



CHAIR DAVID BERNAL
COMMISSIONER VACANT
COMMISSIONER FRANCISCO SOLORIO
COMMISSIONER CECILIA MARTINEZ
COMMISSIONER SYLVIA BALLIN

CITY OF SAN FERNANDO

PLANNING & PRESERVATION COMMISSION REGULAR MEETING AGENDA SUMMARY MONDAY, NOVEMBER 13, 2023 – 6:30 PM

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CALIFORNIA 91340

PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING:

Live stream with audio and video, via YouTube Live, at:

<https://www.youtube.com/c/CityOfSanFernando>

Note: Comments submitted via YouTube will not be read into the record.

SUBMIT PUBLIC COMMENT IN PERSON:

Members of the public may provide comments in person in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Members of the public may submit comments by email to communitydevelopment@sfcity.org no later than **5:00 p.m. the day of the meeting**, to ensure distribution to the Planning and Preservation Commission prior to consideration of the agenda. Comments received via email will be distributed to the Planning and Preservation Commission, read into the record, limited to three minutes, and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:

Members of the Public may **call-in between 6:30 p.m. and 6:45 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Chair.

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Call-in Telephone Number: (669) 900-6833

Meeting ID: 896 2370 9376

Passcode: 194996

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes.

CALL TO ORDER/ROLL CALL

TELECONFERENCE REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City’s legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by Commissioner Solorio

APPROVAL OF AGENDA

Recommend that the Planning and Preservation Commission approve the agenda as presented.

DECORUM AND ORDER

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Member of the public attending City Commission meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing a City Commission or while attending a City Commission meeting, may be removed from the room if the Presiding Officer so directs the Sergeant-At-Arms and such person may be barred from further audience before the City Commission.

PUBLIC STATEMENTS

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Members of the public may provide a **live public comment by calling in between 6:30 p.m. and 6:45 p.m. CALL- IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 896 2370 9376; Passcode: 194996**

CONSENT CALENDAR

None

PUBLIC HEARING

- 1) **PROJECT NO. CUP 2022-001 – CONDITIONAL USE PERMIT AND A LETTER OF PUBLIC CONVENIENCE OR NECESSITY FOR A TYPE 40 ABC LICENSE TO PERMIT THE SALE OF BEER FOR ON-SITE CONSUMPTION DURING SPECIAL EVENTS IN CONJUNCTION WITH AN ANCILLARY NIGHTCLUB USE TO AN OPERATING RECORD STORE (MIDNIGHT HOUR RECORDS) LOCATED AT 1103 SAN FERNANDO ROAD.**

Recommend that the Planning and Preservation Commission:

- a. Conduct a Public Hearing;
- b. After testimony, adopt Planning and Preservation Commission Resolution No. ____ approving Conditional Use Permit No. 2022-001 for a Type 40 ABC license to permit the sale of beer for on-site consumption during special events in conjunction with an ancillary nightclub use to an operating record store (Midnight Hour Records) located at 1103 San Fernando Road.

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ADMINISTRATIVE REPORTS

2) REORGANIZATION OF THE PLANNING AND PRESERVATION COMMISSION – SELECTION OF VICE CHAIR

Recommend that the Planning and Preservation Commission appoint a Vice Chair to preside over the Commission meetings through the 2023 calendar year.

3) PRESENTATION AND DISCUSSION REGARDING CITY COUNCIL APPROVED DRAFT ESTABLISHING “GUIDELINES FOR BOARDS, COMMISSIONS AND COMMITTEES” HANDBOOK

Recommend that the Planning and Preservation Commission:

- a. Receive the presentation on the Guidelines for Boards, Commissions and Committees Handbook; and
- b. Provide recommendation, as appropriate.

4) CONFORMANCE REPORT REGARDING MODIFICATIONS TO THE PREVIOUSLY APPROVED PROJECTS SPR2015-019 AT 1001 GLENOAKS BLVD.

Recommend that the Planning and Preservation Commission:

- a. Staff recommends that the Planning and Preservation Commission receive and file conformance review of modifications to the previously approved project SPR2015-019, the development of a six-unit condominium project at 1001 Glenoaks Blvd.

STAFF COMMUNICATION

GENERAL COMMISSION COMMENTS

ADJOURNMENT The meeting will adjourn to its next regular meeting.

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AFFIDAVIT OF POSTING

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.

Dated: _____ at: _____

Signed By: _____

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 Office at (818) 898-1227 at least 48 hours prior to the meeting.
