 5 people

**PROJECT DESCRIPTION (CONTINUED)**

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

N/A

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

N/A

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

N/A

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

N/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.*

21. 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.

22. 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).*

23. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?

☐ YES ☒ NO

24. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?

☐ YES ☒ NO

25. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?

☐ YES ☒ NO

26. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?

☐ YES ☒ NO

27. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?

☐ YES ☒ NO

28. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?

☐ YES ☒ NO

29. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?

☐ YES ☒ NO

30. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?

☐ YES ☒ NO

31. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?

☐ YES ☒ NO

32. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?

☐ YES ☒ NO

33. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?

☐ YES ☒ NO

34. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?

☐ YES ☒ 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

APPLICANT SIGNATURE

DATE

BRUCE PARTOVI

9/6/2018



**INDEMNIFICATION AGREEMENT**

**APPLICANT SUBMITTED AN APPLICATION TO THE CITY OF SAN FERNANDO COMMUNITY DEVELOPMENT DEPARTMENT ON THE FOLLOWING DATE, FOR THE FOLLOWING APPROVAL(S):**

DATE

APPROVAL(S)

As part of, and in connection, with this application, Applicant agrees to defend, indemnify, release and hold harmless the City of San Fernando ("City"), its agents, officers, attorneys, employees, boards, commissions, advisory agencies, consultants and contractors (collectively "Indemnitees"), from and against any claim, action or proceeding (collectively "proceeding") brought against Indemnitees to challenge, attack, set aside, void or annul the approval of this application and/or any action taken by Indemnitees to provide related environmental clearance under the California Environmental Quality Act of 1970, as amended ("CEQA"). This indemnification shall include, without limitation, damages, fees and/or costs awarded against or incurred by Indemnitees, if any, and costs of suit, claim or litigation, including, without limitation, attorney fees, expert witness fees and other costs, liabilities and expenses incurred in connection with the proceeding, whether incurred by Applicant, Indemnitees, and/or parties initiating or involved in such proceedings.

Applicant agrees to indemnify Indemnitees for all of the Indemnitee's costs, fees and damages incurred in enforcing the indemnification provisions of this Agreement.

Applicant agrees to defend, indemnify and hold harmless Indemnitees from and 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, negative declaration, specific plan, or general plan amendment) if made necessary by the proceeding and if Applicant desires to pursue such City approvals and/or clearances, after initiation of the proceeding and that are conditioned on the approval of these documents.

In the event that Applicant is required to defend Indemnitees in connection with the proceeding, Indemnitees shall have and retain the right to approve (a) the counsel to so defend Indemnitees; (b) all significant decisions concerning the manner in which the defense is conducted; and (c) any and all settlements, which approval shall not be unreasonably withheld. Indemnitees shall also have and retain the right to not participate in the defense, except that Indemnitees agree to reasonably cooperate with Applicant in the defense of the proceeding. If Indemnitees choose to have counsel of its own defend any proceeding where Applicant has already retained counsel to defend Indemnitees in such matters, the fees and expenses of the additional counsel selected by Indemnitees shall be paid by the Indemnitees. Notwithstanding the immediately preceding sentence, if the City Attorney's Office participates in the defense, all City Attorney fees and costs shall be paid by Applicant.

Applicant's defense and indemnification of the indemnitees set forth herein shall remain in full force and effect throughout all stages of litigation including any and all appeals of any lower court judgments rendered in the proceeding.

If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

**AFTER REVIEW AND CONSIDERATION OF ALL OF THE FOREGOING TERMS AND CONDITIONS, APPLICANT, BY ITS SIGNATURE BELOW, HEREBY AGREES TO BE BOUND BY AND TO FULLY AND TIMELY COMPLY WITH ALL OF THE FOREGOING TERMS AND CONDITIONS.**

APPLICANT NAME (PRINT)

APPLICANT SIGNATURE

DATE

BRUCE PARTOVI

9/6/2018

CITY PLANNING FILE NO.



## CONDITIONAL USE PERMIT APPLICATION

### REQUIREMENTS

#### TO THE APPLICANT:

Please provide the following materials for your application. A complete application package will expedite your public hearing before the Planning and Preservation Commission. A complete package consists of the following:

1. A completed Conditional Use Permit application (Page 5) signed by the applicant and property owner. If the applicant owns the property, please sign on both lines.
2. A complete site plan and, if required, building elevations. (Planning staff will determine whether elevations are necessary for a specific application.) Site plan specifications are attached.
3. A 500-foot radius map (one copy) and ownership list and mailing labels (two sets). A sample radius map is attached. The ownership list should be numbered and keyed to the map, so that referring to the ownership list can readily identify a parcel's owner. An example is attached. (**Please note:** Unless specified, zoning and land uses are not required as part of the radius map information.)
4. An environmental information sheet and checklist. This is required whether or not a project is exempt from the California Environmental Quality Act, as it provides information necessary for that determination.

5. FILING FEES:	CONDITIONAL USE PERMIT APPLICATION	\$	3,891.20
	ACTIVITY INFORMATION MANAGEMENT	\$	389.12
	SYSTEM (AIMS) SURCHARGE		
	ENVIRONMENTAL ASSESSMENT (A)	\$	204.00
	PUBLIC NOTIFICATION	\$	120.00
	LEGAL PUBLISHING OF NOTICE (B)	\$	600.00
	<b>TOTAL FILING FEE</b>	<b>\$</b>	<b>5,204.32</b>

*EUP*  
*2018-006*

- a) The environmental assessment fee covers the preliminary assessment of your proposal. If your proposal is deemed to be categorically exempt, no further assessment is required. If a project is not categorically exempt and environmental documentation is required (e.g.- Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report), then the applicant is responsible for the additional cost. When applicable, proposals requiring environmental filing will require that a notice be filed with the Los Angeles County Clerk. The filing fee for recordation of environmental documents is \$75.
- b) For legal publishing of notices: If the cost to publish legal notices pertaining to the proposal exceeds \$600 then the applicant will be billed accordingly.

**Please fill out application as completely as possible. Planning staff will assist with the application, when necessary. However, it is essential that the radius map and mailing list be complete when submitted. An incorrect map or mailing list nullifies the public hearing and any decision made by the Planning and Preservation Commission.**

For questions and assistance, please call the Community Development Department at (818) 898-1227. Assistance is also available at the zoning counter during normal business hours.

### RADIUS MAP

The intent of the State law requiring notification of property owners within 500 feet of a zoning application is to clearly inform those owners of a project that could affect them. The law requires that the latest updated County Assessor's rolls be utilized. Property owners or their representatives must prepare ownership lists or the applicant may buy this service from the several companies that specialize in such work.

A sample radius map is attached, as well as an affidavit of the person who prepares the mailing list. That person must complete and sign the affidavit. A valid ownership list consists of the following:

1. Consecutive parcel numbers keyed to the map, so that it may easily be determined whether a specific property's owner was legally notified;
2. The assessor's book, page and parcel number (APN) for each parcel;
3. The name and mailing address of each property owner;

**CERTIFIED PROPERTY OWNER'S LIST**


**AFFIDAVIT**

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

I, BRUCE PARTOVI, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of five hundred (500) feet from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.

(SIGNED)



NAME

BRUCE PARTOVI

ADDRESS

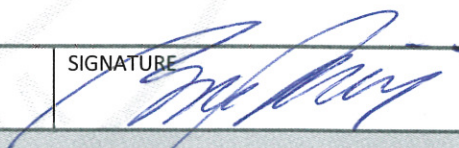
P.O. BOX 8312

VAN NUYS, CA 91409

PHONE

818 783 3874



PROJECT INFORMATION			
SITE ADDRESS(ES) 1001 GLENOAKS BLVD., SAN FERNANDO, CA 91340			
ASSESSORS PARCEL NUMBER(S) "APN" 2515 016 017			
LOT SIZE 60 X 275, 16,500sqft		EXISTING BUILDING (SQUARE FOOTAGE) 1000 & 900sqft	
PROPOSED ADDITION (SQUARE FOOTAGE) 6 X 2,000sqft = 12,000sqft		TOTAL PARKING SPACES (ON-SITE/OFF-SITE) 19	
PROPOSED USE(S) Residential		LANDSCAPING (SQUARE FOOTAGE) 2911.75SF	
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> 6 new 3-story townhouse			
APPLICANT INFORMATION			
APPLICANT NAME BRUCE PARTOVI			PHONE NUMBER 818 783 3874
MAILING ADDRESS P.O. BOX 8312 VAN NUYS, CA 91409			
FAX NUMBER 818 783 3872	EMAIL ADDRESS INFO@MIDLANDINC.COM		SIGNATURE
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME GLENOAKS ESTATE, LLC			PHONE NUMBER 818 783 3874
MAILING ADDRESS P.O. BOX 8312 VAN NUYS, CA 91409			
FAX NUMBER 818 783 3872	EMAIL ADDRESS INFO@MIDLANDINC.COM		SIGNATURE 
FOR OFFICE USE ONLY			
CUP APPLICATION \$ 3,891.20	ZONE G-1 to R-2	GENERAL PLAN AREA Med. Res.	FILE NUMBER
AIMS SURCHARGE \$ 389.12	DATE FILED 9/26/18		CUP NO. 2018-006
ENVIRONMENTAL \$ 204.00	ACCEPTED BY G.M.		AIMS NO.
NOTIFICATION \$ 120.00			
PUBLISHING \$ 600.00			
TOTAL FEE \$5,204.32			
COMMENTS - 6 unit Cond Dev. R-2 Z.C.			CROSS REFERENCE
			SPR NO. 2015-019
			VAR NO.
			OTHER

**ENVIRONMENTAL INFORMATION FORM (APPLICANT)**

**GENERAL INFORMATION**

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

MIDLAND CONTRACTORS, INC.

2. ADDRESS OF PROJECT

1001 GLENOAKS BLVD., SAN FERNANDO, CA 91340

3. ASSESSOR'S BLOCK AND LOT NUMBER

2515016017

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

BRUCE PARTOVI; P.O. BOX 8312 VAN NUYS, CA 91409; 818 783 3874

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

N/A

6. EXISTING ZONING DISTRICT

C1

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

Residential

**PROJECT DESCRIPTION**

8. SITE SIZE

60 X 275

9. SQUARE FOOTAGE

16,500sqft

10. NUMBER OF FLOORS OF CONSTRUCTION

3-story

11. AMOUNT OF OFF-STREET PARKING PROVIDED

19

12. PROPOSED SCHEDULING

January 2019

13. ASSOCIATED PROJECTS

1616 Second St.; 1011 7th St; 1313 Glenoaks Blvd.; 1226 Woodworth St.; 1401 - 1407 Celis St;

14. ANTICIPATED INCREMENTAL DEVELOPMENT

18 months

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

6 units

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

N/A

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

N/A



**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

N/A

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

N/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).*

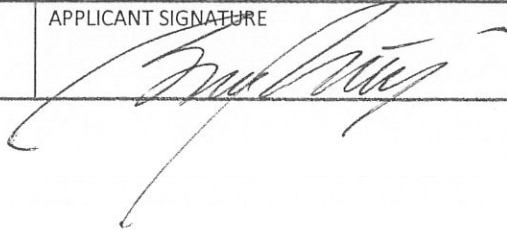
22. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
23. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> 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

BRUCE PARTOVI

APPLICANT SIGNATURE



DATE

## TENTATIVE PARCEL MAP/TRACT MAP APPLICATION

*Note: It is extremely important that the application comply with all requirements.  
Failure to comply may result in delay of processing, as the application may be returned.*

### LAND DIVISION APPLICATION REQUIREMENTS

#### TO THE APPLICANT:

No application will be accepted unless it complies with the following requirements:

1. Filing Fee:	<b>Parcel Map:</b>	<b>\$ 3,381.23</b>	<b>OR</b>	<b>Tract Map:</b>	<b>\$ 3,353.23</b>
	Cost for each lot shown on map	\$ 109.13		Cost for each lot shown on map	\$ 127.37
	Activity Information Management System (AIMS) Surcharge	\$ 338.12		Activity Information Management System (AIMS) Surcharge	\$ 335.32
	Environmental Assessment (a)	\$ 204.00		Environmental Assessment (a)	\$ 204.00
	Public Notification	\$ 120.00		Public Notification	\$ 120.00
	Legal Publishing of Notice (b)	\$ 600.00		Legal Publishing of Notice (b)	\$ 1,200.00

2. Application and Affidavit

1 Copy

3. Maps Needed

a. Parcel/Tract Maps

15 Copies

1. The tract number obtained from the county engineer. Sufficient legal description of the property to define its boundaries.
2. Names, addresses and telephone numbers of the record owner, subdivider and person preparing the map, including registration number or license number of the engineer or surveyor.
3. North point, engineering scale, date and net and gross (blue border) area of the subdivision.
4. Locations, widths and approximate grades of existing and proposed highways, streets, alleys or ways, whether public or private, within and adjacent to the property involved. Include existing street names and designations or names for all proposed streets or highways. The widths and approximate locations of all existing and proposed easements or rights-of-way within and adjacent to the property involved.
5. Closest intersecting public streets and distances to intersections. Approximate radii of all centerline curves for streets, highways, alleys or ways.
6. The boundaries of the tentative parcel/tract map with the lot layout, approximate dimensions of each lot and number of each lot.
7. The locations of all potentially dangerous areas, including geologically hazardous areas and areas subject to inundation or flood hazards; the location, width and directions of flow of all watercourses and flood control channels within and adjacent to the property involved; the proposed method of providing flood and erosion control.
8. The existing contour of the land at intervals of not more than five feet, and of not more than two-foot intervals if the slope of land is less than five percent. Include preliminary grading design with proposed building pads, top and toe of cut and fill slopes.
9. The location of all buildings or structures on the property involved with dimensions given relative to lot lines, notations concerning all buildings which are to be removed, and approximate locations of all existing wells.
10. The approximate location and general description of any specimen-sized and/or historically significant trees by common name, and an indication as to the retention or destruction of such trees.
11. If any streets shown on the tentative map are proposed to be private streets, they shall be clearly indicated.
12. The proposed method of providing sewage disposal and drainage for the property.
13. Tracts in multiple residential zones shall include the address of the property and the number of proposed dwelling units and parking spaces.
14. All contiguous land under control of the subdivider must be included as part of the subdivision. Also show on the tentative map abutting parcels described by metes and bounds, ownership cut lines, etc., and labeled with the owner's last name.



# TENTATIVE PARCEL MAP/TRACT MAP APPLICATION

*Note: It is extremely important that the application comply with all requirements. Failure to comply may result in delay of processing, as the application may be returned.*

## LAND DIVISION APPLICATION REQUIREMENTS

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No application will be accepted unless it complies with the following requirements:

- |                              |  |                    |           |   |                    |
|------------------------------|--|--------------------|-----------|---|--------------------|
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|                              | Cost for each lot shown on map   | \$ 109.13          |           | Cost for each lot shown on map                          | \$ 127.37          |
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|                              | Environmental Assessment (a)   | \$ 204.00          |           | Environmental Assessment (a)                            | \$ 204.00          |
|                              | Public Notification  | \$ 120.00          |           | Public Notification                                     | \$ 120.00          |
|                              | Legal Publishing of Notice (b)   | \$ 600.00          |           | Legal Publishing of Notice (b)                          | \$ 1,200.00        |
| 2. Application and Affidavit |  |                    |           | 1 Copy  |                    |
| 3. Maps Needed               |  |                    |           |   |                    |
| a. Parcel/Tract Maps         |  |                    |           | 15 Copies   |                    |
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| 2.                           | Names, addresses and telephone numbers of the record owner, subdivider and person preparing the map, including registration number or license number of the engineer or surveyor.  |                    |           |   |                    |
| 3.                           | North point, engineering scale, date and net and gross (blue border) area of the subdivision.  |                    |           |   |                    |
| 4.                           | Locations, widths and approximate grades of existing and proposed highways, streets, alleys or ways, whether public or private, within and adjacent to the property involved. Include existing street names and designations or names for all proposed streets or highways. The widths and approximate locations of all existing and proposed easements or rights-of-way within and adjacent to the property involved. |                    |           |   |                    |
| 5.                           | Closest intersecting public streets and distances to intersections. Approximate radii of all centerline curves for streets, highways, alleys or ways.  |                    |           |   |                    |
| 6.                           | The boundaries of the tentative parcel/tract map with the lot layout, approximate dimensions of each lot and number of each lot.   |                    |           |   |                    |
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| 9.                           | The location of all buildings or structures on the property involved with dimensions given relative to lot lines, notations concerning all buildings which are to be removed, and approximate locations of all existing wells.   |                    |           |   |                    |
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**RADIUS MAP (CONTINUED)**

The submitted radius map must indicate the subject property by graphic means. The parcels must be numbered consecutively (besides the legal description lot number and the APN) and keyed to the mailing list. The intent is to determine whether a specific property owner was notified of the public hearing.

**SAMPLE RADIUS MAP**



SUBJECT PROPERTY:

508 Anywhere Street  
San Fernando, CA 91340

———500 FEET RADIUS NOT TO SCALE

2518-111-017

John Smith  
514 Anywhere Street  
San Fernando, CA 91340

**2** Consecutive Parcel Numbers  
Keyed to Mailing Labels &  
Ownership List:



**CERTIFIED PROPERTY OWNER'S LIST**

**AFFIDAVIT**

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

I, BRUCE PARTOVI, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of five hundred (500) feet from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.

(SIGNED)



NAME

BRUCE PARTOVI

ADDRESS

P.O. BOX 8312

VAN NUYS, CA 91409

PHONE

818 783 3874

APPLICANT INFORMATION		
APPLICANT NAME <b>BRUCE PARTOVI</b>		TELEPHONE NO. <b>818 783 3874</b>
MAILING ADDRESS <b>P.O. BOX 8312 VAN NUYS, CA 91409</b>		
EMAIL ADDRESS <b>INFO@MIDLANDINC.COM</b>		FAX NO. <b>818 783 3872</b>
PROJECT INFORMATION		
SITE ADDRESS <b>1001 GLENOAKS BLVD., SAN FERNANDO, CA 91340</b>		
REQUEST (WHAT IS BEING APPLIED FOR) <i>tract map</i>		
ASSESSORS PARCEL NUMBER(S) "APN" <b>2515 016 017</b>		
PROPERTY SIZE (IN SQUARE FEET) <b>60 x 275; 16,500SQFT</b>		
ENGINEER/ SURVEYOR <b>KORAJACK SRIVONGSE</b>		
ENGINEER/ SURVEYOR ADDRESS <b>819 N. ONEONITA AVE. LOS ANGELES, CA 90065</b>		ENGINEER/ SURVEYOR TELEPHON NO. <b>562 900 4476</b>
PRESENT USE OF PROPERTY <b>Residential</b>		
PROPOSED USE <b>Residential</b>		
PROPERTY OWNER INFORMATION		
PROPERTY OWNER NAME <b>BRUCE PARTOVI</b>		TELEPHONE NO. <b>818 783 3874</b>
MAILING ADDRESS <b>P.O. BOX 8312 VAN NUYS, CA 91409</b>		
EMAIL ADDRESS <b>INFO@MIDLANDINC.COM</b>		FAX NO. <b>818 783 3872</b>
SIGNATURES		
APPLICANT SIGNATURE <i>[Signature]</i>		PROPERTY OWNER SIGNATURE <i>[Signature]</i>
FOR OFFICE USE ONLY		
<input type="checkbox"/> PARCEL MAP <input checked="" type="checkbox"/> TRACT MAP		DATE FILED <b>9/26/18</b>
Cost for each lot shown on map    \$ _____ AIMS Surcharge    \$ _____ Environmental Assessment (a)    \$ _____ Public Notification    \$ _____ Legal publishing of Notice (b)    \$ _____ <b>TOTAL</b> \$ <b>5976.77</b>		ACCEPTED BY <b>GM</b> CASE NO. <b>2018-002</b> ZONING <b>C-1 to R2</b>
		GPA

**ENVIRONMENTAL INFORMATION FORM (APPLICANT)**

**GENERAL INFORMATION**

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

MIDLAND CONTRACTORS, INC.

2. ADDRESS OF PROJECT

1001 GLENOAKS BLVD., SAN FERNANDO, CA 91340

3. ASSESSOR'S BLOCK AND LOT NUMBER

2515016017

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

BRUCE PARTOVI; P.O. BOX 8312 VAN NUYS, CA 91409; 818 783 3874

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

N/A

6. EXISTING ZONING DISTRICT

C1

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

Residential

**PROJECT DESCRIPTION**

8. SITE SIZE

60 x 275

9. SQUARE FOOTAGE

16,500 sqft

10. NUMBER OF FLOORS OF CONSTRUCTION

THREE

11. AMOUNT OF OFF-STREET PARKING PROVIDED

19

12. PROPOSED SCHEDULING

Jan 2019

13. ASSOCIATED PROJECTS

1616 Second St.; 1011 7th St; 1313 Glenoaks Blvd.; 1226 Woodworth St.; 1401 - 1407 Celis St; 319 N Hagar

14. ANTICIPATED INCREMENTAL DEVELOPMENT

18 months

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

6 units

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

N/A

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

N/A



**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

N/A

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

N/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.

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**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?

☐ YES ☒ NO

23. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?

☐ YES ☒ NO

24. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?

☐ YES ☒ NO

25. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?

☐ YES ☒ NO

26. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?

☐ YES ☒ NO

27. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?

☐ YES ☒ NO

28. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?

☐ YES ☒ NO

29. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?

☐ YES ☒ NO

30. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?

☐ YES ☒ NO

31. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?

☐ YES ☒ NO

32. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?

☐ YES ☒ NO

33. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?

☐ YES ☒ 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

Bruce Partovi

APPLICANT SIGNATURE



DATE



**CITY OF SAN FERNANDO**  
**Department of Community Development**

117 MACNEIL STREET  
 SAN FERNANDO, CA 91340  
 Tel. No: (818) 898-1227  
 Fax No: (818) 361-7631

Permit No : **PL1505117**  
 Permit Status : In Process  
 Plan Check Status :  
 Page 1 of 1  
 08/28/2018

**Site Plan Review**

Job Address: **1001 GLENOAKS BLVD**

PRE :  
 Entered By : lAnaya

Project No	150001843	Applied	: 07/30/2015
Activity Type	Site Plan Review	Issued	:
Project Name	Planning	Completed	:
Parcel Number		To Expire	:
Project Description	Planning Project		
Applicant	FRED PARTOVI		
Applicant Address	16610 VENTURA BLVD. #5 ENCINO CA 91476		
Applicant Phone	(818)652-1276		
Base Address	1001 GLENOAKS BLVD		
Valuation	\$0.00		
Job Description	SPR 2015-019: NO HO LLC- Proposal of 6 new townhomes within the Residential Planned Development Zone. Request of a zone change to be submitted.		
Owner	FRED PARTOVI Lic. (818)652-1276 P.O.BOX 8312 VAN NUYS CA 91409		
Applicant	FRED PARTOVI Lic. (818)652-1276 16610 VENTURA BLVD. #5 ENCINO CA 91476		

**Fees**

<u>Fee Description</u>	<u>Account</u>	<u>Units</u>	<u>Fee/Units</u>	<u>Amount</u>	<u>Paid</u>
Site Plan Review				\$1,763.00	\$1,763.00
Activity Information Management System (AIMS)				\$176.30	\$176.30
Maintenance Surcharge					

Plan Check		Permit		Total	
Fees:	\$0.00	Fees:	\$1,939.30	Fees:	\$1,939.30
Payments:	\$0.00	Payments:	\$1,939.30	Adjustments:	\$0.00
Balance Due:	\$0.00	Balance Due:	\$0.00	Payments:	\$1,939.30
				Extend Credit:	\$0.00
				Balance Due:	\$0.00

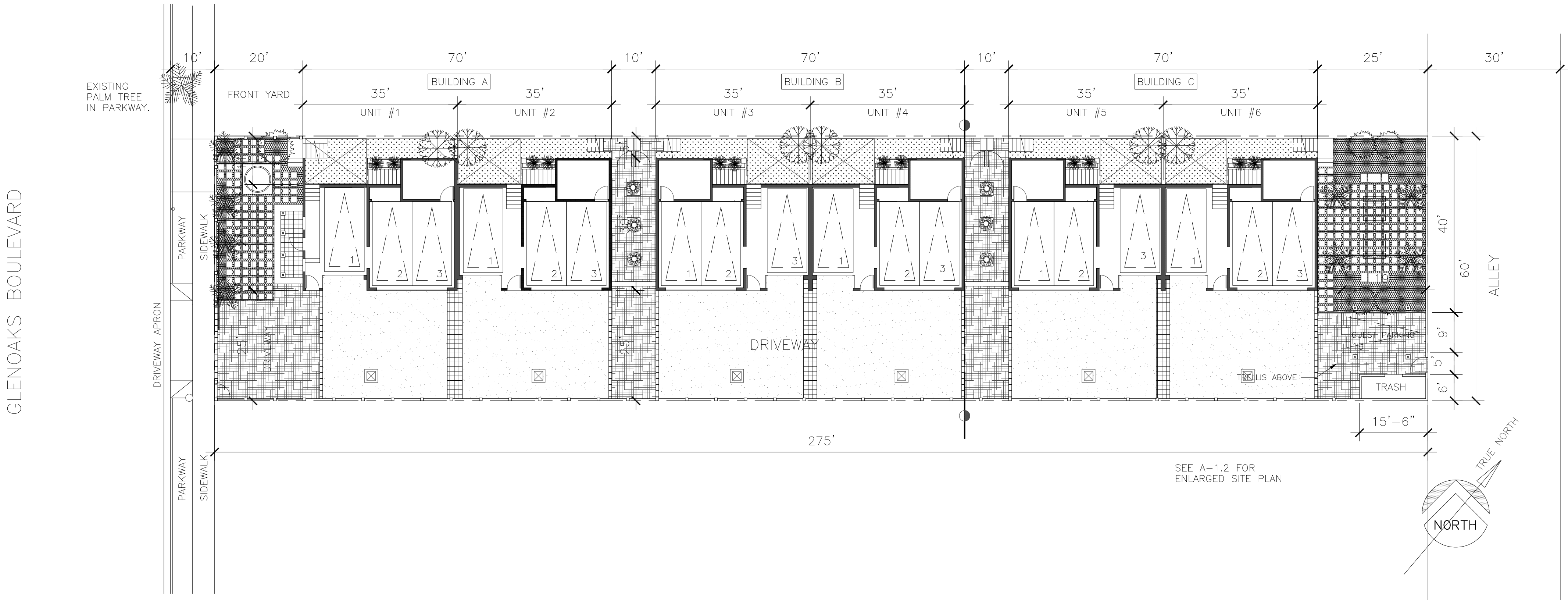
<u>Date</u>	<u>Transaction Type</u>	<u>Method</u>	<u>Amount</u>
11/06/2015	Payment of Balance Due	check	\$264.00
11/06/2015	Payment of Balance Due	check	\$1,675.30

**Comments**

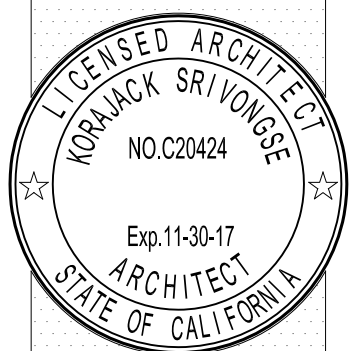
Electronic files were submitted on 11/5/15.







Revisions	



Karajack Srivongse, Architect  
 819 N. ONEONTA DRIVE  
 LOS ANGELES, CALIFORNIA 90065  
 Telephone 562 900 4476 E-mail : ksrivongse@aol.com

OWNER  
 PARTOVI BROTHERS  
 XXXXXX  
 ENCINO CALIFORNIA 91316  
 TEL. XXX

KEY PLAN / PROJECT INFORMATION  
 NEW 6 UNIT CONDOMINIUM  
 AT  
 1001 GLENOAKS BOULEVARD  
 SAN FERNANDO, CA 91340

date	SEP. 2016
drawn	TS
check	k.s.
scale	1/8"=1'-0"
sheet	

**A-1**  
 of ± sheets

KEY PLAN  
 SCALE: 1/16"=1'-0"

1

**Propose Project:** (6) 3 BEDROOM CONDOMINIUMS  
**Address:** 1001 Glenoaks Boulevard, San Fernando, Ca. 91340  
**APN:** 2515-016-017  
**Legal Description:** Tract No 1948 Ex of ST Lot 16  
**Zone:** Existing Zone; C1  
 New Zone; R2-PD  
**Lot Area;** 16,500 S.F. (60x275)  
**F.A.R.** 2,562 S.F. per UNIT  
**No of Units Allow:**16,500 / 2,562 = 6.44 Units = 6 Units  
**Number of Buildings:** (3) Duplex Townhouses  
**Type of Construction:** Type V B  
**Fire Sprinkler:** Fully Sprinkler Throughout  
**Building Foot print:** (3) X 1,925.62 = 5,776.86 S.F.  
**Building to Land area Ratio:** 5,776.86/16,500 = 35%  
 Building Height: 35'  
 Easement: None

PROJECT DATA TABLE:

a. Total landscaping square footage:	
Common area:	1,591.75 S.F.
Landscape at unit area:	1,320.00 S.F.
Total:	2,911.75 S.F.
b. Total hardscaping square footage:	
1,381.25 S.F.	
c. Square footage breakdown per unit:	
Ground Floor; PARKING	891.00 S.F.
Second Floor; LIVING	667.50 S.F.
Third Floor; BEDROOM	900.15 S.F.
<b>Building Area per Unit:</b>	<b>2,458.00 S.F.</b>
<b>Total 6 Units:</b>	<b>14,748.00 S.F.</b>

- d. Common Area square footage per unit: 2,435.5 S.F./6UNITS = 406 S.F. per unit.**
- e. Open Space square footage per unit: 220 S.F.**
- f. Total Open Space square footage: 1,320.00 S.F.**
- g. Storage Room square footage: 103.5 s.f. per unit**

Parking Analysis: Required;

2.5 Cars per 3 bedroom unit = 2.5x6= 15 cars  
 Guest parking 2/10 car per unit = (6x2)/10 = 1.2 car = 1 car  
 Total required = 16 cars

Provided;

3 Cars per 3 bedroom unit = 6x3 = 18 cars  
 Guest parking 2/10 car per unit - (6x2)/10 = 1.2 car = 1 car  
 Total provided = 19 cars

- A-1.1 KEY PLAN, PROJECT INFORMATION  
 A-1.2 SITE PLAN
- A-2 OVERALL GARAGE PLAN AND SECOND FLOOR PLAN  
 A-3 OVERALL THIRD FLOOR PLAN AND ROOF PLAN
- A-4.1 ENLARGED BUILDING A PLANS  
 A-4.2 ENLARGED BUILDING B, C PLANS
- A-5.1 OVERALL BUILDING ELEVATIONS  
 A-5.2 BUILDING A ELEVATIONS  
 A-5.3 BUILDING B ELEVATIONS, BLDG C SIMILAR
- A-6.1 BIRD'S EYE VIEW  
 A-6.2 STREET VIEW  
 A-6.3 PERSPECTIVE DETAIL VIEW



VICINITY MAP  
 NO SCALE

2

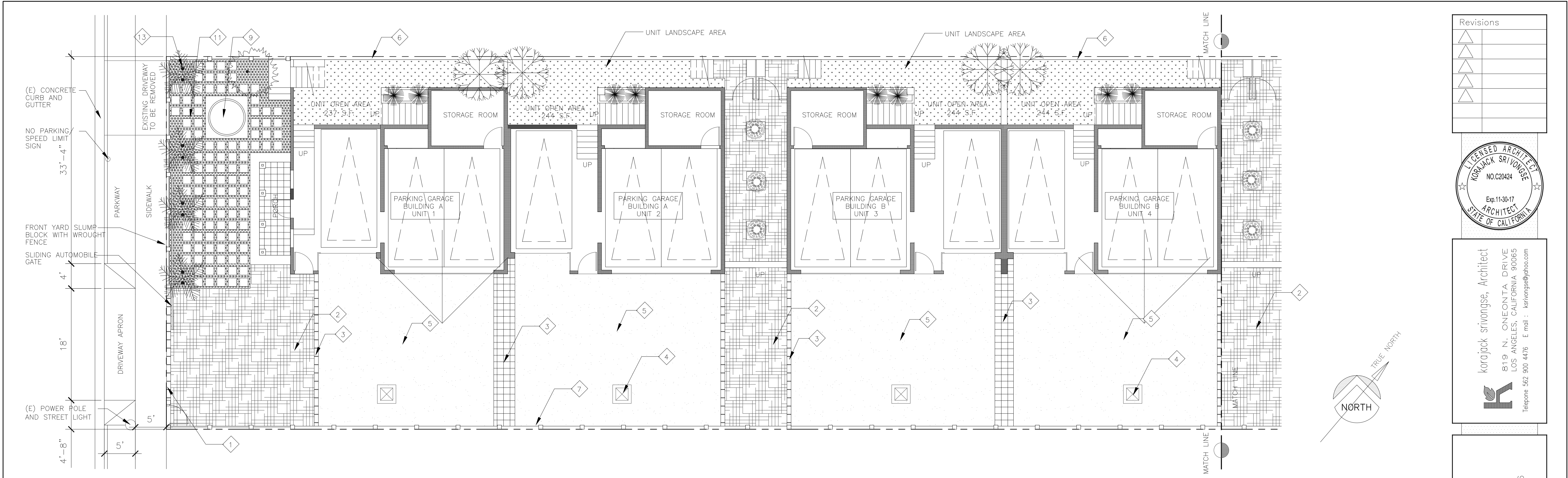
PROJECT INFORMATION  
 NO SCALE

4

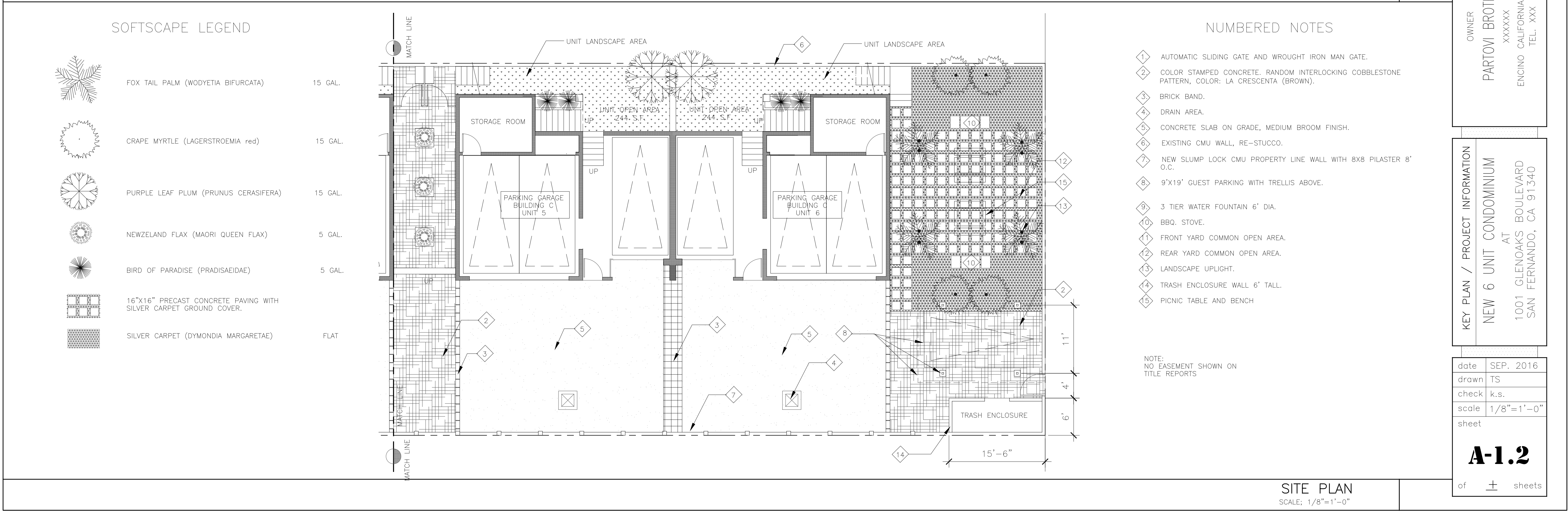
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3

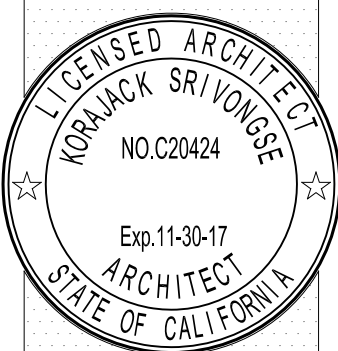




SITE PLAN  
SCALE: 1/16"=1'-0"



Revisions	



Kora Jack Srivongse, Architect  
819 N. ONEONTA DRIVE  
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Telephone 562 900 4476 E-mail : ksrivongse@jao.com

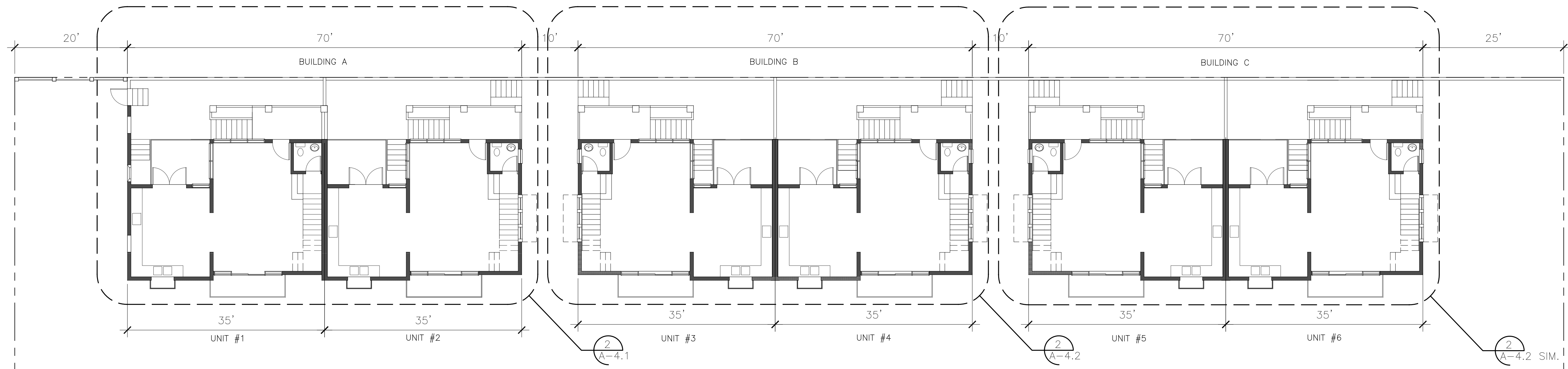
OWNER  
**PARTOVI BROTHERS**  
XXXXXX  
ENCINO CALIFORNIA 91316  
TEL. XXX

KEY PLAN / PROJECT INFORMATION  
**NEW 6 UNIT CONDOMINIUM**  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

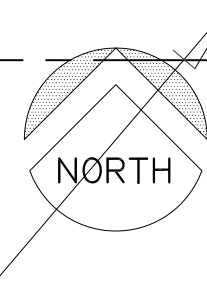
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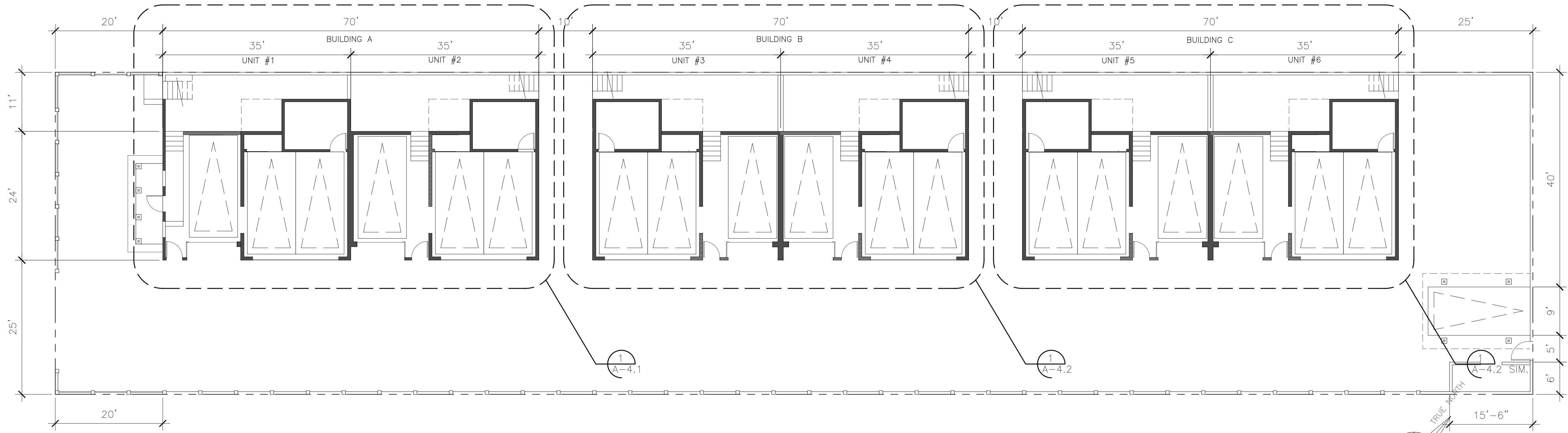




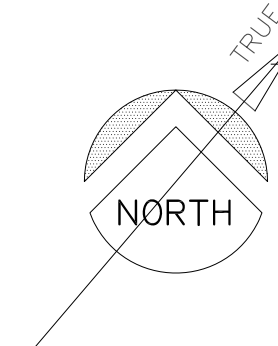
SEE SHEET A-4.1 AND A-4.2  
FOR DETAILED PLAN



OVERALL SECOND FLOOR PLAN  
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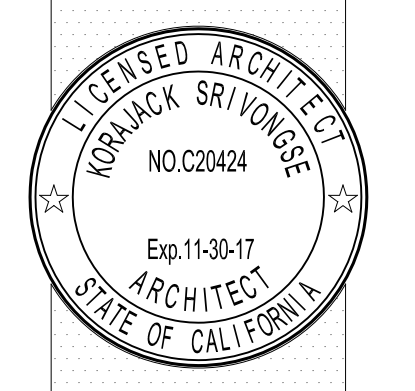


SEE SHEET A-4.1 AND A-4.2  
FOR DETAILED PLAN



OVERALL GARAGE PLAN  
SCALE: 3/32"=1'-0"

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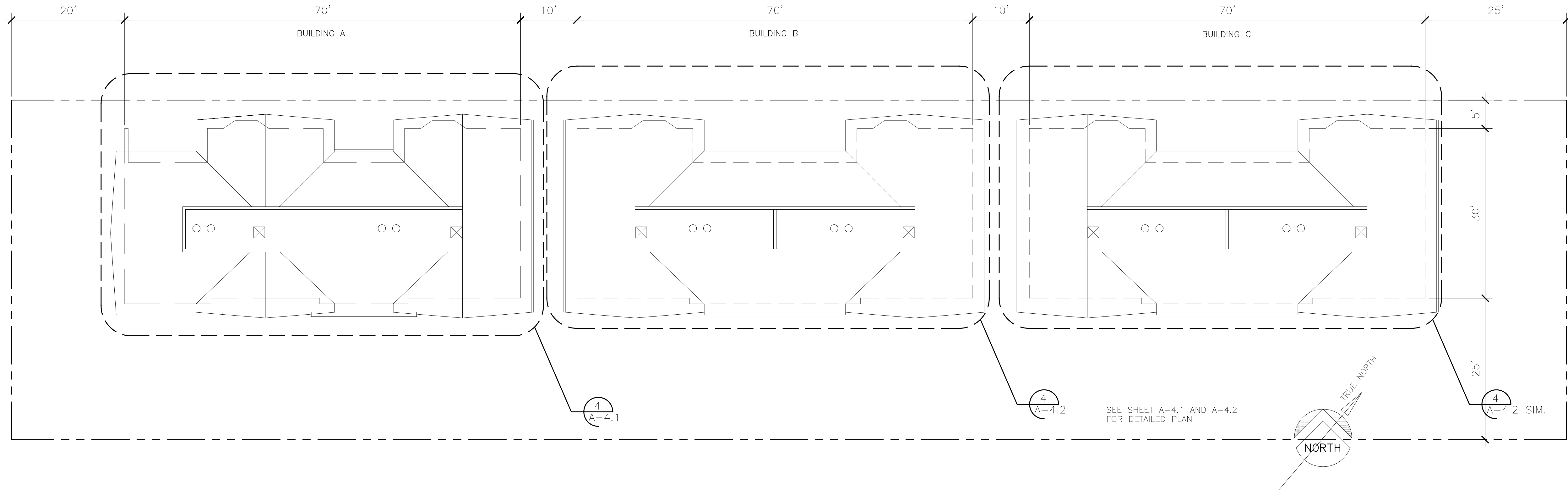
Karajack Srivongse, Architect  
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Telephone 562 900 4476 E-mail : ksrivongse@gho.com

OWNER  
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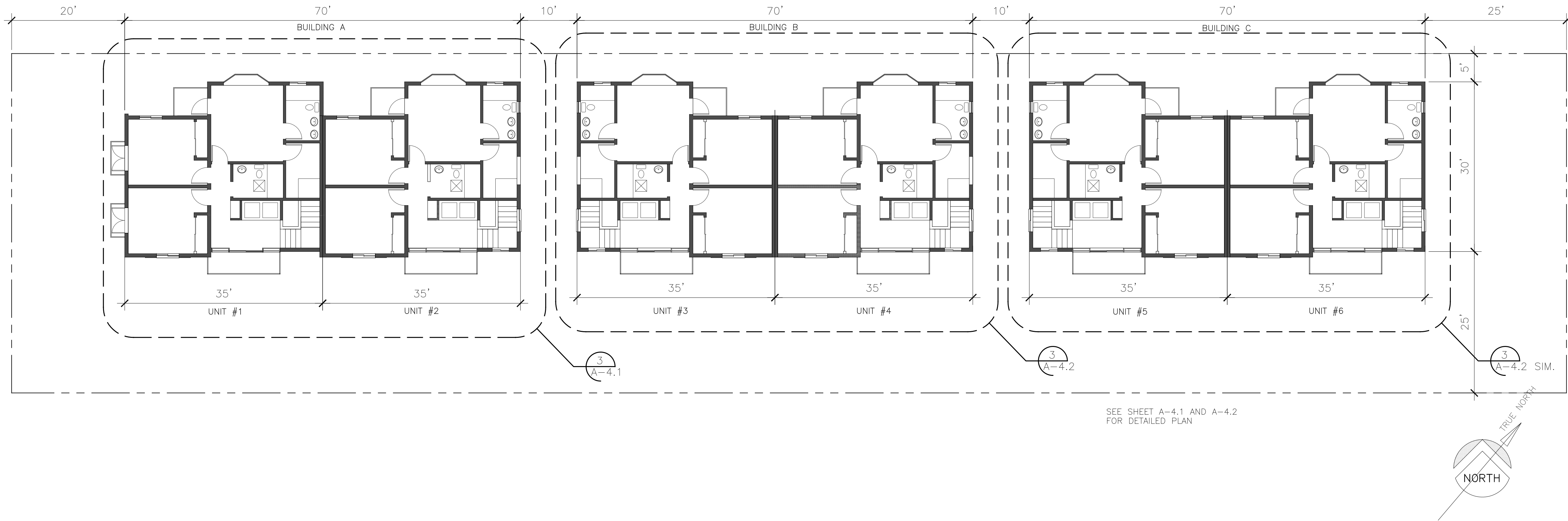
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NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

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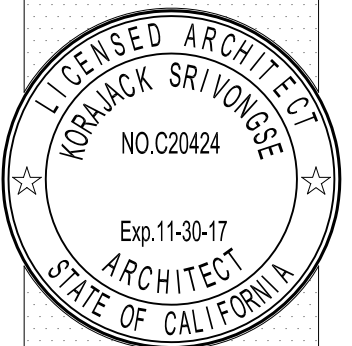


OVERALL ROOF PLAN  
SCALE: 1/16"=1'-0"



OVERALL THIRD FLOOR PLAN  
SCALE: 1/8"=1'-0"

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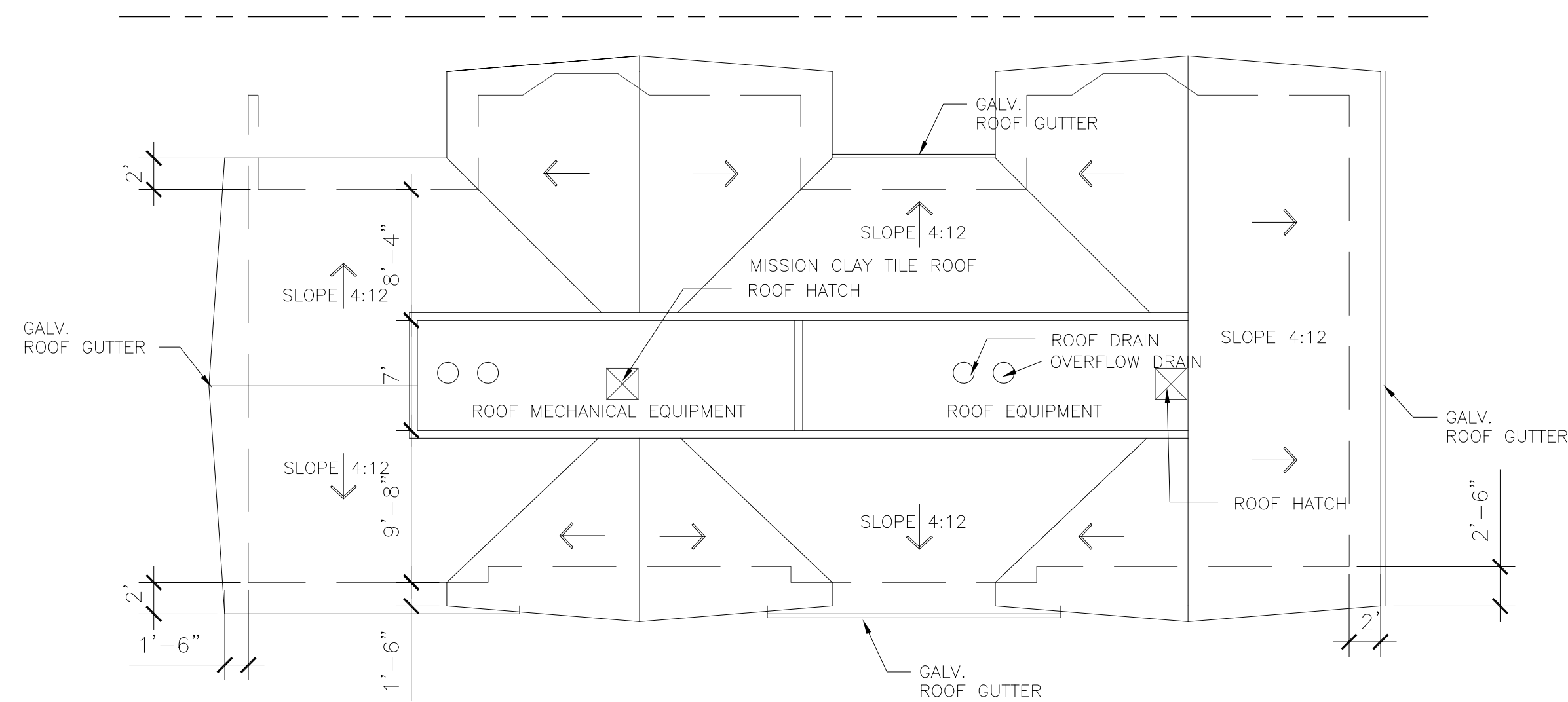
Karajack Srivongse, Architect  
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LOS ANGELES, CALIFORNIA 90065  
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OWNER  
PARTOVI BROTHERS  
XXXXXX  
ENCINO CALIFORNIA 91316  
TEL. XXX

FIRST AND SECOND OVERALL FLR PLAN  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

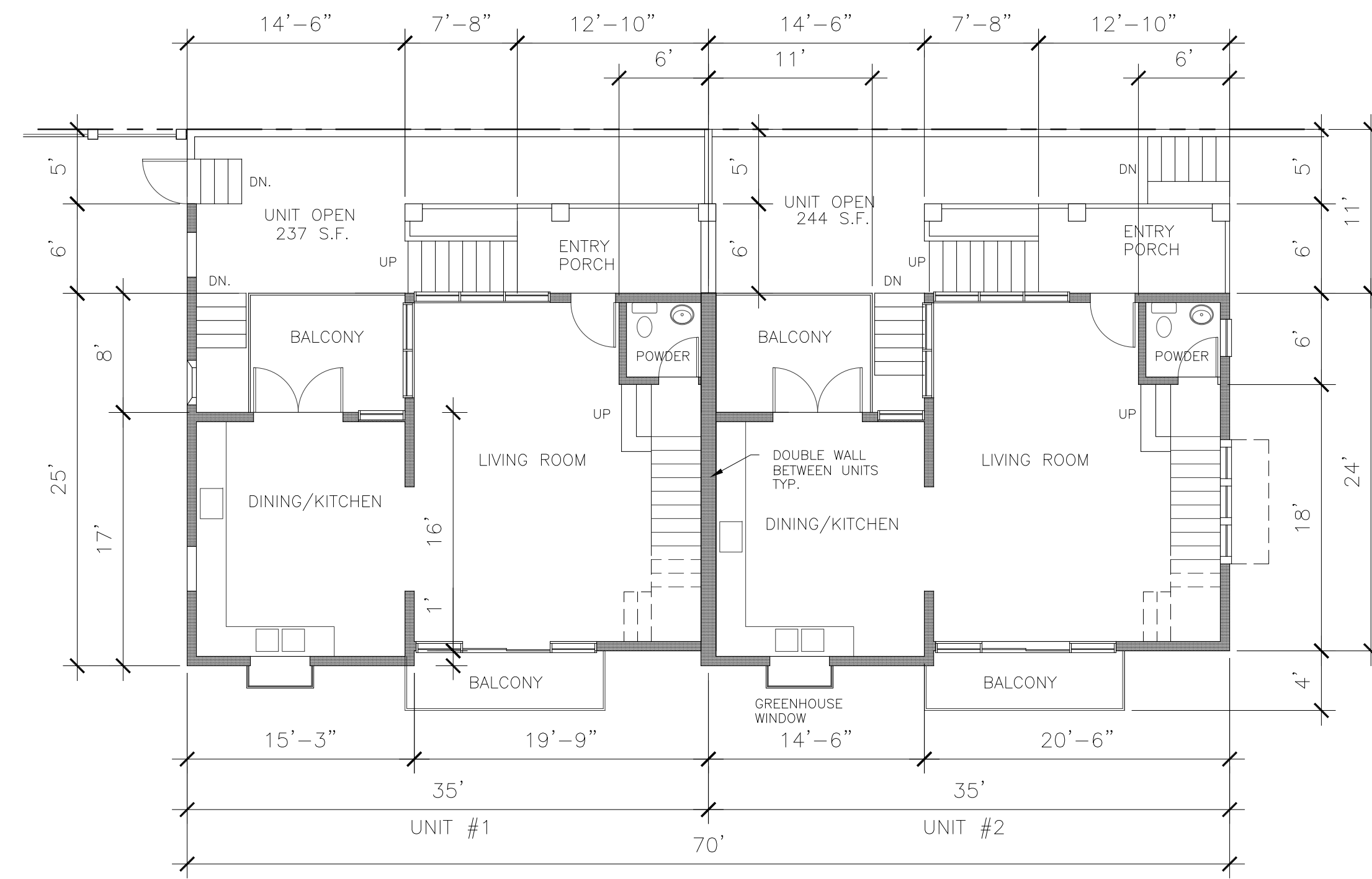
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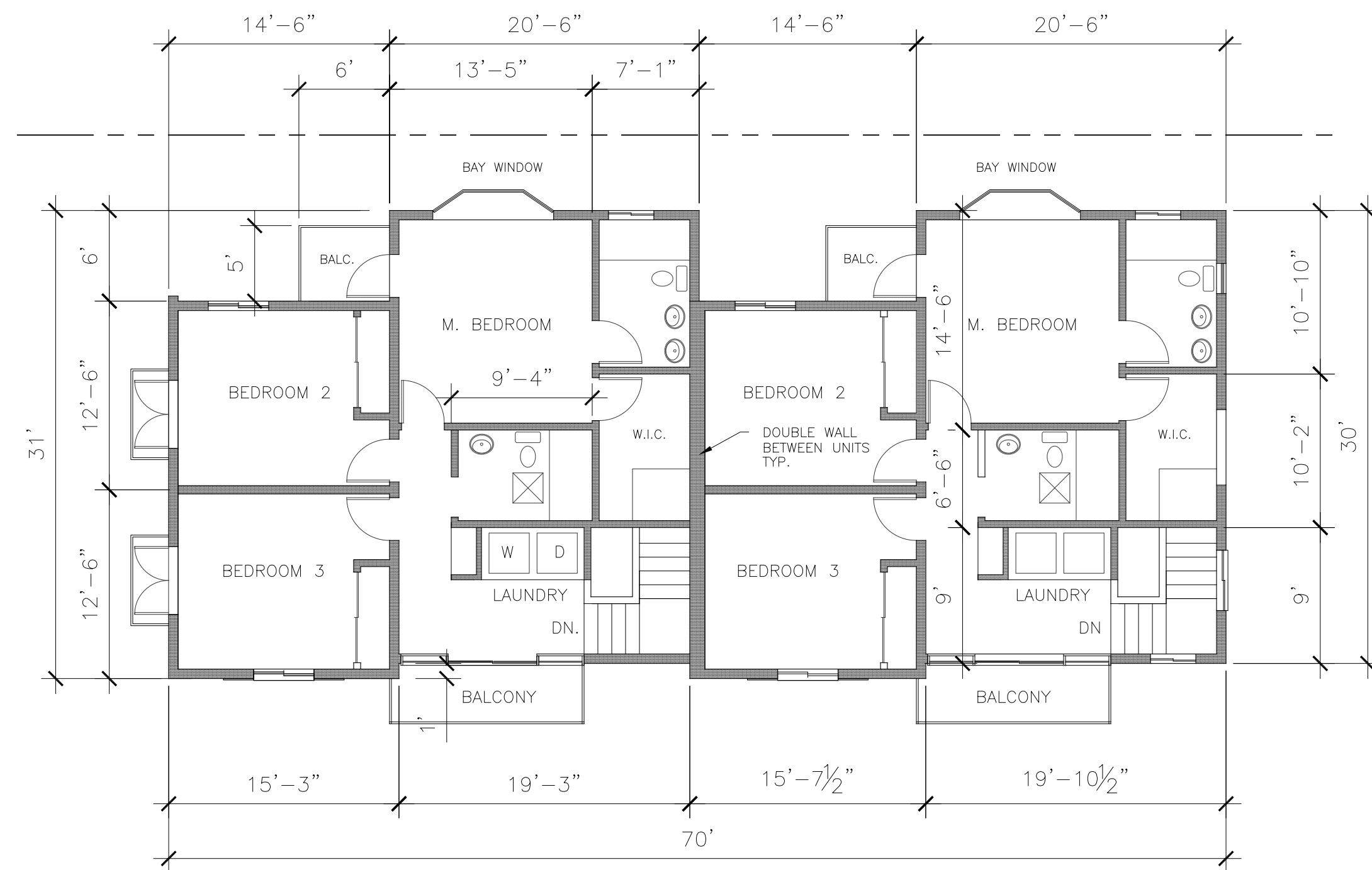
ROOF PLAN

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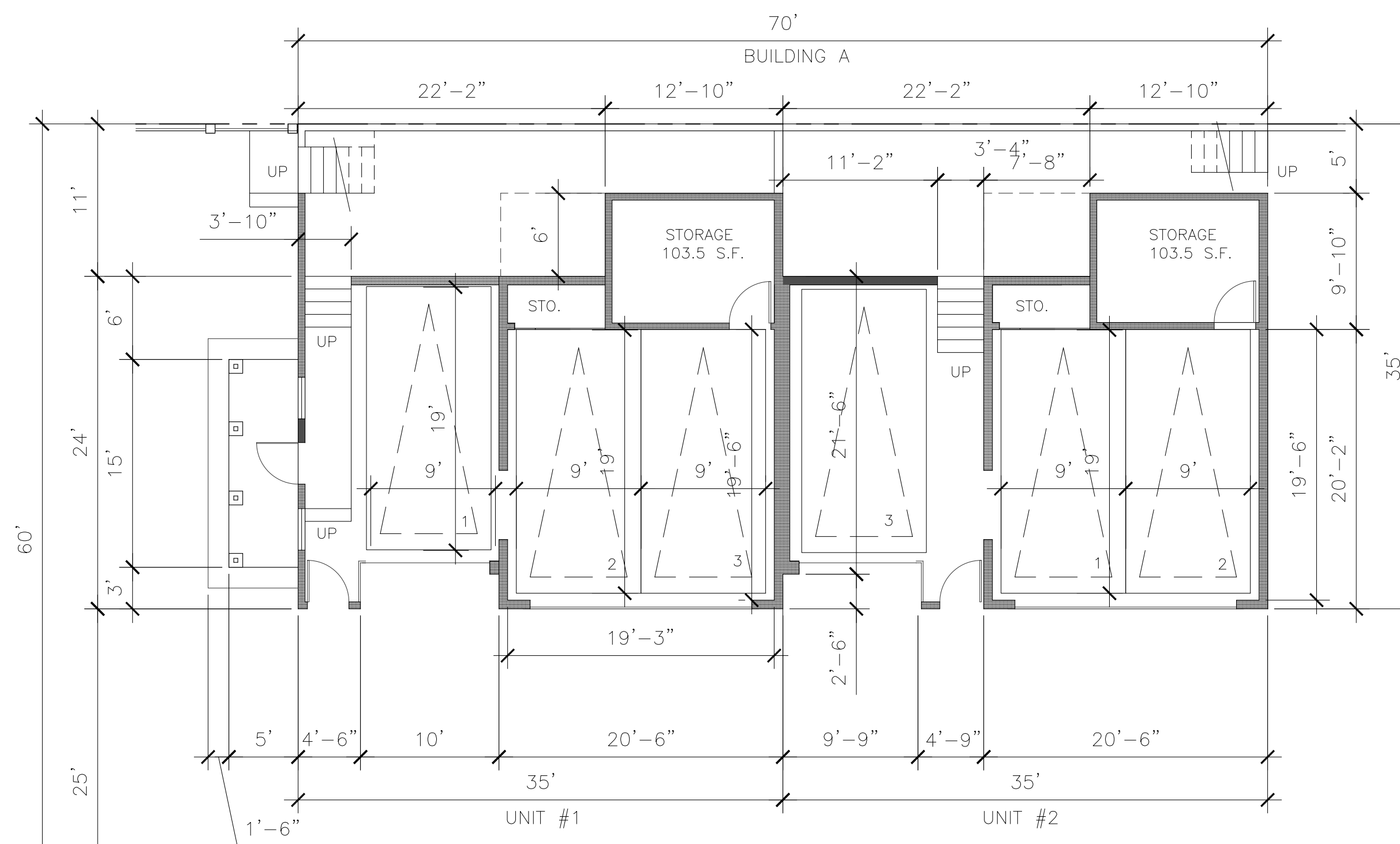
SECOND FLOOR PLAN

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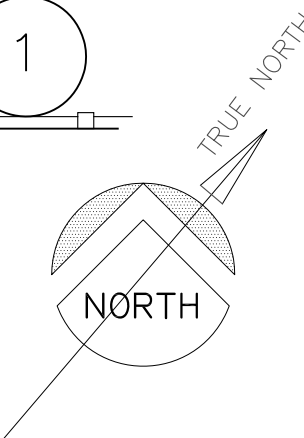
THIRD FLOOR PLAN

3



GARAGE PLAN

1



Revisions	



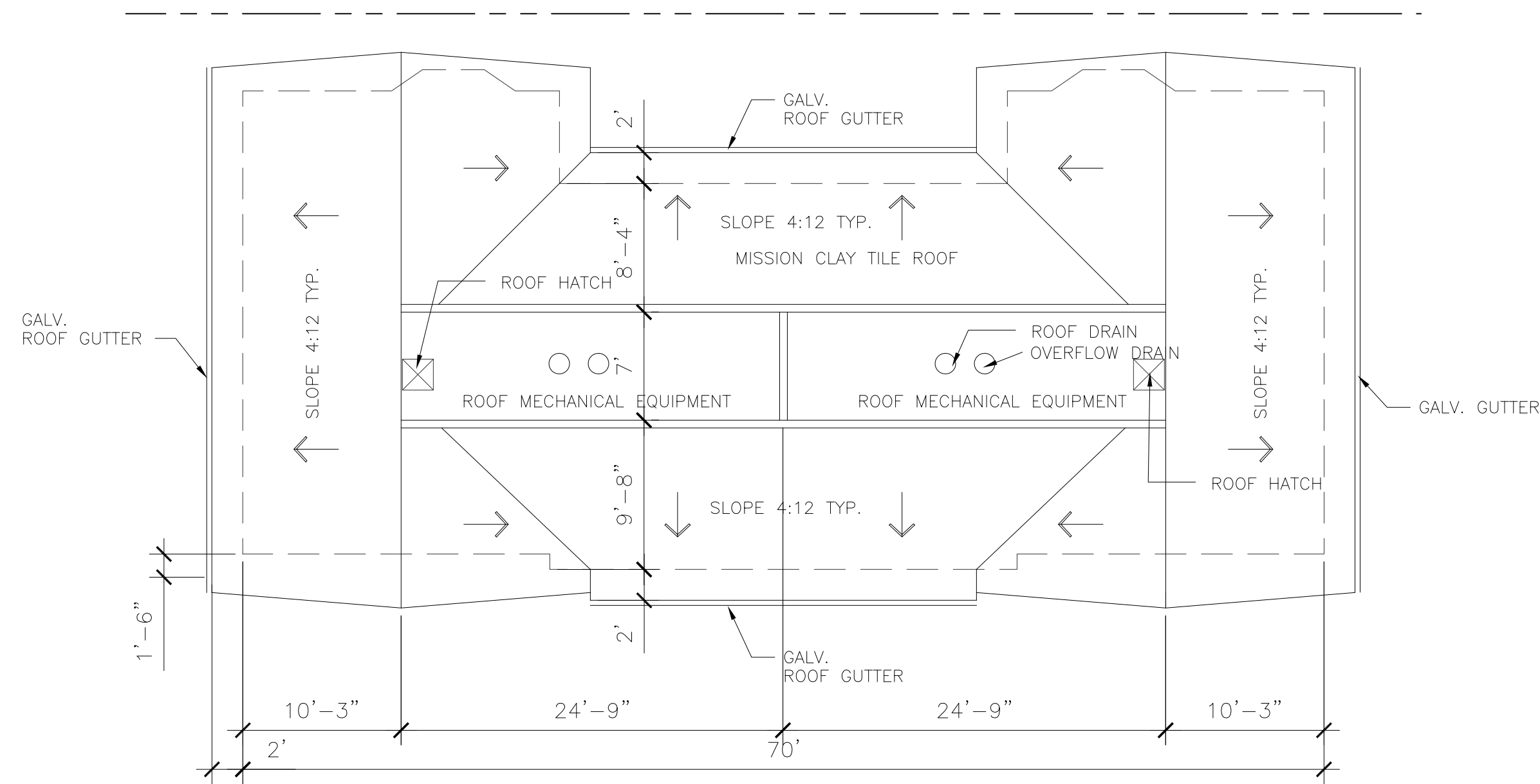
Karajack Srivongse, Architect  
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OWNER  
PARTOVI BROTHERS  
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ENCINO CALIFORNIA 91316  
TEL. XXX

BUILDING A PLANS  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

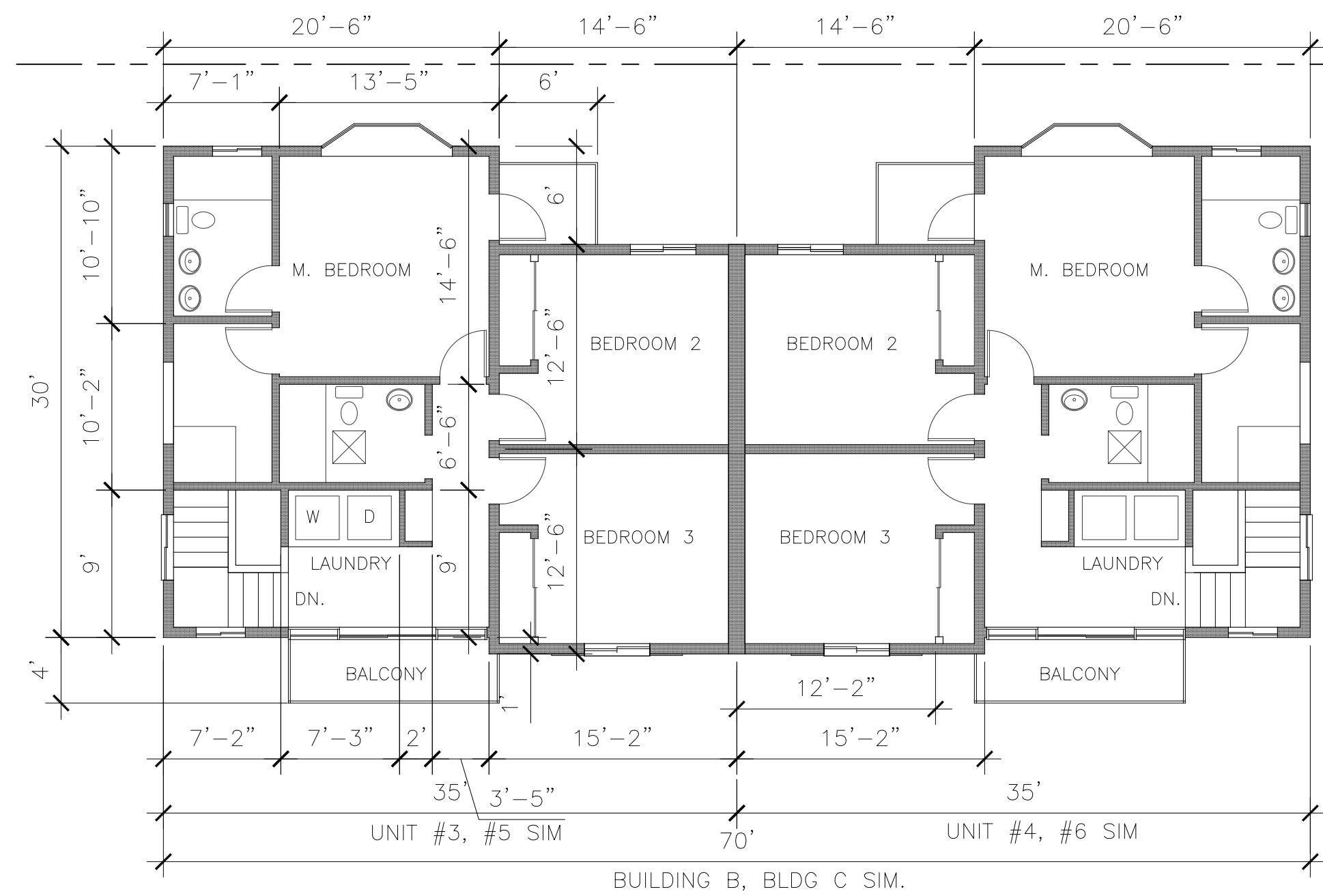
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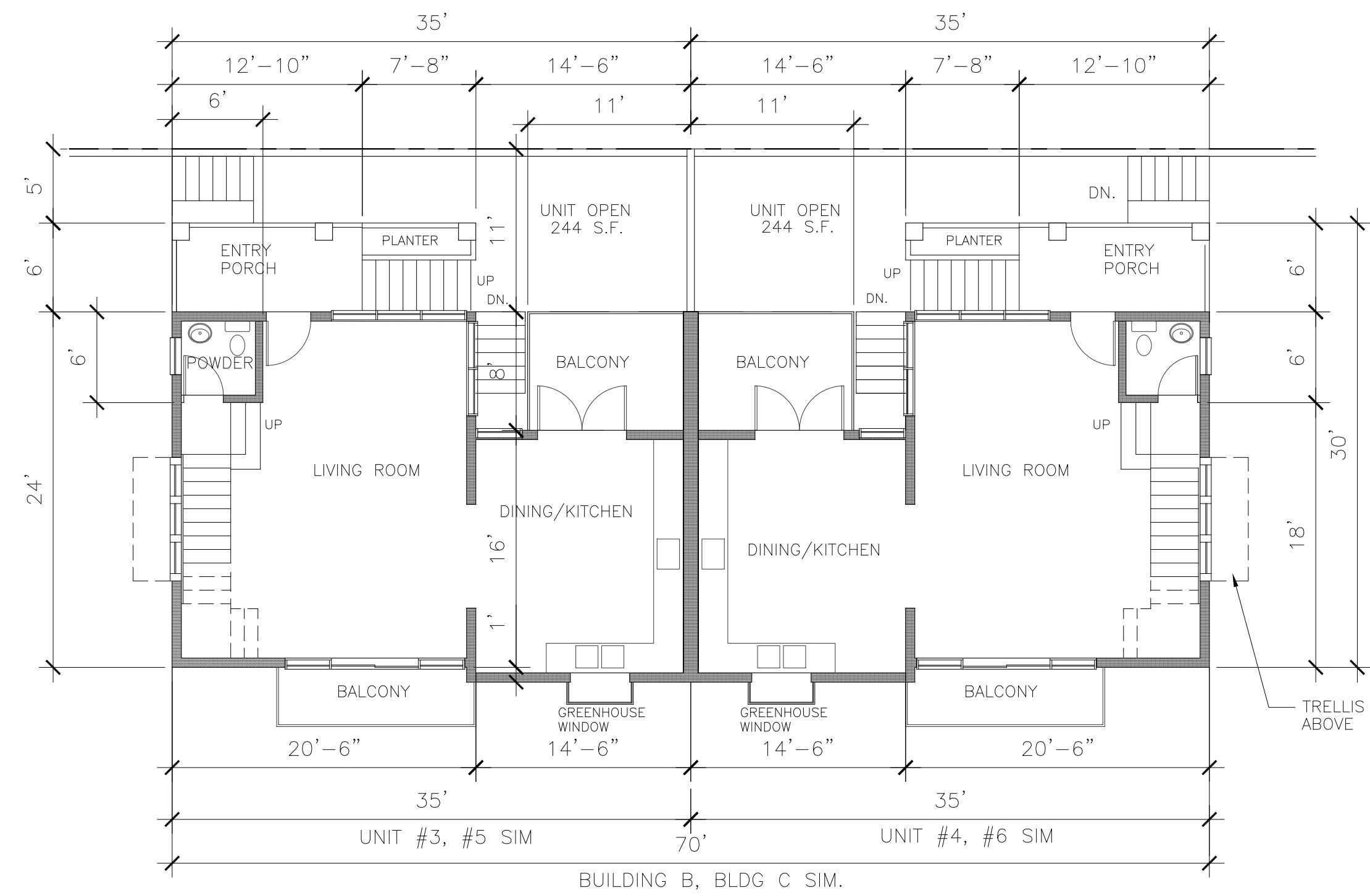
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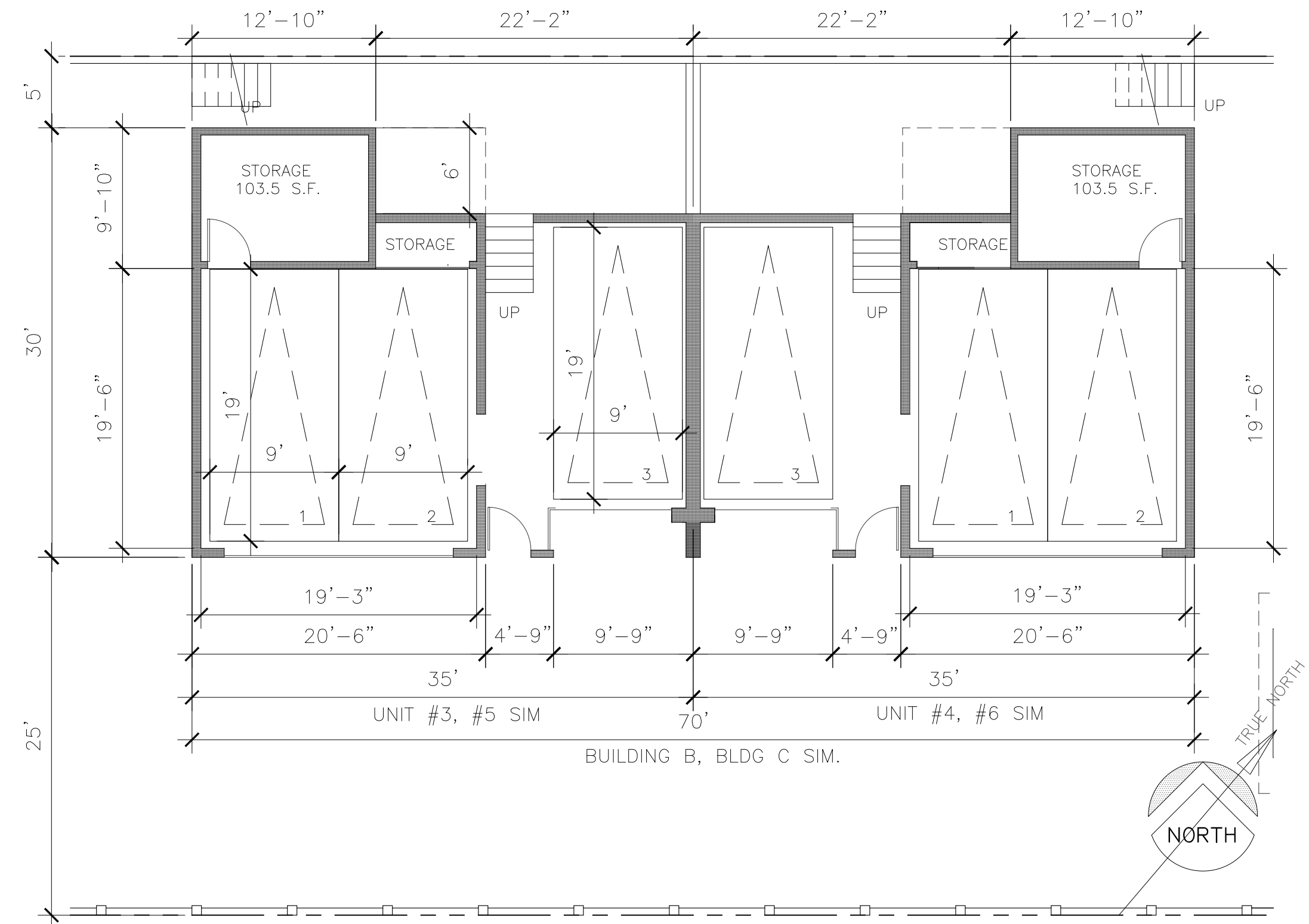
THIRD FLOOR PLAN

3



SECOND FLOOR PLAN

2



GARAGE PLAN

1

Revisions	



Karack Srivongse, Architect  
819 N. ONEONTA DRIVE  
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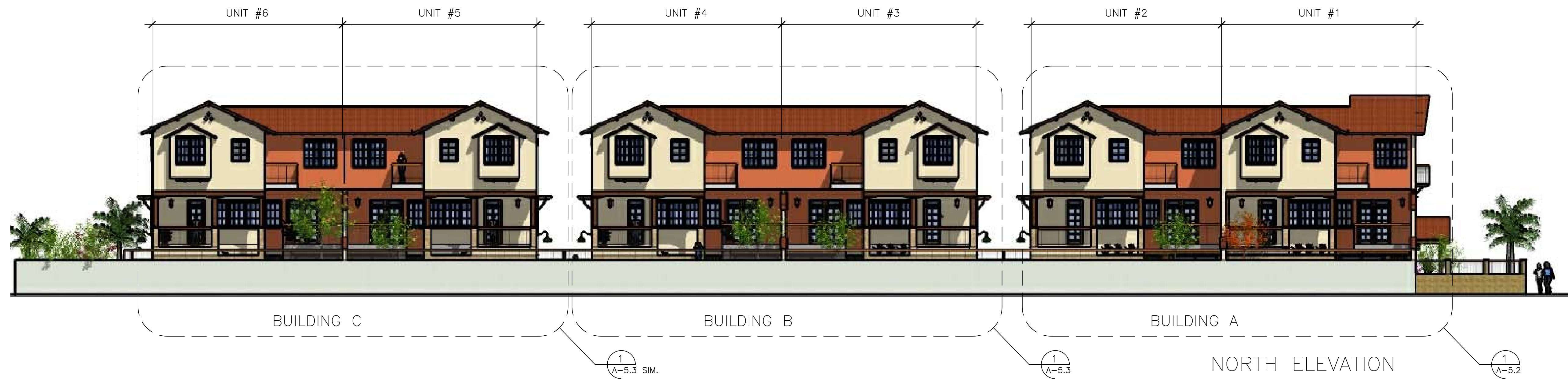
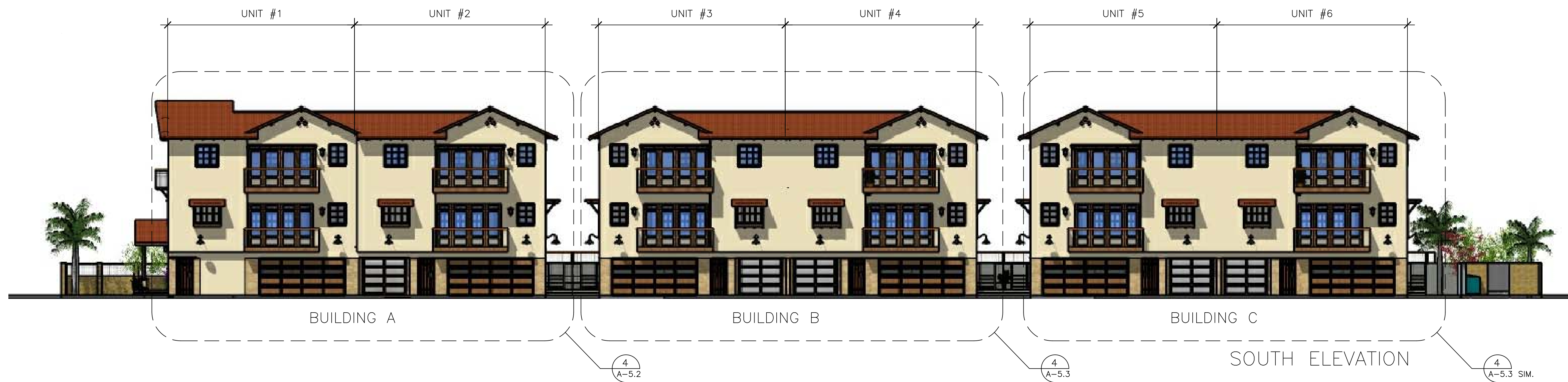
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XXXXXX  
ENCINO CALIFORNIA 91316  
TEL. XXX

BUILDING B PLANS, BUILDING C SIM  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

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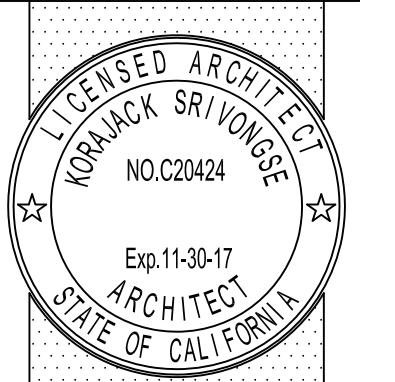
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END ELEVATIONS SEE SHEET A-5.2 AND A-5.3

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PARTOY BROTHERS  
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ENCINO CALIFORNIA 91316  
TEL. XXX

BUILDING SITE ELEVATIONS  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

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of ± sheets





SOUTH ELEVATION

FACING DRIVEWAY

4



WEST ELEVATION

FACING GLENOAKS BLVD.

2



EAST ELEVATION

FACING COURT

3



NORTH ELEVATION

FACING SIDE YARD

1

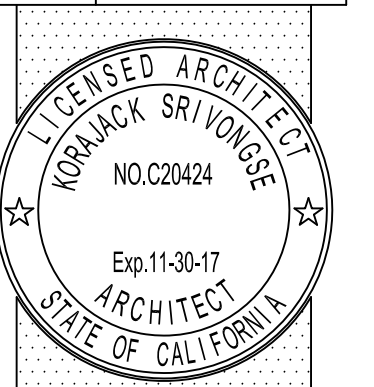
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④ VINYL DBL PANE GLASS DOORS/ WINDOWS. (DARK BROWN)  
⑤ WROUGHT IRON BALCONY GUARDRAIL, PAINTED ACCENT TOP RAIL.  
⑥ GARDEN WINDOW.  
⑦ PAINTED GALVANIZED ROOF GUTTER.

- ⑧ PAINTED GALVANIZED DOWNSPOUT.  
⑨ GARAGE SECTIONAL OVERHEAD DOOR OBSCURE GLASS.  
⑩ WROUGHT IRON SWING GATES.  
⑪ BAY WINDOW.  
⑫ YARD FENCE.  
⑬ NOT USED  
⑭ TRELLIS

- ⑮ CULTURE STONE FINISH AND TRIM.  
⑯ WALL SCONCES.  
⑰ WALL MOUNTED DOME LIGHT.  
⑱ CLAY PIPES ATTIC VENTS.  
⑲ NOT USED  
⑳ ORNAMENTAL WROUGHT IRON GRILL.

- ㉑ NOT USED  
㉒ CARPORT TRELLIS.  
㉓ ROUGH FINISHED WOOD DOOR.  
㉔ EXPOSED DECORATIVE RAFTER TAILS.  
㉕ (E) CMU PROPERTY LINE WALL (PAINT)  
㉖ (N) SLUMP BLOCK PROPERTY LINE WALL WITH PILASTER @ 10' ON CENTER.  
㉗ ENTRY PORCH STRUCTURE.

Revisions	
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OWNER

PARTOVI BROTHERS

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ENCINO CALIFORNIA 91316  
TEL. XXX

ENLARGED BLDG A ELEVATIONS

NEW 6 UNIT CONDOMINIUM

AT

1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

date	SEP, 2016
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**A-5.2**

of ± sheets





SOUTH ELEVATION  
FACING DRIVEWAY



WEST ELEVATION  
FACING GLENOAKS BLVD.



EAST ELEVATION  
FACING COURT



NORTH ELEVATION  
FACING SIDE YARD

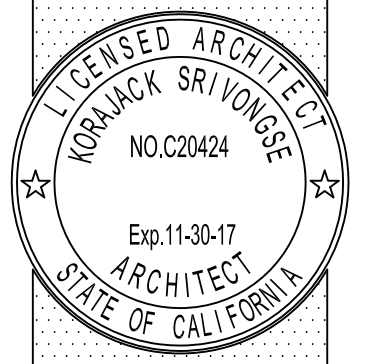
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- ② MISSION CLAY TILE ROOFING.
- ③ GALVANIZED SECTIONAL GARAGE DOOR WITH LIGHT SLOTS.
- ④ VINYL DBL PANE GLASS DOORS/ WINDOWS. (DARK BROWN)
- ⑤ WROUGHT IRON BALCONY GUARDRAIL, PAINTED ACCENT TOP RAIL.
- ⑥ GARDEN WINDOW.
- ⑦ PAINTED GALVANIZED ROOF GUTTER.

- ⑧ PAINTED GALVANIZED DOWNSPOUT.
- ⑨ GARAGE SECTIONAL OVERHEAD DOOR OBSCURE GLASS.
- ⑩ WROUGHT IRON SWING GATES.
- ⑪ PROJECTING WINDOW.
- ⑫ 24" YARD FENCE ON TOP OF (E) WALL.
- ⑬ NOT USED
- ⑭ TRELLIS

- ⑮ CULTURE STONE FINISH AND TRIM.
- ⑯ WALL SCONCES.
- ⑰ WALL MOUNTED DOME LIGHT.
- ⑱ CLAY PIPES ATTIC VENTS.
- ⑲ NOT USED
- ⑳ ORNAMENTAL WROUGHT IRON GRILL.

- ㉑ NOT USED
- ㉒ CARPORT TRELLIS.
- ㉓ ROUGH FINISHED WOOD DOOR.
- ㉔ EXPOSED DECORATIVE RAFTER TAILS.
- ㉕ (E) CMU PROPERTY LINE WALL (PAINT)
- ㉖ (N) SLUMP BLOCK PROPERTY LINE WALL WITH PILASTER @ 10' ON CENTER.
- ㉗ ENTRY PORCH STRUCTURE.

Revisions	
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ENCINO CALIFORNIA 91316  
TEL. XXX

ENLARGED BLDG B ELEVATIONS, BLDG C SIM.  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

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LOOKING SOUTH



LOOKING NORTH


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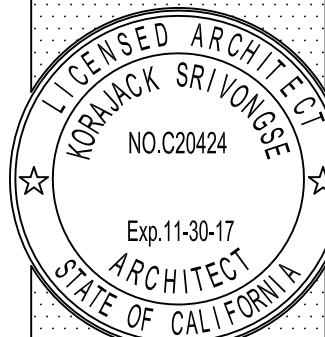
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BIRD'S EYE VIEW  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

OWNER  
PARTOVI BROTHERS  
XXXXXX  
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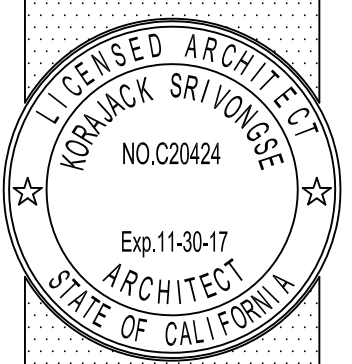


STREET VIEW SOUTH SIDE



STREET VIEW NORTH SIDE

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OWNER  
 PARTOVI BROTHERS  
 XXXXXX  
 ENCINO CALIFORNIA 91316  
 TEL. XXX

PERSPECTIVE VIEW  
 NEW 6 UNIT CONDOMINIUM  
 AT  
 1001 GLENOAKS BOULEVARD  
 SAN FERNANDO, CA 91340

date	SEP, 2016
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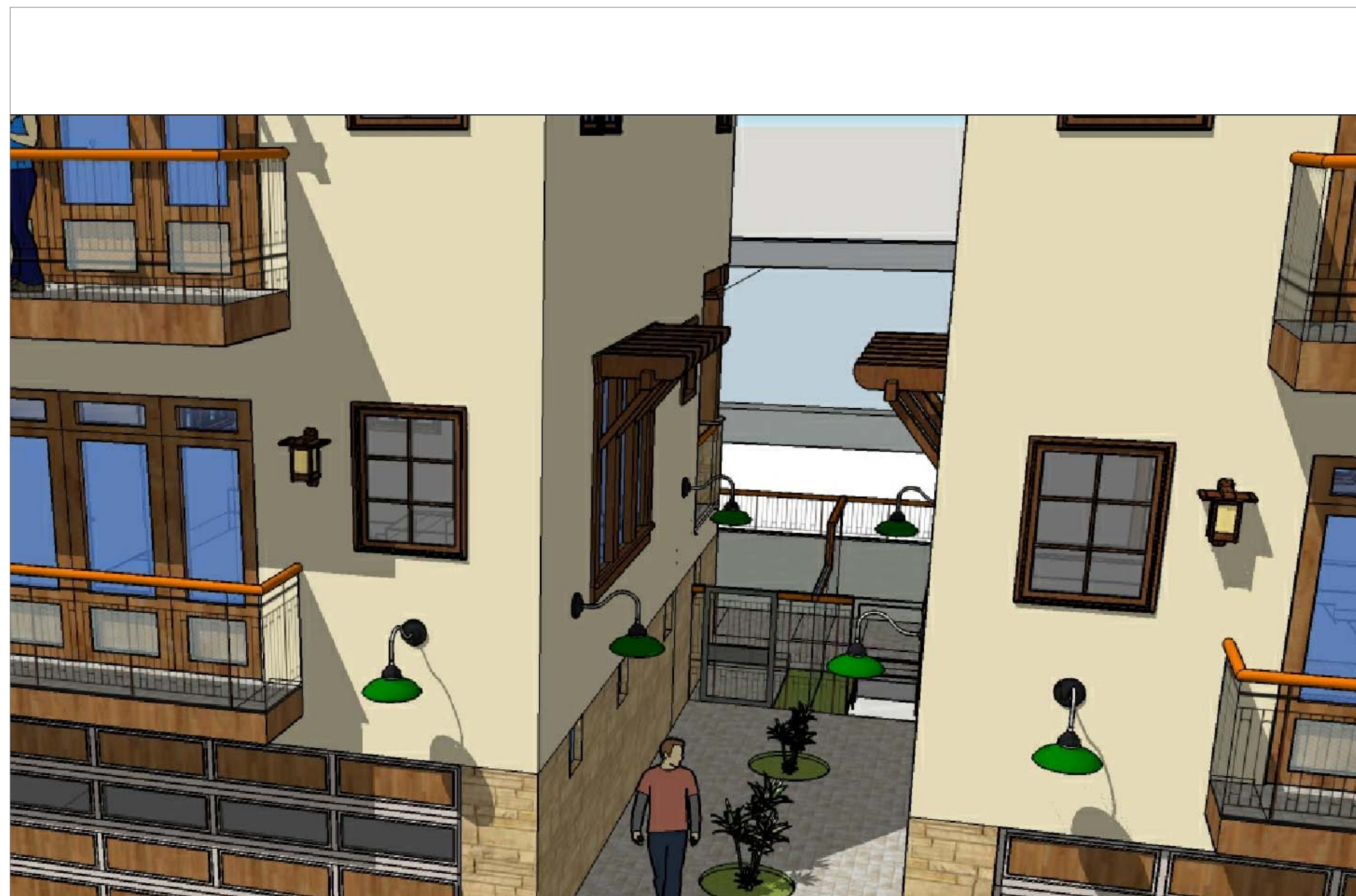




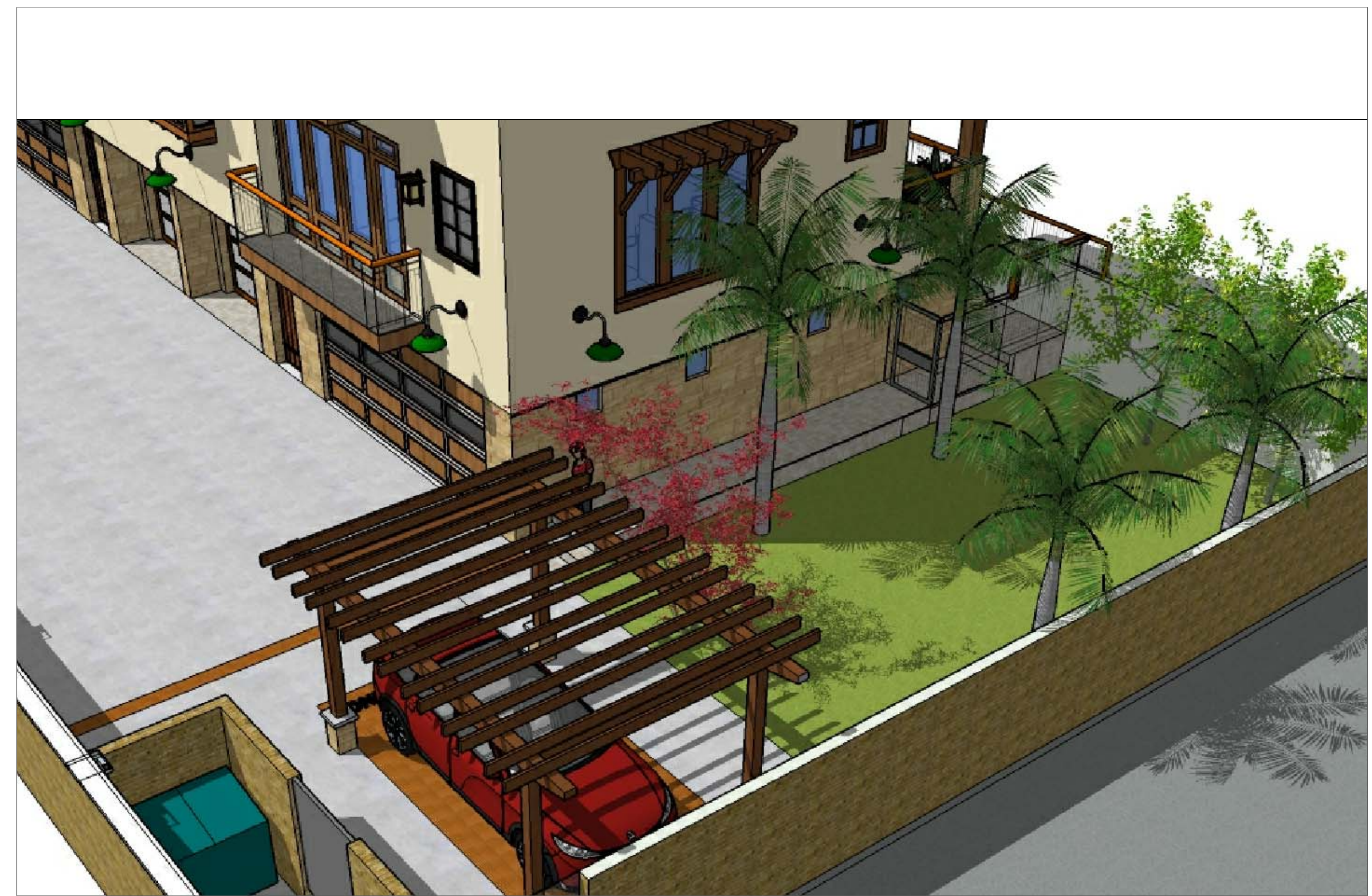
STREET FRONT PORCH



TYPICAL UNIT ENTRY PORCH

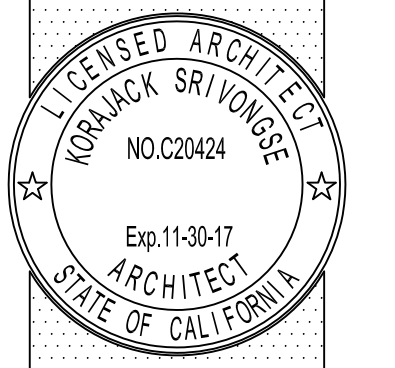


COURT BETWEEN BUILDINGS



GUEST PARKING TRELLIS  
TRASH ENCLOSURE, REAR YARD LANDSCAPE

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OWNER  
PARTOVI BROTHERS  
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ENCINO CALIFORNIA 91316  
TEL: XXX

PERSPECTIVE DETAIL VIEWS  
NEW 6 UNIT CONDOMINIUM  
AT  
1001 GLENOAKS BOULEVARD  
SAN FERNANDO, CA 91340

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View of existing duplex at 1001 Glenoaks



View of unpaved sidewalk and parkway



View of alley at rear of property



Rear access to project site



**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:** March 5, 2019

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

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

**PROJECT LOCATION:** 1001 Glenoaks, San Fernando, CA  
(Los Angeles County Assessor's Parcel No: 2515-016-017)

**APPLICATION:** Zone Change 2018-002, Tentative Tract Map 2018-002, Conditional Use Permit 2018-006 and SPR 2015-019

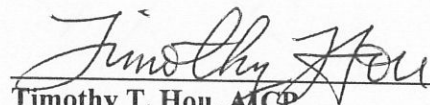
**PROJECT DESCRIPTION:**

The project consists of a request for the approval of a Zone Change, Tentative Parcel Map, Conditional Use Permit and Site Plan Review for the development of a six-unit condominium project within the C-1 Limited Commercial Zone which is requesting to be changed to (RPD) Residential Planned Development Zone. The project site is located on a 16,500 square foot lot and is located on the north side of Glenoaks Boulevard just east of North Maclay Avenue and west of Brand Boulevard.

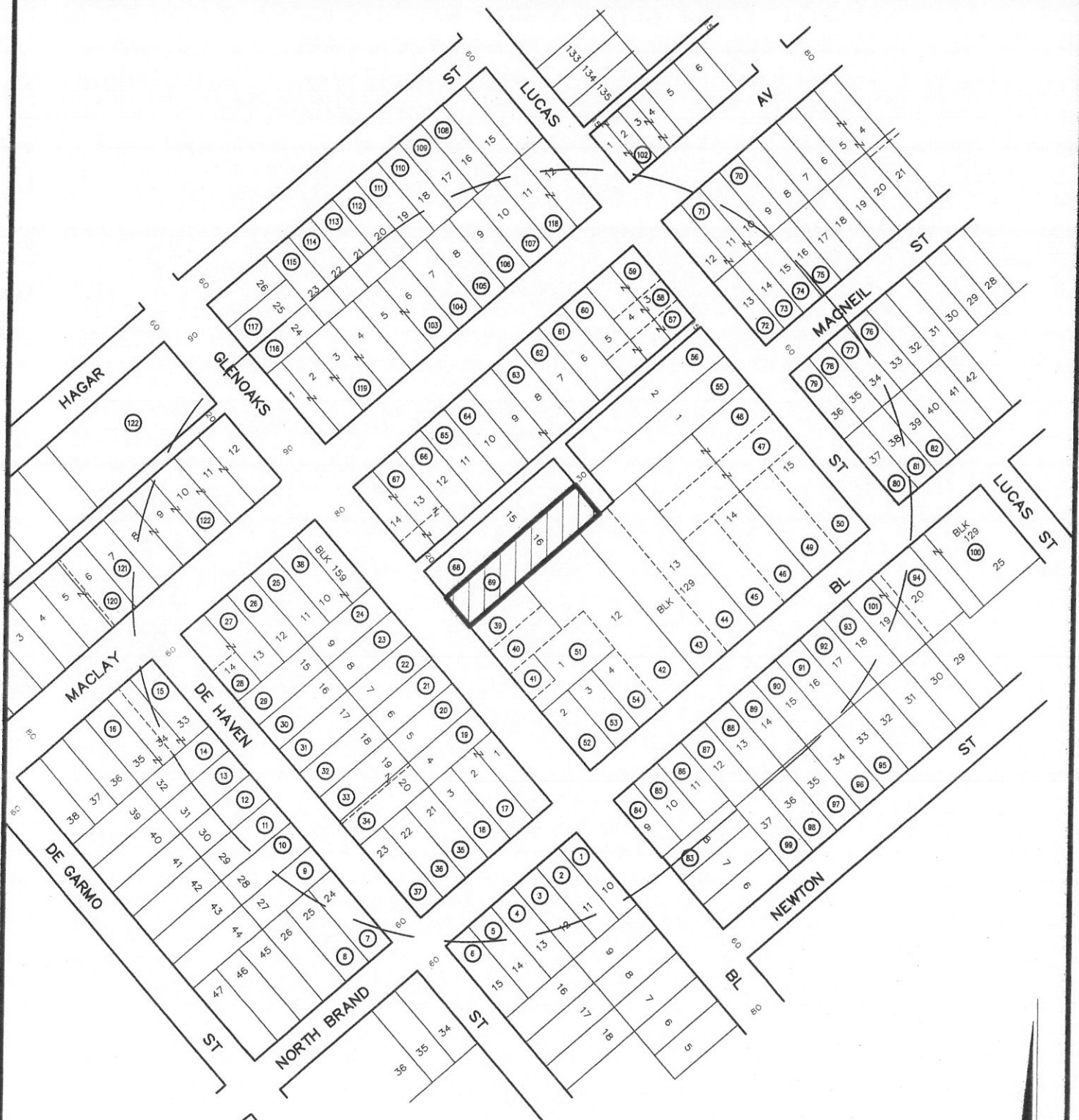
This project has been reviewed for compliance with the California Environmental Quality Act (CEQA) of 1970. Based on that assessment, the project has been determined to be Categorical Exempt under Class 32 (In-fill Development Projects) of the City's adopted local CEQA Guidelines. Members of the public are invited to submit written comments regarding said project by or before the close of the public hearing. Written responses received by noon, February 28, 2019 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 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.

  
Timothy T. Hou, AICP  
Director of Community Development

# CITY OF SAN FERNANDO



## 500' RADIUS MAP

### GC MAPPING SERVICE, INC.

3055 WEST VALLEY BOULEVARD  
ALHAMBRA CA 91803  
(626) 441-1080 FAX (626) 441-8850

### LEGEND

- ⊙ OWNERSHIP NO.
- ↗ OWNERSHIP HOOK

CASE NO.

DATE: 03 - 14 - 2018

SCALE: 1" = 100'

### OWNERSHIP MAP



### **Glenoaks Boulevard**

The area bounded by Pioneer Park to the north, Harding to the west, Alexander to the east and Glenoaks to the south will be medium density. The area bounded by Lucas to the north, Brand to the east, Glenoaks to the south and an alley to the west will also be medium density. The remainder of that study area will be low density residential.

### **Residential Park**

Retain Park land use designation.

### **Brand Boulevard**

This area will be office professional from Celis to the north side of Kewen, the low density from the south side of Kewen to O'Melveny.

### **Maclay**

Change of designation to commercial.

The complete Land Use Element Map is shown as Exhibit IV-111.

### **Internal Consistency**

The Land Use Element is a synthesis of the other General Plan elements. It designates open areas identified in the Open Space/Conversation/Parks Element. The selection of land uses is also influenced by technical data contained in the Noise, Safety and Circulation Elements. The range of residential designations reflects the needs identified in the Housing Element.

# CHART IV-1

## CITY OF SAN FERNANDO CURRENT LAND USE ELEMENT CATEGORIES AND IMPLEMENTING ZONES

LAND USE	INTENT OF LAND USE DESIGNATIONS	IMPLEMENTING ZONES
<b>Residential</b>		
Low Density Residential	Single family dwellings at a density of 0-6 dwelling units per acre.	R-1
Medium Density Residential	Single family dwellings, duplexes and multiple-family dwellings at a density of 6-17 dwelling units per acre.	R-2
High Density Residential	A diversity of multiple-family housing types at a density of 17-43 dwelling units per acre.	R-3 RPD
<b>Commercial</b>		
Central Business District	A major retail area of community-wide significance.	C-2
Neighborhood Shopping	Commercial uses which provide for the immediate shopping needs of nearby residents.	C-1
Highway Related Commercial	Commercial development located along major arterials.	No specific zone
Automotive Sales and Services	To consolidate automobile sales and service facilities while protecting them for the encroachment of incompatible uses.	No specific zone

**CITY OF SAN FERNANDO PUBLIC WORKS DEPARTMENT**  
**DEVELOPMENT / IMPROVEMENT REVIEW CHECK LIST**

PROJECT: SPR 2015-19

Townhomes

DATE: 2/27/19 (REVISED)

PROJECT ADDRESS: <u>1001 Glenoaks Blvd</u>					
ITEM		REQUIRED?		COMPLIED?	COMMENTS
		YES	NO		
1.	Site plan must show:				
	a. Existing building or structure	✓			
	b. Existing public improvements (concrete sidewalk driveways, curbs and gutters, parkway trees, street lights, hydrants, etc.) including existing and proposed dimensions, square footage, etc.	✓			
	c. Existing utilities (gas, sewer, water, storm drains, catch basins, power poles).	✓			
2.	Submit offsite improvement plan.	✓			See #28.
3.	Prior to issuance of building permit:				
	a Pay sewer capital facility charge.	✓			See attached schedule.
	b Pay water capital facility charge.	✓			Separate water meter for each of the townhome units. See attached schedule.
	c Pay water service installation charge.	✓			Separate water meter for each of the townhome units. See attached schedule.
	d Pay fire service installation deposit.	✓			See attached schedule.
	e Pay fire hydrant installation deposit.	✓			If required by City of Los Angeles Fire Department.
	f Pay plan check fee (Offsite).	✓			Based on the cost estimate from #28 and the attached schedule.
	g Pay inspection fee (Offsite).	✓			Based on the cost estimate from #28 and the attached schedule.
	h Provide labor and material bond.		✓		
	i Provide performance bond.		✓		
4.	Is there existing sewer house connection to property?	✓			
5.	Is there existing water service to the property?	✓			
6.	<b>Provide separate water service for each building or separate ownership.</b>	✓			
7.	<b>Provide separate sewer connection for each building.</b>	✓			Developer may construct new sewer main from street to site and connect each of the townhomes sewer laterals to it.
8.	Underground all utilities to each unit/building.	✓			Underground all lighting and utilities.
9.	Cap off existing sewer connection that will no longer be used.	✓			
10.	Abandon all existing water service and install new copper ones per plan.	✓			
11.	Upgrade existing substandard hydrant to 6-inch wet barrel hydrant (4" X 2.5" outlet).		✓		
12.	Install new hydrant per City standard.	✓			If required by City of Los Angeles Fire Department.
13.	Satisfy City of Los Angeles Fire Dept. fire flow requirements.	✓			Obtain clearance from City of Los Angeles Fire Department.

**PROJECT ADDRESS: 1001 Glenoaks Blvd**

ITEM	REQUIRED?		COMPLIED?	COMMENTS
	YES	NO		
14.	Provide City approved backflow device for the domestic water service and/or landscape irrigation, provide proof that said equipment has been tested by a certified tester.	✓		Provide one backflow device for every water service. Provide additional backflow device for irrigation/landscaping
15.	Remove existing driveway approach that will no longer be used. Replace depressed curb.	✓		Remove existing driveways on Glenoaks Blvd that will no longer lead anywhere and replace with sidewalk and parkway. Paint any red curb in front of property grey.
16.	Construct PCC driveway approach 6-inch thick per City Standard.	✓		Remove existing driveway approach and construct new driveway approach to accommodate two-way ingress and egress of vehicles and comply with ADA per City Standards.
17.	Construct wheel chair ramp per City Standard.		✓	
18.	Remove and replace broken/damaged concrete sidewalk adjacent to property.	✓		Construct new sidewalk and adjust any utility boxes to grade, coordinate with utility companies as needed. Transition sidewalk from neighboring lots unto new sidewalk in front of this location.
19.	Remove and replace broken curb/gutter adjacent to property.	✓		
20.	Plant parkway trees per City Standard and City Master Tree Plan.	✓		Plant <u>2</u> trees on Glenoaks Blvd. Species of trees shall be determined by Public Works department and planted per City Standards.
21.	Construct tree wells per City Standard with tree grates.	✓		In lieu of tree grates, developer may construct landscaped parkway in sidewalk on Glenoaks Blvd. Any landscaped parkway shall be constructed to edge of sidewalk next to curb.
22.	A permit from the Public Works Dept. (Engineering Division) is required for all offsite improvements.	✓		
23.	All on-site pavement shall be minimum of 3-inch AC on 4 inch CAB or 6-inch PCC pavement without soil recommendation.	✓		
24.	Construct trash enclosure, nominal size 5 feet X 9 feet with PCC slab and 6-inch PCC curb with 6-inch PCC apron.	✓		
25.	Verify that clarifier/grease trap intercepts effluent before entry into the sewer lateral.		✓	
26.	Federal NPDES Requirements			
a.	Provide a SWPPP that incorporates construction BMP's in compliance with Federal NPDES.	✓		See attached BMP's suggested for use during construction.
b.	Provide a SUSMP that incorporates design elements and facility BMP's in compliance with Federal NPDES.	✓		
27.	Comply with all applicable existing conditions of approval for the proposed development.	✓		



PROJECT ADDRESS: 1001 Glenoaks Blvd

ITEM	REQUIRED?		COMPLIED?	COMMENTS
	YES	NO		
28.	<p>Additional requirements:</p> <ul style="list-style-type: none"><li>• <b>PLEASE BE ADVISED, <u>GLENOAKS BOULEVARD</u> WILL BE PAVED IN 2019 AND HAS A <u>5 YEAR EXCAVATION MORATORIUM FROM THE DATE THE NOTICE OF COMPLETION FOR THE PROJECT IS FILED AND RECORDED</u>. IF ANY UTILITY CONNECTIONS FOR THIS DEVELOPMENT REQUIRE THE NEWLY PAVED STREET TO BE EXCAVATED WITHIN THE EXCAVATION MORATORIUM, THE DEVELOPER WILL BE RESPONSIBLE FOR PAVING THE STREET A MINIMUM 100 FOOT WIDE FROM THE EDGE OF GUTTER TO OTHER END EDGE OF GUTTER ACROSS THE STREET. THIS WORK MAY ALSO REQUIRE THE RESTRIPING OF ANY MARKINGS AND REPLACEMENT OF MARKERS THAT WERE AFFECTED AS A RESULT OF THIS WORK.</b> The other option would be for the developer to wait for the expiration of the excavation moratorium to do the work in which time the developer will only be required to pave the utility trench.</li><li>• Construct and pave alley located in rear of property approximately 115ft x 30ft. Submit <b>Alley Improvement Plan</b>.</li><li>• If vehicular access gate is retained at rear of property, developer must pave rear alley adjacent to the development.</li><li>• Submit <b>Utility Plan</b> showing all existing public utilities and <b>ground wells</b> and any proposed relocations/realignments. Also show any proposed relocation of sewer laterals, water service, water meter, and fire hydrant and how they line up with development.</li><li>• Submit <b>Off-site Improvement Plan</b> with <b>quantities</b> and <b>cost estimate</b>, include all utilities and improvements in the public right-of-way (sidewalk, driveway, curb and gutter, wheel chair ramps, parkway trees, street improvements, striping, etc). Cost Estimate to be prepared by a California Registered Civil Engineer based on mutually agreed unit prices.</li><li>• Submit <b>ALTA survey</b> and incorporate as part of the project drawings. Perform full property survey. Include any vacation and dedication description.</li><li>• Submit <b>Grading and Drainage Plan</b> for on-site as well as elevations along the adjacent lots. Show how development will drain to Glenoaks Blvd, rear alley, and neighboring properties and how the differential flow will be mitigated.</li><li>• Submit <b>Soils Report</b> for on-site.</li><li>• Submit <b>Hydrology Study</b> and show how area will drain down to Glenoaks Blvd, rear alley, and neighboring properites. Provide on site drainage.</li><li>• Submit <b>Water and Sewer Study</b> to ensure current systems met proposed developments future demands. Proposed solution to any water and sewer capacity issues must be reviewed by the Public Works Director or his or her designee and must also be consistent with any applicable mitigation measure as noted in the project's mitigation monitoring plan.</li><li>• <b>Need Industrial Waste Clearance</b>. Comply with applicable federal NPDES requirements.</li><li>• Satisfy NPDES.</li></ul>			

  
PUBLIC WORKS DEPARTMENT

2/27/19  
DATE