



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

**AUGUST 12, 2024 – 5:30 P.M.**

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

**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/ROLL CALL**

Chairperson Rivas called to order at 5:33 p.m.

**PRESENT:**

Commission: Chairperson Sean M. Rivas, Vice-chair Cecilia Martinez, Commissioners Francisco Solorio and Sylvia Ballin

Staff: Community Development Director Erika Ramirez, Public Works Director Wendell Johnson, Assistant City Attorney Lloyd Pilchen (via Zoom), Public Works Operations Manager Rodrigo Mora, Associate Planner Marina Khrustaleva, and Administrative Assistant Yesenia Becerra

**PLEDGE OF ALLEGIANCE**

Led by Chairperson Rivas

**APPROVAL OF AGENDA**

Motion by Commissioner Ballin, seconded by Vice-chair Cecilia Martinez to approve the agenda. The motion carried unanimously.

**DECORUM AND ORDER**

Assistant City Attorney Pilchen read the Decorum and Order.

**PUBLIC STATEMENTS**

None.

**CONSENT CALENDAR**

No items.

**ADMINISTRATIVE REPORTS**

# **PLANNING AND PRESERVATION COMMISSION**

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## **1) DISCUSSION REGARDING AMENDMENTS TO THE CITY OF SAN FERNANDO MUNICIPAL CODE RELATED TO LANDSCAPE STANDARDS**

Community Development Director Erika Ramirez introduced the staff report and Jerry Hittleman, Senior Supervising Planner from Rincon.

Jerry Hittleman from Rincon provided a PowerPoint presentation describing the current situation with landscaping on private properties in San Fernando, explaining the need for a new Ordinance imposing Landscape Standards, and asking a number of questions allowing the Commissioners to consider options for potential regulations.

Commissioners provided their feedback and requested staff to provide additional information at the next meeting.

## **2) DISCUSSION REGARDING THE ROLE OF THE PLANNING AND PRESERVATION COMMISSION AS THE CITY'S TREE COMMISSION**

Public Works Director Wendell Johnson presented staff report on the responsibilities of the Tree Commission and responded to Councilmember questions.

## **3) RECEIVE AND FILE AN UPDATE REGARDING CITYWIDE GENERAL TREE MAINTENANCE AND ACTIVITIES**

Public Works Operations Manager Rodrigo Mora presented staff report regarding Citywide general tree maintenance and activities and responded to Councilmember questions.

## **PUBLIC COMMENT**

None

## **STAFF COMMUNICATIONS**

Community Development Director Erika Ramirez informed the Commission that they received a hard copy of City's Annual Report and advised that there is a new streamlined Solar Permitting process available on the City's website. Ms. Ramirez also provided information about \$1.1M grant from SCAG to update the Zoning Code, the Historic Survey, and identify housing opportunity sites.

## **COMMISSION COMMENTS**

Commissioner Ballin thanked Julio Rodriguez for providing a public comment in writing.

## **ADJOURNMENT (7:23 p.m.)**

Chairperson Rivas adjourned the meeting to the next regular meeting.

Planning Commission Secretary