

SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL
LAND-USE COMMITTEE MEETING MINUTES
Held at the Apperson Elementary School Auditorium
December 2, 2019

1. **Call to Order** and Introductions: The meeting was called to order at 7:15pm Present were Pati Potter; Vartan Keshish; Cindy Cleghorn; Betty Markowitz; Nina Royal, Liliana Sanchez, Richard Marshalian and Debby Beck arrived during the meeting. Alternate Arsen Karamians and Stephanie Mines were also in attendance.
2. **PUBLIC COMMENTS:** non-agenda items: Community events were announced.
3. **COMMITTEE COMMENTS:** non-agenda items:
4. **DISCUSSION/POSSIBLE ACTION:** Approval of November 18, 2019 LUC Minutes
 - a. Moved to accept as read by Cindy; Betty 2nd
 - 1 obtained, all others approved. Motion Passed.
5. **DISCUSSION/POSSIBLE ACTION:** 6624-6630 Foothill Blvd, Motion to approve STNC support letter for change of use from market to pharmacy and medical/dental offices and the addition of 275 sq. ft. at the rear for equipment/storage and parking area with owner and neighbors agreeing on the wall which is to be installed at the rear at the additional parking area.
 - a. Moved by Betty, Nina 2nd
 - All approved motion passed
6. **DISCUSSION/POSSIBLE ACTION:** ZA-2018-4144-ZAD - Motion to approve STNC support letter for 9700 North Estaban Way new residence with relief from 20 ft. wide paved road.
 - a. Moved by Pati, Nina 2nd
 - All approved motion passed.
7. **DISCUSSION/POSSIBLE ACTION:** Continue discussion on STNC Land Use Committee Procedures [10]– *Richard Marshalian*
 - a. Mail notification to immediate residences and LUC meeting on a project, instead of a LUC member walking the streets.
 - i. Will see what funding can be arranged from the STNC for post cards or even banners for large projects.
 - ii. Possible applicant can be required to send out additional notices.
 - b. How will the work be divided up?
 - i. Depending on the project, who is in what work group will change per project.
 - ii. One person in the work group should chair the group.
 - iii. Alternate members should be included and even stakeholders participate, however, they would not have a voting right.
 - c. A form letter template giving all the “info needed or might” be needed to send to applicant showing what to bring to the meeting. It should have boxes to check showing what that particular project is needed.
 - d. Cindy has a letter used in the past, she will send to Richard.
 - e. Easels should be available at LUC meetings
 - f. Cindy moved that we move forward on the Pilot Program, Liliana 2nd
 - All approved, motion passed
8. **DISCUSSION/POSSIBLE ACTION:** LUC Review Legislative items for possible Community Impact Statements (CIS) = none given.
9. **DISCUSSION/REMINDER:** STNC representatives participating in the PLUM hearing on Dec 10th . A number of LUC members will attend the hearing.
10. **DISCUSSION/FOLLOW-UP:** Past recommendation letters approved by the STNC Board no discussion took place=Postponed to a future meeting.

11. DISCUSSION/Project Updates for:

- a. 9745 Commerce Ave – ZA-2019-6506 – New Single Family Residence seeking relief from widening the roadway to 20 ft. via a Public Works Construction Permit to edge of Hillside Boundary and Relief from widening abutting roadway to 20 ft. via a Public Works Construction Permit; San Gabriel Verdugo Mountains Scenic Preservation Plan; Special Grading area, Driveway and Private Sewer System.
 - i. The City Planning and Fire Dept. will take into consideration the narrowness of the road for this project, not up to the LUC or STNC.
 - ii. The LUC can bring up the subject of making this a one-way street to the applicant and other residents of the street.
- b. 6201 W. Anderson - PS-1451 / ENV2019-6258 – To create a private street to provide legal frontage and access for a lot located at 6207 W. Anderson Ave. (APN: 2572004035)
 - i. No updates at this time.

12. ANNOUNCEMENTS: none at this meeting.

13. DISCUSSION FUTURE MEETINGS: Only one meeting in **January** which will be on the 2nd Monday, January 13, 2020 which will be a Special Meeting due to meeting space availability.

Adjourn by 9:00pm