



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

**APPROVED MINUTES OF THE
AUGUST 20, 2019 MEETING
CITY HALL COUNCIL CHAMBER**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. AUDIO OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING AT: <http://ci.san-fernando.ca.us/commissions-boards/#1477946968325-c2faf7a0-5a49>

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chairperson Alvin Durham

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Alvin Durham, Vice-Chair Yvonne Mejia, Commissioners Ivan Gonzalez, Aida Montes and Hector Pacheco

ALSO PRESENT

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

APPROVAL OF AGENDA

Commissioner A. Montes moved to approve the agenda of August 20, 2019 meeting. Seconded by Vice-Chair Y. Mejia, the motion carried with the following vote:

AYES:	A. Montes, Y. Mejia, A. Durham, I. Gonzalez, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

CONSENT CALENDAR

Vice-chair Y. Mejia moved to approve the minutes of the April 3, 2019, Planning and Preservation Commission Meeting. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

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AYES:	Y. Mejia, I. Gonzalez, A. Durham, A. Montes, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

UNFINISHED BUSINESS

None

T. Hou requested that the Planning and Preservation Commission consider Item No. 2 of the agenda.

Discussion on Planning and Preservation Commission meeting dates and time.

He explained that the item was discussed informally at the previous meeting. He explained that the purpose for the change would be to meet between City Council meetings and that by doing so the council would be able to exercise the ability to appeal a Planning Commission's decision.

Vice-Chair Y. Mejia stated that she was open to changing the meeting date to the second Mondays of the month.

Subsequent to discussion, Vice-Chair Y. Mejia directed staff to prepare a Resolution and bring back to the Planning and Preservation Commission for their consideration at the next regular meeting date. Seconded by Commissioner I. Gonzalez, the recommendation was approved unanimously.

PUBLIC HEARING

Conditional Use Permit 2018-003 (CUP 2018-003) and Site Plan Review 2018-025 (SPR 2018-025) – 1426 San Fernando Road, San Fernando, CA 91340 – The proposed “Project” consists of a request for approval of a Conditional Use Permit to allow for the development of a four unit residential apartment complex within the Mixed-Use Corridor District of the San Fernando Corridor Specific Plan Zone (SP-5).

STAFF PRESENTATION

J. Marquez gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2018-003 and Site Plan Review 2018-025, Pursuant to Planning and Preservation Commission Resolution No. 2019-008 and the Conditions of Approval attached there in as Exhibit “A” in order to entitle a four unit residential apartment complex within the Mixed-Use Corridor District of SP-5.

PUBLIC COMMENT

None

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COMMISSION DISCUSSION

Chairperson A. Durham expressed some concerns with Units 3 and 4 the close proximity of the garage, he requested that the applicant consider a mirror or signage of sorts to warn the driver when entering or backing out of the garages.

Vice-Chair y. Mejia expressed the same concern and asked if staff can include a condition of approval requiring the applicant to provide a warning mechanism to be approved by the Community Development Department regarding the egress and ingress of garages 3 and 4. Additionally, she applauded the applicant for his project proposal which is keeping with the goals of the City to provide market rate units. She did request that staff consider requiring guest parking on multi-family residential units in the future.

Chairperson A. Durham thanked the applicant for providing a complete and thorough project proposal.

At the conclusion of discussion, Vice-chair Y. Mejia moved to approved Conditional Use Permit 2018-003 and Site Plan Review 2018-025 including the friendly amendment to the conditions of approval adding the condition that the applicant provides a waring mechanism for the safe ingress and egress for garages 3 and 4 subject to approval by the Community Development Department. Seconded by Commissioner A. Montes, the motion carried with the following vote:

AYES:	Y. Mejia, A. Montes, A. Durham, I. Gonzalez, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

STAFF COMMUNICATIONS

T. Hou introduced Planning Intern Tamara Santoyo and provided the Commission with an example of the gavel that will be ordered in honor of Theale “Stormy Haupt.

M. De Santiago informed the Planning and Preservation Commission:

- Acceptable methods of informing staff when a Commission member was going to be absent at a meeting; and
- Direct Deposit is now available for their stipend and handed out the request form; and
- New AB1661 Sexual Harassment Prevention Training required by all Commission members.

COMMISSION COMMENTS

None

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PUBLIC STATEMENTS

None

ADJOURNMENT

Commissioner A. Montes moved to adjourn to September 4, 2019 meeting date. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES:	A. Montes, I. Gonzalez, A. Durham, Y. Mejia, and H. Pacheco
NOES:	None
ABSENT:	None
ABSTAIN:	None

7:09 P.M.

Planning Commission Secretary