

AGENDA

**REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION CIVIC
CENTER- 121 WEST FIFTH STREET• HOLTVILLE, CALIFORNIA**

**Monday, June 18, 2018
OPEN SESSION
6:00 PM**

Chairman: Ross Daniels
Vice Chair: Georgina Camacho
Planning Commission Members:
John Britschgi, Charlie Garcia, Mike Pacheco

Legal Counsel: Steve Walker
Secretary: (Vacant)
City Manager/Executive Officer: Nick Wells
Ex Officio Member: Richard Layton

THIS IS A PUBLIC MEETING

If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time that the item is being addressed. State your name and address for the record. All other items can be addressed during the Public Comments portion of the agenda. The Chairman reserves the right to place a time limit on each person asking to be heard.

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

COMMISSION SECRETARY- RE: Verification of Posting of the Agenda

PUBLIC COMMENTS: This is the time for the public to address the Planning Commission on any item that does not appear on the agenda for this meeting within the subject matter jurisdiction of the Planning Commission. The Chairman reserves the right to limit the speaker's time. If you wish to speak, the chairman will recognize you. When you come to the microphone, comments which are slanderous, or which may invade an individual's personal privacy.

CONSENT AGENDA:

The items on the Consent Agenda are to be approved without comment. Should any Commission Member or member of the new public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW BUSINESS agenda

1. Approval of the Minutes from the Regular Meeting of May 21, 2018

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

UNFINISHED BUSINESS:

NEW BUSINESS:

2. **Discussion/Related Action to Adopt RESOLUTION PC18-07** Approving of a Zone Change for 521 Walnut Avenue Changing the Zoning Designation from C-2 General Commercial to R-2 Two Family Residential and Amending the Holville Zoning Map.

Justina Arce, City Planner

INFORMATION ONLY:

3. **Reports from City Officers**
 - a. Executive Officer Report- *Nick Wells*
 - b. Legal Counsel Report- *Steve Walker*
4. **Items for future meetings**

ADJOURNMENT:

I, Raquel Zinn, Interim City Clerk of the City of Holville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holville City Hall Friday, June 15, 2018.

NOTICE: *In compliance with the American Disabilities Act (ADA), the City of Holville will make reasonable efforts to accommodate persons with qualified disabilities. If you require special assistance, please contact the City Clerk's office at 760-356-2912 at least 48 hours in advance of the meeting. Any writings or documents provided to a majority of the Holville Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at City Hall, 121 W Fifth Street, during normal business hours.*

**THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE PLANNING
COMMISSION**

Monday, May 21, 2018

The regular meeting of the Holtville Planning Commission was held on Monday, May 21, 2018, at 6:00 p.m. in the Civic Center. Commissioners present were Ross Daniels, Georgina Camacho, John Britschgi, and Charlie Garcia. Commissioner Mike Pacheco was absent. Staff member present was Nick Wells. City Planner Justina Arce and City Attorney Steve Walker were also present.

PLANNING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:

Chairman Daniels called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Ms. Camacho.

VERIFICATION OF POSTING OF AGENDA:

The City Manager verified that the agenda was duly posted at City Hall on Friday, May, 18, 2018.

SWEARING IN OF NEW COMMISSIONER:

Charlie Garcia was sworn in by City Manager Nick Wells as the newest member of the Commission.

APPROVAL OF MINUTES:

A motion was made by Mr. Britschgi and seconded by Ms. Camacho to approve the Minutes of the April 16, 2018, Regular Meeting. The motion was carried in the form of a roll call vote.

AYES: Daniels, Camacho, Britschgi, Garcia

NOES:

ABSENT: Pacheco

ABSTAIN:

PUBLIC COMMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- 2. Discussion/Related Action to Adopt RESOLUTION PC18-06 Rescinding Conditional Use Permit 06-01 at Property Owner's Request**

Justina Arce, City Planner

A motion was made by Mr. Britschgi and seconded by Mr. Garcia to adopt Resolution PC 18-06 Rescinding Conditional Use Permit 06-01 at Property Owner's Request. The Motion was carried in the form of a roll call.

A YES: Daniels, Camacho, Britschgi, Garcia

NOES:

ABSENT: Pacheco

ABSTAIN:

- 3. Discussion/Related Action Regarding Consideration of Cargo Container Use in the Downtown B Zone under Certain Conditions.**

Justina Arce, City Planner

REPORTS OF PLANNING COMMISSIONERS:

Ms. Camacho commented on the library project.

Mr. Garcia thanked those who did a great job on the Library.

REPORTS OF CITY OFFICERS:

None

ADJOURNMENT:

There being no further business, Chairperson Daniels adjourned the meeting at 6:36 p.m.

Ross Daniels, Chairman

Raquel L. Zinn, Interim City Clerk



pc staff report

Report #1

To: Nicholas D. Wells, City Manager
Holtville Planning Commission

From: Justina G. Arce, Planner

Date: June 18, 2018

Project: Zone Change from General Commercial to R-2 Two Family Residential

Summary:

Applicant:	Christina Beltran Sanchez/Ayon Ismael Sanchez
Project:	Zone Change from Commercial to Residential
Project Location:	521 Walnut Avenue (Please Refer to Exhibit A) APN 045-263-008
Pending Action:	Recommendation to City Council Via Resolution 18-07
Zoning:	Existing: GC General Commercial Proposed: R-2 Two Family Zone
General Plan:	Medium Density Residential
Environmental:	Exempt - Section 15061 (b) (3) General Rule, 15303 New Construction of Small Structures

INTRODUCTION

Per Chapter 17 of the Holtville Zoning Ordinance, the purpose of establishing classification of zones and regulation within those zones, is to A) Promote and protect the public health, safety and welfare of the people of the City; B) Safeguard and enhance the appearance and quality of development of the City; and C) provide for the social, physical and economic advantages resulting from comprehensive and orderly planned use of land and resources. Any changes to the Zoning Ordinance via a rezone or zoning amendment may be initiated by the property owner, the Zoning Commission, or the City Council. A zone change initiation must then be reviewed by the Planning Commission with a recommendation to City Council.

Ms. Christina Beltran has initiated a Zone Change via an application received on May 15, 2018. The subject matter of this staff report is to present the request to the Planning Commission for a recommendation to City Council once a Public Hearing has been held.

BACKGROUND

The City of Holtville had a complete Zoning Code update in 2000 with the assistance of the firm Cotton & Beland (Bridges). Since then, the City has seized opportunities to initiate code changes with the overreaching goal of furthering community goals and objectives. In 2009 the City of Holtville procured the services of PMC, Inc for the preparation of a Form Based/Downtown Code, funded through a State Grant. At this time, much of the General Commercial zones along 5th Street were converted to "Downtown-B Zone" to accommodate mixed uses. This zone change affected the first and sometimes second parcel along 5th Street. The subject property at 521 Walnut was a third parcel from 5th Street and retained a General Commercial Designation. The General Plan Update adopted on September 11, 2017, however, did designate the subject area as Medium Density Residential. Thus an inconsistency between the Zoning Map and the Land Use Map exists.

Land Use

Ms. Christina Beltran would like to construct a Single Family home and has a requested a Zone Change from General Commercial to R-2 Two Family Residential. The request would be consisted with the adopted Land Use Plan but would require a Zoning Map Amendment (**Exhibit B-Zoning Map Amendment**). Existing land uses to the north are single and two-family residential, to the east multi-family residential and to the west commercial. To the south of the subject property are two vacant parcels zoned Downtown B to accommodate mixed use (residential commercial).

Required Conditions for Rezone

In order for Planning Commission to be able to support a rezone, Chapter 17.64 of the Holtville Municipal Code requires that the following three conditions must be met:

1. The proposed zone change is in conformity with the Holtville General Plan.

It is staff's assessment that the proposed zone change is in conformance with the Holtville General Plan Land Use Map (**See Exhibit C-Adopted Land Use Map**) and Element Goals as follows:

- **Land Use Goal 1:** Develop a balanced land use pattern that provides a complete range of housing and employment opportunities, from its agricultural industry edge to its mixed-use center, to ensure that revenue generation matches the City's responsibility for provision and maintenance of public services and facilities.
- **Land Use Goal 2:** Manage desirable and compatible land use development.
- **Land Use Goal 3:** Support and enable downtown mixed-use developments that complement economic, housing, and General Plan goals.
- **Land Use Goal 4:** Protect riparian and wetland habitats of the Alamo River to be transformed into a cultural, recreational, and economic attraction beneficial to the region.
- **Land Use Goal 5:** Ensure that public services and facilities are balancing regional housing pressures occurring outside of the County with the needs of local citizens and reduce local pressures by promoting conservation, recycling, reuse and other environmentally desirable measures to provide for a more sustainable and healthier environment.

- **Land Use Goal 6:** Work with the Holtville Unified School District to ensure that a level of public education is provided that meets community educational needs.
 - **Land Use Goal 7:** Maintain and accommodate for the development of a mix of land uses that meet the diverse needs of residents, businesses, with places to live, work, shop, be culturally enriched, and engage in healthy lifestyles.
2. **The subject property is suitable for the uses permitted in the proposed zone, in terms of access, size of parcel, relationship to similar or related use, and other considerations deemed relevant by the Planning Commission.**
The subject property is adequately sized and measures 60' x 140' which meets the minimum lot size standards of the proposed R-2 Zone designation.
 3. **The proposed zone change is necessary and proper at this time and is not likely to be detrimental to the adjacent property.**
If developed with residential development, the land use would not result in any detrimental impact to the adjacent properties.

ENVIRONMENTAL

The proposed amendments to the zoning map are exempt from California Environmental Quality Act (CEQA). Pursuant to CEQA requirements a Notice of Exemption was filed with OPR on May 23rd, 2018, citing exemption per Section 15061 (b) (3) General Rule. Under this General Rule, if it can be seen with certainty that the project does not have potential for causing a significant effect on the environment it is not subject to CEQA.

PUBLIC NOTICING

Pursuant to Section 17.64.050 of the Holtville Zoning Ordinance, an amendment that is initiated by the property owner is subject to Public Hearing. The amendments proposed were initiated by City Council at the March 12th meeting. A Public Hearing notice was posted on May 22, 2018 at least ten days prior to the hearing date of June 18, 2018 before the Planning Commission (**Exhibit D-Public Notice**).

RECOMMENDATION AND PENDING ACTION

The Planning Commission should hold the public hearing and consider all testimonies for and against, and consider the following findings with a recommendation to City Council on the proposed amendments, with or without modifications, via **Resolution 18-07 (Exhibit E)**:

1. **Adopt Resolution 18-07** to recommend approval to the City Council of the rezone and Zoning Map Amendments as presented for APN 045-263-008; or
2. **Not Adopt Resolution 18-07** and provide alternative directive to Staff.

Attachments:

- Exhibit A – Project Location
- Exhibit B – Zoning Map Amendment
- Exhibit C – Adopted Land Use Map
- Exhibit D – Public Notice
- Exhibit E – Resolution 18-07

Cc: Steve Walker, City Attorney

EXHIBIT A – PROJECT LOCATION



The Holt Group, Inc.
ENGINEERING · PLANNING · SURVEYING

1601 N. Imperial Ave. El Centro, California 92243

(760) 337-3883



521 Walnut Avenue
City of Holtville

EXHIBIT A

Project No. 116.472

Date: May 2018

EXHIBIT B – ZONING MAP AMENDMENT

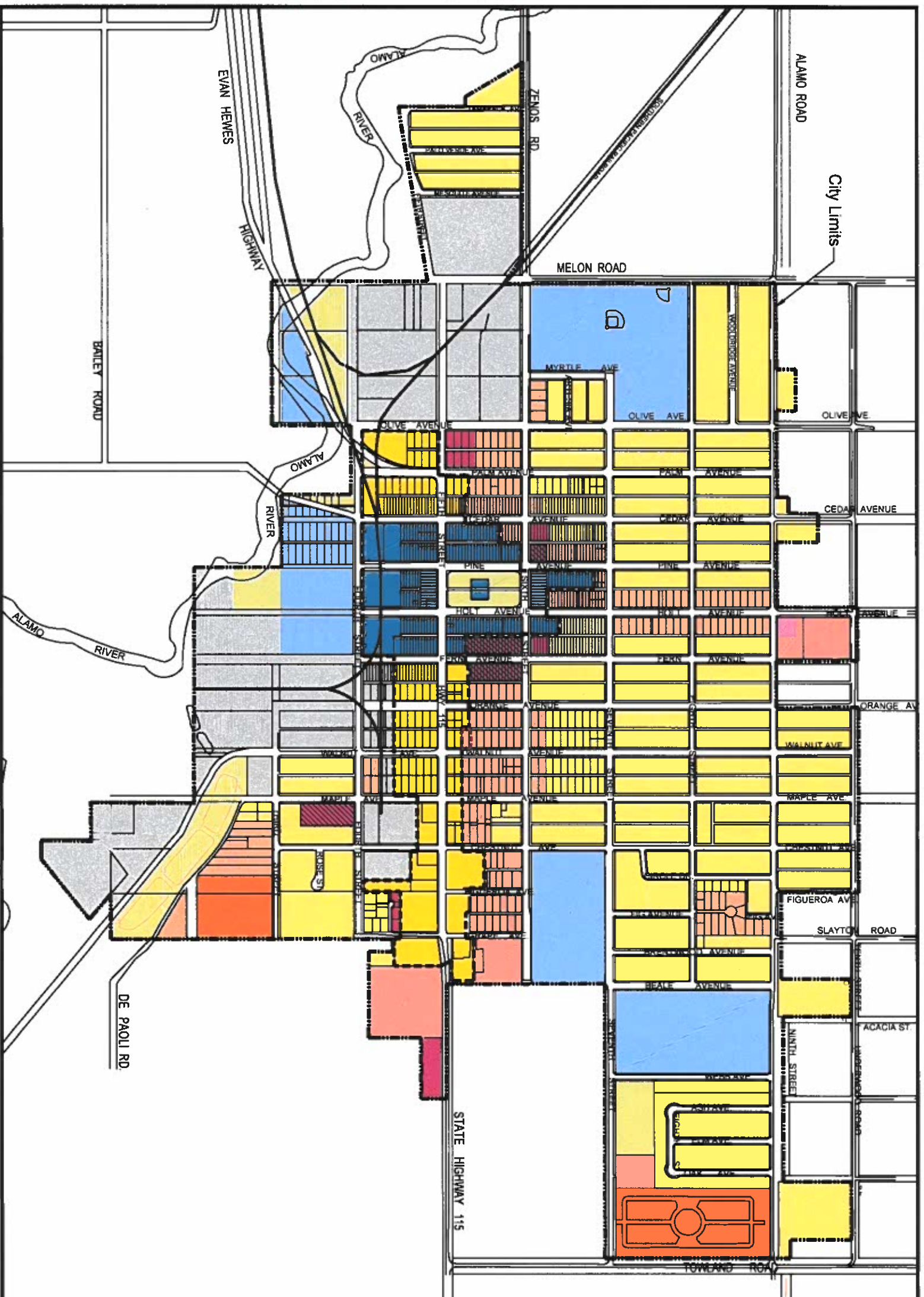


EXHIBIT B

Legend

- OS Open Space
- R-1 Single Family
- R-2 Two Family
- R-3 Multi-Family
- R-4 Mobile Home Park
- RC Residential Commercial Mixed-Use
- C-1 Neighborhood Commercial
- C-2 General Commercial
- I-1 Light Industrial
- CF Community Facilities
- Downtown - A Zone
- Downtown - B Zone
- Existing City Limits

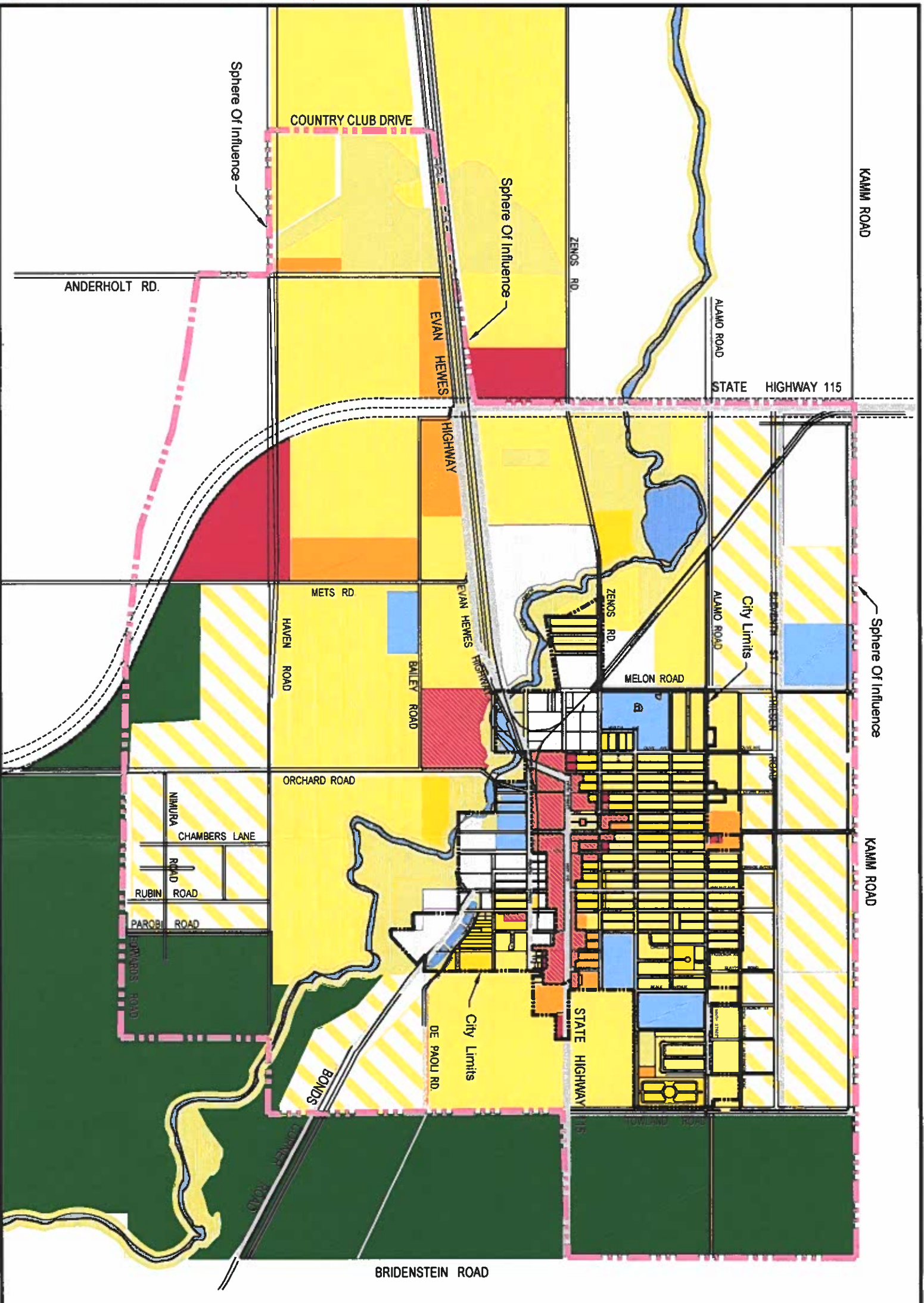
Adopted on _____
 Per Ordinance # _____



NOT TO SCALE

DRAFT OFFICIAL ZONING MAP

EXHIBIT C – ADOPTED LAND USE MAP



Legend

- RR Rural Residential
- LDR Low Density Residential
- MDR Medium Density Residential
- HDR High Density Residential
- RC Residential Commercial Mixed-Use
- AG Agriculture
- C Commercial
- I Industrial
- CF Community Facilities
- OS Open Space Recreation
- Downtown Project Area
- Existing Sphere of Influence
- Existing City Limits
- Alamo River / Wetlands



Adopted on September 11, 2017
Per Resolution #17-34

LAND USE POLICY MAP

EXHIBIT D – PUBLIC NOTICE



PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the City of Holtville Planning Commission will conduct a public hearing.

SUBJECT: Beltran Zone Change

PROJECT LOCATION: 521 Walnut Avenue, Holtville, CA 92250

ACTION: Zone Change from C-2 General Commercial to R-2 Two-Family Residential

ENVIRONMENTAL: Exempt Per Section 15303

DATE & TIME OF HEARING: June 18, 2018 at 6:00 p.m.

HEARING LOCATION: City Hall
121 W. Fifth Street
Holtville, California 92250

DESCRIPTION:

An Application for a Zone Change was received by the City of Holtville requesting 521 Walnut Avenue (APN 045-263-008) be changed from C-2 General Commercial zone to R-2 Two-Family Residential zone. The subject site is a single, 8,400 square foot vacant lot surrounded by residential land uses and a vacant parcel zoned for mixed use development. The Applicant is requesting the Zone Change to allow the construction of residential land uses.

If you would like more information about the public hearing please contact the City Planner, Justina Arce at (760) 337-3883. A detailed description of the subject project is on file at the Planning Department at City Hall, located at 121 West Fifth Street, Holtville CA 92250 and at The Holt Group, 1601 North Imperial Avenue, El Centro, CA 92243 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

If you are unable to attend the public hearing, you may direct written comments to Ms. Raquel Zinn, at the City Hall address. If you plan on attending the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter, please contact Ms. Zinn at (760) 356-2912 to arrange for those accommodations to be made.

The City promotes fair housing to all economic segments of the community regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.


Nicholas Wells, City Manager


May 29, 2018
Posted Date

EXHIBIT E – RESOLUTION 18-07

"EXHIBIT E"

RESOLUTION NO. PC 18-07

**A RESOLUTION OF THE HOLTVILLE PLANNING COMMISSION
RECOMMENDING APPROVAL OF A ZONE CHANGE FOR 521 WALNUT
AVENUE CHANGING THE ZONING DESIGNATION FROM C-2 GENERAL
COMMERCIAL TO R-2 TWO FAMILY RESIDENTIAL AND AMENDING THE
HOLTVILLE ZONING MAP**

WHEREAS, the Applicant, Cristina Jovita Beltran submitted an application to change the zoning designation for 521 Walnut Avenue from C-2 General Commercial to R-2 Two Family Residential; and

WHEREAS, the subject site is a single, 8,400 square-foot undeveloped lot surrounded by residential development and mixed use zoned area; and

WHEREAS, the subject site is identified as Medium Density Residential in the General Plan Land Use Policy Map; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission on June 18, 2018 to provide citizens an opportunity to comment on the proposed zone change; and

WHEREAS, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written and oral comments received, the Holtville Planning Commission considered all facts relating to the zone change.

NOW THEREFORE LET IT BE RESOLVED, that the Holtville Planning Commission determines as follows:

- A) That the foregoing recitations are true and correct; and
- B) That based on the evidence presented at the public hearing, the Planning Commission hereby recommends approval of a zone change for 521 Walnut Avenue changing the zoning designation from C-2 General Commercial to R-2 Two-Family Residential based on the following findings:
 - 1. The project has been reviewed in accordance with the requirements set forth by the City of Holtville for implementation of the California Environmental Quality Act.
 - 2. The proposed zone change is in conformity with the Holtville General Plan.
 - 3. The subject property is suitable for the uses permitted in the proposed zone, in terms of access, size of parcel, relationship to similar or related use, and other considerations deemed relevant by the Planning Commission.

4. The proposed zone change is necessary and proper at this time and is not likely to be detrimental to the adjacent property.

APPROVED AND ADOPTED at the regular meeting of the Planning Commission of the City of Holtville, California held on this 18th day of June, 2018.

Ross Daniels, Chairman

I, the undersigned, Secretary of the City of Holtville Planning Commission, DO HEREBY CERTIFY, that the foregoing resolution was adopted at a regular meeting of the Planning Commission held on the 18th day of June, 2018, by the following votes:

A YES:
NOES:
ABSTAIN:
ABSENT:

_____, Secretary