

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE PLANNING COMMISSION
February 17, 2009**

The meeting of the Holtville Planning Commission was held on Tuesday, February 17, 2009 at 6:30 p.m. in the Civic Center. Commissioners present were James Marquand, Martin Castanon and Javier Ramos. Vikki Dee Bradshaw was absent. Staff members present were Laura Fischer, Justina Arce, Glyn Snyder and Ex Officio Member Richard Layton. Steve Walker was absent.

PLANNING COMMISSION CALLED TO ORDER:

Commissioner James Marquand called the meeting to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Javier Ramos.

VERIFICATION OF POSTING OF AGENDA:

Glyn Snyder, Secretary verified that the agenda was duly posted at City Hall on February 13, 2009.

APPROVAL OF MINUTES:

A motion was made by Commissioner Ramos and seconded by Commissioner Castanon to approve the minutes of December 15, 2008. All members present were in favor and the motion carried unanimously.

PUBLIC COMMENTS:

None

REPORTS OF CITY OFFICERS:

Executive Officer

The Executive Officer said she was glad to be back to work following her illness. She also announced there is a vacant City Council seat.

City Planner

A written report was provided and reviewed by the City Planner. She reported Klassy Karrot Kottages have been sent a letter to abate the misrepresented ADA compliance issue regarding painting of the curb in front of their property. She also reviewed the Grant Report.

UNFINISHED BUSINESS:

a. Discussion/Direction Regarding Draft Downtown Code – Justina Arce, City Planner

A motion was made by Commissioner Castanon and seconded by Commissioner Ramos to make recommendations to the consultants as presented by staff and the Project Review Committee.

NEW BUSINESS:

a. Discussion/Related Action To Select A Candidate And Make A Recommendation To City Council For Appointment To The Vacant Planning Commission Seat – Laura Fischer, City Manager

The candidates for the vacant Planning Commission seat were interviewed.

b. Discussion/Related Action To Select Member To Fill Vice Chairman Position – Laura Fischer, City Manager

A motion was made by Commissioner Marquand and seconded by Commissioner Ramos to nominate Vikki Dee Bradshaw as Chairman. All members present were in favor and the motion carried unanimously.

A motion was made by Commissioner Ramos and seconded by Commissioner Castanon to nominate James Marquand as Vice Chairman. All members present were in favor and the motion carried unanimously.

**c. Discussion/Related Action To Appoint Member To Project Review Committee –
Laura Fischer, City Manager**

Commissioner Ramos volunteered to serve on this committee.

**d. Discussion/Related Action To Approve RESOLUTION 09-01 Rescinding
RESOLUTION 08-06 – Justina Arce, City Planner**

A motion was made by Commissioner Ramos and seconded by Commissioner Castanon to approve Resolution 09-01 rescinding Resolution 08-06. All members present were in favor and the motion carried 3/0 in the form of a roll call vote.

ADJOURNMENT: Vice Chairman Marquand adjourned the meeting at 7:38 p.m.

James Marquand
Planning Commission Vice Chairman

Glyn Snyder
Secretary