

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE PLANNING COMMISSION
September 20, 2010**

The meeting of the Holtville Planning Commission was held on Monday, September 20, 2010 at 6:30 p.m. in the Civic Center. Commissioners present were Vikki Dee Bradshaw, Javier Ramos and Jim Predmore. Staff members present were Laura Fischer and Glyn Snyder. Ex Officio Member Richard Layton and City Attorney Steve Walker were also present. Justina Arce was absent and Adriana Calderon was present representing Ms. Arce.

PLANNING COMMISSION CALLED TO ORDER:

Chairman Vikki Dee Bradshaw called the meeting to order at 6:40 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 September 17, 2010.

APPROVAL OF MINUTES:

A motion was made by Commissioner Predmore and seconded by Commissioner Ramos to approve the minutes of the regular meeting of July 19, 2010. All members present were in favor and the motion carried unanimously.

PUBLIC COMMENTS:

None

REPORTS OF CITY OFFICERS:

Executive Officer

The Executive Officer reported on the "In God We Trust" Project. With permission from the donors, the balance of the donations will be transferred to the Veteran's Memorial Project. The new flag pole and a new wall will be installed by Veteran's Day and a ceremony is being planned. Mrs. Fischer said the old water tank has been scheduled for deconstruction. Pacific Hydrotech will be doing street improvements on both sides of the Orchard Road Bridge. She also reported City Council adopted guidelines for business fire suppression systems for kitchens. City Council also authorized submitting a Request for Proposal for bid and scope of work for the alley approaches and curb returns for the alley between Pine and Cedar Avenues and Eighth and Ninth Streets.

City Planner

A written report of ongoing Planning Projects was provided and reviewed by the Associate City Planner. She said Aqua 2000 is having issues with their site plan and will be resubmitting it. The Holt Group has signed off the building permit submitted by Norman Meek for the property located at 655 Olive Ave. The Church of Christ applied for a building permit to install a fence; however a building permit is not required. In lieu of a building permit they were given a permit to perform work.

A Grant Report was also provided and reviewed by the Associate City Planner for the Commission. Ms. Calderon reported a letter has been received from the State Historic Preservation Office concurring with The Holt Group's letter regarding clearance issues. Ms. Fischer reported Cal Trans has suggested

a bike path that would connect Highway 115/4th Street to the Alamo River Trail. The path will be connected to the sidewalk.

REPORTS FROM PLANNING COMMISSIONERS:

Chairman Bradshaw thanked Council Member Layton for attending the meeting.

Unfinished Business:

a. Discussion/Related Action To Adopt RESOLUTION 10-02 Regarding Draft Ordinance Abatement ORDINANCE 471 – Laura Fischer, City Manager

A motion was made by Commissioner Ramos and seconded by Commissioner Predmore to adopt Resolution 10-02 regarding Draft Ordinance Nuisance Abatement Ordinance 471 with the following changes to the Draft Ordinance: strikethrough Section 7 regarding hardship waivers and incorporate a fine/penalty fee schedule. The motion carried 3/0 in the form of a roll call vote.

New Business:

b. City To Administer Oath Of Office To Javier Ramos, Newly Appointed Planning Commission Member – Glyn Snyder, City Clerk

The City administered the Oath of Office to Javier Ramos, newly appointed Planning Commission Member.

c. Discussion/Related Action To Appoint A Vice Chairman – Laura Fischer, City Manager

A motion was made by Commissioner Ramos and seconded by Chairman Bradshaw to nominate Javier Ramos for the position of Vice Chairman. All members present were in favor and the motion carried unanimously.

d. Discussion/Related Action To Accept Resignation Letter of Martin Castanon – Laura Fischer, City Manager

A letter of resignation from Mr. Castanon effective September 17, 2010 was presented by the Executive Officer. A motion was made by Commissioner Ramos and seconded by Commissioner Predmore to accept resignation of Martin Castanon. All members present were in favor and the motion carried unanimously.

Information Only:

a. Information Only Regarding Prohibition Of Medical Marijuana Dispensing Facilities Within City Limits – Laura Fischer – City Manager

Information only; no action taken. Chairman Bradshaw said she personally supports the prohibition of medical marijuana dispensing facilities within City limits.

b. Information Only Regarding Alamo River Trail Project Update – Laura Fischer, City Manager

Information only; no action taken.

ADJOURNMENT: Chairman Bradshaw adjourned the meeting at 7:53 p.m.

Vikki Dee Bradshaw
Planning Commission Chairman

Glyn Snyder
Secretary