

**THE MINUTES OF THE SPECIAL MEETING OF
THE HOLTVILLE PLANNING COMMISSION
April 1, 2013**

The special meeting of the Holtville Planning Commission was held on Monday, April 1, 2013 at 6:00 p.m. in the Civic Center. Commissioners present were John Paul Wells, Ross Daniels, Jerry Brittsan, John Britschgi and Georgina Camacho. 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:

Mr. Wells called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by John Britschgi.

VERIFICATION OF POSTING OF AGENDA:

Glyn Snyder, Secretary verified that the agenda was duly posted at City Hall on March 28, 2013

APPROVAL OF MINUTES:

A motion was made by Mr. Brittsan and seconded by Mr. Daniels to approve the minutes of the regular meeting of March 18, 2013. The motion carried 5/0.

REPORTS OF CITY OFFICERS

Executive Officer

Mr. Meyerhoff reviewed the written report provided to the Planning Commission. He gave an update on the recent Farmer's Market and Street Fair and invited everyone to attend the next one scheduled for Thursday, April 18th from 4 – 8 p.m.

REPORTS OF PLANNING COMMISSIONERS

Mr. Brittsan talked about the community garden. He said Vincent Zazueta of the Neighborhood House is taking the lead on this project. Mr. Brittsan reported that he has submitted a letter to Home Depot asking them to donate 40 feet of cedar for fencing. He also contacted Imperial Stores in Holtville requesting them to donate shovels, hoes and other garden tools.

NEW BUSINESS:

PUBLIC HEARING – Discussion/Related Action To Adopt RESOLUTION 13- 01 Amending Keithly Williams Seeds Conditional Use Permit 12-02 – Justina Arce, City Planner

A motion was made by Mr. Brittsan and seconded by Mr. Britschgi to adopt Resolution 13-01 amending Keithly Williams Seeds Conditional Use Permit 12-02. The motion carried 5/0 in the form of a roll call vote.

PUBLIC HEARING - Discussion/Related Action To Adopt RESOLUTION 13-02 Approving A Variance For APN 045-296-017, 045-296-018, 045-296-019 From Front Yard Setbacks – Justina Arce, City Planner

A motion was made by Mr. Daniels and seconded by Mr. Britschgi to adopt Resolution 13-02 approving a variance for APN 045-296-017, 045-296-018, 045-296-019 from front yard setbacks. The motion carried 5/0 in the form of a roll call vote.

Mr. Meyerhoff polled the Commissioners regarding receiving their packets via e-mail or hard copy. It was decided to continue printing the packets and delivering them to their homes.

ADJOURNMENT: Chairman Wells adjourned the meeting at 6:45 p.m.

John Paul Wells
Chairman

Glyn Snyder
Secretary