

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE PLANNING COMMISSION
November 15, 2010**

The meeting of the Holtville Planning Commission was held on Monday, November 15, 2010 at 6:30 p.m. in the Civic Center. Commissioners present were Vikki Dee Bradshaw, Javier Ramos, Jim Predmore and Federico Garcia. Staff members present were Laura Fischer and Glyn Snyder. Ex Officio Member Richard Layton, City Attorney Steve Walker and City Planner Justina Arce were also present.

PLANNING COMMISSION CALLED TO ORDER:

Chairman Vikki Dee Bradshaw called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Federico Garcia.

VERIFICATION OF POSTING OF AGENDA:

Glyn Snyder, Secretary verified that the agenda was duly posted at City Hall on November 9, 2010. A supplemental agenda was posted on November 12, 2010.

APPROVAL OF MINUTES:

A motion was made by Commissioner Ramos and seconded by Commissioner Predmore to approve the minutes of the regular meetings of September 20, 2010 and October 18, 2010. All members present were in favor and the motion carried unanimously.

PUBLIC COMMENTS:

None

REPORTS OF CITY OFFICERS:

Executive Officer

The Executive Officer welcomed Federico Garcia to the Planning Commission. She reported Pete Mellinger had recommended Ginger Ward to fill the other vacant position. Mrs. Fischer will be contacting Ms. Ward to see if she is interested. Projects nearing completion are the USDA Project, the lining of the raw water ponds, repairs to Orchard Road Bridge and landscaping near the Orchard Road Bridge. Mrs. Fischer reported that all bids for the flagpole project have been rejected. This project will be divided into two parts. She also discussed the Veteran's Memorial Wall and the need for a community service club to take lead of this project to raise the remaining funds needed to construct the wall. The Alley Rehabilitation Project between Eighth and Ninth Streets is in progress. An RDA application for façade improvement to the property located at 134 W. 5th Street is expected to be submitted in the near future. Mrs. Fischer reported the new developers of Barbara Worth Country Club have expressed interest in annexing into the City. She and the City Planner will be meeting with Mr. Heuberger and LAFCO tomorrow to discuss this issue. Mrs. Fischer said there has been interest from a gentleman wishing to open a gym at the corner of Cedar and Fifth Street in the Robinson building. There will be no meeting in December unless an action item comes up. In that case, the meeting will be held at the regular scheduled time and everyone will be contacted.

City Planner

A written report of ongoing Planning Projects was provided and reviewed by the City Planner.

In regards to the Holtville Commercial Plaza, Ms. Arce said staff notified Mr. Goyal that his site plan approval has expired and that he will need to resubmit and comply with the adopted standards at the time of his re-application. She reported he had won his case against Mrs. Reyenga including reimbursement for all attorney fees. Trinity Baptist Church is moving forward with their site plan. A final notice letter was hand delivered by staff to the Donut Shop regarding their trash enclosure which was not completed per specifications of the Planning Review Committee. The letter informed the business owner of potential legal action if he does not comply.

A Grant Report was also provided and reviewed by the City Planner for the Commission. Ms. Arce reported that Holtville was not awarded a grant for the Skate Park.

REPORTS FROM PLANNING COMMISSIONERS:

Chairman Bradshaw welcomed Federico Garcia to the Planning Commission and she thanked Council Member Layton for attending the meeting.

Unfinished Business:

- a. Discussion/Related Action To Adopt RESOLUTION 10-04 Granting A Conditional Use Permit As It Relates To A Wine Wholesale Office Proposed At 110 West Fifth Street (045-284-008) – Laura Fischer, City Manager**

A motion was made by Commissioner Ramos and seconded by Commissioner Garcia to adopt Resolution 10-04 granting a Conditional use Permit as it relates to a wine wholesale office proposed at 110 West Fifth Street (045-284-008). The motion carried 4/0 in the form of a roll call vote.

New Business:

- a. Discussion/Related Action Determining Level Of Support On A Waiver Request From Ninth Street Lateral Underground Requirements Under A Proposed Tentative Parcel Map For A Lot Split At 533 West Ninth , Within The incorporated City Limits – Justina Arce, City Planner**

A motion was made by Commissioner Ramos and seconded by Commissioner Garcia to support a waiver with conditions from underground requirements of the Ninth Street Lateral, considering this a private, two lot investment with conditions as deemed appropriate by the Commission that may include:

- a. Require a fair share contribution of Ninth Street lateral underground.
- b. Require a fair share contribution for future Ninth Street roadway improvements as calculated by the City Engineer.
- c. Require the dedication of ROW for Myrtle Avenue as deemed appropriate by the City Engineer.
- d. Others as deemed appropriate by the Commission.

ADJOURNMENT: Chairman Bradshaw adjourned the meeting at 7:10 p.m.

Vikki Dee Bradshaw
Planning Commission Chairman

Glyn Snyder
Secretary