AGENDA
REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION
CIVIC CENTER – 121 WEST FIFTH STREET • HOLTVILLE, CALIFORNIA
Monday, March 18, 2019
OPEN SESSION
6:00 PM

Chairman: Ross Daniels
Vice Chair: Georgina Camacho
Planning Commission Members: John Britschgi, Charlie Garcia, Mike Pacheco

Legal Counsel: Steve Walker
Secretary: Kariza Preciado
City Manager/Executive Officer: Nick Wells
Ex Officio Member: Richard Layton

THIS IS A PUBLIC MEETING
If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time that the item is being addressed. State your name and address for the record. All other items can be addressed during the Public Comments portion of the agenda. The Chairman reserves the right to place a time limit on each person asking to be heard.

MEETING CALLED TO ORDER
PLEDGE OF ALLEGIANCE

COMMISSION SECRETARY - RE: Verification of Posting of the Agenda

PUBLIC COMMENTS: This is time for the public to address the Planning Commission on any item that does not appear on the agenda for this meeting within the subject matter jurisdiction of the Planning Commission. The Chairman reserves the right to limit the speaker's time. If you wish to speak, the chairman will recognize you. When you come to the microphone, please state your name and address for the record. Speakers are not permitted to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

CONSENT AGENDA:
The items on the Consent Agenda are to be approved without comment. Should any Commission Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW BUSINESS agenda.

1. Approval of the Minutes from the Regular Meeting of January 22, 2019

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

UNFINISHED BUSINESS:
None

2. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION PC19-03 Recommending an Approval to the Design for the Proposed Fence Replacement Project at 540 Cedar Avenue (APN 045-253-024)

Jeorge Galvan, City Planner
INFORMATION ONLY:

3. Reports from City Officers
   a. City Manager Report - Nick Wells
   b. Legal Counsel Report - Steve Walker
   c. Quarterly Planning Report - Jeorge Galvan

4. Items for future meetings

ADJOURNMENT:

I, Kariza Preciado, Interim City Clerk of the City of Holtville, California, DO HEREBY CERTIFY that the foregoing agenda was duly posted at Holtville City Hall Friday, March 15, 2019

NOTICE: In compliance with the American Disabilities Act (ADA), the City of Holtville will make reasonable efforts to accommodate persons with qualified disabilities. If you require special assistance, please contact the City Clerk’s office at (760) 356-3013 at least 48 hours in advance of the meeting. Any writings or documents provided to a majority of the Holtville Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk’s office located at City Hall, 121 W Fifth Street, during normal business hours.
THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION

Tuesday, January 22, 2019

The regular meeting of the Holtville Planning Commission was held on Tuesday, January 22, 2019, at 6:00 p.m. in the Civic Center. Commissioners present were Ross Daniels, John Britschgi, Charlie Garcia and Mike Pacheco. Ex Officio Member Richard Layton was also present. Staff members present were City Manager/Executive Officer, Nick Wells, Secretary, Kariza Preciado and City Planner Jeorge Galvan. City Attorney Steve Walker was also present. Vice Chair, Georgina Camacho was absent.

PLANING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:
Chairman, Ross Daniels called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE:
Planning Commission Member, John Britschgi, led the pledge of allegiance.

VERIFICATION OF POSTING AGENDA:
Secretary, Kariza Preciado, verified that the agenda was duly posted on Friday, January 18, 2019.

APPROVAL OF MINUTES:
A motion was made by Mr. Britschgi and seconded by Mr. Garcia to approve the minutes of Regular Meeting held on Monday, December 17, 2018. The motion was carried in the form of a roll call vote.

AYES:   Pacheco, Daniels, Britschgi, Garcia
NOES:   None
ABSENT: Camacho
ABSTATIN: None

PUBLIC COMMENTS: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

None
UNFINISHED BUSINESS: None

NEW BUSINESS:

PUBLIC HEARING:

1. Discussion/Related Action to Regarding a Conditional Use Permit and Proposed Variance for the Trinity Baptist Church (APN 045-273-013), Including Approval of CUP 19-01 and Variance 18-02

   Jeorge Galvan, City Planner

   Mr. Daniels opened Public Hearing Session at 6:05 p.m.

   Mr. John Hawk from 999 Keffer Road explained how the Community benefits from the new church building. He briefly explained how with the new building space will be able to impact more kids. He also included that the parking issues would not be a problem; he already discussed that with the Holtville Unified School District. They agreed the worship services and church activities would not create any conflict. In addition, Mr. Hawk hopes the Planning Commission will approve the new Variance for the Building.

   Mr. Galvan stated that Trinity Baptist Church new expansions will require a Conditional Use Permit (CUP). He also explained that traffic would only be generated on Sundays for worship sessions and on Wednesdays when bible studies and children’s ministry will be held. These activities would not occur during off-peak hours.

   Mr. Steven Hawk from 760 Pine Avenue stated that he is the person in charge for games and kids’ activities on Wednesday at Trinity Baptist Church. He also expressed that he felt the need to enlarge the kid’s space at the Church is necessary.

   Mr. Robert Chell from 2580 Holt Road expressed that he has no objection regarding the new church’s building. He expressed that his only concern is the parking on his apartment property that is located next to the Trinity Baptist Church. He also added that is common that church people usually parked at his property and he considers the new construction would increase the issue. He stated that he had a sign posted to avoid that situation.

   Mr. David Crittendon from 1864 Underwood Road stated that they always talk with the church to avoid parking issues on private properties. He also added that the expansion and addition does not necessarily mean that more people will attend church.

   Mr. Wells suggested speaking with the Pastor of Trinity Baptist Church to enforce the announcements for vehicles parking on private property.
Mr. Daniels closed Public Hearing Session at 6:30 p.m.

A motion was made by Mr. Britschgi and seconded by Mr. Garcia to Adopted Resolution 19-01 for a Conditional Use Permit (CUP) and Variance 19-02. The motion was carried in the form of a roll call vote.

AYES: Pacheco, Daniels, Britschgi, Garcia
NOES: None
ABSENT: Camacho
ABSTATIN: None

INFORMATION ONLY:

2. Reports from the City Officers
   a) Executive Officer Report – Nick Wells
   b) Legal Counsel Report – Steve Walker
   c) Quarterly Planning Report – Jeorge Galvan

3. Items for future meetings: None

ADJOURNMENT:
Chairman, Ross Daniels, adjourned the meeting at 6:39 p.m.

_____________________________
Ross Daniels, Chairman

_____________________________
Kariza Preciado, Secretary
pc staff report

To: Nicholas D. Wells, City Manager
Holtville Planning Commission

From: Jeorge Galvan, AICP, City Planner

Date: March 18, 2019

Project: Imperial Irrigation District – Fence Design Review Application

Summary:

<table>
<thead>
<tr>
<th>Applicant:</th>
<th>Imperial Irrigation District</th>
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<tbody>
<tr>
<td>Project Location:</td>
<td>540 Cedar Avenue</td>
</tr>
<tr>
<td></td>
<td>APN 045-253-024 (Exhibit A – Project Location Map)</td>
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<tr>
<td>Pending Action:</td>
<td>Review and Approval of Fence Design Review via Adoption of PC Resolution 19-03</td>
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<tr>
<td>Zoning:</td>
<td>(D-A) Downtown – A Zone</td>
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<tr>
<td>General Plan:</td>
<td>(RC) Residential Commercial Mixed Use</td>
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<tr>
<td>Environmental:</td>
<td>Exempt – 15302 Reconstruction</td>
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INTRODUCTION & BACKGROUND

The City received a Design Review application and supporting documentation on January 23, 2019 for a proposed fence replacement located at 540 Cedar Avenue. The Imperial Irrigation District’s (IID’s) Holtville Office Yard is currently surrounded by a 7’-0” chain link fence with barbed wire to secure the site and IID vehicles. Construction materials, equipment (bulldozers,
backhoes, etc.), equipment service station, and fuel tank are also located on site. The IID is proposing to replace the aging fence and to install new automatic rolling gates. The subject site is located within the Downtown-A zone which requires compliance with certain procedures and design considerations to promote orderly and harmonious growth of the downtown and central business district within the desired character, and to ensure physical and functional compatibility between land uses consistent with the adopted standards. The Planning Commission will need to review, approve/conditionally approve, or deny the proposed design concept after considering staff findings.

PROJECT DESCRIPTION

The project site is located at the IID’s service station on the 30th block Townsite of Holtville. There is an existing chain link fence surrounding the property measuring a total of 7 feet in height which the applicant is proposing to replace the existing fence with a new chain link fence measuring at 7 feet with an additional 1 foot barbed-wire panel located at the top of the fence (see Exhibit B – Site Plan for details). Mr. Singh also proposes the replacement of the runway tracks of the existing rolling gates.

New rolling gates are proposed for the north side of the property currently used as the employee parking lot. A 25 foot long double rolling gate will be located at the northwest entrance of the parking structure. A 25 foot single rolling gate is proposed to be located at the northeast entrance abutting the alleyway with an additional 4 foot long single swing entrance gate (Exhibit C – Gate Elevations).

Land Use & Zoning – The current land use is designated as Downtown – A Zone, and is currently used as a service station for the Imperial Irrigation District. The property is developed with a warehouse and a fuel tank. To the north of the project site is an existing apartment complex; to the east is a vacant lot and existing retail shops; to the south is Hot Rods and Beer; and to the west are existing single family residences.

DESIGN REVIEW FINDINGS

All staff recommendations regarding the proposed project have been included as project conditions of approval and are incorporated as Exhibit D – Draft Conditions of Approval. The following findings must further be made by the Planning Commission in accordance with adopted procedures of the Downtown Code per Section 17.63.070:

A. The proposed project is consistent with the objectives of the general plan, complies with applicable zoning regulations, the downtown vision plan, improvements standards, and other applicable standards and regulations adopted by the city;
The City of Holtville adopted the Downtown Code to preserve, protect, and promote the character of the downtown. Form-based regulations and architectural design standards are incorporated in the Downtown Code to ensure high quality development, creativity, aesthetics, and innovation in downtown Holtville. Chain link fence and barbed wires are more appropriate industrial zones, but given the nature of the existing use, barbed fencing is necessary. The chain link fence does not provide sufficient screening of the unsightly construction material and equipment which is of great concern for the existing single-family residences across the street to the west. The Downtown Code generally requires a higher level of aesthetics for fencing but does allow chain link fences for industrial uses. The installation of vinyl slats along Cedar Avenue will provide sufficient screening and will slightly improve the view from the residents.

B. The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation;

The proposed project is minor and will not conflict with the various modes of transportation.

C. The site layout (orientation and placement of buildings and parking areas), as well as the landscaping, lighting, and other development features are compatible with and complement the existing surrounding environment and ultimate character of the area under the general plan; and

No revisions are being made to the existing site layout. With the inclusion of the vinyl slats as a Condition of Approval, the proposed project and existing use will be more compatible with the surrounding uses.

D. That the proposed development complies with the regulations of the downtown code, promotes the spirit of downtown by integrating the fabric of its public and private built environment (the downtown’s DNA – what makes its unique character) and complementing the architectural quality of the downtown.

The development as proposed and conditioned will comply with the regulations of the Downtown Code. The project will promote the spirit of the mixed use concept.

PUBLIC REVIEW

A Public Hearing for the proposed project was posted on and all residents within 300-feet of the proposed project site were mailed said Notice on March 6, 2019. The Public Hearing Notice was published in the Holtville Tribune on March 7, 2019. (Exhibit E – Public Hearing Notice).
PLANNING COMMISSION PENDING ACTION

The Planning Commission should open the hearing for public comment. Upon receiving testimonies for and against the project during the public hearing, and unless there is significant testimony to the contrary, Staff recommends that the Planning Commission consider action via Exhibit F – Resolution 19 – 03 as follows:

Recommended

1. Adopt Resolution 19-03 subject to the aforementioned findings and attached conditions of approval for the IID Fence Project.

Alternative

2. Adopt Resolution 19-03 subject to the aforementioned findings and attached conditions of approval for IID Fence Project.


Should you have any questions and/or concerns regarding the information in this report, or would like additional information, please feel free to contact me at (760) 337-3883 or at jgalvan@theholtgroup.net.

Attachments:

- Exhibit A – Project Location Map
- Exhibit B – Site Plan
- Exhibit C – Gate Elevations
- Exhibit D – Conditions of Approval
- Exhibit E – Public Hearing Notice
- Exhibit F – Resolution 19-03

cc:

Holtville City Council
Imperial Irrigation District, Owner
116.207/Fence Permits
Exhibit A – Project Location Map
Exhibit B – Site Plan
Exhibit C – Gate Elevations
Exhibit D – Conditions of Approval
The City of Holtville reviewed the proposed IID Fence Project at 540 Cedar Avenue (APN 045-253-024). The following is a list of the conditions determined upon completion of a Design Review and Site Plan Review for the subject project:

1. The Planning Commission hereby approves the design and site plan for the replacement of the existing chain link fencing at 540 Cedar Avenue (APN 045-253-024). The materials, height, and dimension shall be similar to the existing materials, height, and dimension except as otherwise modified by the Conditions of Approval.

2. Decorative, privacy screening shall be installed along the Cedar Avenue frontage. Screening may be in the form of landscaping, but at a minimum, vinyl slat shall be inserted through the chain link. Colors of screening material shall be earth-tone.

3. All contractors and subcontractor involved in the project must obtain a business license from the City of Holtville prior to engaging in any activities.

4. A building permit shall be obtained for all modifications and improvements. Any work to be done off-site within the City right-of-way requires an Encroachment Permit.

5. Applicant shall comply with all local, State and Federal laws, regulations, rules, ordinances, and standards as they pertain to this project, whether specified herein or not. These conditions of approval shall not constitute the waiver of any requirement of the City's Ordinances or regulations, except where a condition set forth herein specifically provides for an exemption or variance.

6. Applicant must pay all applicable City of Holtville Connection Fees, Development Impact Fees and School Impact Fees prior to the issuance of a building permit.
Exhibit E – Public Hearing Notice
Notice of Public Hearing
City of Holtville

Notice is hereby given that a public hearing will be held by the City of Holtville Planning Commission at the date, time, and place indicated below. The purpose of the public hearing will be to hear comments from the public regarding the following subject:

<table>
<thead>
<tr>
<th>Project:</th>
<th>Location</th>
</tr>
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<tbody>
<tr>
<td>Design Review for Imperial Irrigation District Fence</td>
<td>540 Cedar Avenue (APN: 045-253-024)</td>
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</table>

The Imperial Irrigation District (IID) submitted a Design Review Application for the replacement of an existing fence. The proposed project includes the installation of a 7 foot chain link fence with a 1 foot barbed wire panel around the IID's service station. The project is located within the Downtown A Zone and subject to the adopted architectural and development standards of the Downtown Code. The Planning Commission will hold a Public Hearing prior to project consideration.

The proposed project is exempt from CEQA review per section 15332, Infill Development Projects.

Planning Commission Hearing Date: March 18, 2019
Hearing Time: 6:00 PM
Hearing Location: Holtville City Hall
121 W. 5th Street

Copies of the design review application and other pertinent information are available for review at City Hall during regular business hours. If you would like to know more about the proposed project prior to the public hearing, please contact George Galvan, City Planner, at (760) 337-3883 or jgalvan@theholtgroup.net.

Any person desiring to comment on the above project may do so in writing or may appear in person at the public hearing. Written comments should be directed to the Holtville City Clerk, 121 W. 5th Street, Holtville, CA 92250 and be delivered prior to the Public Hearing date. Please reference the project name in all written correspondence.

Legal 8835

Publish: March 7, 2019

Rosa E Nogueda

Office Manager

Holtville Tribune
Imperial Valley
Weekly/Calexico Chronicle
128 W. 5th Street
Holtville, California
92250
RESOLUTION NO. PC 19-03

A RESOLUTION OF THE HOLTVILLE PLANNING COMMISSION APPROVING
THE DESIGN FOR THE PROPOSED FENCE PROJECT AT
540 CEDAR AVENUE (APN 045-253-024)

WHEREAS, the Imperial Irrigation District, have duly initiated a request for Design Review for a new fence to be located 540 Cedar Avenue in the City of Holtville within the Downtown A Zone; and

WHEREAS, all improvement projects within the Downtown A Zone is subject to design review by the Holtville Planning Commission pursuant to Chapter 17.41 of the Holtville Municipal Code; and

WHEREAS, the Holtville Planning Staff reviewed the proposed Conceptual Fence Site Plan, Proposed Material, and Gate Elevations as submitted by the Applicant; and

WHEREAS, the Planning Commission reviewed the submittals and taken into consideration recommendations provided by staff and found the proposed improvements to be in conformance with the adopted Downtown Code standards subject to Conditions of Approval as referenced in Exhibit A; and

WHEREAS, the project is exempt from CEQA per CEQA Guidelines in Section 15302 Reconstruction; and

WHEREAS, a Public Hearing for the proposed project was posted on and said Notice was mailed to all residents within 300-feet of the proposed project site on March 6, 2019; and

WHEREAS, the Public Hearing was held on March 18, 2019 by the Holtville Planning Commission and upon hearing and considering all testimony and arguments, for and against, and analyzing the information submitted by staff and considering any written comments received regarding the proposed project the Planning Commission took action:

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Holtville as follows:

A) That the foregoing recitations are true and correct; and

B) The project has been reviewed in accordance with the requirements set forth by the City of Holtville for implementation of the California Environmental Quality Act; and

C) That based on the evidence presented at the public hearing, the Planning Commission hereby APPROVES the proposed Design of the Imperial Irrigation District Fence, to be located at 540 Cedar Avenue subject to conditions incorporated herein as Attachment A and based on the following findings:
1. The proposed project is consistent with the objectives of the general plan, complies with applicable zoning regulations, the downtown vision plan, improvements standards, and other applicable standards and regulations;

The City of Holtville adopted the Downtown Code to preserve, protect, and promote the character of the downtown. Form-based regulations and architectural design standards are incorporated in the Downtown Code to ensure high quality development, creativity, aesthetics, and innovation in downtown Holtville. Chain link fence and barbed wires are more appropriate industrial zones, but given the nature of the existing use, barbed fencing is necessary. The chain link fence does not provide sufficient screening of the unsightly construction material and equipment which is of great concern for the existing single-family residences across the street to the west. The Downtown Code generally requires a higher level of aesthetics for fencing but does allow chain link fences for industrial uses. The installation of vinyl slats along Cedar Avenue will provide sufficient screening and will slightly improve the view from the residents.

2. The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation;

The proposed project is minor and will not conflict with the various modes of transportation.

3. The site layout (orientation and placement of buildings and parking areas), as well as the landscaping, lighting, and other development features are compatible with and complement the existing surrounding environment and ultimate character of the area under the general plan; and

No revisions are being made to the existing site layout. With the inclusion of the vinyl slats as a Condition of Approval, the proposed project and existing use will be more compatible with the surround uses.

4. That the proposed development complies with the regulations of the downtown code, promotes the spirit of downtown by integrating the fabric of its public and private built environment (the downtown’s DNA – what makes its unique character) and complementing the architectural quality of the downtown.

The development as proposed and conditioned will comply with the regulations of the Downtown Code. The project will promote the spirit of the mixed use concept.
PASSED, ADOPTED AND APPROVED by the Planning Commission of the City of Holtville, this 18th day of March 2019.

________________________________
Ross Daniels, Commission Chairperson

I, _____________________________, Interim Commission Secretary of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the Planning Commission of said City of Holtville at a regular meeting thereof held on the 18th day of March and that the same was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

________________________________
Interim Commission Secretary
City of Holtville

REPORT TO COUNCIL

DATE ISSUED: March 11, 2019
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Water Treatment Plant Rehab – Upgrades to our Water Treatment Plant are necessary to deal with historical TTHM issues in our finished water supply and it has long been recognized that replacing the aged system controls is necessary. Additionally, corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010.

The Holt Group was engaged in 2016 to produce specifications so that the project could be considered “designed” for grant purposes through the Clean Water State Revolving Fund (SRF). Delta Systems acted as a sub-consultant to THG on the system controls portion. All of the issues were addressed in a grant application to SRF, and the funding was provisionally approved.

The Regional Water Quality Board added additional requirements to the project in 2017. After assurances that the changes could be included in the funding package, the larger scope was incorporated. The redesigned plans and specs were submitted to the RWQB for comment multiple times and were conditionally approved. Archaeological and biological studies were also required, completed and cleared. In September, we were notified that the financial package had been approved. An RFP for construction to correspond with receipt of finalized financing agreement documents from the State has been prepared. Or application has sometime in January. THG made a status check recently with the State on this issue and the reply revealed that their Finance department is struggling with a system conversion that has backed up projects throughout the state. Although there is no definitive timeframe for resolution, there is now at least some realization and/or understanding from the compliance division that this is beyond our local control.

Rate Study – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. Although California Rural Water completed some preliminary analysis in a no-cost Water Rate Study for the purposes of the SRF grant application, it is probably necessary that another rate study be completed, as the last one is well over a year old and was somewhat poor in its analysis.

TRANSPORTATION PROJECTS

Citywide Street Resurfacing Project – The Holt Group completed design engineering in 2017 for the project to resurface the bulk of the City’s streets. After investigating other financing options, the City joined in the Imperial County LTA bond issue facilitated by ICTC, committing future LTA revenues for repayment. For Phase I, American Asphalt South was selected as the construction contractor, The Holt Group as RE/CM.

Construction began in November, 2018, crack sealing began shortly after that. ARAM coating began in late December and slurry seal coating in early January. There were issues with some of the ARAM sections,
however those were satisfactorily remediated. All work on Phase I of the project has now been completed, reviewed and accepted.

Changes in scope were approved by Council to fully utilize on hand transportation funding. More extensive work on Seventh Street was added to Phase I, while an additional project to include more extensive work on Olive, Pine, Maple and Chestnut was approved. An addendum to the THG design contract was approved to design and spec that additional work. The City Engineer and City Manager met last week to discuss their results, findings, probable costs and any issues that arose during the design work for Phase II. Authorization to bid out the construction of the Phase II sections is on tonight’s agenda.

PUBLIC WORKS

PARKS

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. Architerra Design Group, the firm that worked on the last plans for Mac Park, made alterations to their existing plans to add a second field. Some volunteer work on the field began last year, with Public Works assisting in a limited capacity. Work on the project ramped up recently, largely due to the efforts of a few volunteers.

As a separate issue, some additional repair work was done to existing facilities at the park. The snack bar was re-roofed as an ancillary project to the City Hall re-roofing and the parking lot was crack sealed and slurry coated as an offshoot of the Citywide paving project. This has added to the overall look of the facility.

Holtville Wetlands Project – A grant agreement document for approximately $3 million to fund this project was received by the City from BoR late in 2016. Additionally, the City received notification that a $20,000 grant was awarded by the County for signage and amenities. The Holt Group was selected to perform Grant Administration tasks and George Cairo Engineering for design services. A hiccup developed in that we had hoped to utilize the CEQA document prepared for the project in 2005-06, but a new one was required. An introductory site tour was recently conducted for the new BoR Salton Sea Program Manager. She was excited to see the site and the project’s potential.

The design team fell significantly behind schedule, but staff worked with the Holt Group to reschedule deliverable timelines and get the project back on track. GCE finally produced a Record of Survey that was filed with the County. We now await comment from the County on that work.

A conference call was held in January with staff, THG and BoR representatives to give a status update. BoR feels that there is an urgency to begin solid work to avoid any potential for defunding.

ADMINISTRATION

BUILDING PERMITS - The City issued 19 building permits thus far in 2019. A list of permits pulled by month is available on the City’s website at http://holtville.ca.gov/section.php?id=73.

Holtville Luxury Apartments – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. After many months of confusion regarding the process, the project’s ownership group, led by John Hawk, engaged Development Design & Engineering last year to assist in shepherding the project along. To that end, plans to the City and the County regarding annexation issues were submitted in October.
Multiple meetings and conference calls have been held over the past year with Mr. Hawk and DD&E to update status and discuss timelines. Most of the required documents were submitted early this year and the Environmental Review Committee met to review and comment on the project. We are currently working with the other parties to complete environmental documents for the project. DD&E forwarded most of the necessary studies for review several months ago, however, an environmental study is still needed for CEQA compliance and they continue to work toward engaging a consultant to do so.

Staff has continuously stressed the need to address the handling of stormwater as this property is developed. A site visit was held with DD&E to give a better picture of the stormwater issue in the area and implications the project will have on the existing conditions and some direction was tentatively discussed. A meeting held with THG and the project proponents in February netted a new plan for the stormwater handling. We await their subsequent submissions.

**AMG Mixed Use Development/Apartments** – A project for a combination of apartments and retail on the block bound by Holt Avenue, Fern Avenue and Fourth Street has been proposed by a Pacific West Development with input from the previous land owner, Jay Goyal. Preliminary conceptual maps and elevation renderings were presented to Planning Commission on April 16, 2018, with general acceptance from the Commission. They will be moving forward with more detailed information, which will make it to this body in the future. AMG has now officially purchased the property from Mr. Goyal and has had a few minor amendments requested. Ms. Arce continues to work with them on moving the project forward. We await submittal of improvement plans to move forward.

**Torres Mixed Use Development** – The owner of Cuchi’s Raspados has proposed a mixed use development for property on the town square on Holt just south of Sixth Street. It will consist of a storefront, along with two apartments intended for her family’s use. The concept passed through Planning Commission last week with more review to come as plans are developed. The owner is very motivated to move forward and should be pulling building permits in the next week or so.

**Dollar General** – A portion of the Willowbend Mobile Home Park was recently proposed for sale for the purpose of constructing a Dollar General at Fifth and Palm. Plan review by Javier Ortiz was completed late last year. After several stops and starts, escrow was supposedly closed on the property in October, 2018, however, due to some maneuvering by the property owner, the sale to Cross Development fell through. Staff was contacted by another of Dollar General’s preferred contractors in December, relaying the information that they are attempting to take over the project. Staff is actively to working with them to revive the project in short order. Discussions with the new prospective builder, NNN Development, are ongoing.

**OTHER**

**Employee Trivia** – Tony Antunez runs around checking water meters these days, but he once worked as a blimp technician!
MEETINGS & EVENTS RECENTLY ATTENDED:

- 02/26/19 Management Meeting
- 02/28/19 Meeting w/ NNN Development re: Dollar General
- 03/01/19 NW Vacation Day (Out of Office)
- 03/01/19 Conference w/ MTC Reps re: CA SAC Report
- 03/04/19 Management Meeting
- 03/06/19 Citywide Streets Status Meeting
- 03/07/19 CoH Employee Luncheon
- 03/08/19 Meeting w/ NNN Development re: Dollar General

UPCOMING EVENTS:

- 03/11/19 Management Meeting
- 03/13/19 ICTC Management Committee & CCMA Meetings
- 03/14/19 Holtville CoC Board Meeting
- 03/14/19 Imperial-Mexicali Binational Alliance
- 03/14/19 State of the County Address
- 03/18/19 Management Meeting
- 03/18/19 Holtville Planning Commission Meeting
- 03/25/19 Holtville City Council Meeting
- 03/28/19 IVECA Board Meeting
- 03/28/19 Holtville Farmers Market
- 03/29/19 NW Vacation Day (Out of Office)
- 04/04/19 SD Desalination Plant Tour
- 04/08/19 Holtville City Council Meeting
- 04/10/19 ICTC Management Committee & CCMA Meetings
- 5/1 - 3/2019 SCAG Regional Conference
- 05/13/19 State of the County Address

If you have any questions about any of the information presented, please feel free to contact me directly.

Respectfully submitted,

Nicholas D. Wells
(760) 356-4574