

**THE MINUTES OF THE REGULAR MEETING OF  
THE HOLTVILLE PLANNING COMMISSION  
March 18, 2013**

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The regular meeting of the Holtville Planning Commission was held on Monday, March 18, 2013 at 6:00 p.m. in the Civic Center. Commissioners present were Ross Daniels and John Paul Wells. Staff members present were Alex Meyerhoff and Glyn Snyder. Ex Officio Member Richard Layton and City Attorney Steve Walker were also present.

**PLANNING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:**

Secretary Glyn Snyder called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by John Paul Wells.

**VERIFICATION OF POSTING OF AGENDA:**

Glyn Snyder, Secretary verified that the agenda was duly posted at City Hall on March 15, 2013.

New Business was moved up on the agenda.

**NEW BUSINESS:**

**Swearing In Of Newly Appointed Planning Commissioners, Jerry M. Brittsan, John Britschgi And Georgina Camacho – Glyn Snyder, City Clerk**

The newly appointed Planning Commissioners were sworn in by Mrs. Snyder.

**Discussion/Related Action To Elect A Chairman And Vice Chairman Of The Planning Commission – Alex Meyerhoff, City Manager**

A motion was made by Mr. Brittsan and seconded by Mr. Daniels to nominate John Paul Wells as Chairman. The motion carried 5/0.

A motion was made by Ms. Camacho and seconded by Mr. Daniels to nominate Mr. Brittsan as Vice Chairman. Mr. Brittsan declined.

A motion was made by Mr. Brittsan and seconded by Mr. Britschgi to nominate Mr. Daniels as Vice Chairman. The motion carried 5/0.

**Discussion/Related Action To Select A Planning Commissioner To Serve On The BECC Local Steering Committee – Alex Meyerhoff, City Manager**

Mr. Brittsan volunteered to serve on the BECC Local Steering Committee. A motion was made by Mr. Wells and seconded by Mr. Daniels to nominate Mr. Brittsan to serve on the BECC Local Steering Committee. The motion carried 5/0.

**APPROVAL OF MINUTES:**

A motion was made by Mr. Daniels and seconded by Mr. Brittsan to approve the minutes of the special meeting of November 5, 2012 and the regular meetings of November 19, 2012, January 22, 2013 And February 18, 2013. The motion carried 5/0.

**PUBLIC COMMENTS:**

Ginger Ward, 838 Fern Avenue congratulated the new Planning Commissioners.

## **REPORTS OF CITY OFFICERS**

### **Executive Officer**

Mr. Meyerhoff reviewed the written report provided to the Planning Commission. He invited everyone to the Farmer's Market/Street Fair scheduled for Thursday, March 21<sup>st</sup> from 4 – 8 p.m. at City Hall.

## **REPORTS OF PLANNING COMMISSIONERS**

Mr. Brittsan talked about the community garden. He has met with Vincent Zazueta of the Neighborhood House to discuss ideas. He said the Trinity Baptist Church Men's Home will assist in preparation of the garden.

Ms. Camacho attended the Safe Route To Schools meeting. She said the Girl Scouts planted an herb garden by the library and they have also planted flowers and trees.

Mr. Wells said Finley School will be having their Open House on Thursday, March 21<sup>st</sup>.

## **INFORMATION ONLY:**

### **Overview of Zoning And General Plan – Alex Meyerhoff, City Manager**

Mr. Meyerhoff provided an overview of Zoning Ordinance and the General Plan.

### **Overview Of Brown Act – Steve Walker, City Attorney**

Mr. Walker provided an overview of the Brown Act.

A training workshop for Planning Commissioners will be held on Thursday, April 25<sup>th</sup> at the SDG&E Renewable Energy Center in El Centro from 6:00 to 7:30 p.m. Everyone is encouraged to attend.

**ADJOURNMENT:** Chairman Wells adjourned the meeting at 6:50 p.m.

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John Paul Wells  
Chairman

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Glyn Snyder  
Secretary