



**CITY OF SAN FERNANDO
PLANNING COMMISSION**

**MINUTES OF NOVEMBER 1, 2011, MEETING - 7:00 P.M.
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 IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

CALL TO ORDER

The meeting was called to order by Chairperson Julie Cuellar at 7:04 P.M.

PLEDGE OF ALLEGIANCE

Led by Commissioner Robert Montañez

ROLL CALL

The following persons were recorded as present:

PRESENT: Chairperson Julie Cuellar, Vice-chair Mario Rodriguez, Commissioners Alvin F. Durham, Robert Montañez, and Jose Ruelas
ABSENT: None
ALSO PRESENT: City Planner Fred Ramirez, Assistant Planner Edgar Arroyo, and Community Development Secretary Michelle De Santiago

PUBLIC STATEMENTS

Ester Schiller – 10722 White Oak Avenue #5, Granada Hills, CA – Ms. Schiller asked the Planning and Preservation Commission to consider an ordinance for “Smoke-Free Choice in Apartments”. She gave a brief presentation on the issue.

APPROVAL OF AGENDA

Commissioner R. Montañez moved to approve the agenda of November 1, 2011. Seconded by Vice-chair M. Rodriguez, motion carried with the following vote:

AYES: R. Montañez, M. Rodriguez, J. Cuellar, A. Durham, and J. Ruelas
NOES: None
ABSENT: None
ABSTAIN: None

CONSENT CALENDAR

Commissioner A. Durham moved to approve the minutes of October 4, 2011 meeting. Seconded by Commissioner J. Ruelas, the motion carried with the following vote:

AYES: A. Durham, J. Ruelas, J. Cuellar, R. Montañez, and M. Rodriguez
NOES: None
ABSENT: None
ABSTAIN: None

UNFINISHED BUSINESS

None

PUBLIC HEARING 7A

Site Plan Review 2011-15 and Variance 2011-06 (Formerly Site Plan Review 2001-02 and Variance 2011-02) – 2010 Glenoaks Blvd., San Fernando, CA – Frigger Associates, Ltd., P.O. box 260128, Encino, CA – The proposed project is to construct an approximate 2,799 square foot addition to an existing commercial building. The project includes other improvements to the existing buildings and landscaping in the commercial center, and the total amount of available parking spaces will be increased. The applicant is also requesting the approval of a variance to allow for shared parking among businesses on different lots within the commercial center. The project site covers an area of approximately 117,000 square feet located along Glenoaks Boulevard, between Hubbard Street and Lazard Street within the C-2 (Commercial) zone.

STAFF PRESENTATION

Assistant Planner Edgar Arroyo gave the staff presentation recommending that the Planning and Preservation Commission approve Variance 2011-06 and Site Plan Review 2011-15 pursuant to Planning and Preservation Commission Resolution 2011-09 and conditions of approval attached as Exhibit “A” to the resolution (Attachment 1).

F. Ramirez explained the reason why the case was coming back to the Planning and Preservation Commission.

PUBLIC TESTIMONY

None

COMMISSION DISCUSSION

J. Ruelas asked if the proposed shared parking agreement was between the Food 4 Less and the new development.

E. Arroyo indicated that the agreement would be between all of the property owners of the subject sites at 2010 and 2040 Glenoaks Boulevard. He noted that the agreement would be a recorded document identifying the shared parking and that at no time could access to the existing parking be obstructed by erecting a wall or structure.

R. Montañez asked if that was part of the conditions of approval.

E. Arroyo pointed out the this requirements was noted in condition No. 9 of the project’s conditions of approval.

R. Montañez asked if the City of Los Angeles was in agreement with the shared parking requirement and how the agreement would be impacted if the parcels are sold off to different owners.

E. Arroyo indicated that the parcels could be sold to different entities. However, he also noted that the agreement is in place to ensure that there is always the minimum amount of parking needed for the current uses. If at any point a parcel and its respective parking is removed from being accessible to others within the current parking agreement, then the project site seeking the variance at 2010 Glenoaks Boulevard would be in violation the conditions of project approval.

F. Ramirez explained that the covenant is on the property and if that covenant can no longer be met by some other development, the owner on record would have to address the shortfall of the parking in order to comply with the project's conditions of approval.

J. Cuellar stated that the parking areas throughout the shopping center seem to be in need of maintenance. She asked if there needed to be language in the conditions of approval to address existing maintenance issues.

F. Ramirez indicated that the proposed project identifies 2010 Glenoaks Boulevard as the site for the majority of the physical improvements however, he noted that there are some additional physical improvements that are required to the parking facilities at 2040 Glenoaks Boulevard that must be undertaken in order to implement the shared parking agreement.

R. Montañez asked if the project will meet the landscape requirements for 2040 Glenoaks Boulevard.

F. Ramirez indicated that there is no new development being proposed for construction at 2040 Glenoaks Boulevard beyond the required re-striping to identify parking spaces as part of the shared parking agreement and therefore, no additional landscaping is required.

Subsequent to discussion Vice-chair M. Rodriguez moved to approved Variance 2011-06 and Site Plan Review 2011-15 pursuant to Planning and Preservation Commission Resolution 2011-09 and the conditions of approval attached as Exhibit "A" to the resolution. Seconded by Commissioner J. Ruelas, the motion carried with the following vote:

AYES:	M. Rodriguez, J. Ruelas, J. Cuellar, A. Durham, and R. Montañez
NOES:	None
ABSENT:	None
ABSTAIN:	None

STAFF COMMUNICATIONS

F. Ramirez indicated that staff is currently working with the different council standing committees to consider a proposal by non-profit public advocacy groups for one or more ordinances ban smoking in apartment complexes, restaurants, and other public spaces. He also informed the commission about other ordinances that will be presented to the commission in the coming months. He indicated that he did talk to the Building and Safety Supervisor regarding potential building code violations associated with the carports at the apartment building at 650 Glenoaks Boulevard. He explained that city building and safety and code enforcement personnel are in communication with the property owner and their management company in order to address any potential building code and property maintenance issues at the subject site. He also informed the commission that any unresolved code issues that are not addressed after the required notification of the property owner may be referred to the City Prosecutor.

M. De Santiago informed the commission regarding the centennial pins provided to each commissioner as well as extending an invitation to the commissioners to take part in a trolley bus tour on Thursday, November 3, 2011 in order to showcase of the proposed new trolley route.

COMMISSION COMMENTS

J. Cuellar asked if staff could provide the commission with any subsequent updates of code enforcement actions that take place with regards to the multi-family building at 650 Glenoaks Boulevard and the vacant single family home at 857 N. Brand Boulevard.

PUBLIC STATEMENTS

None

ADJOURNMENT

Commissioner R. Montañez moved to adjourn to the next regularly scheduled meeting of Tuesday, December 6, 2011. Second by Commissioner A. Durham, the motion carried with the following vote:

AYES:	R. Montañez, A. Durham, J. Cuellar, M. Rodriguez, and J. Ruelas
NOES:	None
ABSENT:	None
ABSTAIN:	None

7:43 P.M.

Fred Ramirez, Planning Commission Secretary