

SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL
LAND-USE COMMITTEE MEETING MINUTES
February 4, 2019

- I. Meeting was called to order by Vice-Chair Bill Skiles at 7:22pm
- II. Roll Call
 - a. Present
 - i. Bill Skiles
 - ii. Pati Potter
 - iii. Cindy Cleghorn
 - iv. Elektra Kruger
 - v. Nina Royal
 - vi. Vartan Keshish
 - vii. Liliana Sanchez
 - viii. Richard Marshalian
 - b. Absent
 - i. Debby Beck
 - ii. Arsen Karamians
 - c. No public Representative present
- III. Sunhill Marketplace Update – John Lonner
 - a. The 1st entitlement being requested is a ZC. Currently the property has 2 zones – P & C. C is where the bldgs are, P is the surrounding parking lot. The old Ralphs/Rite-Aid pole sign was removed during the upgrade process thereby losing its grandfathered rights
 - i. No signage square footage is permitted in a P zone, so a new pole sign may not be erected where the old pole sign once stood without a new entitlement.
 - b. Per the SP, only 1 75 sq ft sign is permitted per parcel. Regardless of how many tenants the Center were to have, it is allowed only 1 75 sq ft sign. When 1st bringing the Project before Planning in 2015, they agreed that a single 75 sq ft sign for the whole Center would not be feasible
 - i. Planning would allow one 75 sq ft sign/tenant. That worked with the original configuration of the Center, but in reaching out to national tenants, they ask about signage and say they cannot operate with 75 sq ft signage
 - c. The second entitlement request = a SP exception to tailor and identify the signage for the site. SP signage exceptions are generally for a specific item, in this case it is for a design program exceeding what the SP permits
 - d. A third entitlement is for a CUP for operation on a “commercial corner”. The Shopping Center as currently configured pre-dates Commercial Corner requirements which identify such things as pole signs and hours of operation
 - i. Requesting entitlements and having new tenants coming into the Center triggered having to meet those requirements including hours of operation not exceeding beyond 11pm
 - 1. These limits on hours of operation would be a problem for Ralphs and Rite-Aid which operate 24 hours so entitlements must include a CUP permitting those entities to operate beyond 11pm
 - 2. The proposal is to have all tenants capable of operating 24 hours. Individual tenants leasing in the Center may not be open 24 hours, but at least the option will remain as with the original Center

- e. The specific focus is signage and to try to stay as close to the SP as possible. At least the smaller tenant signs will be 75 sq ft wall signs located on both Sunland and Fenwick side
- f. Three types of signs have been defined – the larger tenant signs on the Fenwick side at 150 sq ft each meant for “quick scan” as one is driving by for the many spaces on the Fenwick side
 - i. There is a larger tenant base for whom 200 sq ft signage space has been requested to differentiate the main tenants from the national tenants that would occupy the Center
 - ii. The main tenants set aside for 300 sq ft are the Ralphs sign, the Rite-Aid sign and 2 others for that size tenant
 - iii. Size of the signage will be kept in line with the size of the tenants
- g. A proposed rendition of a pole sign was presented to illustrate its low impact on development on the Fenwick side. Brick taken from the Center structure is being used to help identify the sign as being that of the Sunhill Marketplace
 - i. This will give some of the larger tenants like Ralphs and Rite-Aid signage on the Fenwick side
- h. A proposed rendition of a Sunland side pole sign was presented. The sidewalk is above the parking lot so the sign has been raised slightly so as to be seen by those driving by on Sunland.
- i. Presented samples of proposed monument signs keeping with the design interior to the site – one on Sunland and one on Fenwick
- j. The biggest signs are two pole signs, two monument signs and are working on a palette for the Shopping Center so that every tenant in the future will have this palette dependent on its size which will be consistent in the future of the Center’s operation
- k. Cindy C.: What is your time schedule?
 - i. John L.: I was surprised that you have not yet received our packet, but I will forward it to you. Because construction at the Center is moving forward, we did reach out to the expedited processing section
 - 1. They have agreed to take on our case. We have a couple of months before _____?_____ are circulated and perhaps another month until we have a Hearing Officer and APC Hearing for public testimony
- l. Cindy C.: Expressed appreciation that Sunhill has undertaken the trouble to deal with the signage. It is something that STNC has tried unsuccessfully to have other sites deal with
- m. Liliana S.: How many units would have the larger signage?
 - i. John L.: Four 300 sq ft signs two of which will be Ralphs and Rite-Aid, two spaces are yet to be leased – then there are the smaller 200 sq ft signs
- n. Liliana S.: What is the reason for the zone change?
 - i. John L.: The ZC will be from P to C so the entire property will be zoned commercial . We are not anticipating any construction other than the signage now
- o. John L.: Ultimately I know they would like to get a tenant for the Sizzler part of the site. There is enough footage there to provide flexibility before signing on the dotted line, but that is a year plus off
- p. Pati P.: How many spaces are on the lower level and the sq footage of each?
 - i. John L.: There is a section currently designed for 10 smaller tenants with a larger size for a national tenant at the side

- ii. Also at the Ralphs/Rite-Aid side there is space for one large national tenant or three smaller tenants
 - q. Nina R.: There are some stores listed on the Marketplace Survey (see attached) that we already have – will you be taking that into consideration when you take applications so we do not duplicate what we already have and get more variety?
 - i. John L.: They are not looking to duplicate any other stores in the area – if it is a store looking here it may be because the existing store is looking to relocate
 - r. Nina R.: People are asking what is going into the tower
 - i. John L.: It has no tenant. One of the allowances of the SP is for architectural elements that permit more light into the building where it didn't have light before
 - s. Bill S.: Is there going to be a movie theater there?
 - i. John L.: I do not think so. I know it was high on the list. One of the things that they first reached out to was national tenants and movie theaters. It was the movie theaters that came back quickly saying it is not big enough for us
 - 1. If they took over 60% of the Shopping Center then they might be willing to come in because they want 15-18 theaters, but for the size/space it would not be feasible for them
 - t. Q: What are you guys planning on doing with the Sizzler site?
 - i. John L.: Right now we are looking for another restaurant operator whether it is quick-serve or sit-down. We have been getting some nibbles. There are others that want to see what kind of tenants sign on to the rest of the Center
 - u. **MOTION:** by Cindy Cleghorn to support the signage as presented this evening and forward it to the STNC Board 2nd by Pati Potter Discussion:
 - i. Liliana S.: The height that you said disputed – what are your minimum heights?
 - 1. John L.: The signage on Fenwick, we really hadn't thought about what it was. If there is a number that you think is more in keeping with that side, we are willing to listen
 - ii. Vote: 6 ayes, one abstention by reason of late arrival, missing presentation.
Motion passes
- IV. 6708 Foothill #109 – Change of use from office to retail arms sales - _____?_____
 - a. Primary business is to offer security services, but have intentions of selling firearms and ammunition. Headquarters have been pulled from downtown LA to Glendale and now to Sunland-Tujunga where we are seeking a CUP
 - b. Are fully licensed pending this process
 - c. Presented a site plan. No plans for construction. Site plan = existing lay-out. Plan is to retain the unit as headquarters. Building to be divided for a retail store, a designated firing room for law enforcement accessible only when they present their ID and a designated room for the public
 - d. Will provide 24 hr security services on-site including cameras to ensure the safety of building tenants and surrounding neighbors. The reason for selecting this building is that it has only one entrance/one exit
 - e. Cindy C.: What is the City telling you is your process?
 - i. A.: Right now our process is Federal, then local, then State
 - ii. Cindy C.: Within the City Planning Dept, did they tell you what the steps are?
 - iii. A: Described standard steps for an application form including need to add pictures, site plans and send out radius notification

1. MaryEllen Eltgroth: Did you say that you have notified people in the neighborhood?
 2. A: I believe that is what Planning is doing now. We submitted our package to them and they are supposed to notify people within 500 feet of the store
 3. Vartan K. (to MaryEllen E.): Have you received a letter from the dept?
 4. MaryEllen E.: Not yet
 5. Vartan K.: Before we can make any decision, that notification has to go out, we have to have a meeting with impacted stakeholders for their input. We will not have that until the radius neighborhood is notified
 6. A: I understand that, but that is not my process – that is Planning’s process. They referred us here and from here we have to go back to them to move forward
 7. Nina R.: Who in Planning told you that? They are putting the cart before the horse – we have to have all the information first. We can’t ok something without a complete application
 8. Pati P.: I will call Henry Thomas tomorrow
 9. Pati P.: We notified on Facebook, with flyers on cars. If we wait for Planning notification we might miss the Hearing. We have a process at STNC – we have to go through the LUC and then the full Board
 10. Cindy C.: You don’t even have a complete application, so ideally if you could come back
 11. A: I think we do require a decision – Planning is waiting for this to continue with their process
- f. Bill S.: How many employees do you have?
- i. A: About 132 with plans to hire 42-43 more. At this office there will be about 15 in addition to the 24 hour security. At this office we will be occupying more space. Office staff has military or law enforcement history to run the store – every person will be armed. The store will have about 10 people with 5 guarding the building/parking lot
- g. There is parking on-site – 2 reserved spaces plus 2 lower levels of parking as well as street parking
- i. MaryEllen E.: Tenants from the building are parking in the vacant lot adjacent to the building
 1. A: The building owner owns both parcels. I have offered to purchase the vacant lot for my parking, but I can’t force him to do that
 2. MaryEllen E.: There are a lot of homeless on that lot.
 3. A: We are aware of the homeless – we have been working with non-profits, LAFH
- h. The reason for applying for the CUP here is to separate myself from our general office, so technically this is _____? _____ separating staff here from our security.
- i. Clients will never be allowed to handle live ammunition while examining firearms, there will be no “testing” on-site. If a client comes in with a gun it will be unloaded. We are not allowing the sale of ammunition and guns at the same time
- i. Q: And someone cannot come in separate time the same day and buy the gun one time and ammunition at another?

1. A: No, you cannot receive a gun the same day – there is a 10-day waiting period so a client can take the ammunition but we cannot release the gun until we get approval from the State
 - j. There will be no construction on-site, no signage
 - k. There will be safes on-site
 - l. Pati P.: What are your proposed hours of operation?
 - i. A: 9am to 8pm Tuesday-Saturday
 - m. Pati P.: The building owners/tenants have no problem with you going in there?
 - i. A: No, none at all. We have installed security cameras – 10 currently – and will be installing 16 more around the building
 - n. Pati P.: Why did you select an office building as opposed to a storefront?
 - i. A: Because we have security services and I do not want to be involved in the transition of firearms. Anyone looking for security services are referred to our LA office (*Answers question ?????*)
 - o. Bill S.: What kind of firearms will you be selling?
 - i. A: We will have long rifles, shotguns, pistols
 - ii. Bill S.: Hunting rifles?
 1. A: Full circle – hunting, sporting
 - p. MaryEllen Eltgroth: Will the double glass door ever be locked?
 - i. A: That is why we are having 24 hour security and cameras – so they lock that door every day at 10pm
 - q. MaryEllen E.: Are any of those cameras pointed at neighbors behind you?
 - i. A: We don't have cameras pointed toward any houses. We don't want to invade anyone's privacy. You are welcome to come look at our monitors. The cameras will be pointed sideways
 - r. Q: Will you have classes for shooting on-site?
 - i. A: Classes are on-site, but actual shooting is not. There is a shooting range in the forest. I hate to say this, but most gun dealers will sell you a gun, give you a book to read. We are a little stricter than that. If you walk off with a gun, you need to understand the gun
- V. Approval of Minutes
- a. **MOTION:** by Pat Potter to approve the December 17, 2018 STNC-LUC meeting minutes as amended 2nd by Cindy Cleghorn Vote: Unanimously approved
 - b. **MOTION:** by Cindy Cleghorn to approve the January 7, 2019 STNC-LUC meeting minutes as amended 2nd by Pati Potter Vote Unanimously approved
- VI. Public Comment
- a. _____?_____
 - i. I also own property in the Historic Highland Park NC area. They had 3-4 meetings to authorize alcohol sales next to my building. I was not notified of any of these meetings.
 1. I did not receive notification until about 2 weeks before the Public Hearing by Planning. NCs need to notify their stakeholders when issues are going to be discussed so all neighbors get timely information so they would know to come in to hear about what is going on
 - b. Nina Royal
 - i. The 99 cent store by the Backdoor Bakery is selling toy pellet guns and ammunition right at the front register. They may be toy guns, but that is dangerous

- c. Pati Potter
 - i. I have sent STNC-LUC corrections for the STNC website for the 2018 LUC agendas to the STNC Secretary. Corrections have nothing to do with the new website, they were just posted in the wrong place by the secretary. I have asked him to correct them – it has not yet been done
- d. Vartan Karamians
 - i. The STNC-LUC has a problem – we have taken action, sent recommendations to the Board, but they object to our recommendations. If we do more than we do, we get chewed up, if we do less, people complain. We are doing the best we can
- e. Cindy Cleghorn
 - i. Thanked Roberta Cole for the card of support she sent and thanked the community for their overwhelming support
 - ii. Valley Alliance of NCs Council File Updates (see attached) including:
 1. Other NCs have issues with the Street Vending Ordinance and are asking for an opt-out option
 2. There is a new court date (Nov 5) relative to the proposed revision to the home-sharing Ordinance
 3. PLUM has instructed City Planning to develop a wildlife protection area study and environmental policy unit including Urban Forestry protection of and growth of the urban canopy
- VII. Future agenda items
 - a. Richard M.: Wishes to present a proposal for Sunland-Tujunga Economic Development
 - b. Richard M.: Would like the LUC to discuss how we handle our outreach, projects and processes
- VIII. Early notification – Bill S.
 - a. Candidate filings for STNC Board Elections ends Feb 11
 - b. Next STNC-LUC meetings = Mar 4 and Mar 18, 7pm
 - c. Cindy C.: STNC has received a new packet from Remnant University. They will be going before the CPC so the packet will require our review
- IX. Meeting adjourned at 8:44pm