AGENDA
REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION
CIVIC CENTER – 121 WEST 5TH STREET
Monday, August 17, 2015 – 6:00 p.m.

Chairperson: Ross Daniels
Vice Chairperson: Georgina Camacho
Planning Commission Members:
John Britschgi, Matt Turner, Grecia Meza

Legal Counsel: Steve Walker
Interim Secretary: Denise Garcia
Executive Officer: Nick Wells
Ex-Officio Member: Richard Layton

1. **Meeting Convenes**

2. **Pledge of Allegiance**

3. **Moment of Silence – In Memory of Elwood "Pete" Mellinger, City Treasurer**

4. **Commission Secretary Re:** Verification of Posting of Agenda

5. **Approval of Minutes:** Regular Minutes of July 20, 2015

6. **Public Comments:** This is the time for the public to address the Planning Commission on any item not appearing on the agenda that is within the subject matter jurisdiction of the Planning Commission. The Chairman reserves the right to limit the time. The Chairman will recognize you and when you come to the microphone, please state your name and address for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

7. **Unfinished Business:**
   None
8. **New Business:**
   a. **Discussion/Related Action** to Adopt **RESOLUTION 15-04** Approving the Design Review for 134 W. 5th Street – Justina Arce, City Planner

   b. **Discussion/Related Action** to Adopt **RESOLUTION 15-05** Approving a Variance from Parking for 134 W. 5th Street – Justina Arce, City Planner

9. **Reports from Planning Commissioners**

10. **Reports from City Officers**
    a. **Executive Officer Report**
    b. **City Attorney Report**
    c. **City Planner**

11. **Information Only:**
    None

Adjournment:

I, Denise Garcia, Interim Secretary of the Planning Commission of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall on August 14, 2015.

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 760-356-3013at least 48 hours in advance of the meeting.

Any writings or documents provided to a majority of the Holtville City Council 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. 5th St, during normal business hours.

THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE PLANNING COMMISSION
July 20, 2015

The regular meeting of the Holtville Planning Commission was held on Monday, July 20, 2015 at 6:00 p.m. in the Civic Center. Commissioners present were Ross Daniels, Matt Turner, and Grecia Meza. John Britschgi and Georgina Camacho were absent. Staff members present were Nick Wells and Denise Garcia. City Planner Justina Arce and City Attorney Martin Gonzalez were also present.

PLANNING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:
Vice Chairperson Camacho called the meeting to order at 6:06 p.m.

PLEDGE OF ALLEGIANCE
The pledge of allegiance was led by Mr. Daniels.

VERIFICATION OF POSTING OF AGENDA:
Denise Garcia, Interim Secretary verified that the agenda was duly posted at City Hall on July 17, 2015.

APPROVAL OF MINUTES
A motion was made by Mr. Turner and seconded by Ms. Meza to approve the Regular Minutes of March 16, 2015. The motion carried in the form of a roll call vote.

AYES:	Daniels, Turner, Meza
NOES:	None
ABSENT:	Camacho, Britschgi
ABSTAIN:	None

PUBLIC COMMENTS:
None

UNFINISHED BUSINESS:
None

NEW BUSINESS:

Public Hearing/Discussion/Related Action to Adopt RESOLUTION 15-02 Approving a Parking Exemption and Design for the Humble Farmer Brewery at 438 Walnut Avenue – Justina Arce, City Planner
Mr. Daniels opened the Public Hearing at 6:13 p.m. Dan Williams and Eric Strahm gave the Commission a brief description of the nature of their business and also explained where additional parking would be available for patrons. Mr. Daniels closed the Public Hearing at 6:16 p.m.
A motion was made by Mr. Daniels and seconded by Mr. Turner to adopt Resolution 15-02 approving a Parking Exemption and Design for the Humble Farmer Brewery at 438 Walnut Avenue. All members present were in favor and the motion carried in the form of a roll call vote.

AYES:	Daniels, Turner, Meza
NOES:	None
ABSENT:	Camacho, Britschgi
ABSTAIN:	None

Public Hearing/Discussion/Related Action to Adopt RESOLUTION 15-03 Approving a Variance from Setback Standards for 860 Fig Avenue – Justina Arce, City Planner
Mr. Daniels opened the Public Hearing at 6:24 p.m. With no comments, Mr. Daniels closed the Public Hearing at 6:24 p.m. A motion was made by Mr. Daniels and seconded by Ms. Meza to adopt Resolution 15-03 approving a variance from Setback Standards for 860 Fig Avenue. All members present were in favor and the motion carried in the form of a roll call vote.

AYES:	Daniels, Turner, Meza
NOES:	None
ABSENT:	Camacho, Britschgi
ABSTAIN:	None

REPORTS OF PLANNING COMMISSIONERS
None

REPORTS OF CITY OFFICERS
City Planner
Mr. Wells gave a brief verbal report of recent activities.
Ms. Arce provided the Commission with an overview of the Quarterly Planning Staff & Grant Reports.

ADJOURNMENT: Vice Chairperson Camacho adjourned the meeting at 6:47 p.m.

Georgina Camacho, Vice Chairperson

Denise Garcia, Interim Secretary

pc staff report

Report #1

To: Nicholas Wells, City Manager
Planning Commission

From: Justina G. Arce, City Planner

Date: August 17, 2015

Project: **Remodel/Expansion of Mixed-Use Unit, 134 West Fifth Street (APN 045-284-003)**
Design Review and Parking Variance

Summary:

Applicant:	Les Kemp
Project Location:	134 West Fifth Street (See **Exhibit A-Project Vicinity**)
Pending Actions:	Design Review Approval via Resolution 15-04 Parking Variance Approval via Resolution 15-05
Zoning:	(D-A) Downtown-A Zone
General Plan:	(RC) Mixed Use
Environmental:	Exempt per Section 15332 In-Fill Development Projects

INTRODUCTION AND BACKGROUND

The purpose of the Design Review is to provide a process under which to promote the orderly and harmonious growth of the downtown and central business district within the desired character, and to ensure physical and functional compatibility between uses. The City Manager determines when projects might necessitate Project Review Committee review (typically those requiring ultimate City Council action or new development). The Planning Commission approves, conditionally approves, or denies proposed design concepts. The Project Review Committee did not convene for this project. The Planning Commission is the final authority on Design Review determinations.

The mixed-use residential-commercial facility to be remodeled, repaired, and expanded is to be located at 134 West Fifth Street (**Exhibit A-Vicinity Map**). On March 3, 2015, Mr. Les Kemp, the Applicant, submitted a building permit application. The site is within the Downtown-A Zone

and is subject to the Downtown Code. A Design Review Application request was forwarded to the Applicant, as required by the Downtown Code, for the proposed improvements and expansion of the existing building which was subsequently submitted on July 31, 2015. This staff report intends to present the proposed project and seek a determination on design approval.

Additionally, the Site Plan Review determined that the Applicant would be unable to conform to the City's adopted standards because the parking demand by the proposed mixed use land use is six (6) spaces, while the plans only accommodate four (4) spaces (two for dwelling unit and two for office space). In order to deviate from the local code requirements, the Applicant would need to be granted a Variance by the Planning Commission. The Applicant forwarded a Variance application on July 31, 2015. This staff report further intends to present the current conditions to the Planning Commission for review and consideration of a Variance from the parking requirements.

ISSUES FOR DISCUSSION AND REVIEW

Existing Conditions & Intent- The project is located in the Downtown Zone across from Holt Park within a 50 FT x 130 FT parcel. The existing building suffered structural damage from recent earthquake events and has remained unoccupied for several years. The remaining structure does not currently adhere to the City Municipal Code or Building Code standards. The Applicant proposes to rebuild and expand the current structure and bring it up to code. Specifically, the Applicant proposes to rebuild and expand into a second story to accommodate a proposed dwelling unit and office space (See **Exhibit B-Floor Plans**)

Land Use & Zoning- The proposed land use consists of 1,498 SF of office space (749 SF on the first floor, and 749 SF on the second floor) and 6,330 SF of residential area with private office, indoor swimming pool and garage space. An additional 1,132 SF of storage space is also proposed. The proposed project results in an off-street parking demand of six (6) spaces (four spaces for office space and two spaces for dwelling unit), but only four (4) spaces are accommodated in the proposed site plan. Section 17.62.010 of the Holtville Municipal Code allows for the Planning Commission to grant variances, at its discretion, from the strict application of the code, under certain findings.

Variance Requirements- A Variance is a permit issued to a landowner by the Planning Commission to build a structure or engage in some action not otherwise permitted under the current zoning regulation. Issuance of a variance is governed by California Government Code Section 65906 which stipulates: "the owner must demonstrate how absent this Variance he/she would otherwise suffer unique hardship under the general zoning regulations because this particular parcel is different from the others wo which the regulation applies due to its size, shape, topography, location or surroundings."

- **V-Finding #1**-Because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of the provisions of the Holtville Zoning Code would deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classifications.
- **V-Finding #2**-The Variance granted shall be subject to such conditions as will assure that the adjustment authorized by the Planning Commission shall not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which subject property is situated.
- **V-Finding #3**-The granting of the Variance will not be materially detrimental to the public health, safety, convenience or welfare, or injurious to property and improvements in the same vicinity and zone in which the project is located.
- **V-Finding #4**-The granting of the Variance will not adversely affect the general plan adopted by the City of Holtville.

Improvements Subject to Design Review- The proposed project would involve the remodeling, repair, and expansion of the existing structure to allow for a mixed-use of commercial office space and a residential unit. The completed structure would be a two story unit. While the surrounding parcels are one-story buildings, they have north-facing facades that give the appearance of two-story buildings. The facades of the surrounding buildings are typically 25-27 feet in height, while the project under review has a proposed building height of 32 feet. Considerations to site layout, orientation, and location of building, signs, other structures, open spaces, landscaping, and other development features must be considered during design review and must result in the following findings:

- **D-Finding #1**-The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, the Downtown Vision Plan, improvement standards, and other applicable standards and regulations adopted by the City.
- **D-Finding #2**-The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.
- **D-Finding #3**-The site layout (orientation and placement of buildings and parking areas), as well as landscaping, lighting, and other development features are generally compatible with and complement the existing surrounding environment and ultimate character of the General Plan.
- **D-Finding #4**-The proposed development generally complies with the regulations of the Downtown Code, promotes the spirit of the City's downtown by integrating public and private built environment and complements the architectural quality of the downtown.

An examination of the proposed improvements determined the following conditions. Based on these conditions staff has included recommendations for compliance:

- **Site Layout and Orientation-** The proposed layout is consistent with the Downtown Code with a zero lot line setback and accommodates an existing building with parking access from the rear. <u>No additional requirements were noted regarding site layout and building orientation.</u>
- **Building Height, Form and Mass-** The proposed project involves the addition of a second floor, but will not exceed the maximum building height restriction of 35 feet. <u>No additional requirements were noted.</u>
- **Architectural Style & Colors-** New development should enhance the existing character of Downtown Business District with historical elements. Projects should be designed using a limited assortment of materials, textures, and colors. The proposed project intends to use neutral, earth-tone colors consistent with the standards. The submitted elevations are consistent with historic downtown. (**Exhibit C-Elevations**). <u>No additional requirements noted.</u>
- **Lighting-** The Applicant has decorative lighting proposed, as noted in the façade. <u>No additional requirements noted</u>.
- **Signs-** No signage is being proposed at this time. <u>The Applicant will be advised that a sign permit and formal review and approval is required.</u>
- **Refuse, Storage, and Fencing-**The applicant is not proposing a commercial trash enclosure and proposes to use the neighborhood bins due to limited space and light office use. <u>No additional recommendations were noted.</u>
- **Parking, Traffic & Safety–** Parking facilities are accessed by the rear unimproved alleyway. There is currently insufficient parking. The parking demand is calculated at six (6) spaces and only four (4) are accommodated. As it relates to traffic, it is not expected that the proposed project will generate significant amount of traffic. <u>The Planning Commission will need to consider a variance from the required parking per Section 17.62 of the Holtville Municipal Code.</u>

- **Consistency with General Plan and Downtown Code-** The proposed project is generally consistent with the Downtown Code. As it relates to the General Plan, the project is also consistent. Per Land Use Goal 3 of the General Plan, Downtown Redevelopment is encouraged. No additional recommendations were noted.

Public Review- All Design Review and Variances require a Public Hearing and notice to all property owners within 300'. A Notice of Public Hearing for the proposed exemption was posted at City Hall on August 7, 2015, by the City Clerk. The Notice of Public Hearing was also mailed to all property owners of record owning property within 300-feet of the proposed project site on August 7, 2015.

Environmental Review- The proposed project was reviewed for consistency with the California Environmental Quality Act (CEQA) and it was determined that the project was exempt from CEQA. The project is exempt per Section 15332- In-Fill Development Projects.

PENDING ACTION

Design Review Public Hearing and Action

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 adopt Resolution 15-04, attached as **Exhibit D**, APPROVING Design Review for the proposed mixed-use unit at 134 West Fifth Street based on the below referenced findings with or without modifications as deemed appropriate by the Planning Commission and in accordance with adopted procedures of the Downtown Code, consistent with section 17.63.070:

1. **The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, the Downtown Vision Plan, improvement standards, and other applicable standards and regulations adopted by the City.**

   The proposed project is consistent with the objectives of the General Plan, specifically, Land Use Goal 3: Provide and support downtown land uses complementing economic, redevelopment, and General Plan goals.

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

   The alleyway is the primary access for the on-site rear parking facility and not subject to interfere with pedestrian activity. As it relates to traffic, it is not expected that the proposed project will generate significant traffic or cause conflict.

3. **The site layout (orientation and placement of buildings and parking areas), as well as landscaping, lighting, and other development features are generally compatible with and complement the existing surrounding environment and ultimate character of the General Plan.**

   The proposed project does involve the addition of a second floor, but will not exceed the maximum building height requirement of 35 feet. The submitted elevations are consistent with the historic downtown style.

4. **The proposed development generally complies with the regulations of the Downtown Code, promotes the spirit of the City's downtown by integrating public and private built environment and complements the architectural quality of the downtown.**

The proposed project is a mixed-use development of a residential unit and office useas encouraged by the downtown code.

Variance Public Hearing and Action

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 adopt Resolution 15-05, attached as **Exhibit E**, APPROVING the variance from the adopted parking standards for 134 West Fifth Street based on the below referenced findings with or without modifications as deemed appropriate by the Planning Commission, consistent with section 17.62.020:

1. **Because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of the provisions of the Holtville Zoning Code would deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classifications.**

   The mixed-use residential-office property is unable to accommodate additional parking on-site without demolishing a portion of the existing building which would jeopardize the structural integrity of the structure.

2. **The Variance granted shall be subject to such conditions as will assure that the adjustment authorized by the Planning Commission shall not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which subject property is situated.**

   The granting of the variance for parking requirement would not constitute a special privilege, as the surrounding parcels have no on-site parking and utilize on-street parking and nearby public parking facilities.

3. **The granting of the Variance will not be materially detrimental to the public health, safety, convenience or welfare, or injurious to property and improvements in the same vicinity and zone in which the project is located.**

   The project will not be materially detrimental to the public health, safety, convenience, or welfare, nor injurious to the general public as the proposed land uses are not anticipated to demand more than six (6) parking spaces, of which four will be accommodated on-site.

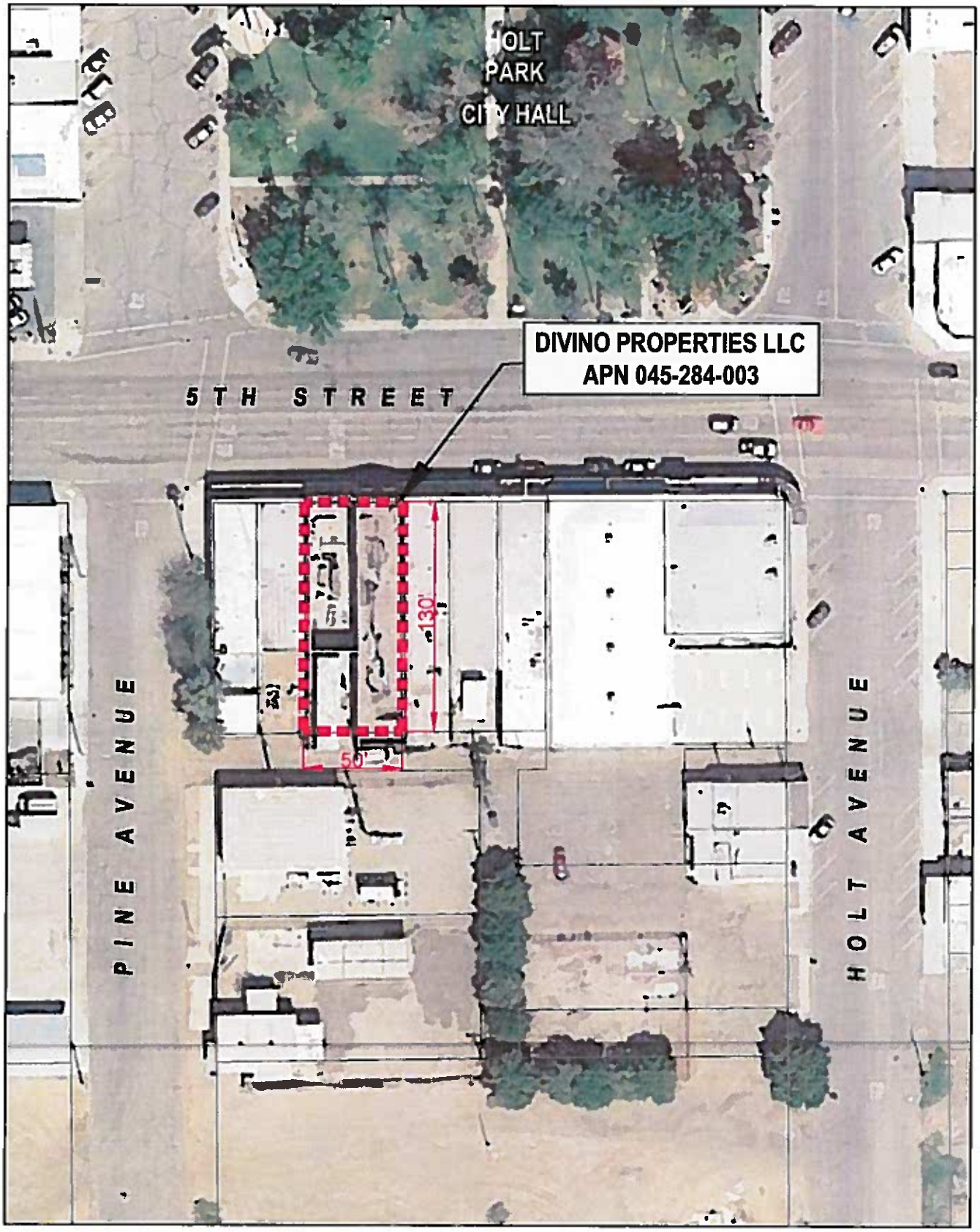
4. **The granting of the Variance will not adversely affect the general plan adopted by the City of Holtville.**

   The proposed variance does not change any of the General Plan's Goals and Objectives, and proposed land uses are consistent with General Plan.

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 justina@theholtgroup.net.

Attachments
Exhibit A- Vicinity Map
Exhibit B- Floor Plans
Exhibit C- Elevations
Exhibit D- Resolution 15-04
Exhibit E- Resolution 15-05

cc: Project Review Committee
Les Kemp, ACHPD Mechanical, Inc.



The Holt Group, Inc.
ENGINEERING · PLANNING · SURVEYING

1601 N. Imperial Ave. El Centro, California 92243 (760)337-3883

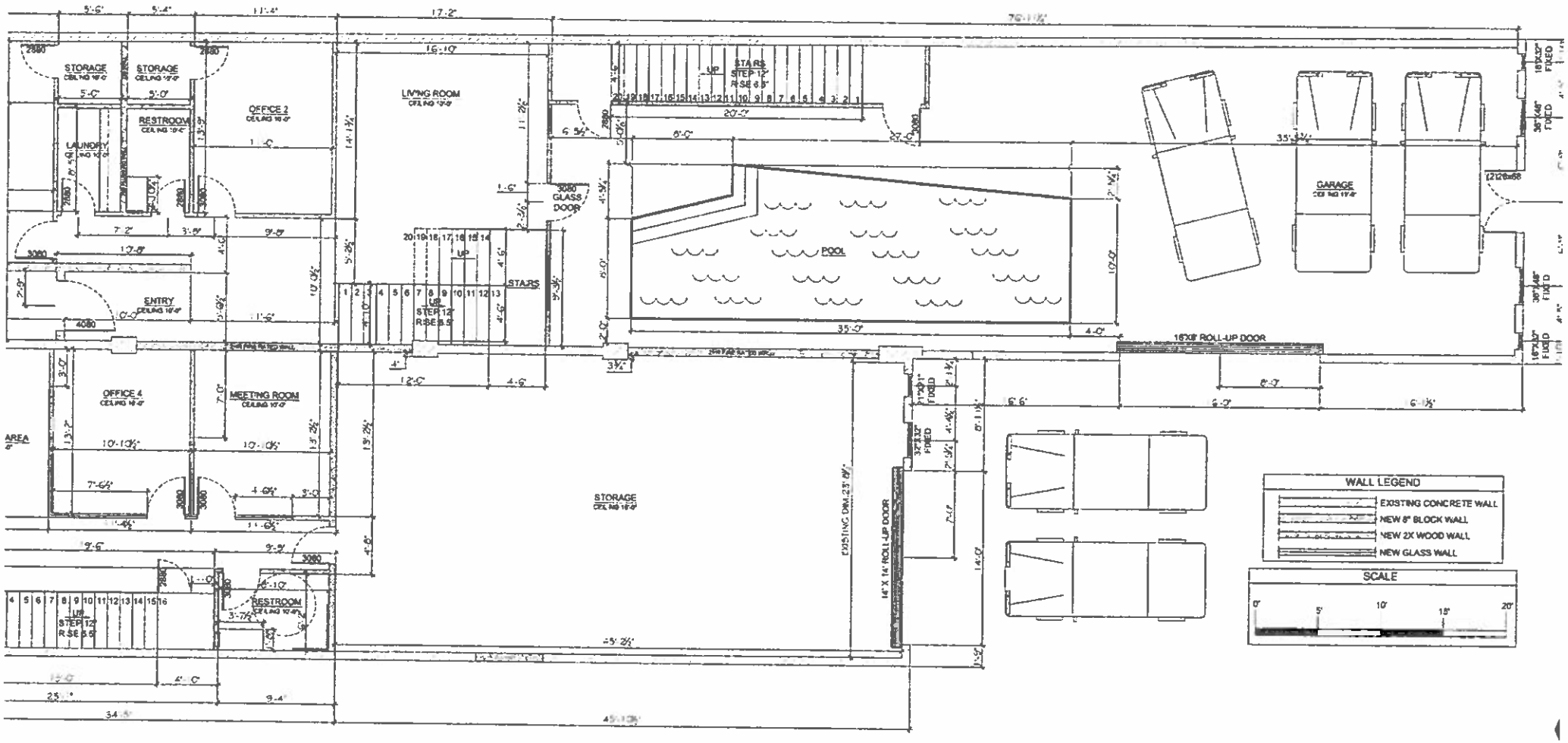
NOT TO SCALE

134 W. FIFTH STREET
HOLTVILLE, CA 92250

EXHIBIT A
VICINITY MAP

PROJECT No. 116.047

DATE : 08.04.2015



ST FLOOR DIMENSION PLAN

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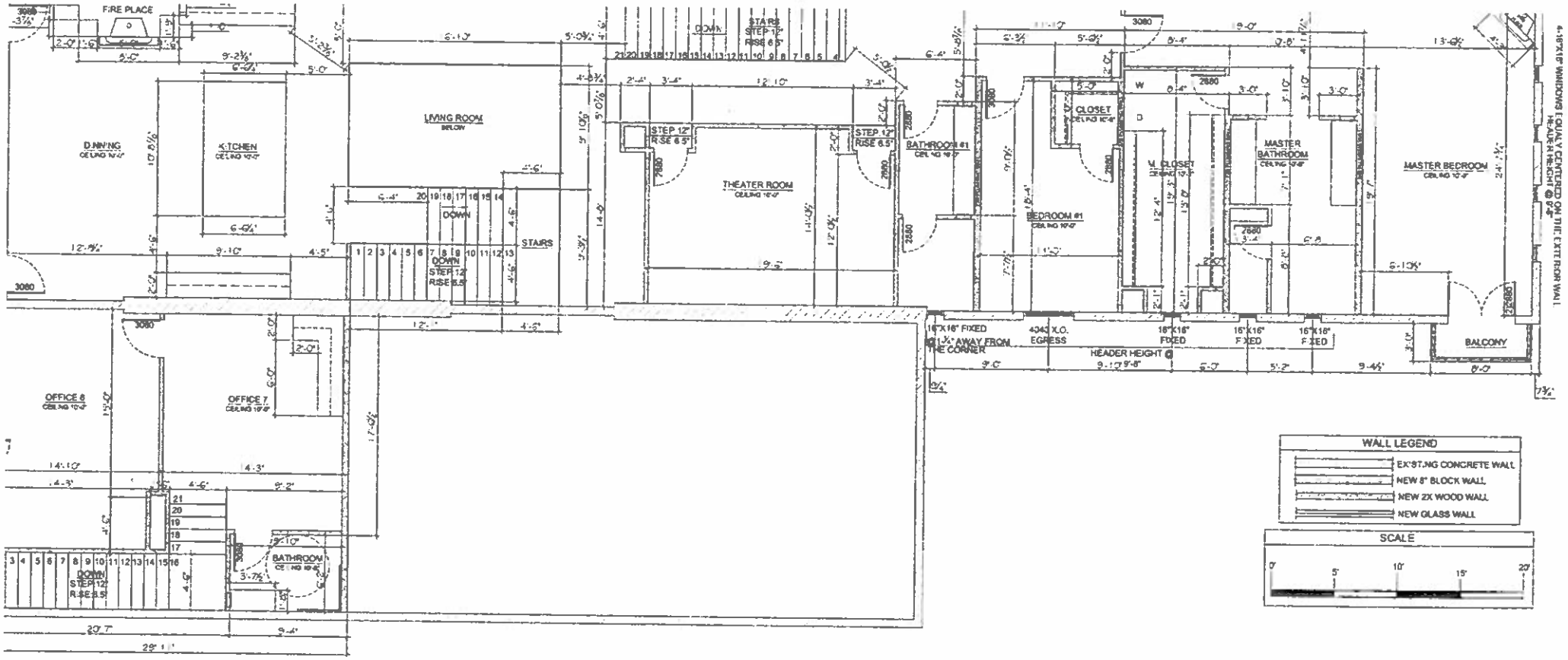

ND FLOOR DIMENSION PLAN

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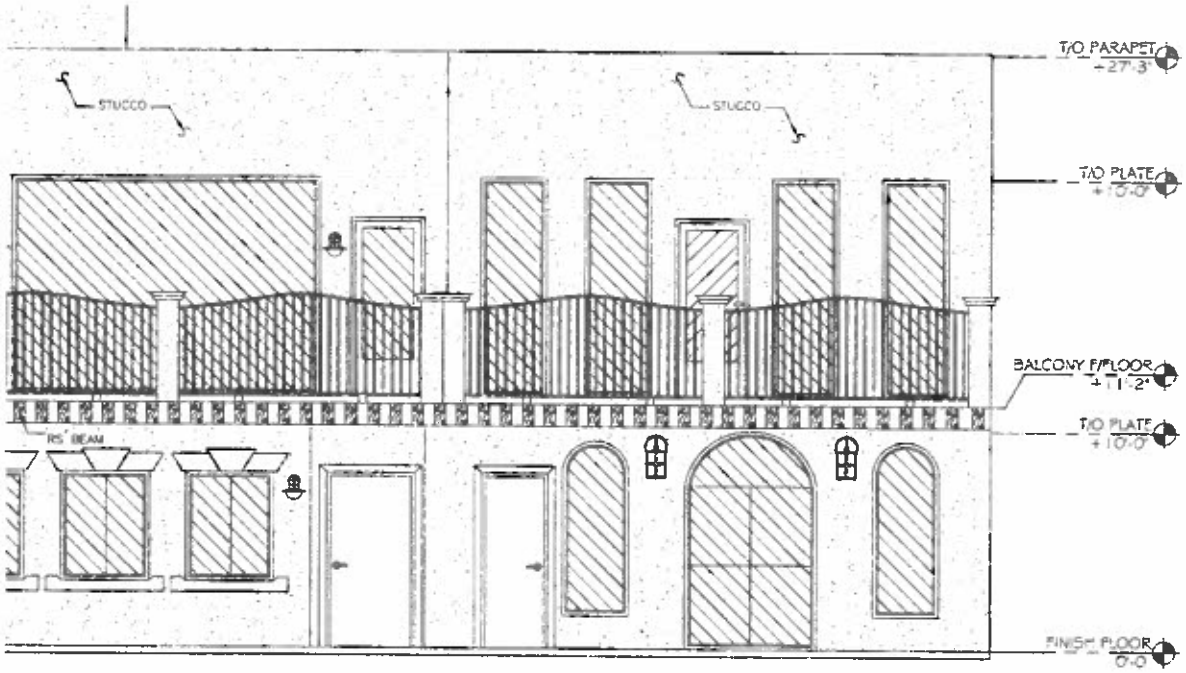
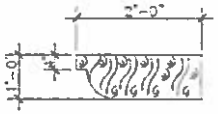


EVATION (FRONT)

WINDOW N

1. CONTRACTOR TO VERIFY ALL OPENINGS PRIOR
2. INSTALL ALL WINDOWS PER MANUFACTURER RE
3. THE MANUFACTURED WINDOWS SHALL HAVE A I CERTIFIED BY THE NATIONAL FENESTRATION RAT AND SHOWING COMPLIANCE WITH THE ENERGY
4. USE SAFETY GLAZING MATERIAL IN ACCORDANC IN AREAS AFFECTED.
5. SLEEPING ROOMS SHALL HAVE A WINDOW OR I ESCAPE. SILL HEIGHT SHALL NOT EXCEED 44" AB HAVE AN OPERABLE AREA OF AT LEAST 5.7 SQUA OPENABLE WIDTH 20" AND THE MINIMUM OPENABL DOOR OR WINDOW SHALL BE OPENABLE FROM TH CLEAR OPENING WITHOUT THE USE OF SEPERATE



1 RS BEAM DETAIL
SCALE: 1/4"=1'-0"

EXHIBIT D

RESOLUTION NO. PC 15-04

A RESOLUTION OF THE HOLTVILLE PLANNING COMMISSION APPROVING A DESIGN REVIEW FOR A MIXED-USE RESIDENTIAL UNIT AND OFFICE SPACE TO BE LOCATED AT 134 WEST FIFTH STREET (APN 045-284-003)

WHEREAS, Mr. Les Kemp, the Applicant, has duly initiated a request for Design Review of proposed improvements to an existing building located at 134 West Fifth Street in the City of Holtville within the Downtown A Zone; and

WHEREAS, all new development within the Downtown-A Zone is subject to design review pursuant to Chapter 17.63 of the Holtville Municipal Code when expanding beyond 500 gross square feet; and

WHEREAS, the Holtville Planning Commission has reviewed the proposed Site Plan, Elevations, and parking areas as submitted by the Applicant; and

WHEREAS, the project is exempt from CEQA per Section 15332, In-Fill Development Projects; and

WHEREAS, the Planning Commission has taken into consideration recommendations provided by staff and found the proposed improvements to be generally in conformance with the adopted Downtown Code; and

WHEREAS, a Notice of Public Hearing for the proposed project was posted on August 7, 2015, and distributed to all property owners within 300 feet of the proposed project; and

WHEREAS, a Public Hearing was held on August 17, 2015, by the Holtville Planning Commission on the subject matter; and

WHEREAS, 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; and

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

A) That the foregoing recitals 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 (CEQA) as follows:

1. The proposed project is exempt from CEQA per Section 15332 of the CEQA Guidelines in support of In-Fill Development Projects.

C) That based on the evidence presented at the public hearing, the Planning Commission hereby **APPROVES** a Design Review for the mixed-use residential unit and office space to be located at 134 West Fifth Street, subject to the following findings and consistent with Section 17.63.070 of the Holtville Municipal Code:

1. **The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, the Downtown Vision Plan, improvement standards, and other applicable standards and regulations adopted by the City.**

The proposed project is consistent with the objectives of the General Plan, specifically, Land Use Goal 3: Provide and support downtown land uses complementing economic, redevelopment, and General Plan goals.

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

   The alleyway is the primary access for the on-site rear parking facility and not subject to interfere with pedestrian activity. As it relates to traffic, it is not expected that the proposed project will generate significant traffic or cause conflict.

3. **The site layout (orientation and placement of buildings and parking areas), as well as landscaping, lighting, and other development features are generally compatible with and complement the existing surrounding environment and ultimate character of the General Plan.**

   The proposed project does involve the addition of a second floor, but will not exceed the maximum building height requirement of 35 feet. The submitted elevations are consistent with the historic downtown style.

4. **The proposed development generally complies with the regulations of the Downtown Code, promotes the spirit of the City's downtown by integrating public and private built environment and complements the architectural quality of the downtown.**

   The proposed project is a mixed-use development of a residential unit and office useas encouraged by the downtown code.

PASSED, ADOPTED, AND APPROVED by the Planning Commission of the City of Holtville, this 17th day of August 2015.

_____,
Ross Daniels, Commission Chairperson

I, Denise Garcia, Planning 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 meeting thereof held on the 17th day of August 2015, and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Commission Secretary

EXHIBIT E

RESOLUTION NO. PC 15-05

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HOLTVILLE APPROVING VARIANCE (15-02) FROM PARKING STANDARDS FOR MIXED-USE RESIDENTIAL UNIT AND OFFICE SPACE TO BE LOCATED AT 134 WEST FIFTH STREET (APN 045-284-003)

WHEREAS, Mr. Les Kemp, the Applicant, proposes the remodel, repair, and expansion of the existing building located at 134 West Fifth Street in the City of Holtville, in a 130 foot by 50 foot parcel within the Downtown-A Zone; and

WHEREAS, the proposed project, which would accommodate one (1) residential unit and office space, would result in a parking demand of six (6) spaces, which cannot be reasonably accommodated on the parcel without demolishing a portion of the existing structure itself; and

WHEREAS, the Applicant filed a Variance Application and respective Certification Form with the City of Holtville on July 31, 2015, for relief from the strict application of the adopted parking standards, given the circumstances of the existing structure and parcel; and

WHEREAS, a Notice of Public Hearing for the proposed project was posted on August 7, 2015, and distributed to all property owners within 300 feet of the proposed project; and

WHEREAS, a Public Hearing was held on August 17, 2015, by the Holtville Planning Commission on the subject matter; and

WHEREAS, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written comment received, the Planning Commission considered all facts related to the proposed project and Variance (15-02); and

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

A) That the foregoing recitals 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 (CEQA) as follows:

1. The proposed project is exempt from CEQA per Section 15332 of the CEQA Guidelines in support of In-Fill Development Projects.

C) That based on the evidence presented, the Planning Commission hereby **APPROVES** Variance 15-02 from the adopted parking standards at 134 West Fifth Street, based on the following findings:

1. **Because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of the provisions of the Holtville Zoning Code would deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classifications.**

   The mixed-use residential-office property is unable to accommodate additional parking on-site without demolishing a portion of the existing building which would jeopardize the structural integrity of the structure.

2. **The Variance granted shall be subject to such conditions as will assure that the adjustment authorized by the Planning Commission shall not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which subject property is situated.**

   The granting of the variance for parking requirement would not constitute a special privilege, as the surrounding parcels have no on-site parking and utilize on-street parking and nearby public parking facilities.

3. **The granting of the Variance will not be materially detrimental to the public health, safety, convenience or welfare, or injurious to property and improvements in the same vicinity and zone in which the project is located.**

   The project will not be materially detrimental to the public health, safety, convenience, or welfare, nor injurious to the general public as the proposed land uses are not anticipated to demand more than six (6) parking spaces, of which four will be accommodated on-site.

4. **The granting of the Variance will not adversely affect the general plan adopted by the City of Holtville.**

   The proposed variance does not change any of the General Plan's Goals and Objectives, and proposed land uses are consistent with General Plan.

PASSED, ADOPTED AND APPROVED by the Planning Commission of the City of Holtville, this 17th day of August 2015.

_____
Ross Daniels,
Planning Commission Chairperson

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Denise Garcia, Commission Secretary 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 meeting thereof held on the 17th of August 2015, and that the same was approved by the Chairperson of the City of Holtville on said date, and that the same was adopted:

ATTEST:

_____
Denise Garcia,
Commission Secretary

Approvals	
Meeting Date	08/17/15
Item Number	10a
City Manager	
Finance	
City Attorney	

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: August 17, 2015

FROM: Nick Wells, City Manager

SUBJECT: City Manager Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Tank Rehab – Corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010. Staff sought solutions, obtaining bids for repairs and ongoing maintenance, as well as potential solutions to our TTHM issues. A general estimate was given to rehab the tank at $225k-275k for the resurfacing and $350k-400k for the aeration (TTHM solution) portion. The City procured multiple bids on solutions and staff has been investigating alternatives and potential funding sources. Utility Service Group proposed various alternatives on the TTHM issue ranging from $125,000 for a partial fix to $900,000. Alternate solutions were proposed by staff, which will be considered and a preferred approach will be formalized to present to Council. The subject was revisited with the City Engineer recently and he will be bringing information back in relation to solutions being implemented by other area agencies. ***The City was recently made aware of the potential for funding from BECC for the tank coating and an application has been submitted for that portion of the necessary repairs.***

System Controls – Frank Cornejo worked with TESCO and obtained an updated estimate on replacement of the aged system of about $450k. Frank has stated that this project might be put off and the controls might "limp along" for another 18 months while we attack other water issues. Staff has been investigating alternatives and potential funding sources.

Floating Solar – A contract was signed with Infratech Industries for the placement of a floating solar array on the City Water Ponds for the purpose of producing power for the Water Treatment facility. Staff is working with the folks at Infratech to accomplish this in the coming months. Infratech's interaction with the IID is ongoing to help facilitate the viability of the project. Their consultant, DD&E, feels as though most of the hurdles with IID have been cleared. The fourth iteration of the plans were recently submitted to the Building Department and forwarded to the City Engineer for review.

SEWER ENTERPRISE

WWTP Project – The $15 million project to rehab the City's Wastewater Treatment Plant, financed through the State Clean Water Revolving Fund along with the Border Environmental Cooperation Commission and the Environmental Protection Agency through the North American Development Bank, ***has finally moved into construction. The pre-construction meeting was held a few weeks ago and a construction trailer placed on the site.***

TRANSPORTATION PROJECTS

Fifth Street & Grape Avenue Pedestrian Roadway Improvement Project – After completing construction on the south side of Fifth Street, the City received word from ICTC that funding was/is available under CMAQ to complete the north half of the intersection as a separate project. The Holt Group helped procure construction services and an encroachment permit with Caltrans. Development Design & Engineering, Inc. was selected as the Resident Engineer/Construction Manager and Pyramid Construction as the construction contractor. ***The pre-construction conference was held a few weeks ago and the project is set to start shortly, pending permits from Caltrans.***

Ninth Street Pear Canal Undergrounding to Olive Avenue Project – Over the past several years the Pear Canal dirt ditch along the north side of Ninth Street has all but been eliminated. The last project section from Cedar to Palm left only a small section of a couple hundred feet to Olive Avenue. Beyond that point, the canal is concrete lined. The City will be submitting this to Caltrans in response to their recent Call for Projects for CMAQ funding.

Walnut Avenue South Improvements Project – Proposed improvements along the length of Walnut Avenue from Fourth to First Street consist of grinding the existing AC pavement 2" in depth with a new 4" AC pavement overlay to be installed. It was also proposed to widen Walnut Avenue from the current 35' width to 50' in width, its designed capacity, to align with the newly improved Walnut Avenue Street section north of Fourth Street. The ICTC scoring process resulted in the project being awarded 82% of the funds requested through RSTP in the total amount of $498,000.

Environmental documents and a Federal ID Packet were submitted to Caltrans in April, 2015, with a finance number assigned that month. Administration staff is in the process of clearing right-of-way issues and has contacted all utility agencies. It is anticipated that a Caltrans ROW Certification will be obtained no later than next month and procurement can begin.

Complete Streets Project – A team of consultants visited Holtville several months ago to work on this project funded by an Environmental Justice Grant through the Department of Transportation. The purpose of the project is to review and recommend improvement to all forms of mobility in the City. A variety of workshops and community input led to several interesting preliminary recommendations, so we are awaiting their final report. They have been discussing the possibility of getting Caltrans to allow for amenities to help slow traffic as it enters town from the east on 115. They feel as if they have gotten some traction with Caltrans on a level over the District 11 management, which they were anxious to include in a report to the City that they now expect to finalize soon.

PUBLIC WORKS

PARKS

Alamo River Recreation Trail - The fourth phase of this project, which includes trail improvements and bridge installations between the Holtville Skate Park and Earl Walker Park, is nearly complete. The handrails adjacent to the bridges and the trailhead signs will take a few more weeks to be produced and installed to complete this project phase. The City received noticed through the State Parks Department that additional funding has become available for, among other things, pedestrian trails. The Holt Group submitted an application last week in hopes that the City may pick up funding for some of the amenities that were cut from the last phase of the project, as well as potential for partial ex post facto funding of the overruns on the bridge installation.

Earl Walker Park - I spoke with Bob Andrews a few months ago regarding the sign off of SR115 that was badly damaged by the sun. ***It was recently redone and replaced.***

BMX Park - City staff began a few months ago to lay out a basic BMX track in the dirt pit adjacent to the new Skate Park. At this point, it will be a pretty simple "bare bones" facility, but it is hoped that grant funds can be found to develop it in coming years. Work has been temporarily halted until the weather is a bit more hospitable and proper signage is procured to avoid any liability issues.

ADMINISTRATION

BUILDING PERMITS - The City has issued ***59*** building permits during 2015.

Auto Zone – The construction process began in earnest a few weeks ago and continues at a rapid pace.

FINANCE

Hector Orozco is now preparing for the 2014-15 audit. The auditors from Moss, Levy & Hartzheim are scheduled to be onsite to begin in November.

OTHER

Imperial Regional Detention Center – The Detention Facility continues to house over 700 detainees. While nothing is official yet, conversations have begun regarding increasing the capacity of the facility by approximately 250 beds to facilitate the original concept of a 1,000 bed facility.

Holtville Estates - The second phase of the Holtville Estates 30-unit development is complete. ***Seven homes have been sold and occupied with one other in escrow to close at the end of this week.*** They have pulled permits and begun work on the third phase of 7 additional homes. ***There is enough interest already - with 3 homes currently under contract in Phases III and 3 lots on hold in Phase IV - that they currently plan to move immediately into Phase IV at the completion of Phase III.***

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. I recently met once again with John Hawk, who represents the landowners, about the project. As the Service Area Plan has now been adopted, work will once again begin with the City and LAFCO to propose annexation and development.

Sustainable Communities General Plan Grant - A contractor to administer the grant was approved by Council in May. We worked with them to find qualified consultants through an RFP for proposals and a preferred firm was selected by the committee. The Council gave direction to the City Manager to negotiate a scope of work and cost in keeping with the grant parameters with that contractor. Negotiation is ongoing.

99 Cent Store Fire – As everyone is well aware, a fire destroyed the 99 Cent Store in Holtville on the evening of Sunday, April 26, 2015. The cleanup of the building has basically been completed. Design engineers have been engaged to assist in reconstruction.