



THE CITY OF SAN FERNANDO

PLANNING AND PRESERVATION COMMISSION

REGULAR MEETING NOTICE AND AGENDA

DECEMBER 9, 2019 – 6:30 P.M.

COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

CALL TO ORDER

OATH OF OFFICE

Marvin R. Perez

ROLL CALL

Chair Alvin Durham, Jr.
Commissioner Ivan Gonzalez
Commissioner Aida Montes
Commissioner Hector Pacheco
Commissioner Marvin R. Perez

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

December 9, 2019

PUBLIC STATEMENTS – WRITTEN/ORAL

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

CONSENT CALENDAR

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

- 1) **Approval of the Planning and Preservation Commission minutes of the September 4, 2019 meeting.**

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –December 9, 2019

CONTINUED BUSINESS

None

NEW BUSINESS

- 1) **SUBJECT:** General Plan Amendment 2018-001 (GPA 2018-001), Zone Change 2018-001 (ZC 2018-001), Variance 2018-001 (VAR 2018-001), and Site Plan Review 2018-018 (SPR 2018-018).
- LOCATION:** 649-655 Fourth Street, San Fernando, CA 91340
- PROPOSAL:** The proposed "Project" is a request for review and approval of a General Plan Amendment and Zone Change to change the current zone of R-1 (Single Family Residential) zone to M-1 (Limited Industrial) zone, setback Variance and Site Plan Review for the development of a 12,300 square foot industrial building which would include approximately 524 square feet of office are within the M-1 Limited Industrial zone and adopt a Mitigated Negative Declaration. The project site is approximately a 30,055 square foot lot located on the northwestern corner of Jessie and Fourth Street.
- APPLICANT:** Victor Peña, 610 Ilex Street, San Fernando, CA 91340
- RECOMMENDATION:** It is recommended that the 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 January 13, 2020 to allow staff the additional time to publish the required Notice of Intent to Adopt a Mitigated Negative Declaration for the project.

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

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –December 9, 2019

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.

2) SUBJECT: Workshop – “APA Learn” Planning Commissioner Training Series

STAFF COMMUNICATIONS

None

COMMISSIONER COMMENTS

ADJOURNMENT

January 13, 2020

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
December 6, 2019 at 3:00 p.m.*

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). 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. 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.



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

**DRAFT MINUTES OF THE
SEPTEMBER 4, 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 by Chairperson Alvin Durham at 6:34 p.m.

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Alvin Durham, Vice-chair Y. Mejia, and Commissioners Hector Pacheco

ABSENT:

Commissioners Ivan Gonzalez and Aida Montes

ALSO PRESENT

Community Development Director Tim Hou, City Attorney Martin de los Angeles, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Vice-chair Y. Mejia moved to approve the agenda of the September 4, 2019 meeting. Seconded by Commissioner Pacheco, the motion carried with the following vote:

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

CONSENT CALENDAR

Vice-chair Y. Mejia moved to approve the minutes of the August 20, 2019, Planning and Preservation Commission Meeting. Seconded by Chairperson A. Durham, the motion carried with the following vote:

AYES:	Y. Mejia, A. Durham, and H. Pacheco
NOES:	None

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –September 4, 2019

Page 2 of 3

ABSENT: I. Gonzalez and A. Montes

ABSTAIN: None

UNFINISHED BUSINESS

None

PUBLIC HEARING

Consideration to change the Planning and Preservation Commission regular monthly meeting date from the first Tuesday of every month to the second Monday of every month at 6:30 p.m..

STAFF PRESENTATION

Community Development Director Tim Hou gave the staff presentation recommending the Planning and Preservation Commission approved Resolution No. 2019-009 to amend the date and time of its regular monthly meetings.

PUBLIC COMMENT

None

COMMISSION DISCUSSION

A. Durham stated that this action should have been considered some time ago to avoid the potential for the overlap of the 10 day appeal period.

Vice-chair Y. Mejia moved to approve Planning and Preservation Commission Resolution No. 2019-009 to amend the date and time of the Commission's regular monthly meetings. Seconded by Commissioner H. Pacheco, the motion carried with the following vote:

AYES: Y. Mejia, H. Pacheco, and A. Durham

NOES: None

ABSENT: I. Gonzalez and A. Montes

ABSTAIN: None

STAFF COMMUNICATION

- Tim presented the honorary gavel in memoriam of Theale "Stormy" Haupt only to be used by the Planning and Preservation Commission.
- He informed the commission that October is National Community Planning Month and this year we will showcase what our department does and how it impacts and benefits the community.
- Staff is working to schedule a Community Workshop to highlight the downtown vision and development opportunity of parking lot No. 3

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –September 4, 2019

Page 3 of 3

COMMISSION DISCUSSION

Y. Mejia asked that when looking at different options of development that the City should also look at revenue streams to identify not only what the community would like to see but what would benefit the city as far as maximum revenue generating options.

ADJOURNMENT

Commissioner Pacheco moved to adjourn to next regularly scheduled meeting of October 14, 2019. Second by Chairperson A. Durham, the motion carried with the following vote:

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

6:50 P.M.

Planning and Preservation Commission Secretary
Timothy Hou



MEETING DATE: December 9, 2019

COMMISSION CONSIDERATION:

1. CHAIRPERSON TO INTRODUCE THE ITEMS AND REQUEST STAFF REPORT
2. STAFF PRESENTS REPORT
3. OPEN THE PUBLIC HEARING
4. RECOMMENDED ACTION:

a. To Continue:

"I move to continue consideration of General Plan Amendment 2018-001, Zone Change 2018-001, Variance 2018-001 and Site Plan Review 2018-018 to the next regularly scheduled meeting of the Planning and Preservation Commission of January 13, 2020..." (Roll Call Vote)

Moved:_____

Seconded:_____

Roll Call:_____

NEW BUSINESS ITEM 1:

General Plan Amendment 2018-001 (GPA 2018-001), Zone Change 2018-001 (ZC 2018-001), Variance 2018-001 (VAR 2018-001), and Site Plan Review 2018-018 (SPR 2018-018)



AGENDA REPORT

To: Planning and Preservation Commission Chairperson Durham and Commissioners

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

Date: December 9, 2019

Subject: **General Plan Amendment 2018-001 (GPA 2018-001), Zone Change 2018-001 (ZC 2018-001), Variance 2018-001 (VAR 2018-001), and Site Plan Review 2018-018 (SPR 2018-018)**
649-655 Fourth Street, San Fernando, CA
(Los Angeles County Assessor Identification No: 2519-021-014 & 2519-021-015)

Proposal: The proposed "Project" is a request for review and approval of a General Plan Amendment and Zone Change to change the current zone of R-1 (Single Family Residential) zone to M-1 (Limited Industrial) zone, Setback Variance and Site Plan Review for the development of a 12,300 square foot industrial building which would include approximately 524 square feet of office area within the M-1 Limited Industrial Zone and adopt a Mitigated Negative Declaration. The project site is approximately a 30,055 square foot lot located on the northwestern corner of Jessie and Fourth 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: Victor Peña
610 Ilex Street
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 January 13, 2020 to allow staff the additional time to publish the required Notice of Intent to Adopt a Mitigated Negative Declaration for the project.