



CHAIR FRANCISCO SOLORIO
VICE CHAIR MARIO LUA
COMMISSIONER FERNANDO DIAZ
COMMISSIONER CECILIA MARTINEZ
COMMISSIONER FLOR SANCHEZ

CITY OF SAN FERNANDO

PLANNING & PRESERVATION COMMISSION MEETING AGENDA SUMMARY FEBRUARY 10, 2025 – 5:30 PM

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

PUBLIC PARTICIPATION OPTIONS

Please visit the City's YouTube channel to live stream and watch previously recorded Planning and Preservation Commission meetings, which is also available with Spanish subtitles at: <https://www.youtube.com/c/CityOfSanFernando>

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 in-person translation services, or other services please call the Community Development Department at (818) 898-1227 or email at communitydevelopment@sfcity.org at least 2 business days prior to the meeting.

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 **12:00 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 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 5:30 p.m. and 5:45 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. Note: This is audio only and no video.

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.

PLANNING AND PRESERVATION COMMISSION

Meeting Notice and Agenda –February 10, 2025

Page 2 of 4

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

Recommended the Chair request a Commissioner to lead the Pledge.

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

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.

Members of the public may submit comments by email to communitydevelopment@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the Planning and Preservation Commission and made part of the official public record of the meeting.

Members of the public may provide a **live public comment by calling in between 5:30 p.m. and 5:45 p.m. CALL- IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 896 2370 9376; Passcode: 194996**

PLANNING AND PRESERVATION COMMISSION

Meeting Notice and Agenda –February 10, 2025

Page 3 of 4

PUBLIC HEARING

1. SITE PLAN REVIEW (SPR2024-026) FOR THE INSTALLATION OF A DIGITAL SIGN ON THE EXTERIOR WALL OF AN EXISTING 6,300 SQUARE FOOT, ONE-STORY, COMMERCIAL STRUCTURE OF AN EXISTING PROPERTY LOCATED AT 12940 FOOTHILL BOULEVARD WITHIN THE COMMERCIAL/PRECISE DEVELOPMENT OVERLAY ZONE (C-2/PD) PRECISE

It is recommended that the Planning and Preservation Commission:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Planning and Preservation Commission Resolution No. 2025-002 approving Site Plan Review No. 2024-026 to install a new 12.45 square foot exterior digital sign at 12940 Foothill Boulevard within the Commercial Zone District with a Precise Development Overlay (C-2/PD).

2. CONDITIONAL USE PERMIT (CUP2023-004) TO ALLOW EXPANSION OF THE SAN FERNANDO RECOVERY CENTER TO A LARGE COMMUNITY CARE FACILITY AND SITE PLAN REVIEW 2023-040 FOR THE CONSTRUCTION OF A NEW 3-STORY 9,733 SQUARE FOOT ADDITION TO THE REAR OF AN EXISTING 2-STORY SINGLE FAMILY HOME AT 732-734 AND 762 GRISWOLD AVENUE IN THE SINGLE FAMILY ZONE (R-1) .

It is recommended that the Planning and Preservation Commission:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Planning and Preservation Commission Resolution No. 2025-003 approving Conditional Use Permit CUP2023-004 and Site Plan Review SPR2025-040 and the Conditions of Approval attached therein as Exhibit “A” allowing the San Fernando Recovery Center to operate as a Large Community Care Facility with up to 80 beds and to construct a 3-story 9,733 sq. ft. addition attached to the rear of the existing 2-story house and associated site improvements at 732-734 and 762 Griswold Avenue.

PLANNING AND PRESERVATION COMMISSION

Meeting Notice and Agenda –February 10, 2025

Page 4 of 4

ADMINISTRATIVE REPORTS

3. PRESENTATION OF ROLE AND RESPONSIBILITY OF A PLANNING AND PRESERVATION COMMISSIONER

It is recommend that the Planning and Preservation Commission:

- a. Receive and file a presentation from the City Attorney’s Office regarding the role and responsibility of a Planning and Preservation Commissioner.

STAFF COMMUNICATION

COMMISSIONER UPDATES/REQUESTS TO AGENDIZE ITEM FOR DISCUSSION AT A FUTURE MEETING

Commissioner(s) may request to agendize an item for discussion at a future meeting, subject to approval by the Commission. Requests should align with the commission's scope of responsibility, adhere to City Council policies, and consider the availability of staff resources and budget constraints.

ADJOURNMENT The meeting will adjourn to its next regular meeting.

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 or communitydevelopment@sfcity.org at least 48 hours prior to the meeting.
