



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

**APPROVED MINUTES OF THE  
JUNE 14, 2021 MEETING  
CITY HALL VIA ZOOM**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. VIDEO AND AUDIO OF THE ACTUAL MEETING ARE AVAILABLE AT: <http://ci.san-fernando.ca.us/commissions-boards/#planning-preservation>**

**CALL TO ORDER**

Chair Joel Fajardo called the meeting to order 6:31 p.m.

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:**

Chairperson Joel Fajardo, Commissioners David Bernal, H. Pacheco, and Yvonne Peña

**ABSENT**

Vice-chair Marvin Perez

**ALSO PRESENT**

City Manager Nick Kimball, City Attorneys Richard Padilla and Blanca Pacheco, Associate Planner Gerardo Marquez, and Community Development Technician Michelle De Santiago

**PLEDGE OF ALLEGIANCE**

Led by Commissioner Peña

**APPROVAL OF AGENDA**

Chairperson Fajardo moved to approve the agenda of June 14, 2021 meeting. Seconded by Commissioner Bernal. The motion carried with the following vote:

AYES:	J. Fajardo, D. Bernal, H. Pacheco, and Y. Peña
NOES:	None
ABSENT:	M. Perez
ABSTAIN:	None

**CONSENT CALENDAR**

No Items

**UNFINISHED BUSINESS**

None

## PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –June 14, 2021

Page 2 of 3

### ADMINISTRATIVE REPORTS

#### 1. PRESENTATION AND UPDATE REGARDING THE CITYWIDE PARKING MANAGEMENT PLAN.

Brian Marchetti from KOA provided the Commission with an update on the project timeline and the information and input that has been received to date.

The Commission questioned the timing of the study because it was conducted during the Safer At Home Orders, and there is a lot more residents at home. Therefore, the parking count in downtown area may not be accurate, but the study may provide an accurate assessment of the demand in the residential areas.

Commented [KK1]: Is this what they were saying?

Brian Marchetti stated that the parking demands would increase in the residential areas considering the constant construction of second units, which can present a challenge since these types of projects do not require on-site parking.

The Commission asked if the consideration for parking permits districts in the residential zone have been considered and how long it would take to implement.

Brian Marchetti stated that such things as overnight parking restrictions or permitted parking is challenging and how much to charge depends on the cost to enforce. He stated that the implementation on a parking district can take a minimum of 6 months.

Mr. Kimball stated that the study during Covid was not the ideal environment but it is a baseline and through this study parking projections are collected which ultimately will provide for identification of future parking needs.

#### 2. PRESENTATION REGARDING THE ROLE OF THE PLANNING AND PRESERVATION COMMISSION AS THE CITY'S TREE COMMISSION AND PROVIDE RELATED UPDATES.

Matt Baumgardner, Director of Public Works provided the staff report to the Commission explaining that the transfer of the responsibilities of the Tree Commission were never transferred to the Planning and Preservation Commission through a City Council action to update the City of San Fernando Municipal Code. He provided the Commission with a list of recent projects and informed the Commission that they would be kept informed to tree related data and provide regular updates on an on-going basis.

Commented [KK2]: Please clarify this section.

#### 3. DISCUSSION REGARDING THE PLANNING AND PRESERVATION COMMISSION'S 2021-2022 GOALS AND OBJECTIVES

Mr. Kimball stated that the core purpose of the Planning and Preservation Commission is to review private property and entitlements on private property that may have some components that include public property that are specific to the proposed project.

## PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –June 14, 2021

Page 3 of 3

Mr. Padilla indicated that he does not want to discourage involvement, but the main goal is to execute laws implemented by the City Council on a case-by-case basis.

The Commission defined their role as a body that imposes rules and requirements on projects that are brought before them, but did state that it is ultimately the decision of the City Council to decide what the role this body should have. It was expressed that they would like more engagement with the Chamber of Commerce to create a Best Practice Road Map for the downtown area.

Mr. Kimball stated that the City is willing to work with any group that has the best interest in making the City of San Fernando better.

Subsequent to discussion it was recommended that the discussion on the item be further discussed when all member of the Commission are present.

### STAFF COMMUNICATION

Mr. Marquez informed the Commission of the possibility of having two entitlements for consideration at the next regular scheduled meeting.

Mr. Kimball stated that the 2021-2022 proposed budget will be reviewed at the June 21, 2021 City Council Meeting and that they are considering an Economic Development Manager.

Ms. De Santiago reminded the Commission to initiate and check their email, W-9 forms and Direct Deposit options.

Mr. Padilla introduced Ms. Pacheco and indicate that she may attend Commission meetings from time to time.

### COMMISSION DISCUSSION

Chairperson Fajardo thanked staff, he stated that overall it was a good meeting.

**Commented [KK3]:** Any comments from other Commissioners?  
If not, please state so.

### ADJOURNMENT

Chairperson Fajardo moved to adjourn to July 12, 2021 meeting date. Seconded by Commissioner Peña. The motion carried with the following vote:

AYES:	J. Fajardo, Y. Peña, D. Bernal, and H. Pacheco
NOES:	None
ABSENT:	M. Perez
ABSTAIN:	None

8:33 P.M.

Planning Commission Secretary