



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

**APPROVED MINUTES OF THE
MARCH 9, 2020 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 at 6:31 p.m. by Alvin Durham

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Alvin Durham, Vice-chair Hector Pacheco, and Commissioner Ivan Gonzalez

ABSENT:

Commissioners Aida Montes and Marvin Perez

ALSO PRESENT

Community Development Director Timothy Hou, City Attorney Joaquin Vazquez, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Commissioner I. Gonzalez moved to approve the agenda of March 9, 2020, meeting. Seconded by Vice-chair H. Pacheco, the motion carried with the following vote:

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

CONSENT CALENDAR

Commissioner I. Gonzalez moved to approve the minutes of the January 12, 2020, Planning and Preservation Commission Meeting. Seconded by Vice-chair H. Pacheco, the motion carried with the following vote:

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

UNFINISHED BUSINESS

None

NEW BUSINESS:

1) Planning and Preservation Commission - Bylaws and Rules of Procedure

STAFF PRESENTATION

T. Hou read through the existing Bylaws and recommended that the Planning and Preservation Commission direct Staff to make any changes and or omissions and bring back for consideration at a future meeting.

PUBLIC COMMENT

None

COMMISSION DISCUSSION

Dialogue amongst the Commission to modify the section regarding Rules of Order, default time limit for testimony may be shortened or extended, recusal from Public Hearing, and future review and amendment of procedures.

Subsequent to discussion, Vice-chair Pacheco moved to approve the recommended changes and Seconded by Commissioner Gonzalez, the motion carried with the following vote:

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

2) APA Learn – Planning Commission Training Series

STAFF PRESENTATION

T. Hou recommended continuing this item to the next regularly scheduled meeting in April since there were two Commission members absent.

STAFF COMMUNICATIONS

T. Hou informed the Commission of the newest businesses in the city which included U Crave Café, Buenazo, and Hanzo. Additionally he provided a recap of the ground breaking ceremony at the Monster Flavor Company at 510 Park Avenue and the Request for Qualifications for City Parking Lot No. 3.

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M. Desantiago reminded the Commission of their Statement of Interest 700 Form that are due in April.

COMMISSION COMMENTS

None

PUBLIC STATEMENTS

None

ADJOURNMENT

Vice-Chair H. Pacheco moved to adjourn to **April 13, 2020**. Second by Commissioner I. Gonzalez, the motion carried with the following vote:

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

7:20 P.M.

Planning and Preservation Commission Secretary