

# AGENDA

## REGULAR MEETING of THE HOLTVILLE CITY COUNCIL 121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA

Monday, January 13, 2025

<input type="checkbox"/> Mike Goodsell, Mayor	<input type="checkbox"/> City Treasurer	<input type="checkbox"/> Alex Silva, Fire Chief
<input type="checkbox"/> Michael Pacheco, Mayor Pro Tem	<input type="checkbox"/> Nick Wells, City Manager	<input type="checkbox"/> Joe Conkey, Police Chief
<input type="checkbox"/> Murray Anderson, Council Member	<input type="checkbox"/> Chandler Sinclair, Finance Supervisor	<input type="checkbox"/> Jack Holt, City Engineer
<input type="checkbox"/> John Munger, Council Member	<input type="checkbox"/> Steve Walker, City Attorney	<input type="checkbox"/> George Galvan, City Planner
<input type="checkbox"/> Vanessa Ramirez, Council Member	<input type="checkbox"/> Yvette Rios, City Clerk	<input type="checkbox"/>

### THIS IS A PUBLIC MEETING

*The Holtville City Council values your input if there is an issue on which you wish to be heard, for both items listed on the agenda and for items of general concern. The Mayor reserves the right to place a limit on each person's comments. Any public comments must include the individual's name and address for the record. Personal attacks on individuals and/or comments which are slanderous or which may invade an individual's personal privacy are not permitted.*

## CITY COUNCIL

### MEETING CONVENED - 5:30

**CLOSED SESSION PUBLIC COMMENTS:** This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting.

### ADJOURN TO CLOSED SESSION

### CONFERENCE WITH LABOR NEGOTIATORS:

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney

### PUBLIC EMPLOYMENT:

*(Government Code Section 54957)*

City Manager Evaluation

Evaluation Criteria

### RECONVENE OPEN SESSION - 6:00 PM

### PLEDGE of ALLEGIANCE:

### INVOCATION:

### CITY CLERK RE: Verification of Posting of the Agenda

### EXECUTIVE SESSION ANNOUNCEMENTS:

### RECOGNITION

*Holtville High School CIF Champion Cheer Team  
HHS Cheer Coach Jessilyne Osuna*

**GENERAL PUBLIC COMMENTS:** The public may address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council.

### 1. CONSENT AGENDA:

*The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the 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.*

- a. Approval of the Minutes from the Regular Meeting of Monday, December 9, 2024.
- b. Current Demands #47516 through #47637.

**REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:**

2. **UNFINISHED BUSINESS:** *None*
3. **NEW BUSINESS:**
- a. **Discussion/Related Action** to Update County/Regional Appointment List  
*Nick Wells, City Manager*
- b. **Discussion/Related Action** to Review and Accept Applications for a Planning Commission Member to Fill a Vacant Seat Left by the Election of Vanessa Ramirez to the City Council  
*Yvette Rios, City Clerk*
- c. **Discussion/Related Action** to Review and Accept Applications for a City Treasurer to Fill the Vacant Seat Left by the 2024 Election Where No Candidates Filed to Run  
*Yvette Rios, City Clerk*
- d. **PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #25-01** Regarding **EMERGENCY ORDINANCE #499** Adding Title 9, Section 9.29 Regarding Regulating Parades and Assemblages  
*Nick Wells, City Manager*
- e. **PUBLIC HEARING: Discussion/Related Action** to Introduce by Title Only of an **ORDINANCE** Amending Title 17 of the City of Holtville Municipal Code as it Relates to Density Bonus Provisions, Accessory Dwelling Units and Junior Accessory Dwelling Units, and Alleviating Constraints for the Production of a Variety of Housing Types  
*George Galvan, City Planner*
4. **INFORMATION ONLY:** *None*
5. **STAFF REPORTS**
- a. **City Manager Report - Nick Wells** *Not submitted*
- b. Finance Supervisor - *Chandler Sinclair* *Not submitted*
- c. Police Chief - Joe Conkey
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*
- f. Building Inspector - *Raylene Tapiceria*
6. **Items for Future Meetings:** *None*
7. **ADJOURNMENT:**

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website ([www.Holtville.ca.gov](http://www.Holtville.ca.gov)) on Friday, January 10, 2025.

**THE MINUTES OF THE REGULAR MEETING OF  
THE HOLTVILLE CITY COUNCIL**

**Monday, December 9, 2024**

MEETING DATE:	<u>1/13/25</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, December 9, 2024, at 5:30 pm in the Civic Center. Mayor Murray Anderson was present, as were Council Members Mike Goodsell, Richard Layton, John Munger, and Mike Pacheco. Also present were Police Chief Joe Conkey, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

**CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:**

*The Closed Session meeting was called to order at 5:31 PM. by Mayor Murray Anderson.*

**CONFERENCE WITH LABOR NEGOTIATORS:**

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney

*No Reportable Action Taken*

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957)*

City Manager Evaluation

*Evaluation Criteria*

**CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:**

*Mayor Anderson called the Open Session meeting to order at 6:04 PM.*

**PLEDGE OF ALLEGIANCE:** *Mr. Munger led the Pledge of Allegiance.*

**INVOCATION:** *The Invocation was given by Mr. Goodsell.*

**CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

*City Clerk Yvette Rios verified that the agenda was duly posted on Friday, December 6, 2024.*

**EXECUTIVE SESSION ANNOUNCEMENTS:**

*Mr. Walker reported that there was no reportable action from the Closed Session.*

**GENERAL PUBLIC COMMENTS:**

*Rosie Allegranza, Executive Director for the Holtville Chamber of Commerce, reported on current Chamber activities including the upcoming Christmas in the Park and the 78th Annual Carrot Festival. She shared details of interest such as the return of fake "snow" at the Christmas in the Park event and the schedule of events for the Carrot Festival.*

**1. CITY COUNCIL CONSENT AGENDA:**

- a. Approval of the Minutes from the Regular Meeting of Monday, November 25, 2024.
- b. Current Demands #47474 through #47515

*A motion was made by Mr. Munger and seconded by Mr. Pacheco to approve the Consent Agenda as presented. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

## REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQES:

*Ms. Rios reported that she placed mail inserts to the December water utility bills with information on TextMyGov. She shared the numbers for signing up for text alerts and reporting to the attendees.*

*Mr. Wells attended the Tree Lighting Ceremony and has dedicated his efforts to current projects. He will present an item tonight for the Street Maintenance project. The City will go out to bid soon for the Trestle Bridge project.*

*Mr. Walker had nothing to report.*

*Mr. Layton reported that he attended the Tree Lighting Ceremony and there was a good turnout.*

*Mr. Goodsell reported that he attended the an ALUC meeting and they are working on a compatibility plan. He also attended meetings for ICTC and SCAG and a teams meeting to answer questions for RAND Corp. He has upcoming meetings for ICTC and Caltrans Board.*

*Mr. Munger also attended the Tree Lighting Ceremony and enjoyed the music and lights.*

*Mr. Pacheco reported that IID will be moving forward with work on the undergrounding project on West Ninth Street. He shared that IID's Lightshow at the Fairgrounds started on Sunday. Mr. Pacheco took a moment to thank Mr. Layton for stepping up to serve the City despite being in retirement. He also thanked Ms. Ramirez for her enthusiasm to serve the City.*

*Mr. Morris had nothing to report.*

*Chief Conkey provided a recapitulation of ICSO activity for November. He reported that the resolution for extending the contract between ICSO and the City of Holtville will be presented to the BOS in January.*

*Mayor Anderson also attended the Tree Lighting Ceremony and had the privilege of pressing the button to light the trees. He enjoyed the event as one of his last as Mayor.*

### 2. UNFINISHED BUSINESS: *None*

### 3. NEW BUSINESS:

- a. ~~b.~~ Discussion/Related Action to Adopt RESOLUTION #24-30** Reciting the Facts of the General Municipal Election Held on November 5, 2024, Declaring the Result and Such Other Matters as Provided by Law ***Yvette Rios, City Clerk***

*Ms. Rios summarized details of the 2024 Election, beginning in June where the Council adopted a resolution declaring an election for the three soon-to-expire seats. Subsequently, she explained, six eligible candidates filed paperwork and were placed on the ballot for November 5. The County registrar of Voters posted certified results on December 3. Ms. Rios then recited the facts of the election, including the certified results; the three elected Councilmembers were Murray Anderson, Mike Pachco, and Vanessa Ramirez. A secondary result was that a treasurer was not elected for a lack of contenders; therefore, the treasurer seat will expire and be left vacant.*

*A motion was made by Mr. Goodsell and seconded by Mr. Layton to approve the action as presented. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

## SWEARING IN OF NEW COUNCIL OFFICERS

***Yvette Rios, City Clerk***

*At this time, Ms. Rios administered the oath of office to the three newly elected Councilmembers.*

## BRIEF BREAK FOR CONGRATULATIONS, FAREWELLS & SOCIAL INTERACTION

- b. ~~a.~~ Discussion/Related Action to Adopt RESOLUTION #24-29** Authorizing the Execution of a Contract with American Asphalt South for Construction Services Relative to the Citywide Pavement Improvements Project **Nick Wells, City Manager**

*As per previous discussion regarding results of the street survey conducted by The Holt Group, Mr. Wells explained that staff released an RFP for construction services for the CityWide Pavement Improvements Project. The lowest and preferred bid came from American Asphalt South. For the previous street maintenance project completed in the 2018/2019 FY, American Asphalt South was also awarded a contract for construction services. The probable cost for the 2025 project was projected at \$1.7M and the preferred bidder came in below that amount at \$1.6M.*

*A motion was made by Mr. Munger and seconded by Mr. Pacheco to approve the action as presented. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

- c. Discussion/Related Action to Select a Mayor and Mayor Pro-Tem of the City Council to Serve During The Next Year** **Yvette Rios, City Clerk**

*Ms. Rios explained the procedure of selecting a Mayor and Mayor Pro-Tem, which is commenced with the City Clerk declaring the Mayoral position as open, and accepting nominations. Mr. Pacheco made a motion to nominate Mr. Munger as Mayor. The motion died for a lack of a second. Discussion ensued as to why there were no motions in favor of Mr. Pacheco's nomination of Mr. Munger. Following the discussion, Mr. Anderson made a motion to nominate Mr. Goodsell as Mayor and that motion was seconded by Mr. Pacheco. Ms. Ramirez voiced that she chose to abstain from voting on this matter because she was not yet acquainted with the Councilmembers as colleagues to make a judgement on who was best fit for the position.*

*A motion was made by Mr. Anderson and seconded by Mr. Pacheco to select Mr. Goodsell as Mayor. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Pacheco, Anderson*

NOES: *Munger*

ABSENT: *None*

ABSTAIN: *Ramirez*

*At this time, the newly selected Mayor oversaw the selection of Mayor Pro-Tem.*

*A motion was made by Mr. Anderson and seconded by Mr. Goodsell to select Mr. Pacheco as Mayor Pro-Tem. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Pacheco, Anderson*

NOES: *Munger*

ABSENT: *None*

ABSTAIN: *Ramirez*

**4. INFORMATION ONLY:** *None*

**5. STAFF REPORTS:**

- a. **City Manager Report - *Nick Wells***
- b. **Finance Supervisor -**
- c. **Police Chief - *Joe Conkey***
- d. **Water/Wastewater Consultant - *Frank Cornejo***
- e. **Public Works Supervisor - *Alex Chavez***

**Items for Future Meetings:**      *Solution for chairs on sidewalk prior to the Carrot Festival Parade*  
*Resolution for textual amendment to zoning ordinance*

**6.**

**7. ADJOURNMENT:**      *There being no further business to come before the Council,*  
*Mayor Goodsell adjourned the meeting at 6:54 PM.*

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**Mike Goodsell, Mayor**

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**Yvette Rios, City Clerk**

MEETING DATE:	<u>1/13/25</u>
ITEM NUMBER	<u>1 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville  
Live 4.17.2022

Check Register - DETAILS REPORT  
Check Issue Dates: 11/27/2024 - 1/7/2025

Report Criteria:  
Report type: GL detail  
Check.Type = {<-} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47516</b>								
12/12/2024	47516	8x8, INC.	4725466	10-12001-4425	53.86	53.86	TELEPHONE	ADMIN
12/12/2024	47516	8x8, INC.	4725466	10-12003-4425	53.86	53.86	TELEPHONE	
12/12/2024	47516	8x8, INC.	4725466	10-14020-4425	53.86	53.86	TELEPHONE	
12/12/2024	47516	8x8, INC.	4725466	11-31510-44250	53.86	53.86	TELEPHONE	
12/12/2024	47516	8x8, INC.	4725466	12-31620-4425	53.86	53.86	TELEPHONE	
Total 47516:						269.30		
<b>47517</b>								
12/12/2024	47517	ACE HARDWARE	E80690	10-31150-44200	88.21	88.21	PADLOCKS, KEYS, BOLTS	PW FIRE DEPT
12/12/2024	47517	ACE HARDWARE	E80709	10-31150-44200	16.15	16.15	PADLOCK	
12/12/2024	47517	ACE HARDWARE	E80756	11-31520-44200	22.48	22.48	CABLE TIES, TUBES	
12/12/2024	47517	ACE HARDWARE	E80914	10-22080-4420	3.22	3.22	NAILS	
12/12/2024	47517	ACE HARDWARE	E80948	10-22080-4420	54.92	54.92	LIGHTS	
12/12/2024	47517	ACE HARDWARE	E80953	10-80127-4420	18.51	18.51	STRIP OUTLETS	
12/12/2024	47517	ACE HARDWARE	E81001	10-22080-4420	31.22	31.22	CLOTHESLINE	
12/12/2024	47517	ACE HARDWARE	E81040	10-22080-4420	54.92	54.92	LIGHTS	
12/12/2024	47517	ACE HARDWARE	E81186	11-31520-44200	24.76	24.76	WG KILLER, SPIGOT REPLACEMENT	
12/12/2024	47517	ACE HARDWARE	E81415	10-31140-44200	7.10	7.10	CHEM RESIST SPRAYER	
12/12/2024	47517	ACE HARDWARE	E81808	10-22080-4420	1.50	1.50	RUBBER BANDS	
12/12/2024	47517	ACE HARDWARE	E82361	10-31150-44200	58.16	58.16	TRASH CANS	
12/12/2024	47517	ACE HARDWARE	E82426	10-31140-44200	15.07	15.07	CENTER PUNCH	
12/12/2024	47517	ACE HARDWARE	E82498	10-31150-44200	16.38	16.38	BOLTS	
12/12/2024	47517	ACE HARDWARE	E82534	10-22080-4420	16.36	16.36	COUPLER, HOSE	
12/12/2024	47517	ACE HARDWARE	E82617	10-31150-44200	44.16	44.16	STAPLES, STAPLE GUN	
12/12/2024	47517	ACE HARDWARE	E83865	10-31140-44210	327.72	327.72	SANDER SUPPLIES	
12/12/2024	47517	ACE HARDWARE	E83923	10-31150-44200	22.61	22.61	CABLE TIES	
12/12/2024	47517	ACE HARDWARE	E83976	10-31150-44200	45.19	45.19	LED LIGHTS	
12/12/2024	47517	ACE HARDWARE	E84226	10-31150-44200	344.58	344.58	LED LIGHTS	
12/12/2024	47517	ACE HARDWARE	E84448	10-31150-44200	32.29	32.29	CABLE TIES	
12/12/2024	47517	ACE HARDWARE	E84694	10-31150-44200	10.76	10.76	CABLE TIES	
12/12/2024	47517	ACE HARDWARE	H81738	10-31150-44200	112.47	112.47	LED MINI LIGHTS	
Total 47517:						1,368.74		
<b>47518</b>								
12/12/2024	47518	APPLIED INDUSTR	7030935549	12-31610-4420	817.86	817.86	OIL FOR BLOWER	PW
12/12/2024	47518	APPLIED INDUSTR	7031016435	12-31620-4420	666.81	666.81	HOSES FOR VACTOR	
Total 47518:						1,484.67		
<b>47519</b>								
12/12/2024	47519	AUTO ZONE COM	0564899687	12-31620-4420	188.39	188.39	BATTERY	PW
Total 47519:						188.39		
<b>47520</b>								
12/12/2024	47520	BABCOCK & SONS	CK40500-22	11-31520-44301	19.81	19.81	BIOCHEMICAL OXYGEN DEMAND	PW
12/12/2024	47520	BABCOCK & SONS	CK40510-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
12/12/2024	47520	BABCOCK & SONS	CK40634-22	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS	
12/12/2024	47520	BABCOCK & SONS	CK40988-22	12-31610-4430	19.81	19.81	COPPER	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
12/12/2024	47520	BABCOCK & SONS	CK40989-22	12-31610-4430	65.65	65.65	OIL AND GREASE	
12/12/2024	47520	BABCOCK & SONS	CK40992-22	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS	
12/12/2024	47520	BABCOCK & SONS	CK40993-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
12/12/2024	47520	BABCOCK & SONS	CK41164-227	11-31520-44301	39.64	39.64	TOTAL HARDNESS PACKAGE	
12/12/2024	47520	BABCOCK & SONS	CK41188-227	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBON	
12/12/2024	47520	BABCOCK & SONS	CK41189-227	11-31520-44301	39.62	39.62	ALUMINUM LAB ANALYSIS	
12/12/2024	47520	BABCOCK & SONS	CK41198-227	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS	
12/12/2024	47520	BABCOCK & SONS	LK40014-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
12/12/2024	47520	BABCOCK & SONS	LK40018-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 47520:						855.83		
<b>47521</b>								
12/12/2024	47521	BAJA DESERT TIR	S21-19875	10-31150-44280	451.26	451.26	TIRES	PW
12/12/2024	47521	BAJA DESERT TIR	S21-22140	10-31150-44280	962.14	962.14	TIRES	
12/12/2024	47521	BAJA DESERT TIR	S21-22140	11-31510-44280	137.45	137.45	TIRES	
12/12/2024	47521	BAJA DESERT TIR	S21-22140	12-31620-4428	274.90	274.90	TIRES	
Total 47521:						1,825.75		
<b>47522</b>								
12/12/2024	47522	BLU BULK TRANS	#9746 NOV 2	10-31158-44200	92.20	92.20	PW WATER	PW
Total 47522:						92.20		
<b>47523</b>								
12/12/2024	47523	CASELLE, INC.	137632	10-14020-4430	1,761.00	1,761.00	CONTRACT SUPPORT	ADMIN
Total 47523:						1,761.00		
<b>47524</b>								
12/12/2024	47524	CORE & MAIN LP	W050104	11-80051-44200	2,914.86	2,914.86	ADAPTERS, COUPLINGS, UNDERWO	PW
Total 47524:						2,914.86		
<b>47525</b>								
12/12/2024	47525	COUNTY MOTOR P	315587	10-31140-44200	617.33	617.33	CV SHAFTS	ADMIN
12/12/2024	47525	COUNTY MOTOR P	315611	10-31140-44200	139.90	139.90	OIL ABSORBANT	
12/12/2024	47525	COUNTY MOTOR P	315816	11-31510-44200	65.19	65.19	SOCKET SET	
12/12/2024	47525	COUNTY MOTOR P	315816	12-31620-4420	65.19	65.19	SOCKET SET	
Total 47525:						887.61		
<b>47526</b>								
12/12/2024	47526	COUNTY OF IMPE	2425-001	10-17030-4432	1,000.00	1,000.00	MEMORANDUM AGREEMENT TENS G	ADMIN
Total 47526:						1,000.00		
<b>47527</b>								
12/12/2024	47527	CR&R INCORPORA	NOVEMBER	13-31710-4430	24,373.88	24,373.88	ADJUSTED GROSS	ADMIN
12/12/2024	47527	CR&R INCORPORA	NOVEMBER	10-00000-3145	2,924.87-	2,924.87-	FRANCHISE FEES	
12/12/2024	47527	CR&R INCORPORA	NOVEMBER	13-00000-3849	1,462.43-	1,462.43-	ABA 939	
12/12/2024	47527	CR&R INCORPORA	NOVEMBER	10-00000-3848	1,218.69-	1,218.69-	VEHICLE IMPACT FEE	
Total 47527:						18,767.89		



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
<b>47528</b>									
12/12/2024	47528	CWEA	CWEA 2025	11-31510-43120	175.00	175.00	COLLECTION SYSTEM GRADE 2	PW	
12/12/2024	47528	CWEA	CWEA 2025	12-31620-4312	175.00	175.00	COLLECTION SYSTEM GRADE 2		
Total 47528:						350.00			
<b>47529</b>									
12/12/2024	47529	D.J. MILLER, INC.	24195	22-80027-4430	382,850.00	382,850.00	PROGRESS PAYMENT #10	ADMIN	
12/12/2024	47529	D.J. MILLER, INC.	24196	22-80027-4430	211,322.76	211,322.76	PROGRESS PAYMENT #11		
Total 47529:						594,172.76			
<b>47530</b>									
12/12/2024	47530	DRAGON'S EXTER	89244959	10-31158-44300	250.00	250.00	MONTHLY PEST	ADMIN	
Total 47530:						250.00			
<b>47531</b>									
12/12/2024	47531	FERGUSON ENTE	4961585	10-31140-44210	502.67	502.67	WRENCHES, SCISSORS	PW	
12/12/2024	47531	FERGUSON ENTE	4966372	11-80051-44200	345.69	345.69	UNIONS, ADAPTERS		
Total 47531:						848.36			
<b>47532</b>									
12/12/2024	47532	FERNANDO RUIZ, I	168497	10-31140-43150	87.50	87.50	SAFETY SERVICES	PW	
12/12/2024	47532	FERNANDO RUIZ, I	168497	10-31150-43150	87.50	87.50	SAFETY SERVICES		
12/12/2024	47532	FERNANDO RUIZ, I	168497	11-31510-43150	87.50	87.50	SAFETY SERVICES		
12/12/2024	47532	FERNANDO RUIZ, I	168497	12-31620-4315	87.50	87.50	SAFETY SERVICES		
12/12/2024	47532	FERNANDO RUIZ, I	168497	11-31520-43150	87.50	87.50	SAFETY SERVICES		
12/12/2024	47532	FERNANDO RUIZ, I	168497	12-31610-4315	87.50	87.50	SAFETY SERVICES		
Total 47532:						525.00			
<b>47533</b>									
12/12/2024	47533	HALEY DOWSEY	PERMA 2024	10-12001-43110	153.74	153.74	PERMA BOARD OF DIRECTORS MEET	ADMIN	
Total 47533:						153.74			
<b>47534</b>									
12/12/2024	47534	HARTFORD	4817717809	10-11011-42310	51.05	51.05	INSURANCE PREMIUM	ADMIN	
12/12/2024	47534	HARTFORD	4817717809	10-12001-4231	39.12	39.12	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-14020-4231	46.60	46.60	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-12003-4231	26.16	26.16	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-22080-4231	58.68	58.68	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-31140-42310	19.82	19.82	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-21070-4231	4.90	4.90	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	10-31150-42310	2.93	2.93	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	11-31530-42310	3.92	3.92	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	11-31510-42310	81.18	81.18	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	11-31520-42310	19.56	19.56	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	12-31610-4231	77.52	77.52	INSURANCE PREMIUM		
12/12/2024	47534	HARTFORD	4817717809	12-31620-4231	94.95	94.95	INSURANCE PREMIUM		
Total 47534:						433.19			

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47535</b>								
12/12/2024	47535	HIGHLINE COOLIN	DEC 2024 R	10-21040-4438	1,000.00	1,000.00	DEC 2024 OFFICE RENT	ADMIN
12/12/2024	47535	HIGHLINE COOLIN	DEC 2024 R	10-22080-4438	1,000.00	1,000.00	DEC 2024 OFFICE RENT	
Total 47535:						2,000.00		
<b>47536</b>								
12/12/2024	47536	HOLTVILLE FIREFI	PP#22 - 24 2	10-00000-2028	290.00	290.00	FIRE DEPT DUES #22-24 2024	FIRE DEPT
Total 47536:						290.00		
<b>47537</b>								
12/12/2024	47537	HOLTVILLE TRIBU	0101754	22-80050-4422	409.50	409.50	ALAMO RIVER LEGAL AD	ADMIN
Total 47537:						409.50		
<b>47538</b>								
12/12/2024	47538	HOME DEPOT/GE	3533999	11-31520-44200	167.69	167.69	BRUSH CUTTER, CUTOFF DISC	PW
Total 47538:						167.69		
<b>47539</b>								
12/12/2024	47539	I.C. SHERIFF'S DE	11302024-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES	ADMIN
12/12/2024	47539	I.C. SHERIFF'S DE	11302024-1	10-21040-4430	80,849.82	80,849.82	SHERIFF SERVICES	
Total 47539:						89,325.82		
<b>47540</b>								
12/12/2024	47540	IMPERIAL VALLEY	156470	10-14020-4430	347.62	347.62	JOB POST	ADMIN
Total 47540:						347.62		
<b>47541</b>								
12/12/2024	47541	IV WATER SPECIA	112724	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WASTEWATER	PW
12/12/2024	47541	IV WATER SPECIA	112724	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WASTEWATER	
Total 47541:						4,650.00		
<b>47542</b>								
12/12/2024	47542	IVEDC	23-24 FY SIL	10-11011-44320	2,500.00	2,500.00	1/1/2024 - 12/31/2024	ADMIN
Total 47542:						2,500.00		
<b>47543</b>								
12/12/2024	47543	JOSE A. PEREZ	FINAL BILL	11-00000-39620	95.77	95.77	FINAL UTILITY BILL	UTILITIES
Total 47543:						95.77		
<b>47544</b>								
12/12/2024	47544	LA BRUCHERIE IR	293042C	12-31620-4420	56.66	56.66	WELD STEEL, KC HOSE	PW
12/12/2024	47544	LA BRUCHERIE IR	293123C	12-31610-4420	523.74	523.74	COUPLERS, ADAPTERS	
12/12/2024	47544	LA BRUCHERIE IR	293811C	12-31610-4420	388.23	388.23	PLUGS, ADAPTERS	
12/12/2024	47544	LA BRUCHERIE IR	294397C	11-80051-44200	340.58	340.58	PIPES, PVCS	
Total 47544:						1,309.21		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47545</b>								
12/12/2024	47545	LAFCO	116.512 APP	11-80051-44300	2,000.00	2,000.00	WATER CONNECTIONS APPLICATION	PW
Total 47545:						2,000.00		
<b>47546</b>								
12/12/2024	47546	LOWES BUSINESS	#5228 DEC 2	11-31520-44200	14.50	14.50	TOOL HOLDER	PW
12/12/2024	47546	LOWES BUSINESS	#5228 DEC 2	12-31610-4420	14.50	14.50	TOOL HOLDER	
Total 47546:						29.00		
<b>47547</b>								
12/12/2024	47547	LUIS M. ESTRADA	618	11-31520-44280	145.00	145.00	COMPLETE OIL CHANGE	PW
12/12/2024	47547	LUIS M. ESTRADA	623	12-31620-4428	510.00	510.00	NEW VACTOR EQUIPMENT	
Total 47547:						655.00		
<b>47548</b>								
12/12/2024	47548	MISSIONSQUARE	6829892	10-00000-2026	2,161.24	2,161.24	INSURANCE PREMIUM	ADMIN
12/12/2024	47548	MISSIONSQUARE	6829892	10-00000-2027	480.20	480.20	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-12001-4240	672.01	672.01	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-14020-4240	58.96	58.96	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-22080-4240	346.51	346.51	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-12003-4240	199.44	199.44	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-21070-4240	42.22	42.22	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-31140-42400	146.51	146.51	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	10-31150-42400	25.33	25.33	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	11-31530-42400	32.78	32.78	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	11-31510-42400	493.43	493.43	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	11-31520-42400	399.12	399.12	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	12-31610-4240	466.24	466.24	INSURANCE PREMIUM	
12/12/2024	47548	MISSIONSQUARE	6829892	12-31620-4240	577.80	577.80	INSURANCE PREMIUM	
Total 47548:						6,101.79		
<b>47549</b>								
12/12/2024	47549	PEOPLEREADY,IN	28931234	12-31610-4140	853.80	853.80	WWTP TEMP WORKER	PW
12/12/2024	47549	PEOPLEREADY,IN	28941379	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
12/12/2024	47549	PEOPLEREADY,IN	28948086	10-31150-41400	683.04	683.04	TEMP WORKER PARKS	
Total 47549:						2,319.49		
<b>47550</b>								
12/12/2024	47550	PITNEY BOWES G	3106958934	10-14020-4525	190.81	190.81	SENDPRO LEASE	ADMIN
12/12/2024	47550	PITNEY BOWES G	3106958934	11-31510-45250	190.80	190.80	SENDPRO LEASE	
12/12/2024	47550	PITNEY BOWES G	3106958934	12-31620-4525	190.80	190.80	SENDPRO LEASE	
Total 47550:						572.41		
<b>47551</b>								
12/12/2024	47551	QUILL CORPORATI	41690925	10-22080-4416	33.23	33.23	OFFICE SUPPLIES	PW ADMIN
12/12/2024	47551	QUILL CORPORATI	41690925	10-12003-4416	27.86	27.86	OFFICE SUPPLIES	
12/12/2024	47551	QUILL CORPORATI	41690925	10-14020-4416	18.77	18.77	OFFICE SUPPLIES	
12/12/2024	47551	QUILL CORPORATI	41690925	11-31510-44160	18.77	18.77	OFFICE SUPPLIES	
12/12/2024	47551	QUILL CORPORATI	41690925	12-31620-4416	18.77	18.77	OFFICE SUPPLIES	
12/12/2024	47551	QUILL CORPORATI	41710140	10-12001-4416	9.80	9.80	BINDER CLIPS, FOLDERS	

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12/12/2024	47551	QUILL CORPORATI	41710140	10-12003-4416	9.80	9.80	BINDER CLIPS, FOLDERS	
12/12/2024	47551	QUILL CORPORATI	41710140	10-14020-4416	9.80	9.80	BINDER CLIPS, FOLDERS	
12/12/2024	47551	QUILL CORPORATI	41710140	11-31510-44160	9.80	9.80	BINDER CLIPS, FOLDERS	
12/12/2024	47551	QUILL CORPORATI	41710140	12-31620-4416	9.80	9.80	BINDER CLIPS, FOLDERS	
Total 47551:						166.40		
<b>47552</b>								
12/12/2024	47552	RUBIO MEDINA, A	2304-112024	10-70001-4430	8,040.82	8,040.82	PUBIC SAFETY BUILDING PLANNING	ADMIN
Total 47552:						8,040.82		
<b>47553</b>								
12/12/2024	47553	SELLERS PETROL	CL41879	10-21070-4427	272.43	272.43	PW FUEL	PW FIRE DEPT
12/12/2024	47553	SELLERS PETROL	CL41879	10-31150-44270	286.72	286.72	PW FUEL	
12/12/2024	47553	SELLERS PETROL	CL41879	11-31510-44270	308.60	308.60	PW FUEL	
12/12/2024	47553	SELLERS PETROL	CL41879	11-31530-44270	245.57	245.57	PW FUEL	
12/12/2024	47553	SELLERS PETROL	CL41879	11-31520-44270	271.39	271.39	PW FUEL	
12/12/2024	47553	SELLERS PETROL	CL41879	12-31610-4427	266.56	266.56	PW FUEL	
12/12/2024	47553	SELLERS PETROL	CL41879	12-31620-4427	677.92	677.92	PW FUEL	
Total 47553:						2,329.19		
<b>47554</b>								
12/12/2024	47554	SERVICE MASTER	35407	10-31158-44300	2,089.00	2,089.00	JANITORIAL SERVICE	ADMIN
Total 47554:						2,089.00		
<b>47555</b>								
12/12/2024	47555	SHI INTERNATION	B19093343	11-31510-45200	728.36	728.36	PW FIREWALL	PW
12/12/2024	47555	SHI INTERNATION	B19093343	12-31620-4520	1,456.73	1,456.73	PW FIREWALL	
Total 47555:						2,185.09		
<b>47556</b>								
12/12/2024	47556	SPARKLETTS	9431538 120	10-31158-44200	168.98	168.98	PW WATER	PW
Total 47556:						168.98		
<b>47557</b>								
12/12/2024	47557	SWRCB ACCOUNT	WD-0277805	22-80027-4430	297.00	297.00	WETLANDS ANNUAL PERMIT FEE	PW
12/12/2024	47557	SWRCB ACCOUNT	WD-0283893	12-31610-4430	9,085.00	9,085.00	WWTP ANNUAL PERMIT FEE	
Total 47557:						9,382.00		
<b>47558</b>								
12/12/2024	47558	U.S. BANK	7545620	10-14020-4430	1,730.00	1,730.00	ADMINISRATION FEES	ADMIN
Total 47558:						1,730.00		
<b>47559</b>								
12/12/2024	47559	UNDERGROUND S	1120240330	10-31140-44300	41.45	41.45	DIG ALERT FEES	PW
Total 47559:						41.45		

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<b>47560</b>								
12/12/2024	47560	VESTIS	26825247	10-31150-43140	58.79	58.79	JACKET AND EMBROIDERY	<b>PW</b>
12/12/2024	47560	VESTIS	26825247	11-31510-43140	8.39	8.39	JACKET AND EMBROIDERY	
12/12/2024	47560	VESTIS	26825247	12-31620-4314	16.81	16.81	JACKET AND EMBROIDERY	
12/12/2024	47560	VESTIS	26825247	12-31610-4314	42.00	42.00	JACKET AND EMBROIDERY	
Total 47560:						125.99		
<b>47561</b>								
12/12/2024	47561	WAXIE SANITARY	82890409	10-31150-44200	430.60	430.60	TOILET PAPER, TOWELS, SOAP	<b>PW</b>
12/12/2024	47561	WAXIE SANITARY	82890409	10-31158-44200	430.60	430.60	TOILET PAPER, TOWELS, SOAP	
Total 47561:						861.20		
<b>47562</b>								
12/12/2024	47562	XEROX FINANCIAL	6512377	10-12001-4525	204.61	204.61	PRINTER LEASE	<b>ADMIN</b>
12/12/2024	47562	XEROX FINANCIAL	6512377	10-13010-4525	204.61	204.61	PRINTER LEASE	
12/12/2024	47562	XEROX FINANCIAL	6512377	10-14020-4525	204.62	204.62	PRINTER LEASE	
12/12/2024	47562	XEROX FINANCIAL	6512377	11-31510-45250	204.62	204.62	PRINTER LEASE	
12/12/2024	47562	XEROX FINANCIAL	6512377	12-31620-4525	204.62	204.62	PRINTER LEASE	
Total 47562:						1,023.08		
<b>47563</b>								
12/17/2024	47563	ACE HARDWARE	A00473	10-22080-4420	241.21	241.21	LED NET	<b>PW FIRE DEPT</b>
12/17/2024	47563	ACE HARDWARE	E82616	11-31520-44200	38.76	38.76	GLOVES	
12/17/2024	47563	ACE HARDWARE	E83058	10-22080-4420	12.91	12.91	AIR FRESHNER, AUTO SHINE	
12/17/2024	47563	ACE HARDWARE	E83903	11-31520-44200	14.00	14.00	FLUORESCENT LAMP	
12/17/2024	47563	ACE HARDWARE	E83983	10-22080-4420	21.53	21.53	WASH BRUSH AND HANDLE	
12/17/2024	47563	ACE HARDWARE	E84254	10-22080-4420	20.02	20.02	AUTO NATURAL SHINE	
12/17/2024	47563	ACE HARDWARE	E84304	10-22080-4420	30.15	30.15	CONTRACTOR BAG	
12/17/2024	47563	ACE HARDWARE	E84305	10-22080-4420	5.38	5.38	ACE LARGE BOX	
12/17/2024	47563	ACE HARDWARE	E84415	11-31520-44200	240.22	240.22	GLOVES, TRASH CAN, UTILITY PUMP	
12/17/2024	47563	ACE HARDWARE	E84491	10-22080-4420	52.68	52.68	EXTENSION CORDS	
12/17/2024	47563	ACE HARDWARE	E84540	10-22080-4420	21.54	21.54	MENS GLOVES	
12/17/2024	47563	ACE HARDWARE	E84632	10-22080-4420	6.02	6.02	LED LIGHTS	
12/17/2024	47563	ACE HARDWARE	E84644	10-22080-4420	6.02	6.02	LED LIGHTS	
Total 47563:						710.44		
<b>47564</b>								
12/17/2024	47564	ACE UNIFORMS O	SD0203524	10-22080-4314	140.06	140.06	PAIR OF BOOTS	<b>FIRE DEPT</b>
Total 47564:						140.06		
<b>47565</b>								
12/17/2024	47565	ALEJANDRO SILVA	2024 LOF FI	10-22080-43110	514.96	514.96	TRAVEL TO LEAGUE OF CITIES FIRE	<b>FIRE DEPT</b>
Total 47565:						514.96		
<b>47566</b>								
12/17/2024	47566	APPLIED INDUSTR	7031014190	12-31610-4420	756.47	756.47	BELTS	<b>PW</b>
Total 47566:						756.47		

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<b>47567</b>								
12/17/2024	47567	AT&T	22715408	10-12001-4425	15.86	15.86	TELEPHONE CHARGES	<b>ADMIN</b>
12/17/2024	47567	AT&T	22715408	10-22080-4425	148.97	148.97	TELEPHONE CHARGES	
12/17/2024	47567	AT&T	22715408	10-21040-4425	498.50	498.50	TELEPHONE CHARGES	
12/17/2024	47567	AT&T	22715408	11-31520-44250	88.30	88.30	TELEPHONE CHARGES	
12/17/2024	47567	AT&T	22715408	12-31610-4425	88.80	88.80	TELEPHONE CHARGES	
12/17/2024	47567	AT&T	22715408	12-31620-4425	67.78	67.78	TELEPHONE CHARGES	
12/17/2024	47567	AT&T	22715408	10-31150-44250	8.97	8.97	TELEPHONE CHARGES	
Total 47567:						917.18		
<b>47568</b>								
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-12001-4423	465.61	465.61	TELEPHONE CHARGES	<b>ADMIN</b>
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-12001-4515	70.21	70.21	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-22080-4423	45.09	45.09	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-22080-4515	40.24	40.24	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-14020-4423	50.13	50.13	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-14020-4515	20.12	20.12	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-12003-4423	45.09	45.09	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-31140-44230	112.08	112.08	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	10-31150-44230	66.99	66.99	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	12-31610-4423	47.34	47.34	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	12-31620-4423	139.13	139.13	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	11-31530-44230	47.34	47.34	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	11-31510-44230	91.80	91.80	TELEPHONE CHARGES	
12/17/2024	47568	AT&T MOBILITY	8116X121120	11-31520-44230	187.11	187.11	TELEPHONE CHARGES	
Total 47568:						1,428.28		
<b>47569</b>								
12/17/2024	47569	AUTO ZONE COM	5648000577	12-31620-4420	79.99	79.99	HYDRAULIC OIL	<b>PW</b>
12/17/2024	47569	AUTO ZONE COM	5648003222	10-31140-44280	4.96	4.96	STEER FLUID	
12/17/2024	47569	AUTO ZONE COM	5648003222	11-31510-44280	17.36	17.36	STEER FLUID	
12/17/2024	47569	AUTO ZONE COM	5648003222	11-31530-44280	4.96	4.96	STEER FLUID	
12/17/2024	47569	AUTO ZONE COM	5648003222	12-31620-4428	22.31	22.31	STEER FLUID	
Total 47569:						129.58		
<b>47570</b>								
12/17/2024	47570	BABCOCK & SONS	CL40005-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	<b>PW</b>
12/17/2024	47570	BABCOCK & SONS	CL40018-227	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS	
12/17/2024	47570	BABCOCK & SONS	CL40021-227	11-31520-44301	761.79	761.79	HALOACEITC ACIDS	
12/17/2024	47570	BABCOCK & SONS	LL40005-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
12/17/2024	47570	BABCOCK & SONS	LL40019-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 47570:						1,031.80		
<b>47571</b>								
12/17/2024	47571	COUNTY MOTOR P	315772	11-31520-44280	305.31	305.31	TRAILER HITCH	<b>PW</b>
12/17/2024	47571	COUNTY MOTOR P	315843	12-31610-4420	109.06	109.06	FILTER KIT, PHOTO CONTROL	
12/17/2024	47571	COUNTY MOTOR P	315970	11-31520-44200	51.27	51.27	BRACKET, HARNESS	
12/17/2024	47571	COUNTY MOTOR P	316009	10-31140-44200	208.55	208.55	BUSHINGS	
12/17/2024	47571	COUNTY MOTOR P	316061	12-31620-4420	159.44	159.44	FUEL PRESSURE SENSOR	
12/17/2024	47571	COUNTY MOTOR P	316123	10-31150-44280	178.25	178.25	BATTERY	
12/17/2024	47571	COUNTY MOTOR P	316123	11-31510-44280	25.47	25.47	BATTERY	
12/17/2024	47571	COUNTY MOTOR P	316123	12-31620-4428	50.92	50.92	BATTERY	

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Total 47571:						1,088.27		
<b>47572</b>								
12/17/2024	47572	COUNTY OF SAN	25HOLTFDN	10-22080-4433	649.00	649.00	FIRE RADIOS	PW FIRE DEPT
12/17/2024	47572	COUNTY OF SAN	25HOLTFDN	11-31510-44330	14.75	14.75	PUBLIC WORKS RADIOS	
12/17/2024	47572	COUNTY OF SAN	25HOLTFDN	12-31620-4433	14.75	14.75	PUBLIC WORKS RADIOS	
Total 47572:						678.50		
<b>47573</b>								
12/17/2024	47573	CWEA	CWEA 2025	11-31520-43120	119.50	119.50	2025 CWEA MEMBERSHIP	PW
12/17/2024	47573	CWEA	CWEA 2025	12-31610-4312	119.50	119.50	2025 CWEA MEMBERSHIP	
Total 47573:						239.00		
<b>47574</b>								
12/17/2024	47574	FIRE-ETC	194594	10-22080-4420	704.60	704.60	SCOTT USED MASK	FIRE DEPT
Total 47574:						704.60		
<b>47575</b>								
12/17/2024	47575	I.C. PUBLIC HEALT	24545	11-31520-44301	295.00	295.00	COLIFORM WATER ANALYSIS	PW
Total 47575:						295.00		
<b>47576</b>								
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	10-31140-44240	2,277.54	2,277.54	ELECTRICITY	ADMIN
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	10-31158-44240	2,286.24	2,286.24	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	11-31520-44240	14,084.10	14,084.10	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	12-31610-4424	8,657.32	8,657.32	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	12-31620-4424	165.32	165.32	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	11-31510-44240	67.89	67.89	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 E	11-31520-44240	67.89	67.89	ELECTRICITY	
12/17/2024	47576	IMPERIAL IRRIGAT	DEC 2024 P	10-31150-44240	3,857.23	3,857.23	PARKS ELECTRICITY	
Total 47576:						31,463.53		
<b>47577</b>								
12/17/2024	47577	IMPERIAL IRRIGAT	#0303 NOV 2	11-31520-44350	3,268.00	3,268.00	RAW WATER CHARAGES	PW
Total 47577:						3,268.00		
<b>47578</b>								
12/17/2024	47578	J&S AG SUPPLIES	776653	12-31620-4420	221.06	221.06	PRESSURE WASHER, COUPLER	PW
12/17/2024	47578	J&S AG SUPPLIES	776682	10-31140-44200	10.61	10.61	PINS	
Total 47578:						231.67		
<b>47579</b>								
12/17/2024	47579	K-C WELDING & R	205704	10-31140-44200	42.21	42.21	CAMLOCKS	PW
12/17/2024	47579	K-C WELDING & R	205845	10-31140-44200	108.24	108.24	2 BALL MOUNT	
12/17/2024	47579	K-C WELDING & R	206138	10-31140-44200	146.14	146.14	PRESS BUSHINGS	
Total 47579:						296.59		

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<b>47580</b>								
12/17/2024	47580	LA BRUCHERIE IR	294529C	10-31140-44200	159.08	159.08	CAMLOCK COUPLERS	PW
Total 47580:						159.08		
<b>47581</b>								
12/17/2024	47581	LEAF	17417051	10-22080-4525	276.69	276.69	PRINTER LEASE	FIRE DEPT
12/17/2024	47581	LEAF	17574977	10-22080-4525	263.29	263.29	PRINTER LEASE	
Total 47581:						539.98		
<b>47582</b>								
12/17/2024	47582	LUIS M. ESTRADA	625	12-31620-4430	405.00	405.00	SEWER JETTER PUMP REPAIRS	PW
Total 47582:						405.00		
<b>47583</b>								
12/17/2024	47583	ODP BUSINESS S	3910602190	10-22080-4416	45.64	45.64	SD CARD	FIRE DEPT
12/17/2024	47583	ODP BUSINESS S	3953856620	10-22080-4416	31.94-	31.94-	PENS	
Total 47583:						13.70		
<b>47584</b>								
12/17/2024	47584	PEOPLEREADY,IN	28941378	12-31610-4140	796.88	796.88	WWTP TEMP WORKER	PW
12/17/2024	47584	PEOPLEREADY,IN	28948085	12-31610-4140	853.80	853.80	WWTP TEMP WORKER	
12/17/2024	47584	PEOPLEREADY,IN	28948087	11-31520-41400	2,020.66	2,020.66	ANNUAL POND CLEANING	
12/17/2024	47584	PEOPLEREADY,IN	28955401	12-31610-4140	853.80	853.80	WWTP TEMP WORKER	
12/17/2024	47584	PEOPLEREADY,IN	28955402	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
12/17/2024	47584	PEOPLEREADY,IN	28955403	11-31520-41400	2,049.12	2,049.12	ANNUAL POND CLEANING	
Total 47584:						7,356.91		
<b>47585</b>								
12/17/2024	47585	POOL ELECTRICAL	18749053-00	11-31520-44200	253.93	253.93	TILE CLEANER	PW
Total 47585:						253.93		
<b>47586</b>								
12/17/2024	47586	QUILL CORPORATI	41922641	11-31520-44160	617.36	617.36	TONER CARTRIDGES	PW
12/17/2024	47586	QUILL CORPORATI	41990043	12-31610-4416	327.52	327.52	STAPLER, TONER, PAPER TRIMMER	
Total 47586:						944.88		
<b>47587</b>								
12/17/2024	47587	REDDY ICE	1060415202	10-22080-4420	135.77	135.77	ICE 120 UNITS	FIRE DEPT
Total 47587:						135.77		
<b>47588</b>								
12/17/2024	47588	SHIFT CALENDAR	25859	10-22080-4420	118.68	118.68	CALENDARS	FIRE DEPT
Total 47588:						118.68		
<b>47589</b>								
12/17/2024	47589	SPARKLETTS	9439337 120	10-22080-4420	62.71	62.71	FIRE DEPT WATER	FIRE DEPT



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Total 47589:						62.71		
<b>47590</b>								
12/17/2024	47590	SUNBELT RENTAL	162497300-0	10-31150-45250	3,281.91	3,281.91	MANLIFT RENTAL	PW
Total 47590:						3,281.91		
<b>47591</b>								
12/17/2024	47591	TARGETSOLUTION	INV107969	10-22080-4313	209.97	209.97	TRAIING PLATFORM	FIRE DEPT
Total 47591:						209.97		
<b>47592</b>								
12/17/2024	47592	TROJAN TECHNOL	200/31338	11-31520-44300	864.24	864.24	SENSOR REPAIRS	PW
Total 47592:						864.24		
<b>47593</b>								
12/17/2024	47593	USA BLUEBOOK	INV0055955	11-31520-44200	1,181.33	1,181.33	FLOW METER	PW
Total 47593:						1,181.33		
<b>47594</b>								
12/17/2024	47594	VALLEY TESTING	38349	10-21070-4430	29.25	29.25	EMPLOYEE DRUG TESTING	PW
12/17/2024	47594	VALLEY TESTING	38349	10-31140-44300	17.55	17.55	EMPLOYEE DRUG TESTING	
12/17/2024	47594	VALLEY TESTING	38349	10-31150-44300	17.55	17.55	EMPLOYEE DRUG TESTING	
12/17/2024	47594	VALLEY TESTING	38349	11-31510-44300	17.55	17.55	EMPLOYEE DRUG TESTING	
12/17/2024	47594	VALLEY TESTING	38349	12-31620-4430	35.10	35.10	EMPLOYEE DRUG TESTING	
Total 47594:						117.00		
<b>47595</b>								
12/17/2024	47595	VISUAL EDGE IT, I	24AR229439	10-22080-4416	2.73	2.73	FIRE DEPT COPIER USAGE	FIRE DEPT
Total 47595:						2.73		
<b>47596</b>								
12/31/2024	47596	ACE HARDWARE	E84882	10-22080-4420	16.15	16.15	GLOVES	PW
12/31/2024	47596	ACE HARDWARE	E84896	10-31158-44200	15.07	15.07	EQUIPMENT DUSTER	FIRE DEPT
12/31/2024	47596	ACE HARDWARE	E84957	10-31158-44200	17.15	17.15	MOUSE TRAPS	
12/31/2024	47596	ACE HARDWARE	E85348	10-22080-4420	14.63	14.63	SPRAY CLEANR, SILICONE LUBE	
12/31/2024	47596	ACE HARDWARE	E85366	10-31140-44200	81.41	81.41	TAPE, SCRAPERS, KEY CAPS	
12/31/2024	47596	ACE HARDWARE	E85427	10-22080-4420	34.46	34.46	MOPS	
12/31/2024	47596	ACE HARDWARE	E85472	11-80051-44200	45.42	45.42	COUPLERS, HOSE	
12/31/2024	47596	ACE HARDWARE	E85522	10-31150-44200	84.40	84.40	OIL	
12/31/2024	47596	ACE HARDWARE	E85566	10-22080-4420	21.51	21.51	BOTTLED WATER	
12/31/2024	47596	ACE HARDWARE	E85685	10-22080-4420	9.69	9.69	STRETCH STRAP	
12/31/2024	47596	ACE HARDWARE	E86359	10-31140-44200	216.50	216.50	TORCH KIT, PROPANE	
12/31/2024	47596	ACE HARDWARE	E87102	10-22080-4420	9.16	9.16	LED LIGHTS	
12/31/2024	47596	ACE HARDWARE	E87164	10-22080-4420	46.27	46.27	CLEANING SUPPLIES	
12/31/2024	47596	ACE HARDWARE	E87342	10-21070-4420	29.71	29.71	DRAIN BRASS, COUPLINGS	
12/31/2024	47596	ACE HARDWARE	E87408	10-22080-4420	10.32	10.32	SPRAYER	
12/31/2024	47596	ACE HARDWARE	E87450	10-21070-4420	36.58	36.58	CAM LOCK, COUPLINGS, ELBOWS	
12/31/2024	47596	ACE HARDWARE	E87457	10-21070-4420	24.33-	24.33-	DRAIN BRASS	
12/31/2024	47596	ACE HARDWARE	E87474	11-80051-44200	31.23	31.23	VALVE BOXES	

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12/31/2024	47596	ACE HARDWARE	E87475	10-31158-44200	151.04	151.04	FAUCET LINE, MOUSE TRAPS	
12/31/2024	47596	ACE HARDWARE	E87668	11-31520-44200	24.22	24.22	WRENCH, OIL	
12/31/2024	47596	ACE HARDWARE	E87693	10-22080-4420	156.86	156.86	LED LIGHTS	
12/31/2024	47596	ACE HARDWARE	E87880	10-22080-4420	7.10	7.10	CLEANER SUPPLIES	
12/31/2024	47596	ACE HARDWARE	E87957	10-31140-44200	23.69	23.69	SHOVE HANDLE	
12/31/2024	47596	ACE HARDWARE	E88077	10-22080-4420	25.84	25.84	CORD EXTENSION	
12/31/2024	47596	ACE HARDWARE	E88249	10-22080-4420	18.94	18.94	CLEANER SUPPLIES	
12/31/2024	47596	ACE HARDWARE	E88499	10-31140-44200	37.68	37.68	WATER BRUSH, PRIMER	
12/31/2024	47596	ACE HARDWARE	E88906	10-22080-4416	4.30	4.30	GORILLA TAPE	
12/31/2024	47596	ACE HARDWARE	E88927	10-31150-44200	2.97	2.97	SCREWS	
12/31/2024	47596	ACE HARDWARE	E88944	10-22080-4420	19.77	19.77	PROPANE	
12/31/2024	47596	ACE HARDWARE	E89102	10-22080-4420	44.23	44.23	BATTERIES	
12/31/2024	47596	ACE HARDWARE	E89339	10-22080-4416	3.22	3.22	MARKER	
12/31/2024	47596	ACE HARDWARE	E89450	10-22080-4420	13.32	13.32	MARKETS, LIGHTER	
Total 47596:						1,228.51		
<b>47597</b>								
12/31/2024	47597	AFLAC	332068	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	ADMIN
12/31/2024	47597	AFLAC	332068	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
12/31/2024	47597	AFLAC	449367	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
12/31/2024	47597	AFLAC	449367	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
Total 47597:						50.50		
<b>47598</b>								
12/31/2024	47598	ALEJANDRO ESTR	1513	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES	ADMIN
12/31/2024	47598	ALEJANDRO ESTR	1513	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
12/31/2024	47598	ALEJANDRO ESTR	1513	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM	
12/31/2024	47598	ALEJANDRO ESTR	1513	11-31520-45200	300.00	300.00	WTP CONSULTING	
12/31/2024	47598	ALEJANDRO ESTR	1513	12-31610-4520	300.00	300.00	WWTP CONSULTING	
12/31/2024	47598	ALEJANDRO ESTR	1513	10-13010-4520	900.00	900.00	CITY HALL CONSULTING	
12/31/2024	47598	ALEJANDRO ESTR	1513	10-22080-4520	150.00	150.00	FIRE DEPT CONSULTING	
Total 47598:						2,520.00		
<b>47599</b>								
12/31/2024	47599	ALL VALLEY FENC	24-1721	11-80051-44200	348.42	348.42	UNDERWOOD PROJECT	PW
Total 47599:						348.42		
<b>47600</b>								
12/31/2024	47600	APPLIED INDUSTR	7031093581	12-31610-4420	57.59	57.59	LOVEJOY	PW
Total 47600:						57.59		
<b>47601</b>								
12/31/2024	47601	AT&T MOBILITY	1671X12112	10-22080-4423	45.09	45.09	FIRE DEPT PHONE	FIRE DEPT
12/31/2024	47601	AT&T MOBILITY	1671X12112	10-22080-4515	120.72	120.72	FIRE DEPT SERVICES	

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Total 47601:						165.81			
<b>47602</b>									
12/31/2024	47602	AUTO ZONE COM	0564800181	10-31140-44280	8.87	8.87	OIL	PW FIRE DEPT	
12/31/2024	47602	AUTO ZONE COM	0564800181	11-31510-44280	17.74	17.74	OIL		
12/31/2024	47602	AUTO ZONE COM	0564800181	12-31620-4428	17.74	17.74	OIL		
12/31/2024	47602	AUTO ZONE COM	0564800749	10-22080-4420	45.97	45.97	QI CHARGE SENSOR		
12/31/2024	47602	AUTO ZONE COM	0564801009	10-22080-4420	5.93	5.93	HOSE		
Total 47602:						96.25			
<b>47603</b>									
12/31/2024	47603	BABCOCK & SONS	CL40936-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	PW	
12/31/2024	47603	BABCOCK & SONS	CL40937-227	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACKAGE		
12/31/2024	47603	BABCOCK & SONS	CL40939-227	12-31610-4430	65.65	65.65	OIL AND GREASE		
12/31/2024	47603	BABCOCK & SONS	CL40962-227	12-31610-4430	157.31	157.31	BIOCHEMICAL OXYGEN DEMAND		
12/31/2024	47603	BABCOCK & SONS	CL40964-227	12-31610-4430	979.14	979.14	ASBESTOS DIOXINS		
12/31/2024	47603	BABCOCK & SONS	CL41063-227	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	CL41067-227	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	CL41069-227	12-31610-4430	19.81	19.81	COPPER		
12/31/2024	47603	BABCOCK & SONS	CL41079-227	11-31520-44301	39.62	39.62	ALUMINUM LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	CL41132-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND		
12/31/2024	47603	BABCOCK & SONS	CL41601-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND		
12/31/2024	47603	BABCOCK & SONS	CL41624-227	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	LL40026-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	LL40030-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
12/31/2024	47603	BABCOCK & SONS	LL40056-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
Total 47603:						2,010.88			
<b>47604</b>									
12/31/2024	47604	BAJA DESERT TIR	S21-22475	11-31520-44300	2,760.48	2,760.48	ROD BAR, ALIGNMENT KIT, TIE RODS		PW FIRE DEPT
12/31/2024	47604	BAJA DESERT TIR	S21-22526	10-22080-4428	25.00	25.00	FLAT REPAIR		
Total 47604:						2,785.48			
<b>47605</b>									
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-13010-4230	618.42	618.42	INSURANCE PREMIUM	ADMIN	
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-12001-4230	1,859.82	1,859.82	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-14020-4230	238.91	238.91	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-22080-4230	1,236.84	1,236.84	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-31140-42300	443.17	443.17	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	10-12003-4230	1,093.76	1,093.76	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	11-31530-42300	191.42	191.42	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	11-31510-42300	1,753.77	1,753.77	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	12-31610-4230	672.22	672.22	INSURANCE PREMIUM		
12/31/2024	47605	BLUE SHIELD OF	2435100200	12-31620-4230	1,861.29	1,861.29	INSURANCE PREMIUM		
Total 47605:						9,969.62			
<b>47606</b>									
12/31/2024	47606	BOUNDTREE	85595401	10-22080-4420	14.23	14.23	CURAPLEX BLANKET		ADMIN
Total 47606:						14.23			

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<b>47607</b>								
12/31/2024	47607	EMPIRE SOUTHW	EMWK38490	10-31140-44300	419.69	419.69	BACKHOE REPAIRS	PW
Total 47607:						419.69		
<b>47608</b>								
12/31/2024	47608	HIGHLINE COOLIN	JANUARY 20	10-21040-4438	1,000.00	1,000.00	JANUARY 2025 RENT	ADMIN
12/31/2024	47608	HIGHLINE COOLIN	JANUARY 20	10-22080-4438	1,000.00	1,000.00	JANUARY 2025 RENT	
Total 47608:						2,000.00		
<b>47609</b>								
12/31/2024	47609	HINDERLITER deL	SIN045958	10-14020-4430	300.00	300.00	CONTRACT SERVICES-SALES TAX	ADMIN
Total 47609:						300.00		
<b>47610</b>								
12/31/2024	47610	HOLT GROUP, THE	24-10-012	22-80049-4430	18,500.00	18,500.00	(532) HOLTVILLE CITY WIDE DESIGN	ADMIN
12/31/2024	47610	HOLT GROUP, THE	24-10-013	22-80049-4430	1,850.00	1,850.00	(532) HOLTVILLE STREET WIDE BIDDI	
12/31/2024	47610	HOLT GROUP, THE	24-10-014	22-80027-4430	6,525.00	6,525.00	(475) WETLANDS ENGINEERING SER	
12/31/2024	47610	HOLT GROUP, THE	24-11-013	12-31610-4430	300.00	300.00	(116) WWTP UV SYSTEM REPLACEME	
12/31/2024	47610	HOLT GROUP, THE	24-11-014	22-80027-4430	9,765.00	9,765.00	(475) WETLANDS ENGINEERING SER	
12/31/2024	47610	HOLT GROUP, THE	24-11-015	22-80049-4430	2,775.00	2,775.00	(532) HOLTVILLE STREET WIDE BIDDI	
12/31/2024	47610	HOLT GROUP, THE	24-11-019	10-12003-4430	2,035.00	2,035.00	(047) TRAIL LAYOUT MEETINGS, ZONI	
12/31/2024	47610	HOLT GROUP, THE	24-11-020	10-12003-4430	3,422.17	3,422.17	(207) BUILDING PERMITS AND HOME	
12/31/2024	47610	HOLT GROUP, THE	24-11-021	10-31140-44302	630.00	630.00	(335) ICTC, SLPP FUNDING, LPP APPL	
12/31/2024	47610	HOLT GROUP, THE	24-11-022	22-80050-4430	9,072.50	9,072.50	(489) TRESTLE BRIDGE TRAIL GRANT	
12/31/2024	47610	HOLT GROUP, THE	24-11-023	22-80047-4430	6,504.25	6,504.25	(499) PINE CROSSING APARTMENTS	
12/31/2024	47610	HOLT GROUP, THE	24-11-024	22-80043-4430	11,980.40	11,980.40	(512) WEST 9TH ST STBG FUNDS	
12/31/2024	47610	HOLT GROUP, THE	24-11-025	22-80042-4430	2,751.75	2,751.75	(513) EAST 9TH ST CMAQ FUNDS	
12/31/2024	47610	HOLT GROUP, THE	24-11-026	22-80043-4430	1,511.75	1,511.75	(519) LPP CYCLE 5 GRANT APPLICATI	
12/31/2024	47610	HOLT GROUP, THE	24-11-027	22-80047-4430	1,512.50	1,512.50	(533) PINE CROSSING LINE ADJUSTM	
Total 47610:						79,135.32		
<b>47611</b>								
12/31/2024	47611	HOLTVILLE TRIBU	0101757	10-12003-4422	315.00	315.00	PUBLIC NOTICE - VACANCY PLANNIN	ADMIN
12/31/2024	47611	HOLTVILLE TRIBU	0101758	10-12003-4422	504.00	504.00	LEGAL AD - PLANNING COMM	
Total 47611:						819.00		
<b>47612</b>								
12/31/2024	47612	HOME DEPOT/GE	8523280	11-80051-44200	169.99	169.99	FITTINGS	PW
Total 47612:						169.99		
<b>47613</b>								
12/31/2024	47613	HUMANA	296346468	10-13010-4225	78.03	78.03	INSURANCE	ADMIN
12/31/2024	47613	HUMANA	296346468	10-12001-4225	199.57	199.57	INSURANCE	
12/31/2024	47613	HUMANA	296346468	10-14020-4225	26.01	26.01	INSURANCE	
12/31/2024	47613	HUMANA	296346468	10-22080-4225	156.06	156.06	INSURANCE	
12/31/2024	47613	HUMANA	296346468	10-12003-4225	121.54	121.54	INSURANCE	
12/31/2024	47613	HUMANA	296346468	10-31140-42250	35.11	35.11	INSURANCE	
12/31/2024	47613	HUMANA	296346468	11-31530-42250	27.31	27.31	INSURANCE	
12/31/2024	47613	HUMANA	296346468	11-31510-42250	176.50	176.50	INSURANCE	
12/31/2024	47613	HUMANA	296346468	12-31610-4225	78.04	78.04	INSURANCE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
12/31/2024	47613	HUMANA	296346468	12-31620-4225	168.75	168.75	INSURANCE	
Total 47613:						1,066.92		
<b>47614</b>								
12/31/2024	47614	I.C. AIR POLLUTIO	2522 PTO 20	11-31520-44301	598.00	598.00	2522 PTO 2025 PERMIT	PW
12/31/2024	47614	I.C. AIR POLLUTIO	2959 PTO 20	11-31520-44301	1,086.50	1,086.50	2959 PTO 2025	
12/31/2024	47614	I.C. AIR POLLUTIO	3410 PTO 20	10-31158-44301	226.50	226.50	3410 PTO 2025 PERMIT	
12/31/2024	47614	I.C. AIR POLLUTIO	3556 PTO 20	12-31620-4430	547.50	547.50	3556 PTO 2025 PERMIT	
12/31/2024	47614	I.C. AIR POLLUTIO	4485 PTO 20	12-31620-4430	598.00	598.00	4485 PTO 2025 PERMIT	
Total 47614:						3,056.50		
<b>47615</b>								
12/31/2024	47615	I.C. PUBLIC HEALT	24604	11-31520-44301	266.00	266.00	COLIFORM WATER ANALYSIS	PW
Total 47615:						266.00		
<b>47616</b>								
12/31/2024	47616	IV WATER SPECIA	122924	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WASTEWATER	PW
12/31/2024	47616	IV WATER SPECIA	122924	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WASTEWATER	
Total 47616:						4,650.00		
<b>47617</b>								
12/31/2024	47617	JOSE SALAZAR	ETS TRAINI	10-22080-4313	210.00	210.00	ETS TRAINING 2024	FIRE DEPT
Total 47617:						210.00		
<b>47618</b>								
12/31/2024	47618	METRON - FARNIE	992388040	11-31530-47950	36,557.88	36,557.88	METER, REGISTER, ANTENNAS	PW
Total 47618:						36,557.88		
<b>47619</b>								
12/31/2024	47619	MISSIONSQUARE	6967653	10-00000-2026	2,161.23	2,161.23	INSURANCE PREMIUM	ADMIN
12/31/2024	47619	MISSIONSQUARE	6967653	10-00000-2027	480.20	480.20	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-12001-4240	672.01	672.01	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-14020-4240	58.96	58.96	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-22080-4240	346.51	346.51	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-12003-4240	199.44	199.44	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-21070-4240	42.22	42.22	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-31140-42400	146.51	146.51	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	10-31150-42400	25.33	25.33	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	11-31530-42400	32.78	32.78	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	11-31510-42400	493.43	493.43	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	11-31520-42400	399.12	399.12	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	12-31610-4240	466.24	466.24	INSURANCE PREMIUM	
12/31/2024	47619	MISSIONSQUARE	6967653	12-31620-4240	577.81	577.81	INSURANCE PREMIUM	
Total 47619:						6,101.79		
<b>47620</b>								
12/31/2024	47620	MISSIONSQUARE	6134221	10-00000-2029	960.00	960.00	CITY MANAGER RETIREMENT	ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
Total 47620:						960.00			
<b>47621</b>									
12/31/2024	47621	PEOPLEREADY,IN	28964394	12-31610-4140	853.80	853.80	WWTP TEMP WORKER	PW	
12/31/2024	47621	PEOPLEREADY,IN	28974733	12-31610-4140	853.80	853.80	WWTP TEMP WORKER		
12/31/2024	47621	PEOPLEREADY,IN	28974734	10-31150-41400	782.65	782.65	TEMP WORKER PARKS		
12/31/2024	47621	PEOPLEREADY,IN	28980097	12-31610-4140	683.04	683.04	WWTP TEMP WORKER		
12/31/2024	47621	PEOPLEREADY,IN	28980098	10-31150-41400	626.12	626.12	TEMP WORKER PARKS		
Total 47621:						3,799.41			
<b>47622</b>									
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	10-13010-4417	125.18	125.18	POSTAGE	ADMIN	
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	10-14020-4417	102.19	102.19	POSTAGE		
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	10-22080-4417	4.26	4.26	POSTAGE		
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	10-12001-4417	25.55	25.55	POSTAGE		
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	12-31610-4417	14.48	14.48	POSTAGE		
12/31/2024	47622	PURCHASE POWE	#9843 JAN 2	11-31520-44170	1,256.93	1,256.93	POSTAGE		
Total 47622:						1,528.59			
<b>47623</b>									
12/31/2024	47623	QUILL CORPORATI	41994191	12-31610-4416	213.32	213.32	BLACK TONER	ADMIN PW	
12/31/2024	47623	QUILL CORPORATI	42055968	10-14020-4416	120.31	120.31	TONER CARTRIDGES		
12/31/2024	47623	QUILL CORPORATI	42055968	11-31510-44160	120.31	120.31	TONER CARTRIDGES		
12/31/2024	47623	QUILL CORPORATI	42055968	12-31620-4416	120.31	120.31	TONER CARTRIDGES		
Total 47623:						574.25			
<b>47624</b>									
12/31/2024	47624	ROCKWELL SOLU	3463	12-31610-4784	20,532.91	20,532.91	SUBMERSIBLE PUMP	PW	
12/31/2024	47624	ROCKWELL SOLU	3473	12-31610-4784	20,532.91	20,532.91	SUBMERSIBLE PUMP		
Total 47624:						41,065.82			
<b>47625</b>									
12/31/2024	47625	SIMNSA HEALTH P	135326	10-22080-4230	150.37	150.37	MEDICAL AND DENTAL	ADMIN	
12/31/2024	47625	SIMNSA HEALTH P	135326	10-21070-4230	40.61	40.61	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-31140-42300	91.33	91.33	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-31150-42300	24.37	24.37	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	11-31510-42300	258.74	258.74	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	11-31520-42300	283.47	283.47	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	12-31610-4230	1,465.34	1,465.34	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	12-31620-4230	417.04	417.04	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-22080-4225	18.93	18.93	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-21070-4225	4.73	4.73	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-31140-42250	7.96	7.96	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	10-31150-42250	2.84	2.84	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	11-31510-42250	20.77	20.77	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	11-31520-42250	18.93	18.93	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	12-31610-4225	115.83	115.83	MEDICAL AND DENTAL		
12/31/2024	47625	SIMNSA HEALTH P	135326	12-31620-4225	33.86	33.86	MEDICAL AND DENTAL		
Total 47625:						2,955.12			

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47626</b>								
12/31/2024	47626	SWRCB ACCOUNT	LW-1048003	11-31520-44301	15,450.88	15,450.88	WATER CONNECTIONS ANNUAL FEES	PW
Total 47626:						15,450.88		
<b>47627</b>								
12/31/2024	47627	TARGETSOLUTION	INV105319	10-22080-4313	209.97	209.97	TRAIING PLATFORM	FIRE DEPT
Total 47627:						209.97		
<b>47628</b>								
12/31/2024	47628	THATCHER CO.	2024400106	11-31520-44201	13,440.42	13,440.42	T-CHLOR	PW
Total 47628:						13,440.42		
<b>47629</b>								
12/31/2024	47629	USA BLUEBOOK	INV00463911	12-31610-4420	2,296.74	2,296.74	WASTEWATER PLANT SUPPLIES	PW
12/31/2024	47629	USA BLUEBOOK	INV0057634	11-31520-44200	3,567.19	3,567.19	FLEXFLO PUMP	
12/31/2024	47629	USA BLUEBOOK	INV0057772	11-31520-44200	1,185.20	1,185.20	FLEXFLO PUMP	
Total 47629:						7,049.13		
<b>47630</b>								
12/31/2024	47630	VESTIS	#2000 DEC 2	10-31158-44200	224.71	224.71	WORKPLACE SUPPLIES	PW
12/31/2024	47630	VESTIS	#2000 DEC 2	12-31610-4314	526.56	526.56	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	11-31520-43140	513.72	513.72	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	11-31530-43140	129.40	129.40	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	10-31150-43140	121.32	121.32	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	10-31140-43140	121.32	121.32	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	11-31510-43140	218.37	218.37	UNIFORM CHARGES	
12/31/2024	47630	VESTIS	#2000 DEC 2	12-31620-4314	218.37	218.37	UNIFORM CHARGES	
Total 47630:						2,073.77		
<b>47631</b>								
12/31/2024	47631	VIRGINIA WARD	MAIL 2024	10-11011-44170	12.10	12.10	POSTAGE CHARGES	ADMIN
Total 47631:						12.10		
<b>47632</b>								
12/31/2024	47632	VISION SERVICE P	821908134	10-13010-4225	12.51	12.51	INSURANCE PREMIUM	ADMIN
12/31/2024	47632	VISION SERVICE P	821908134	10-12001-4225	40.45	40.45	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-14020-4225	4.17	4.17	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-12003-4225	20.43	20.43	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-22080-4225	37.53	37.53	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-21070-4225	3.13	3.13	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-31140-42250	9.63	9.63	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	10-31150-42250	1.88	1.88	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	11-31530-42250	2.50	2.50	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	11-31510-42250	39.29	39.29	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	11-31520-42250	65.47	65.47	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	12-31610-4225	32.94	32.94	INSURANCE PREMIUM	
12/31/2024	47632	VISION SERVICE P	821908134	12-31620-4225	42.40	42.40	INSURANCE PREMIUM	
Total 47632:						312.33		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47633</b>								
12/31/2024	47633	VISION TRAFFIC C	687	10-31140-44200	135.31	135.31	SIGNS	PW
Total 47633:						135.31		
<b>47634</b>								
12/31/2024	47634	VISUAL EDGE IT, I	24AR230836	12-31620-4416	73.74	73.74	PRINTER	ADMIN
12/31/2024	47634	VISUAL EDGE IT, I	24AR230836	11-31510-44160	73.74	73.74	PRINTER	
12/31/2024	47634	VISUAL EDGE IT, I	24AR230836	10-14020-4416	73.75	73.75	PRINTER	
12/31/2024	47634	VISUAL EDGE IT, I	24AR230836	10-13010-4416	73.75	73.75	PRINTER	
12/31/2024	47634	VISUAL EDGE IT, I	24AR230836	10-12001-4416	73.75	73.75	PRINTER	
Total 47634:						368.73		
<b>47635</b>								
12/31/2024	47635	WALKER & DRISKI	14238	10-16026-4430	1,140.00	1,140.00	ATTORNEY FEES	ADMIN
Total 47635:						1,140.00		
<b>47636</b>								
12/31/2024	47636	WAXIE SANITARY	82913395	12-31610-4420	80.35	80.35	TOILET PAPER	PW
Total 47636:						80.35		
<b>47637</b>								
12/31/2024	47637	WESTAIR GASES &	11946934	10-22080-4420	452.97	452.97	OXYGEN MEDICAL USP GRADE	PW
Total 47637:						452.97		
Grand Totals:						1,074,217.07		


Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



**City of Holtville**  
**REPORT TO COUNCIL**

MEETING DATE:	<u>01/13/25</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** January 9, 2025  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *County and Regional Appointment List - Appointments & Selections Needed*

**INFORMATION ONLY - NO FORMAL ACTION REQUIRED BY THE COUNCIL**

**DISCUSSION:**

Attached is the County and Regional Appointment List, as recently amended, for review, further amendment and consideration. It is requested that Council review the current/past appointments, make recommendations for any possible changes and give direction to staff to contact any community members requesting service if necessary.

**CITY MANAGER RECOMMENDATION:**

It is recommended that the City Council review, amend and give staff direction.

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### AIR POLLUTION ADVISORY COMMITTEE

No regularly scheduled meetings.

**Primary:** Mike Pacheco, Council Member

**Alternate:** (Vacated by Ginger Ward Departure)

APCD Office • 150 S 9th Street (EC)

Contact: Belen Leon-Lopez

Office: (760) 482-4606

BelenLeon@cco.Imperial.ca.us

### AIRPORT ADVISORY COMMITTEE

No regularly scheduled meetings.

**Primary:** Mike Pacheco,

**Alternate:** (Vacated by Ginger Ward Departure)

1405 N Imperial Avenue, Ste 1 (EC)

Contact: Sandy Carver-Gutierrez

Office: (760) 482-4236

### AIRPORT LAND USE COMMISSION

No regularly scheduled meetings.

**Primary:** Mike Goodsell, Council Member

**Alternate:** Steve Walker, City Attorney

801 Main Street (EC)

Contact: Michael

Office: (760) 482-4236

### AREA AGENCY ON AGING (Appointed by League of CA Cities)

Meetings the 3rd Thursday of the month at 9 am

**Primary:** (Vacated by Ginger Ward Departure)

**District 5 Alternate:** (Vacant)

778 W State Street (EC)

Contact: (Vacant)

Office: (442) 265-7033

### CAMPESINOS UNIDOS

No regularly scheduled meetings.

**Primary:** Manuel Rodriguez (Appointed through April, 2028)

**Alternate:** Mike Goodsell, Council Member

M Rodriguez (760) 234-6090

1005 C Street (Brawley)

Executive Director: Jose M. Lopez

Office: (760) 344-6300

### CENTINELA STATE PRISON ADVISORY COMMITTEE

Meetings are held at the prison on the 2nd Tuesday of each month at 9am

**Primary:** Laura Goodsell

PO Box 731 (Imperial)

Contact: Ken Phillips

### IMPERIAL COUNTY DISASTER COUNCIL

Meetings are held as needed, at least once a quarter.

No set date, time or

**Primary:** Alex Silva, Fire Chief

**Alternate:** Joe Conkey, Police Chief

1078 Dogwood Road, Suite 104 (Heber)

Contact: Rosa Hernandez

Office: (760) 482-2400

RosaHernandez@co.Imperial.ca.us

# 2025 CITY OF HOLTVILLE

Updated: 01/2024

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### IMPERIAL COUNTY FILM COMMISSION

1095 S 4th Street (EC)

Primary: (Vacated by Ginger Ward Departure)

Contact: Charla Teeters  
Office: (760) 337-4155

### IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)

940 W Main, 2nd Floor (EC)

Meetings are held monthly every 4th Wednesday at 6:00 pm in the  
County Board of Supervisors Chambers (940 W Main Street, 2nd Floor - EC)

Executive Director: David Aguirre  
Office: (760) 592-4494  
DavidAguirre@ImperialCTC.org

Primary: Mike Goodsell, Council Member

Alternate: Mayor Pro Tem Mike Pacheco

### ICTC MANAGEMENT COMMITTEE

Meetings are held every 2nd Wednesday of the month at alternating locations

Contact: Cristi Lerma  
Office: (760) 592-4494  
Mobile: (760) 604-1100  
CristiLerma@ImperialCTC.org

Primary: Nick Wells, City Manager

Alternate: Chandler Sinclair, Finance Officer

### ICTC TECHNICAL ADVISORY COMMITTEE (Two votes)

Meetings are held every 4th Thursday of the month at the ICTC Office

ICTC Offices • 1405 N Imperial (EC)

Contact: Virginia Mendoza  
Office: (760) 592-4494  
Mobile: (760) 604-3605

Primary: Chandler Sinclair, Finance Officer

Primary: Alex Chavez, Public Works Foreman

Alternate: George Galvan, City Planner

VirginiaMendoza@ImperialCTC.org

### IMPERIAL/MEXICALI BI-NATIONAL ALLIANCE (Advisory Board)

Meetings are held every other month, 2nd Thursday of the month

ICTC Offices • 1405 N Imperial (EC)

Contact: Virginia Mendoza  
Office: (760) 592-4494  
Mobile: (760) 604-3605

Primary: Nick Wells, City Manager

Alternate: Mayor Mike Goodsell

VirginiaMendoza@ImperialCTC.org

### IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION (IVEDC)

Meetings are held on the 2nd Thursday of every other month at 3:30.  
No set location.

ICTC Offices • 1405 N Imperial (EC)

Contact: Tim Kelley  
Office: (760) 353-8332  
Tim@IVEDC.com

Primary: Nick Wells, City Manager

Alternate: Mayor Mike Goodsell

### IMPERIAL VALLEY HOUSING AUTHORITY

Meetings are held on the 2nd Thursday of every month at 6:00 p.m.  
Location alternates between the 1401 D Street, Brawley & the EC office

1690 West Adams Ave (EC)

Executive Director: Kirk Mann  
Office: (760) 337-7500

Delegate: Ricci Santisteven-Pacheco

Delegate: Bryan Vega

KMann@IVHA.org

Standing Appointments

Rotating Appointments

County and Regional Appointment List

IMPERIAL VALLEY RESOURCE MANAGEMENT

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)
Contact: (Vacant)
Office: (760) 337-4586

IMPERIAL VALLEY TELECOMMUNICATIONS AUTHORITY (IVTA)

Meetings are held on the 1st Thursday of every month

Primary: Alex Estrada, IT Consultant
Alternate: Nick Wells, City Manager

1398 Sperber Road (EC)
Contact: Luis Wong
Office: (760) 312-6128
Luis.Wong@ICOE.org

LEAGUE OF CALIFORNIA CITIES

Quarterly meetings at alternating locations

Primary: Mayor Mike Goodsell
Alternate: Mike Pacheco, Mayor Pro Tem

Contact: Catherine Hill
Office: (619) 295-8282
Mobile: (619) 733-1751
CHill@CaCities.org

LOCAL TRANSIT AUTHORITY (LTA)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)
Contact: David Aguirre
Office: (760) 592-4494
DavidAguirre@ImperialCTC.org

OVERALL ECONOMIC DEVELOPMENT COMMISSION (OEDC)

Meetings are held on the 1st Wednesday of every month at 9 am

Primary: Nick Wells, City Manager
Alternate: Mayor Mike Goodsell

940 W Main Street, Suite 203 (EC)
Contact: Priscilla A. Lopez
Office: (442) 265-1101
PriscillaLopez@co.Imperial.ca.us

PUBLIC ENTITY RISK MANAGEMENT AUTHORITY (PERMA)

Meetings are held quarterly at rotating locations

36-951 Cook Street, Suite 101 (Palm Desert) (760) 360-4966

Primary: Chandler Sinclair, Finance Officer
Alternate: Haley Dowsey, Personnel Technician

General Manager: Beth Lyons
BLyons@PERMA.dst.ca.us

SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)
Contact: David Aguirre
Office: (442) 265-1818

SOUTHERN CA ASSOCIATION OF GOVERNMENT (SCAG)

Main Office: 818 West 7th Street, 12th Floor • LA, CA 90017 • (213) 236-1800

Primary: Mayor Mike Goodsell
Alternate: Mike Pacheco, Council Member

ICTC Offices • 1405 N Imperial (EC)
Reg Affairs Officer: David Salgado
Office: (760) 353-7800
Salgado@SCAG.ca.gov

# 2025 CITY OF HOLTVILLE

Updated: 01/2024

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### Informational Only:

#### LOCAL AREA FORMATION COMMISSION (LAFCO)

Representative rotates between cities  
www.iclafco.com

1122 State Street, Suite D

Contact: Jurg Heuberger

Office: (760) 353-4115

### City of Holtville Appointment List

#### PLANNING COMMISSION

Re: City Code 2.08.010

Ross Daniels (Term expires 4/15/2026 )  
Cindy Pacheco (Term expires 4/15/2026 )  
John Britschgi (Term expires 4/15/2024 )  
Georgina Camacho (Term expires 4/15/2024 )  
(Vacant)

City Council  
Representative

#### BECC LOCAL STEERING COMMITTEE

Mayor Mike Goodsell  
Nick Wells, City Manager  
George Galvan, City Planner

(Vacant), Planning Commissioner  
Alex Chavez, Public Works Foreman

#### CHAMBER OF COMMERCE

Meetings are held as the second Wednesday of each month at 6:00 pm

Contact: Rosie Allegranza

Primary: Ginger Ward, Council Member

Alternate: Nick Wells, City Manager

#### PERSONNEL BOARD

Re: City Code 2.28.040

Matt Hester

John Paul Wells

Patricia Salcido

#### PERSONNEL OFFICER

Nick Wells, City Manager

Re: City Code 2.28.030

#### PROJECT REVIEW COMMITTEE

Mike Goodsell, Mayor  
Mike Pacheco, Mayor Pro Tem  
Nick Wells, City Manager  
George Galvan, City Planner

Alex Silva, Fire Chief  
Joe Conkey, Police Chief  
John Britschgi, Planning Commissioner  
Ross Daniels, Planning Commissioner

#### SAFETY OFFICER

Alex Silva, Fire Chief

Re: City Code 2.30.030

#### VEHICLE ABATEMENT

Primary: Alex Silva, Fire Chief

Alternate: Joe Conkey, Police Chief

#### VEHICLE SAFETY OFFICER

Joe Conkey, Police Chief

Re: City Code 2.30.040

Standing Appointments

Rotating Appointments

Advisory Committee Appointments

**EMPLOYEE & PUBLIC SAFETY COMMITTEE**

Re: City Code 2.30, Fire

Areas of Advisement: Illness & Injury Protection, Prevention, Health & Sanitation, Animal Control

Mayor Mike Goodsell

Alex Silva, Fire Chief

Nick Wells, City Manager

**FINANCE COMMITTEE**

Advises on Revenue & Expenditures, Bonds, Purchasing, Accounting, Budget Control

Mayor Mike Goodsell

George Morris, City Treasurer

John Munger, Council Member

Nick Wells, City Manager

**PERSONNEL & PUBLIC RELATIONS**

Areas of Advisement: Administration & Personnel, Public Relations, Parks & Recreation (Events), Public Policy, Community Volunteers (not related to fire and police), City Licenses & Community Beautification

Mayor Mike Goodsell

Nick Wells, City Manager

Yvette Rios City Clerk

John Munger, Council Member

Haley Dowsey, Personnel Technician

**PUBLIC WORKS COMMITTEE**

Areas of Advisement: Water & Sewer, Construction, Streets & Sidewalks, Parks & Sports Fields (Maint & Construction)

Primary: Mike Goodsell, Mayor

Alternate: Mayor Pro Tem Mike Pacheco

**TECHNICAL ADVISORY COMMITTEE**

Nick Wells, City Manager

Jack Holt, City Engineer

George Galvan, City Planner

**Positions**

Mike Goodsell	Mayor Murray Anderson	City Manager	Nick Wells
Mike Pacheco	Mayor Pro Tem	Finance Officer	Chandler Sinclair
Murray Anderson	Council Member	Fire Chief	Alex Silva
John Munger	Council Member	Police Chief	Joe Conkey
Vanessa Ramirez	Council Member	Personnel Technician	Haley Dowsey
George Morris	City Treasurer	City Planner	George Galvan
		City Clerk	Yvette Rios

**City of Holtville**  
**REPORT TO COUNCIL**

Meeting Date	<u>01/13/25</u>
Item Number	<u>3 b</u>
<b>Approvals</b>	City Manager _____
	Finance _____
	City Attorney _____

**DATE ISSUED:** January 10, 2025  
**FROM:** Yvette Rios, City Clerk  
**SUBJECT:** *Appointment to Planning Commission*

**ISSUE:**

Shall the City Council appoint an applicant to the Planning Commission to fill the vacant seat of Vanessa Ramirez?

**DISCUSSION:**

In December 2022, Vanessa Ramirez was appointed to the Holtville Planning Commission. On November 5, 2024, she was elected to the Holtville City Council in the General Municipal Election. Mrs. Ramirez’s seat on the Planning Commission was left vacant as of December 9, 2024, when she was sworn in to the Holtville City Council. On December 18, 2024, City Clerk Yvette Rios notified the public of the available position to the Holtville Planning Commission. The deadline to submit applications was set for January 13, 2025, at 12:00 p.m. As of January 10, 2025, at 5:00 p.m., applications have been received from Stacy Britschgi, Devron Gray, Grecia Meza, and Teresa Munger.

**FISCAL IMPACT:**

None.

**RECOMMENDED ACTION:**

Staff recommends that the Council appoint a Planning Commissioner.

**ALTERNATIVES:**

Provide alternate direction.

**Attachments:** (4) Completed Applications for Holtville Planning Commission  
Public Notice 12-18’2024

Respectfully Submitted,  
*Yvette Rios*

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN** The City of Holtville is seeking applications from interested parties to fill a vacancy on the Holtville Planning Commission and a City Treasurer seat on the Holtville City Council.

The Planning Commissioner position to be filled was vacated by result of the General Municipal Election held on November 5, 2024 wherein Planning Commissioner Vanessa Ramirez was elected to the Holtville City Council.

The City Treasurer position expired on December 9, 2024 and was left vacant by result of the General Municipal Election held on November 5, 2024 where no candidates filed to run for said position.

You can find the applications for both position on the website of the City of Holtville at: [www.holtville.ca.gov](http://www.holtville.ca.gov) or with the City Clerk at City Hall, 121 W. Fifth Street, Holtville.

You may attach a resume or any additional information which you feel will assist the Council in their selection. The application should be typed or clearly printed and filed with the City Clerk at City Hall, 121 W. Fifth Street, Holtville.

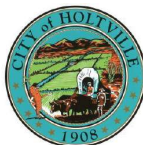
Deadline to submit application is Monday, January 13, 2025, at 12:00 p.m.

Applications will be reviewed for appointment at the regular meeting of the Holtville City Council on Monday, July 13, 2025, at 5:30 p.m.

DATED: December 18, 2024

ATTEST:

  
Yvette Rios, City Clerk



Legal 9235  
Publish: Dec. 19, 2024



**City of Holtville**  
**REPORT TO COUNCIL**

**DATE ISSUED:** January 10, 2025  
**FROM:** Yvette Rios, City Clerk  
**SUBJECT:** *Treasurer Appointment*

Meeting Date	<u>01/13/25</u>
Item Number	<u>3 c</u>
<b>Approvals</b>	City Manager _____
	Finance _____
	City Attorney _____

**ISSUE:**

Shall the City Council appoint an applicant to the Treasurer position to fill the vacant seat of George Morris?

**DISCUSSION:**

On September 28, 2015, George Morris was first appointed to the City Treasurer position for the partial term left vacant by Pete Mellinger. No Candidates filed for the City Treasurer position to be elected on November 5, 2024, in the General Municipal Election. On December 18, 2024, City Clerk Yvette Rios notified the public of the available City Treasurer position. The deadline to submit applications was set for January 13, 2025, at 12:00 p.m. As of January 10, 2025, at 5:00 p.m., applications have been received from George Morris and Teresa Munger.

**FISCAL IMPACT:**

None.

**RECOMMENDED ACTION:**

Staff recommends that the Council appoint a City Treasurer.

**ALTERNATIVES:**

Provide alternate direction.

**Attachments:** (2) Completed Applications for City Treasurer  
Public Notice 12-18'2024

Respectfully Submitted,  
*Yvette Rios*

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN** The City of Holtville is seeking applications from interested parties to fill a vacancy on the Holtville Planning Commission and a City Treasurer seat on the Holtville City Council.

The Planning Commissioner position to be filled was vacated by result of the General Municipal Election held on November 5, 2024 wherein Planning Commissioner Vanessa Ramirez was elected to the Holtville City Council.

The City Treasurer position expired on December 9, 2024 and was left vacant by result of the General Municipal Election held on November 5, 2024 where no candidates filed to run for said position.

You can find the applications for both position on the website of the City of Holtville at: [www.holtville.ca.gov](http://www.holtville.ca.gov) or with the City Clerk at City Hall, 121 W. Fifth Street, Holtville.

You may attach a resume or any additional information which you feel will assist the Council in their selection. The application should be typed or clearly printed and filed with the City Clerk at City Hall, 121 W. Fifth Street, Holtville.

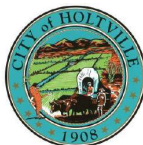
Deadline to submit application is Monday, January 13, 2025, at 12:00 p.m.

Applications will be reviewed for appointment at the regular meeting of the Holtville City Council on Monday, July 13, 2025, at 5:30 p.m.

DATED: December 18, 2024

ATTEST:


  
Yvette Rios, City Clerk



Legal 9235  
Publish: Dec. 19, 2024

**City of Holtville**  
**REPORT TO COUNCIL**

**DATE ISSUED:** January 9, 2025  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** Resolution 25-01 Adopting *Ordinance 499: Adding Restrictions on Parades and Assemblages, Including Early Placement of Chairs Along Parade Routes*

<b>MEETING DATE:</b>	<u>01/13/25</u>
<b>ITEM NUMBER</b>	<u>3 d</u>
<b>Approvals</b>	<b>CITY MANAGER</b> 
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

**ISSUE**

Shall the City Council approve Ordinance 499 amending the Holtville Municipal Code to regulate the timing of placement of spectator chairs along the route of the annual Carrot Festival Parade?

**DISCUSSION**

The Carrot Festival Parade is a tradition near and dear to Holtvillites. From elementary school children that march the route in costumes, to old timers that fondly recall doing the same decades in the past, this and other Carrot Festival activities are a memory touchstone that binds current and past residents to our great city. Of course, with many past residents returning for the festivities annually, as well as parade entrants and residents from other Valley communities, and winter visitors from around the world, the Saturday of Carrot Festival likely sees the most people physically in the City of Holtville each year.

Consequently, jockeying for prime positions along the parade route has crept further back into the preceding week as the years progress. Last year, spots were being “saved” as early as Monday evening for the Saturday parade. To insure their “claim,” residents set up chairs, benches, and couches (!!), often chaining and padlocking their seats to adjacent poles. Especially in the area just south of Holt Park, this has disrupted the conduct of business and presents a safety issue for entrance and egress to those establishments. Multiple business owners have lodged repeated complaints on the issue in recent years. Also last year, a substantial wind event on that preceding Thursday blew unsecured chairs onto Fifth Street, obstructing traffic and creating an even more salient public safety concern.

The City of Brawley has been dealing with this issue for many years with the Cattle Call Parade and had developed a policy regarding chair placement several years ago. Basically, chairs are prohibited from being placed along the parade route prior to 6:00 am on the day before the event. Any chairs placed prior to Friday morning are removed by their Public Works Department and residents are permitted to retrieve the chairs at the PW Yard. Staff reviewed multiple similar policies and ordinances from other cities and these regulations seem to be in keeping with standard practice.

**FISCAL IMPACT**

There is no significant fiscal impact.

**CITY MANAGER RECOMMENDATION**

It is recommended that the City Council approve the emergency ordinance.

**ALTERNATIVES**

- 1 - Accept the ordinance as written, moving forward passage of all included language
- 2 - Amend the language presented.
- 3 – Take no action, allowing the status quo to remain.

**Title 9**  
**PUBLIC PEACE, MORALS AND SAFETY**

**Chapters:**

**9.20 Fireworks**

**9.24 Boxing Matches**

**9.28 Wheeled Conveyances in Public Places**

**9.29 Parades and Assemblages**

**9.29.010 Permitting Requirements**

- (a) No person, group of persons or organization shall conduct or participate in any parade, procession or assemblage upon any street, highway or public ground, or block off any street, highway or public ground area, without first obtaining a permit from the City of Holtville.*
- (b) Applications for such permits shall be made on such forms as may be prescribed and shall contain such information as is reasonably necessary to a fair determination of whether a permit should be issued. Applications shall be filed not less than ten days before the time intended for such parade, procession or assemblage.*
- (c) The permit shall be issued unless the Police Chief or Fire Chief determines that:
  - (1) The time, place, size or conduct of the parade, procession or assemblage, including the assembly areas and route of march would unreasonably interfere with the public convenience and safe use of the streets, highways or public grounds.*
  - (2) The parade, procession or assemblage would require the diversion of so great a number of police officers to properly police the line of movement, assembly area and areas contiguous thereto so as to deny normal police protection to the City.*
  - (3) The parade route of march or assembly areas would unreasonably interfere with the movement of police vehicles, firefighting equipment or ambulance service to other areas of the City.*
  - (4) The parade, procession or assemblage would unreasonably interfere with another parade, procession or assemblage for which a permit has been issued.*
  - (5) The information contained in the application is found to be false, misleading or incomplete in any material detail.*
  - (6) An emergency such as a fire or storm would prevent the proper conduct of the parade, procession or assemblage.**
- (d) The permit or any order accompanying it may limit or prescribe reasonable conditions, including the hours, the places of assembly and of dispersal, the route of march or travel and the streets, highways, public grounds or portions thereof which may be used or occupied.*

**9.29.011 Placement of Chairs, Benches, Etc. Along Parade Routes**

*No type of seating, including but not limited to chairs, benches, and blankets shall be placed upon any sidewalk, public right-of-way or City property adjacent to a parade route prior to 6:00 a.m. on the day immediately prior to the scheduled parade event. (Ord. 299, 2025).*

ORDINANCE NO. 499

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE, CALIFORNIA,  
ADDING SECTION 9.29 ENTITLED "PARADES AND ASSEMBLAGES"  
TO CHAPTER 9 ENTITLED "PUBLIC PEACE, MORALS, AND SAFETY"  
TO THE HOLTVILLE MUNICIPAL CODE

A. Recitals

(i) Whereas, the City of Holtville may make and enforce all regulations within the City to further the public health, safety and welfare.

(ii) Whereas, the City Council finds that it furthers the public health, safety and welfare to maintain streets, sidewalks and other areas designated for pedestrian and vehicular access free from obstruction and encroachments.

(iii) Whereas, Government Code Section 36937 empowers cities to adopt, by four-fifths vote, an urgency ordinance which is necessary for the immediate preservation of the public peace, health or safety; and

(iv) Whereas, Parades, Assemblages and spectators occupying sidewalks during same creates a serious hinderance to individuals who rely on unobstructed pedestrian rights-of-way to move about the City;

(v) Whereas, maintaining city streets and sidewalks and other access areas in an unobstructed manner pursuant to this ordinance is necessary as an emergency measure to preserve the public peace, health, safety and welfare.

B. Ordinance

NOW, THEREFORE, the City Council of the City of Holtville does hereby find, determine and ordain as follows:

SECTION 1: The above findings are true and correct and hereby incorporated into this ordinance.

SECTION 2: Section 9.29 "Parades and Assemblages" is hereby added to Title 9, "Public Peace, Morals and Safety" of the Holtville Municipal Code as follows:

**9.29 Parades and Assemblages**

**9.29.010 Permitting Requirements**

(a) *No person, group of persons or organization shall conduct or participate in any parade, procession or assemblage upon any street, highway or public ground, or block off any street, highway or public ground area, without first obtaining a permit from the City of Holtville.*

(b) *Applications for such permits shall be made on such forms as may be prescribed and shall contain such information as is reasonably necessary to a fair determination of whether a permit should be issued. Applications shall be filed not less than ten days before the time intended for such parade, procession or assemblage.*

- (c) *The permit shall be issued unless the Police Chief or Fire Chief determines that:*
- (1) *The time, place, size or conduct of the parade, procession or assemblage, including the assembly areas and route of march would unreasonably interfere with the public convenience and safe use of the streets, highways or public grounds.*
  - (2) *The parade, procession or assemblage would require the diversion of so great a Number of police officers to properly police the line of movement, assembly area and areas contiguous thereto so as to deny normal police protection to the City.*
  - (3) *The parade route of march or assembly areas would unreasonably interfere with the movement of police vehicles, firefighting equipment or ambulance service to other areas of the City.*
  - (4) *The parade, procession or assemblage would unreasonably interfere with another parade, procession, or assemblage for which a permit has been issued.*
  - (5) *The information contained in the application is found to be false, misleading or incomplete in any material detail.*
  - (6) *An emergency such as a fire or storm would prevent the proper conduct of the parade, procession or assemblage.*
- (d) *The permit or any order accompanying it may limit or prescribe reasonable conditions, including the hours, the places of assembly and of dispersal, the route of march or travel and the streets, highways, public grounds or portions thereof which may be used or occupied*

**9.29.011 Placement of Chairs, Benches, Etc. Along Parade Routes**

*No type of seating, including but not limited to chairs, benches, and blankets shall be placed upon any sidewalk, public right-of-way or City property adjacent to a parade route prior to 6:00 a.m. on the day immediately prior to the scheduled parade event. (Ord. 299, 2025).*

SECTION 3: Severability. If any provision(s) of this ordinance or the application thereof to any person or circumstances is held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any other provision or application, and to this end, the provisions of this ordinance are declared to be severable. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, even though any one or more sections, subsections, clauses, phrases, parts or portions thereof was declared invalid or unconstitutional.

SECTION 4: The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect immediately after passage.

**INTRODUCED** at a regular meeting of the City Council of the City of Holtville held on January 13, 2025.

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup> day of January, 2025.

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Mike Goodsell, Mayor

ATTEST:

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Yvette Rios, City Clerk

I, Yvette Rios, City Clerk of the City of Holtville, do hereby certify that the foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Holtville, held on the 13<sup>th</sup> day of January, 2025, by the following vote:

AYES:	Councilmembers:
NOES:	Councilmembers:
ABSENT:	Councilmembers:
ABSTAIN:	Councilmembers:

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Yvette Rios, City Clerk

APPROVED AS TO FORM:

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Steven M. Walker, City Attorney



# City of Holtville Report to City Council

Meeting Date:	January 13, 2025
Item Number:	3 e
<b>Approvals</b>	City Manager _____
	Finance Manager _____
	City Attorney _____

**To:** Nicholas D. Wells, City Manager  
Holtville City Council

**From:** George Galvan, AICP, City Planner

**Prepared By:** Francisco Barba, Associate Planner

**Date:** January 13, 2025

**Project:** Introduction and first reading by title only of an ordinance amending Title 17 of the City of Holtville Municipal Code as it relates to density bonus provisions, accessory dwelling units and junior accessory dwelling units, and alleviating constraints for the production of a variety of housing types

**SUMMARY:**

**Subject:** Introduction and first reading by title only of an ordinance amending Title 17 of the City of Holtville Municipal Code as it relates to density bonus provisions, accessory dwelling units and junior accessory dwelling units, and alleviating constraints for the production of a variety of housing types.

**Location:** RR-1 (Low Density Rural Residential Zone), RR-2 (Medium Density Rural Residential Zone), R-1 (Single-Family Zone), R-2 (Two-Family Zone), R-3 (Multifamily Zone), R-4 (Mobile Home Park Zone), RC (Residential Commercial Mixed-Use Zone), D-A (Downtown A District), and D-B (Downtown B District).

**Pending Action:** Conduct an introductory first reading by title only of the ordinance amending Title 17 of the Municipal Code pursuant to Section 36934 of the California Government Code.

**Zoning:** RR-1 (Low Density Rural Residential Zone), RR-2 (Medium Density Rural Residential Zone), R-1 (Single-Family Zone), R-2 (Two-Family Zone), R-3 (Multifamily Zone), R-4 (Mobile Home Park Zone), RC (Residential Commercial Mixed-Use Zone), D-A (Downtown A District), and D-B (Downtown B District).

**General Plan:** RR (Rural Residential), LDR (Low-Density Residential), MDR (Medium-Density Residential), HDR (High-Density Residential), RC (Residential Commercial Mixed-Use), and Downtown Project Area.

**Environmental:** Exempt – 15061(b)(3) Common Sense Exemption.



**BACKGROUND AND HISTORY**

On May 23, 2022, the City Council of the City of Holtville adopted its 2021-2029 Housing Element in compliance with the State Housing Element law (Government Code Sections 65580 through 65589.11). Upon approval, the adopted Housing Element was submitted to the Department of Housing and Community Development (HCD) where a communication confirming the City’s compliance with the Housing Element law was sent to City on July 22, 2022. While the communication confirms the City’s compliance with state law, HCD further stipulates that the City of Holtville must proceed with the timely implementation of the 2021-2029 Housing Element programs. In furtherance of the established Housing Element programs, textual amendments consisting of the establishment of an Accessory Dwelling Unit (ADU) ordinance, updating the City’s density bonus ordinance, and alleviating constraints for the development of multi-family developments, emergency shelters, permanent supportive housing, residential care homes, and low barrier navigation centers in the zones listed on Exhibit A below and illustrated in **Attachments A – Affected Zoning Designations** and **Attachment B – Affected Land Use Designations**.

**Exhibit A – Affected Zones**

<b>Zoning Designations</b>	
RR-1	Low Density Rural Residential Zone
RR-2	Medium Density Rural Residential Zone
R-1	Single-Family Zone
R-2	Two-Family Zone
R-3	Multifamily Zone
R-4	Mobile Home Park Zone
RC	Residential Commercial Mixed-Use Zone
D-A	Downtown A District
D-B	Downtown B District
<b>Land Use Designations</b>	
RR	Rural Residential
LDR	Low-Density Residential
MDR	Medium-Density Residential
HDR	High-Density Residential
RC	Residential Commercial Mixed-Use
Downtown	Downtown Project Area

The item was presented to the Planning Commission during a public hearing held on November 19, 2024, where upon opening the floor for public comments and reviewing all pertinent documentation the Planning Commission motioned to adopt Resolution No. PC 24-06 recommending approval of the proposed textual amendments to the City Council. Refer to **Attachment D – PC Resolution No. 24-06** for additional information.

The purpose of this item is to present the draft ordinance to the City Council so that they may conduct an introduction and first reading of the proposed amendments pursuant to California Government Code Section 36934. Upon completion of the introduction and first reading and after considering all public comments on the proposed amendment, the item will be presented to the City Council during the next regularly held meeting where a second reading and a motion to adopt or deny the proposed ordinance will be made.

## ISSUES FOR DISCUSSION

**Housing Element.** The Housing Element is one of seven required Elements of the General Plan which serve as the City's "road map" for how future growth and development. The Housing Element sets forth goals, objectives, and policies to adequately meet the housing needs of everyone in the community. State Law requires that Housing Elements be updated and all goals and objectives to be achieved every eight years to coincide with the Southern California Association of Governments' (SCAG's) adoption of the Regional Housing Needs Assessment (RHNA). To comply with HCD's approval, the following Housing Element programs are proposed for implementation:

- Program No. 29 Accessory Dwelling Units/Second Units - The City will update its Zoning Ordinance to reduce development constraints to encourage the production of ADUs in conformance with the state ADU law.
- Program No. 30 Density Bonus - The City will update Chapter 17.49 of the Zoning Ordinance to comply with the changes made to the State Density Bonus Law via Senate Bill 728.
- Program No. 31 Zoning Ordinance Update - The City will update its Zoning Ordinance to alleviate constraints for the production of a variety of housing types which include emergency shelters, permanent supportive housing, residential care homes of seven or more people, and low barrier navigation centers.
- Program No. 33 Maximum Lot Coverage - The City of Holtville will review the maximum allowed lot density for R-3 (Multi-family) zones and make updates to remove constraints to housing production.

**Density Bonus Ordinance.** Originally enacted in 1979, California's Density Bonus Law (Government Code §§65915 - 65918) allows a developer to increase density on a property above the maximum set under a jurisdiction's General Plan Land Use Element. In exchange for the increased density, a certain number of the new affordable dwelling units must be reserved at below market rate (BMR) rents. Qualifying applicants can also receive reductions in the required development standards while greater benefits are available for projects that reach higher percentages of affordability. Besides granting rights to housing and mixed-used developments to increase density, the law provides three provisions that require local governments to grant qualifying projects: 1) incentives (or concessions) that provide cost reductions; 2) waivers of

development standards that would physically preclude the development of a project at the density permitted and with the incentives granted, and; 3) reductions in parking requirements.

On January 23, 2017, the City of Holtville adopted Ordinance No. 486 establishing Chapter 17.49 (Density Bonus). Since the adoption of Ordinance No. 486, the California Legislature has approved, and the Governor has signed several new bills further amending the Density Bonus Law. Thus, the current iteration of the City of Holtville Density Bonus Ordinance is not in compliance with California Government Code Sections 65915 through 65918. Therefore, the proposed amendments to Chapter 17.49 of the City of Holtville Zoning Ordinance are intended to implement Program No. 30 of the 2021-2029 Housing Element and comply with changes to the State Density Bonus Law by implementing the following key updates:

1. Definitions.

- A. Affordable Housing. The definition is updated to clarify that it refers to dwelling units with a sales price or rent within the means of a low- or moderate-income household as defined by state or federal legislation.
- B. Incentives. The definition has been modified to explicitly state that incentives are limited to waivers or modifications of development standards. It also removes extraneous and redundant language.
- C. Total Units. The definition is updated to clarify that the calculation excludes units added by density bonuses but includes units designated to satisfy inclusionary zoning requirements.

2. Eligibility and Requirements for Density Bonuses and Incentives

- A. Eligible Projects. The document adds a new category of eligible projects: housing developments for transitional foster youth, disabled veterans, or homeless persons, with a 55-year affordability restriction.
- B. Ineligible Projects. The document further refines the criteria for ineligible projects, specifying that a project cannot receive a density bonus if it is proposed on a property with units that are subject to rent control or occupied by lower- or very low-income households, unless the project replaces those units and meets specific affordability requirements.
- C. Application Process. The document adds several new requirements for applications, including the need to specifically state each requested affordable housing benefit and provide detailed information to support the request.
- D. Parking Standard Modifications. The document clarifies the requirements for parking standard modifications, outlining the maximum parking ratios allowed based on the type of housing development and the percentage of affordable units included.
- E. Density Bonus for Land Donations. The document includes a table outlining the density bonus allowances for qualified land donation projects, specifying the minimum percentage of very low-income units required and the maximum possible density bonus.
- F. Condominium Conversion Projects. The document provides updated requirements for density bonuses or incentives for condominium conversion projects, including

detailed information on eligibility, application procedures, and conditions for approval.

3. Affordable Housing Agreements

- A. Equity Sharing Agreements. The document includes detailed provisions for equity sharing agreements, outlining how appreciation is shared between the homeowner and the city upon resale.
- B. Enforcement Provisions. The document strengthens the city's enforcement powers, outlining the city's authority to ensure compliance with the affordable housing requirements.

**ADU Ordinance.** Over the past years, California policymakers have implemented proactive measures and reforms to simplify the development of both ADUs and JADUs, aiming to create more affordable housing options throughout the state. To further this goal, the state enacted SB 1160 in 1982 which encouraged localities to allow the construction of ADUs on single-family lots. Following Senate Bill (SB) 1160, Assembly Bill (AB) 1866 was enacted in 2002 which required cities and counties to adopt a more straightforward approach to the ADU approval process and eliminating the need for special permits and extensive reviews. To further address issues with the low ADU development rates and combat the housing crisis throughout the state, policymakers introduced a series of new ADU laws in 2016 to streamline the permitting process and establish workable statewide standards. In recent years, the California Legislature has approved, and the Governor has signed into law several bills that, among other things, amended various sections of the Government Code to impose new limits on local authorities to regulate ADUs and JADUs. The most recent bills were adopted on September of 2024 via AB 2533 and SB 1211 that further amend state ADU law.

The current iteration of the City of Holtville Zoning Ordinance does not have an established ADU ordinance in compliance with the State ADU Law (California Government Code sections 66310 through 66342). Thus, the City of Holtville is not in compliance with the State ADU Law. Therefore, the proposed amendments to Chapter 17.49 of the City of Holtville Zoning Ordinance are intended to implement Program No. 29 of the 2021-2029 Housing Element and comply with the requirements of the State ADU Law. The proposed ADU ordinance consists of the following:

- 1. **Definitions.** This section outlines various definitions related to housing regulations, particularly focusing on Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs). The intent of this section is to clarify the meanings of specific terms and phrases used throughout the ADU ordinance to ensure a common understanding of key concepts and reduce ambiguity and potential misinterpretations. The following terms are defined in this section:

- Accessory dwelling unit or ADU
- Accessory structure
- Complete independent living facilities
- Efficiency kitchen
- Junior accessory dwelling unit or JADU
- Living area
- Nonconforming zoning condition
- Passageway
- Proposed dwelling
- Public transit

- Livable space
- Tandem parking

2. **Permit Requirements.** This section outlines the approval process for ADUs and JADUs which consists of the following:

A. Building Permit Only. Certain ADUs and JADUs only require a building permit for approval. This includes:

- a. One ADU and one JADU on a single-family lot if the ADU or JADU meets specific requirements like being located within the existing space of the main dwelling or accessory structure, having independent exterior access, and meeting fire and safety setbacks.
- b. One detached ADU on a single-family lot, in addition to a JADU permitted under the previous category, as long as the ADU meets specific limitations such as setbacks, floor area, and height limits.
- c. ADUs converted from non-livable spaces in multifamily dwellings, limited to 25% of the existing multifamily units.
- d. Up to two detached ADUs on a multifamily lot with a proposed dwelling or up to eight detached ADUs on a lot with an existing multifamily dwelling, as long as they meet setback, height, and quantity requirements.

B. ADU Permit. In scenarios other than those listed above, an ADU requires both a building permit and a separate ADU permit. The City may charge a processing fee for these permits.

C. Process and Timing.

- a. The approval process for an ADU permit is ministerial, meaning it does not require discretionary review or a hearing.
- b. The city has 60 days to approve or deny an ADU or JADU application.
- c. Applications are deemed approved if the city does not take action within the 60-day timeframe, unless the applicant requests a delay, or the ADU/JADU application is submitted with a new dwelling permit application.
- d. If an application is denied, the city must provide the applicant with a list of deficiencies and instructions on how to remedy them within the 60-day period.
- e. Applications for ADUs replacing detached garages are reviewed and issued concurrently with the demolition permit for the garage.

3. **General ADU and JADU Requirements.** This section outlines general requirements for ADUs and JADUs consisting of the following:

A. Zoning Requirements

- a. ADUs requiring only a building permit can be built in residential or residential mixed-use zones.
- b. ADUs requiring an ADU permit are allowed on lots zoned for single-family or multifamily dwellings.

- c. JADUs can only be built on lots zoned for single-family residences.

**B. Height Restrictions**

- a. Detached ADUs on lots with single-family or multifamily dwellings are limited to 16 feet in height, unless otherwise specified.
- b. Detached ADUs near major transit stops or high-quality transit corridors can reach 18 feet, with a potential increase to 20 feet to align with the primary dwelling's roof pitch.
- c. Detached ADUs on lots with multifamily dwellings exceeding one story above grade can be up to 18 feet tall.
- d. Attached ADUs cannot exceed 25 feet or the height limit for the primary dwelling, whichever is lower. They are also limited to two stories.
- e. Height is measured from existing legal grade or the lowest floor to the structure's peak. Note that ADUs cannot exceed one story in height.

**C. Other Requirements**

- a. Fire Sprinklers. ADUs require fire sprinklers only if they are also required in the primary residence. ADU construction does not necessitate sprinkler installation in the existing primary dwelling.
- b. Rental Term. ADUs and JADUs cannot be rented for less than 30 days.
- c. Separate Conveyance. ADUs and JADUs can be rented, but generally cannot be sold or conveyed separately from the primary dwelling and lot.
- d. Septic System. ADU/JADU applications requiring connection to an onsite wastewater system need a percolation test conducted within the last five years, or ten years if recertified. This is not applicable to the City of Holtville as septic systems are not permitted, but state law requires language to be included.
- e. Owner Occupancy. ADUs built on or after January 1, 2020, do not have owner-occupancy requirements. All JADUs require a person with legal or equitable title to the property to reside in either the primary dwelling or JADU. This requirement is waived if the property is fully owned by a government agency, land trust, or housing organization.
- f. Deed Restriction. Before a building permit for an ADU or JADU is issued, a deed restriction must be recorded and filed. This restriction outlines:
  - i. The inability to sell the ADU or JADU separately from the primary dwelling, except as permitted by Government Code Section 66341.
  - ii. Limitations on size and attributes of the ADU/JADU.
  - iii. The restriction applies to all future owners.
  - iv. Removal of the restriction is possible by eliminating the ADU/JADU, which can involve removing the kitchen facilities.

- v. Enforcement of the restriction lies with the Planning Department, and failure to comply can lead to legal action and potential remedies like injunction or abatement.

D. Building and Safety

- a. Building Code Compliance. ADUs and JADUs must adhere to local building codes, with a potential exception outlined further in the proposed ADU ordinance.
- b. Occupancy Change. ADU construction does not automatically constitute an occupancy change under the building code unless the building official determines a specific, adverse impact on public health and safety. The city retains the right to change the occupancy code for spaces converted from uninhabitable or non-residential use to residential use.

4. **Specific ADU Requirements.** This section outlines the specific requirements for ADUs that require an ADU permit which consists of the following:

A. Size Limitations

- a. The maximum size for a detached or attached ADU is 850 square feet for studios or one-bedroom units and 1,000 square feet for units with two or more bedrooms.
- b. For attached ADUs built on lots with existing primary dwellings, the size is further limited to 50% of the existing primary dwelling's floor area.
- c. However, the application of other development standards, such as lot coverage, cannot require the ADU to be smaller than 800 square feet, even if it means exceeding the percentage-based size limit or setback requirements.

B. Setback Requirements

- a. ADUs generally must comply with 4-foot side and rear setbacks and a 20-foot front setback. No setback is required for an ADU built in the same location and with the same dimensions as an existing structure.

C. Lot Coverage and Open Space

- a. An ADU cannot increase the total lot coverage beyond 50%.
- b. Similarly, the ADU cannot reduce the total open space on the lot to below 50%.
- c. These lot coverage and open space limitations are subject to the minimum size requirement of 800 square feet mentioned earlier.

D. Parking Requirements

- a. One off-street parking space is generally required for each ADU, which can be located in setback areas or as tandem parking which is defined as two or more automobiles parked on a driveway or in any other location on a lot, lined up behind one another.
- b. However, parking is not required in several specific situations:

- i. The ADU is within a half-mile walking distance of public transit. The City of Holtville has two existing bus stops serviced by the Imperial Valley Transit. Please refer to **Attachment C – Public Transit Location** for a visual of the half mile radius beginning from the two transit stops located within the City of Holtville.
- ii. The ADU is located in an architecturally and historically significant historic district. Note that there are no such districts in the City of Holtville, but state law requires that the language to be included.
- iii. The ADU is integrated into the existing primary residence or an accessory structure.
- iv. On-street parking permits are required but not offered to the ADU occupant.
- v. A car share vehicle stop is located within one block of the ADU. For the purposes of this subsection, a car share vehicle stop is a designated parking space for vehicles that are part of a car sharing program. The City of Holtville has no such locations, but state law requires that the language to be included.
- vi. The ADU permit application is submitted along with an application for a new single-family or multifamily dwelling on the same lot, as long as the ADU or lot meets other parking exemption criteria.
- c. If a garage, carport, or covered parking structure is demolished or converted into an ADU, the existing parking spaces do not have to be replaced. However, replacement parking is still required if an existing integral garage is converted into a JADU. For the purposes of this subsection an integral garage is a garage that is built into the main structure of a house, with special attention to the aesthetics of the entire home. While the State ADU law restricts cities from requiring replacement for ADUs, such restrictions do not extend to JADUs and are left at the discretion of local governments.

**E. Architectural Requirements**

- a. The ADU's exterior walls, roof, windows, and doors must match the primary dwelling's materials and colors.
- b. The ADU's roof slope must match the dominant roof slope of the primary dwelling.
- c. Exterior lighting must be limited to down-lights or as required by building or fire codes.
- d. The ADU must have a separate exterior entrance from the primary dwelling.
- e. The ADU's interior dimensions must be at least 10 feet wide in all directions and have a minimum interior wall height of 7 feet.
- f. No windows or doors in the ADU can have a direct line of sight into an adjacent residential property. This can be achieved through strategic placement



or the use of fencing, landscaping, or privacy glass.

- g. For windows and doors less than 30 feet from a property line that is not a public right-of-way, windows must be clerestory (with the bottom of the glass at least 6 feet above the floor) or use frosted or obscure glass.

F. Historical Protections

- a. ADUs located on or within 600 feet of a property listed in the California Register of Historic Resources must not be visible from any public right-of-way. Note that there are no such districts in the City of Holtville, but state law requires that the language to be included.

G. Allowed Stories

- a. ADUs cannot have more than one story, except for attached ADUs, which can have the number of stories allowed for the primary dwelling.

5. **Fees.** This section outlines the fees associated with ADUs which consist of the following:

A. Impact Fees

- a. ADUs under 750 square feet are exempt from impact fees.
- b. Impact fees include fees under the Mitigation Fee Act and the Quimby Act, but do not include connection fees or capacity charges for water or sewer service.
- c. ADUs 750 square feet or larger are subject to impact fees, calculated proportionally to the size of the primary dwelling unit.
  - i. The fee is determined by dividing the ADU's floor area by the primary dwelling's floor area and then multiplying that by the typical fee for a new dwelling.

B. Utility Fees

- a. ADUs built with a new single-family home require a separate utility connection and payment of standard connection and capacity charges.
- b. Converted ADUs created from existing space within a single-family home do not require a new or separate utility connection or any related fees.
- c. All other ADUs require a new, separate utility connection for any city-provided utility, with connection fees or capacity charges based on floor area or drainage-fixture units (DFU) values.
  - i. Utilities not provided by the city are subject to the connection and fee requirements of the specific utility provider.
- d. The portion of the connection fee or capacity charge charged by the city cannot exceed the reasonable cost of providing the service.

6. **Nonconforming ADUs and JADUs** - This section outlines the City's approach to handling nonconforming zoning conditions, building code violations, and unpermitted structures when reviewing applications for ADUs and JADUs. The city will not deny an ADU or JADU application solely based on existing nonconforming zoning conditions,

building code violations, or unpermitted structures on the lot if these issues do not pose a threat to public health and safety and are not directly affected by the ADU or JADU construction. Furthermore, the city is prohibited from denying a permit to legalize an unpermitted ADU and JADU constructed before January 1, 2020, subject to the following exceptions:

- A. The city can deny a permit to legalize an unpermitted ADU or JADU constructed before January 1, 2020, if it determines that correcting a violation is necessary to meet the standards outlined in California Health and Safety Code section 17920.3. This section of the California Health and Safety Code pertains to substandard buildings.
- B. The city can deny a permit to legalize an unpermitted ADU or JADU if the building is deemed substandard according to California Health and Safety Code section 17920.3.

**Additional Ordinance Updates.** State law requires that the City’s Zoning Ordinance give certain considerations to a variety of housing types including emergency shelters, permanent supportive housing, residential care homes of seven or more persons, and low barrier navigation centers. To meet the requirements set forth by State law, the City implemented Program No. 31 in its 2021-2029 Housing Element which proposed the following updates:

- 1. **Emergency Shelters.** As stated in Section 17.04.060 of the City of Holtville Zoning Ordinance, emergency shelters are defined as housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person where no individual or household may be denied emergency shelter because of an inability to pay.

In 2010, the City of Holtville City Council adopted Ordinance No. 472 which lists emergency shelters as a permitted use in R-2 and R-3 zones and establish special objective standards for the development of emergency shelters in the city. Since the initial adoption of Ordinance No. 472 by the City, the California Legislature has enacted numerous bills with the intent to facilitate the development of emergency shelters throughout the state. As part of their review of the 2021-2029 Housing Element, HCD requires the City of Holtville to amend its Zoning Ordinance to comply with the new standards for emergency shelters established via AB 139.

To comply with the requirements of AB 139, amendments to Chapters 17.26 through 17.32 and 17.41 of the Zoning Ordinance are proposed to permit emergency shelters by right in R-2, R-3, R-4, RC, D-A, and D-B zones. The proposed amendment will also remove the limit placed on the maximum number of beds for emergency shelters and update the parking standards to only require enough parking spaces to accommodate all staff working in the emergency shelter.

- 2. **Permanent Supportive Housing.** As stated in Section 17.04.200 of the City of Holtville Zoning Ordinance, supportive housing is defined as housing with no limit on length of stay, that is occupied by the target population and that is linked to an on-site or off-site service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

On January 23, 2017, the City Council of the City of Holtville adopted Ordinance No. 486 which lists permanent supportive housing as a permitted use in all residential and non-residential zones that permit multi-family developments. Since the initial adoption of Ordinance No. 486 by the City, the California Legislature enacted AB 1584 which amended Section 65651 of the California Government Code to establish procedures and requirements for the development of supportive housing projects throughout the state. As part of their review of the 2021-2029 Housing Element, HCD requires the City of Holtville to amend its Zoning Ordinance to establish the following standards in compliance with Section 65651 of the California Government Code:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure the affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  - a. The name of the proposed entity or entities that will provide supportive services.
  - b. The proposed funding source or sources for the provided onsite supportive services.
  - c. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  - a. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  - b. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.

G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

Thus, the proposed amendment will update Chapters 17.16 through 17.32, 17.36, and 17.41 of the Zoning Ordinance to establish the requirements listed in Section 65651 of the California Government Code with regard to supportive housing developments.

3. **Residential Care Homes.** Residential care facilities include facilities for the elderly, adult residential facilities, and group homes, including small family homes for children. They are licensed as community care facilities by the state Department of Social Services and provide 24-hour care, meals, support, and maintenance services to children, the elderly, and adults with intellectual and physical disabilities.

The current iteration of the City of Holtville Zoning Ordinance lists residential care homes serving up to six clients as a permitted use in all residential zones while residential care homes serving greater than six clients are only permitted in R-2 and R-3 zones. As part of their review of the 2021-2029 Housing Element, HCD requires the City of Holtville to amend its Zoning Ordinance to list residential care homes serving greater than six clients as a permitted use in all residential zones. Therefore, the proposed amendment will update Chapters 17.20 through 17.24, 17.30, 17.32, and 17.41 of the Zoning Ordinance to list residential care homes serving greater than six clients as a permitted use in all residential zones.

4. **Low Barrier Navigation Centers.** Low barrier navigation centers are defined as a housing first, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

Section 65662 of the California Government Code requires all cities to allow low barrier navigation centers by right in all zones permitting multifamily and mixed-use developments. The current iteration of the City of Holtville Zoning Ordinance does not provide any standards for low barrier navigation centers and is therefore not in compliance with Section 65662 of the California Government Code. Thus, the proposed amendment will update Chapters 17.28 through 17.32, and 17.41 of the Zoning Ordinance to list low barrier navigation centers as a permitted use and establish the following standards stated in Section 65662 of the California Government Code:

- A. It offers services to connect people to permanent housing through a services plan that identifies services staffing.
- B. It is linked to a coordinated entry system, so that staff in the interim facility or staff who collocate in the facility may conduct assessments and provide services to connect people to permanent housing.
- C. It complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- D. It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management

Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.

- 5. Maximum Lot Coverage.** During the preparation of the 2021-2029 Housing Element update, the city held numerous workshops with the goal of gathering comments from the public and local stakeholders. Upon completion of the established workshops, the city received a comment from affordable housing developers pointing out their concern with the maximum lot coverage requirement for R-3 zones.

An analysis of the current development standards on Section 17.28.040 found that a maximum lot coverage of 40% is required for R-3 zones while all other residential zones that permit multi-family developments have a maximum lot coverage of 50%. Upon making this finding, Program No. 33 was implemented in the 2021-2029 Housing Element. The ordinance proposes to update Section 17.28.040 to increase the maximum permitted lot coverage for R-3 zones from 40% to 60%. The General Plan Land Use Element states that R-3 zones are intended for the development of high-density single family attached and detached residential dwellings, duplexes, apartments, condominiums, and townhouses at a greater density than other residential zones in the city. The current maximum lot coverage limits the development of larger dwelling units in R-3 zones by reducing the building area for residential multi-family developments.

According to the 2021-2029 Housing Element, 11.6% of all households in the City of Holtville are classified as large households of five or more persons. These households are considered a special needs group because of the often-limited supply of adequately sized and affordable housing units in a community. To save for other necessities such as food, clothing, and medical care, it is common for lower-income large households to reside in smaller units, which frequently results in overcrowding of which 15.1% of all households in Holtville are classified as. By increasing the maximum lot coverage, developers will have a larger build area which in turn may provide sufficient space to implement larger dwelling units of three bedrooms or more in future developments. This increase in large units will help cut down the number of overcrowded units in the city and further Housing Element Program No. 11 which consists of facilitating the development of dwelling units for special needs groups.

- 6. Off-Street Parking Requirement for R-1 Zones.** As previously stated, the Housing Element sets forth goals, objectives, and policies to adequately meet the housing needs of everyone in the community. Section 17.52.040 of the Zoning Ordinance restricts the placement of parking spaces in the front yard setbacks in all residential zones. The ordinance update is proposing a change to Section 17.52.040 to allow the placement of off-street parking spaces within the front yard setbacks in R-1 zones only. The proposed changes will facilitate the development of new residential dwelling units in the city by no longer restricting the placement of the required off-street parking spaces within the front yard setback.

## ENVIRONMENTAL

The textual amendments are exempt from the California Environmental Quality Act (CEQA). Pursuant to CEQA requirements a Notice of Exemption will be filed with the Office of Planning and Research citing an exemption via Section 15061(b)(3) of the California Code of Regulations.

Under this section, projects that can be seen with certainty to have no potential for causing a significant effect on the environment are not subject to CEQA.

### **PUBLIC NOTICING**

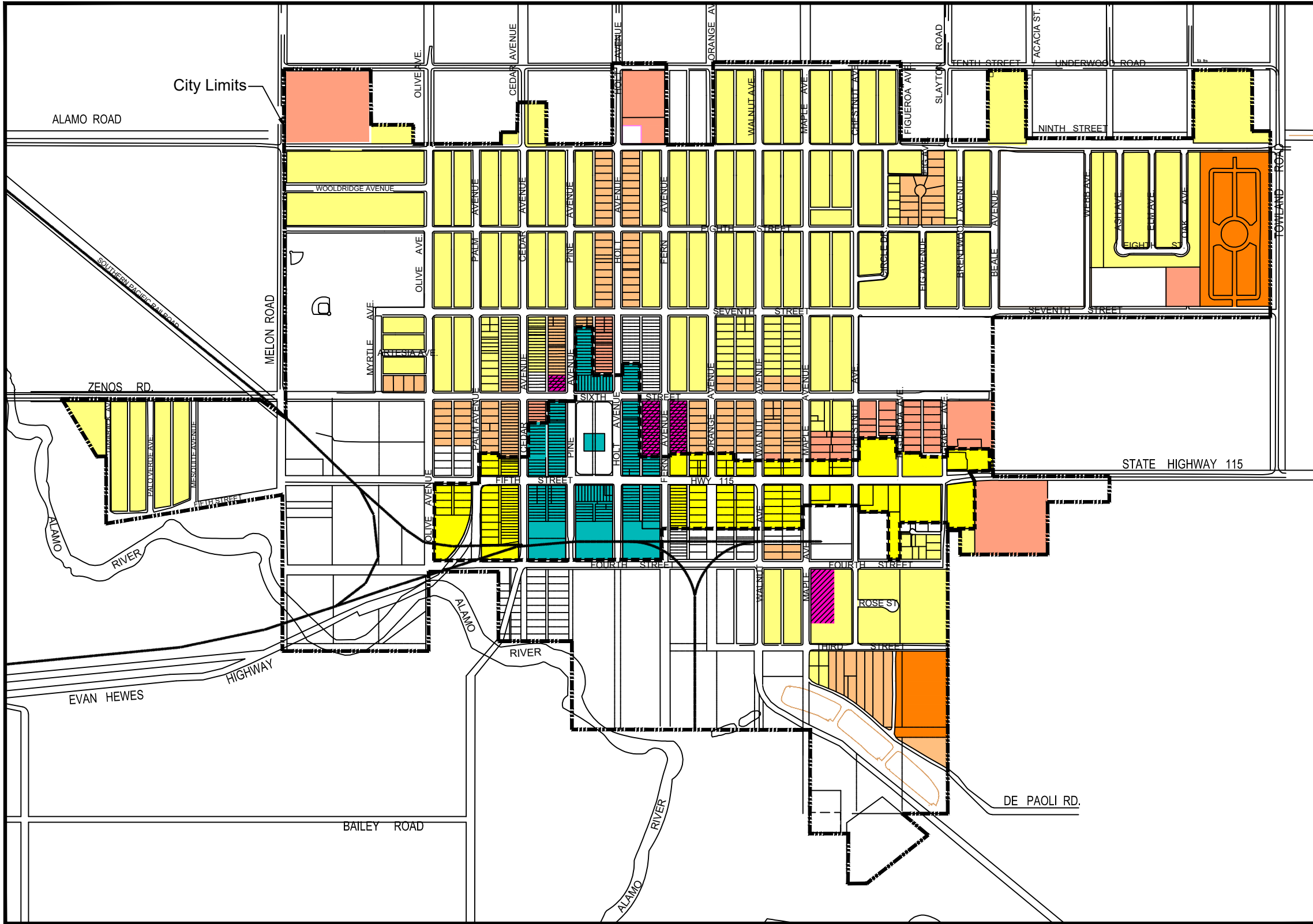
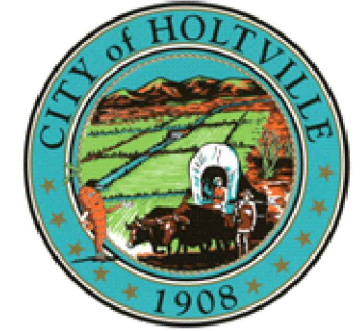
Pursuant to Section 17.64.150 of the Zoning Ordinance, the City Council may adopt an ordinance approving a textual amendment subject to a public hearing. The proposed amendments were initiated under the adopted 2021-2029 Housing Element. A Public Hearing notice was sent to a local newspaper for posting on December 20, 2024 and posted at City Hall on the same day. Refer to **Attachment E – Public Hearing Notice** for additional information.

### **PENDING ACTION**









Pursuant to Section 36934 of the California Government Code, the City Council must conduct a first reading by title only of the proposed amendment no less than five days prior to approving the ordinance update. Once an introduction and first reading has been completed, and all public comments have been considered, the item will be presented for a second reading and possible adoption or denial at the next available City Council meeting.

Attachments:            Attachment A – Affected Zoning Designations  
                                 Attachment B – Affected Land Use Designations  
                                 Attachment C – Public Transit Radius  
                                 Attachment D – PC Resolution 24-06  
                                 Attachment E – Public Hearing Notice  
                                 Attachment F – Draft City Council Ordinance  
                                 Exhibit A – Zoning Text Amendment

# **Attachment A – Affected Zoning Designations**



### Legend

-  R-1 Single Family
-  R-2 Two Family
-  R-3 Multi-Family
-  R-4 Mobile Home Park
-  RC Residential Commercial Mixed-Use
-  Downtown - A Zone
-  Downtown - B Zone
-  Existing City Limits

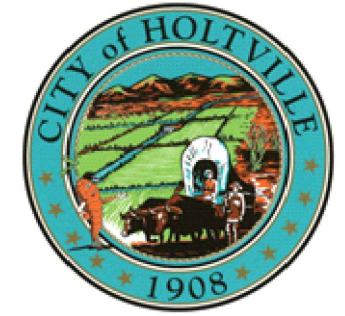


NOT TO SCALE

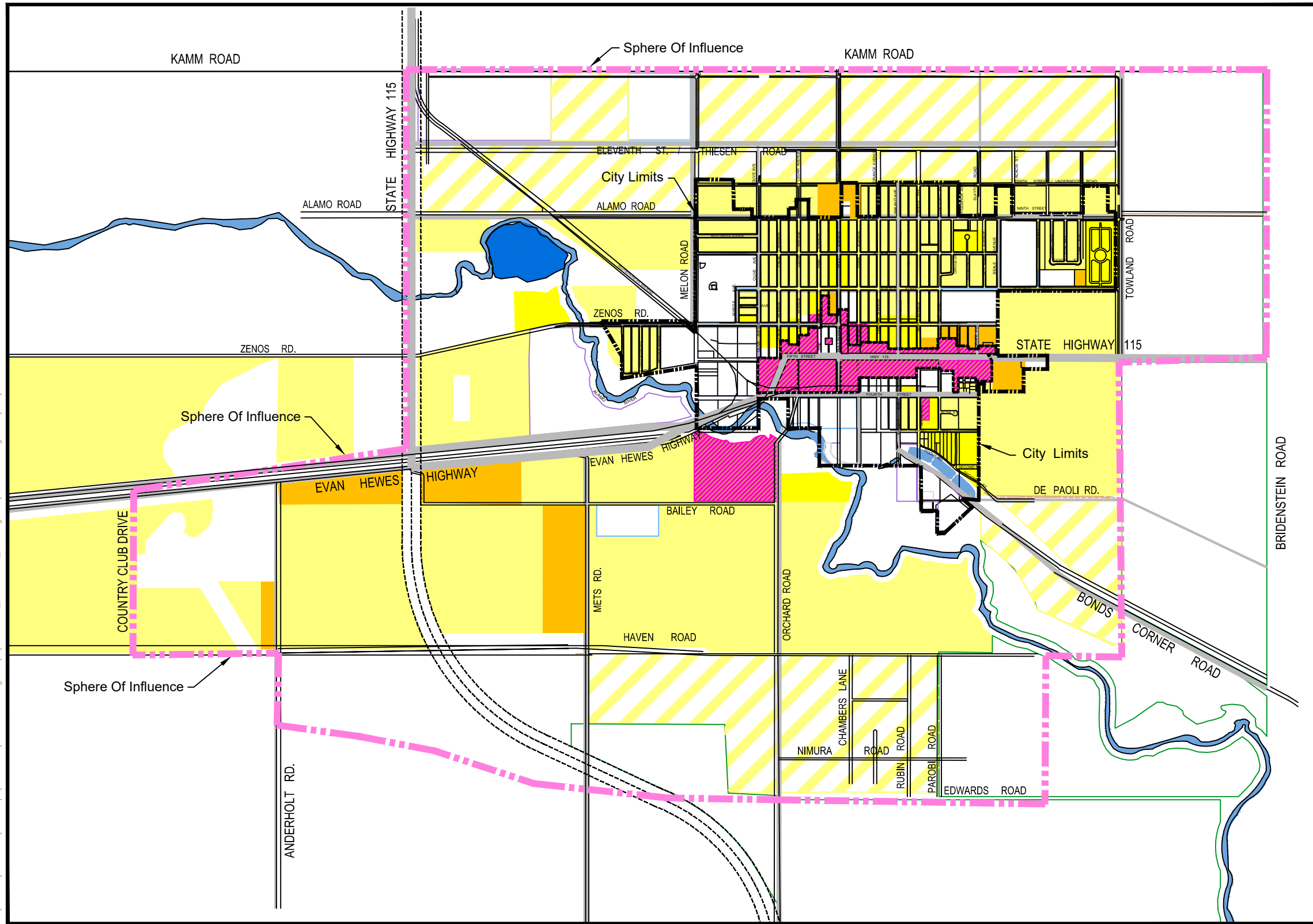
## AFFECTED ZONING DESIGNATIONS



**Attachment B – Affected Land Use Designations**



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### Legend

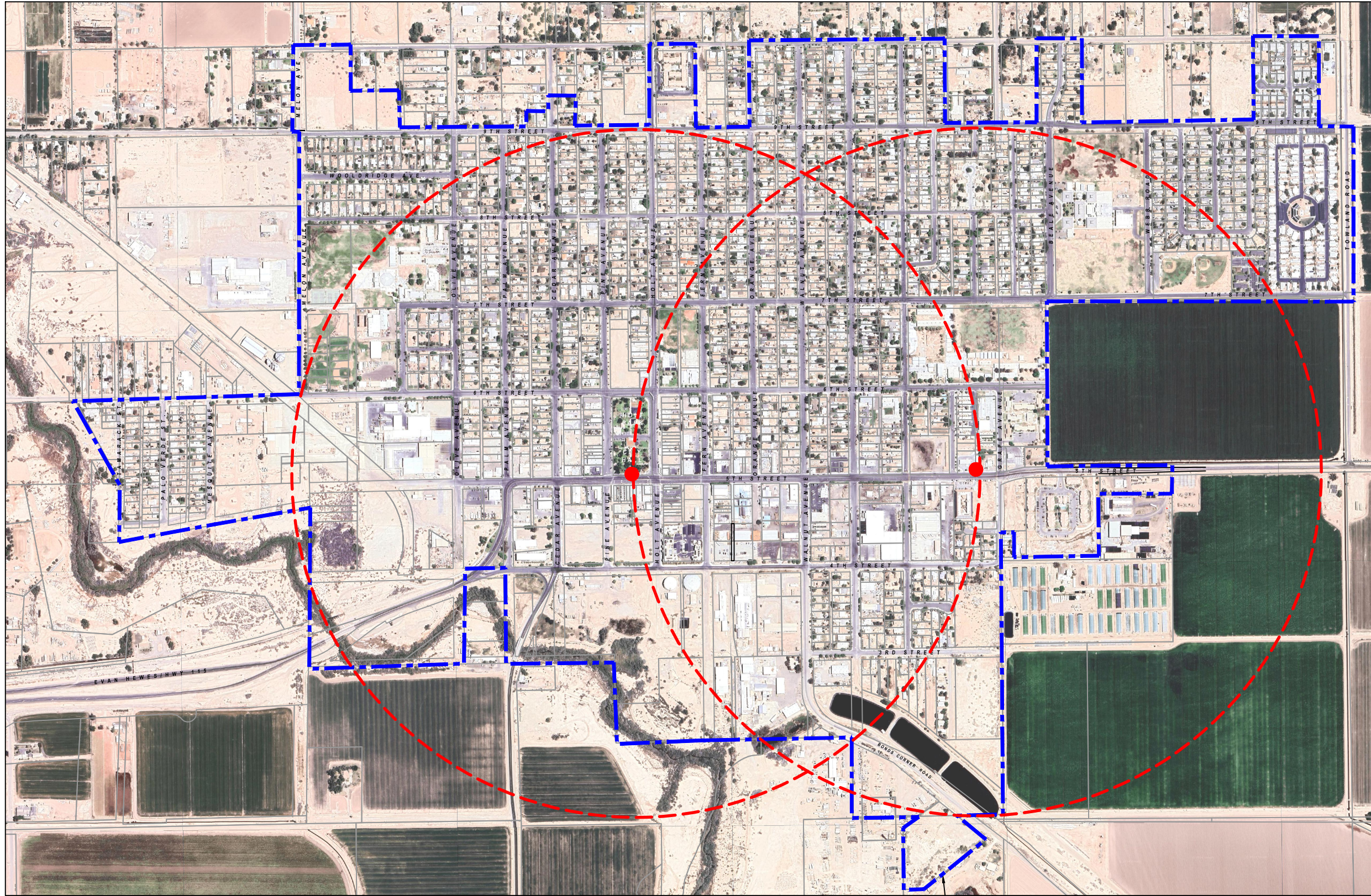
- RR Rural Residential
- LDR Low Density Residential
- MDR Medium Density Residential
- HDR High Density Residential
- RC Residential Commercial Mixed-Use
- Downtown Project Area
- Existing Sphere of Influence
- Existing City Limits
- Alamo River / Wetlands







NOT TO SCALE

## AFFECTED LAND USE DESIGNATIONS

# **Attachment C – Public Transit Radius**



Legend:

-  City Limits
-  Parcel Line
-  Bus Stop
-  2,640ft Radius



NOT TO SCALE

PUBLIC TRANSIT RADIUS

# **Attachment D – PC Resolution 24-06**

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

**Tuesday, November 19, 2024**

MEETING DATE:	12/16/24
ITEM NUMBER	1 a
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

The Regular Meeting of the Holtville Planning Commission scheduled for November 18, 2024, was postponed to Tuesday, November 19, 2024, and held at 5:30 PM in the Civic Center. Vice Chairman Georgina Camacho was present, as were Commissioners Cindy Pacheco, and Vanessa Ramirez. Chairman Ross Daniels and Commissioner John Britschgi were absent. Also present were City Planner George Galvan, Ex Officio Member Mayor Anderson, Legal Counsel Steve Walker, City Manager/Executive Officer Nick Wells, and City Clerk Yvette Rios.

**PLANNING COMMISSION MEETING CALLED TO ORDER:**

*Commissioner Ramirez called the meeting to order at 5:31 PM.*

**PLEDGE OF ALLEGIANCE:** *Mayor Anderson led the Pledge of Allegiance.*

**VERIFICATION OF POSTING OF AGENDA:**

*Ms. Rios verified that the original agenda was duly posted on Friday, November 15, 2024.*

*A notice of postponement and a secondary agenda was duly posted on Monday, November 18, 2024.*

**PUBLIC COMMENTS:** *None*

**1. CONSENT AGENDA:**

**a. Approval of the Minutes from the Regular Meeting of Monday, May 20, 2024.**

*A motion was made by Ms. Pacheco and seconded by Ms. Camacho to approve the Consent Agenda as presented. The motion passed in the form of a roll call vote.*

AYES: *Camacho, Pacheco, Ramirez*

NOES: *None*

ABSENT: *Britschgi, Daniels*

ABSTAIN: *None*

**REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:**

*Mr. Galvan had nothing to report.*

*Mayor Anderson reported that the City will commence a Street Maintenance Project in 2025. The West Ninth Street Improvements, in collaboration with IID, will soon move forward with the undergrounding of the Pear Canal. Mayor Anderson invited those in attendance to the City's Wetlands Ribbon Cutting Ceremony.*

*Ms. Pacheco, Ms. Camacho, Ms. Ramirez, Mr. Walker, and Ms. Rios had nothing to report.*

*Mr. Wells deferred to his staff report.*

**2. UNFINISHED BUSINESS:** *None*

**3. NEW BUSINESS:**

**a. PUBLIC HEARING: Discussion/Related Action to Adopt Resolution PC 24-06**

Recommending the Approval of a Textual Amendment to Title 17 of the City of Holtville Municipal Code to the City Council

*George Galvan City Planner*

*Mr. Galvan explained that state laws frequently change for regulations regarding accessory dwelling units (ADUs) in California. He allowed his associate Francisco Barba to go into further depth on these regulations. In 2022, the Council adopted its 2021-2029 Housing Element in compliance with the State Housing Element Law. The textual amendment of Title 17, Mr. Barba explained, is one factor of implementation of the Housing Element as urged by the department of Housing and Community Development (HCD). Mr. Wells requested clarification as to whether this textual amendment would include modifications to required parking setbacks in residential zones. Mr. Barba confirmed that Resolution PC 24-06 included the mentioned modifications.*

*A Public Hearing was opened by Commissioner Ramirez at 5:47 PM*

*No public comments were registered. The Public Hearing was closed at 5:48 PM.*

*A motion was made by Ms. Camacho and seconded by Ms. Pacheco to approve the action as presented. The motion passed in the form of a roll call vote.*

AYES: *Camacho, Pacheco, Ramirez*

NOES: *None*

ABSENT: *Britschgi, Daniels*

ABSTAIN: *None*

4. **INFORMATION ONLY:** *None*

5. **STAFF REPORTS:**

a. **City Manager Report** - *Nick Wells provided key updates for projects of interest including the Public Safety Building, the 2025 Streets Maintenance Project, the Sunset Rose Apartments, the Pine Crossing Apartments, and the farm labor housing development by Perri & Sons Farms. Mr. Wells stated that based on the municipal election results, a reorganization of the Planning Commission board may be necessary.*

b. **Legal Counsel** - *Steve Walker*

c. **Planning Report** - *George Galvan*

d. **Building Inspector** - *Raylene Tapiceria reported that*

6. **Items for Future Meetings:** *Board reorganization*

7. **ADJOURNMENT:** *There being no further business to come before the Commission, Mr. Ramirez adjourned the meeting at 6:00 PM.*

  
Yvette Rios, City Clerk

  
Vanessa Ramirez, Commissioner

# **Attachment E – Public Hearing Notice**





# Notice of Public Hearing

City of Holtville

**Notice is hereby** given that a public hearing will be held by the City of Holtville City Council at the date, time, and place indicated below. The purpose of the public hearing will be to hear comments from the public regarding the following subject:

<b>Project:</b> Introduction and first reading by title only of an ordinance amending Title 17 of the City of Holtville Municipal Code as it relates to density bonus provisions, accessory dwelling units and junior accessory dwelling units, and alleviating constraints for the production of a variety of housing types	<b>Location:</b> All Downtown, Residential, and Mixed-use Zones
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In furtherance of Programs 29 through 31, and 33 of the 2021-2029 City of Holtville Housing Element, the City Council will conduct an introduction and first reading by title only of an ordinance amending Title 17 of the City of Holtville Municipal Code. The goal of the amendments is to reduce development constraints for emergency shelters, supportive housing, residential care homes, and low barrier navigation centers in conformance with State Law. Additional amendments consist of updating the City's Density Bonus Ordinance and implementing an Accessory Dwelling Unit Ordinance to comply with recent changes to State Law. The proposed amendments are exempt from the requirements of the California Environmental Quality Act (CEQA) via Section 15061(b)(3) of the California Code of Regulations. The proposed amendment was presented to the City of Holtville Planning Commission during a duly noticed public hearing on November 18, 2024, where a motion was made to recommend approval of the textual amendments to the City Council. The purpose of this public hearing is to present the proposed amendments to the City Council so that they may consider public comments for and against the proposed amendments and conduct an introduction and first reading.

**Planning Commission Hearing Date:** January 13, 2025

**Hearing Time:** 5:30 PM

**Hearing Location:** City Hall  
121 W. 5<sup>th</sup> Street

Copies of pertinent information are available for review at the City Hall during regular business hours. If you would like to know more about the proposed project prior to the public hearing, please contact Francisco Barba, Associate Planner, at (760) 337-3883 or via email at [fbarba@theholtgroup.net](mailto:fbarba@theholtgroup.net).

Any person desiring to comment on the above project may do so in writing or may appear in person at the public hearing. Written comments should be directed to the Holtville City Clerk, 121 West 5<sup>th</sup> Street, Holtville, CA 92250 and be delivered prior to the Public Hearing date. Please reference the project name in all written correspondence.

Posted: *Yvette Rios*

Date: *12/20/24*

**Attachment F – Draft City Council Ordinance  
Exhibit A – Zoning Text Amendment**

**DRAFT - ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE  
AMENDING TEXT IN CHAPTER 17 OF THE CITY OF HOLTVILLE MUNICIPAL  
CODE AS IT RELATES TO DENSITY BONUS PROVISIONS, ACCESSORY  
DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS, AND  
ALLEVIATING CONSTRAINTS FOR THE PRODUCTION OF A VARIETY OF  
HOUSING TYPES**

**WHEREAS**, the City Council of the City of Holtville adopted its 2021-2029 Housing Element in compliance with the State Housing Element law (Government Code Sections 65580 through 65589.11); and

**WHEREAS**, the 2021-2029 Housing Element incorporated policies and respective action programs that necessitate amendments to the City of Holtville Zoning Ordinance and the establishment of an Accessory Dwelling Unit (ADU) Ordinance for compliance with State Law; and

**WHEREAS**, a duly noticed public hearing was held on November 18, 2024 by the Planning Commission pursuant to Section 17.64.130 of the Zoning Ordinance where they adopted Resolution PC 24-06 recommending that the City Council adopt the Zoning Text Amendment; and

**WHEREAS**, the City Council held a duly noticed public hearing on January 13, 2025 where they conducted an introduction and first reading by title only and considered all comments for and against the ordinance; and

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

**SECTION 1:** The City Council hereby finds that the foregoing recitals are true and correct and are incorporated herein as substantive findings of this Ordinance.

**SECTION 2:** Chapter 17 of the Municipal Code shall be regulated and restrict land use changes and standards noted under **Exhibit A – Zoning Text Amendments**, incorporated hereto as referenced.

**SECTION 3:** The City Council finds and determines that the text amendment is exempt from further review from the California Environmental Quality Act (CEQA) via Section 15061(b)(3) of the CEQA Guidelines for Implementation of the California Code of Regulations.

**SECTION 4:** If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**SECTION 5:** This ordinance shall take effect and shall be in force thirty (30) days after the date of adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published at least once In a newspaper of general circulation printed and published In the City of Holtville, together with the names of the members of the City Council voting for and against the same.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Holtville at a regularly scheduled meeting held on this \_\_\_ day of \_\_\_\_\_ 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Mike Goodsell, Mayor

Attest: \_\_\_\_\_

Yvette Rios, City Clerk

# **Exhibit A – Zoning Text Amendment**

## ZONING TEXT AMENDMENT

### CITY OF HOLTVILLE – ZONING ORDINANCE TEXTUAL AMENDMENT FOR HOUSING ELEMENT COMPLIANCE

- Underline is proposed new language
- ~~Strike through is existing language to be deleted~~
- Standard type is existing language to be retained

## CHAPTER 17.04 DEFINITIONS

### Sections:

17.04.070 "F" definitions.

17.04.130 "L" definitions.

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#### **17.04.070 "F" definitions.**

"Family" means ~~an individual, or two or more persons related by blood, marriage or adoption, or a group of persons, who need not be related by blood, marriage, or adoption, living together as a single housekeeping unit in a single dwelling unit.~~ two or more individuals related by birth, marriage, adoption or convenience who occupy the same dwelling unit. A family also includes the residents of residential care facilities and group homes for people with disabilities. A family does not include larger institutional group living situations such as dormitories, fraternities, sororities, monasteries or nunneries, nor does it include such commercial group living arrangements as boardinghouses, lodging houses and farm labor camps.

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#### **17.04.130 "L" definitions.**

"Low barrier navigation center" means a housing first, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

"Low barrier" means best practices to reduce barriers to entry, and may include, but is not limited to (1) the presence of partners if it is not a population-specific site, such as for survivors of domestic violence or sexual assault, women, or youth, (2) pets, (3) the storage of possessions, and (4) privacy, such as partitions around beds in a dormitory setting or in larger rooms containing more than two beds, or private rooms.

"Lower income households" means persons and families whose income does not exceed the qualifying limits for lower income families as established and amended from time to time pursuant to Section 8 of the United States Housing Act of 1937.

# CHAPTER 17.20 RR-1 LOW DENSITY RURAL RESIDENTIAL ZONE

Sections:

17.20.030 Conditional Uses.

17.20.050 Special Objective Standards for Supportive Housing

## 17.20.030 Conditional Uses.

Conditional uses allowed in the RR-1 zone, subject to the conditional use permit regulations, are set forth in Table 17.20-1.

**Table 17.20-1  
RR-1 Low Density Rural Residential Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
Accessory buildings and structures	X	
Agricultural crops	X	
Animals on lots or parcels at least one-half acre in size with large animals restricted to one per half-acre, except that parcels larger than five acres could have one large animal per half-acre for the first five acres and four per acre for all acres beyond the initial five acres	X	
Hatching, raising and fattening of chickens, rabbits or cattle for domestic use only. There shall be no killing or dressing of any such animals or poultry on the premises for commercial purposes	X	
Orchards and nurseries	X	
Home occupations as provided in Chapter 17.46 HMC	X	
Single-family homes and mobile homes	X	
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	
<del>Second unit</del>	<del>X</del>	
Farm worker housing for 6 persons or fewer	X	
Farm worker housing, consisting of no more than 36 beds in group quarters or 12 units or spaces each designed for use by a single family or household	X	
Transitional housing or Supportive housing	X	
Churches, temples or other places used exclusively for religious worship		X
Communications equipment buildings		X
Country clubs		X
Electric distribution substations, including microwave facilities		X
Fire stations		X

Golf courses		X
Libraries		X
Museums		X
Police stations		X
Service stations/convenience stores		X
Schools, through grade 12, accredited, including appurtenant facilities, which offer instruction required to be taught in the public schools by the Education Code of the State of California, but excluding trade or commercial schools		X
Storage, temporary, of materials and construction equipment used in construction or maintenance of streets and highways, sewers, storm drains, underground conduits, flood control works, pipelines and similar uses		X

<sup>1</sup> Other similar uses shall be allowed subject to recommendation by the planning commission and adoption by the city council.

<sup>2</sup> These uses shall be permitted subject to a conditional use permit.

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### **17.20.050 Special Objective Standards for Supportive Housing**

All supportive housing in the RR-1 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  1. The name of the proposed entity or entities that will provide supportive services.
  2. The proposed funding source or sources for the provided onsite supportive services.
  3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total



nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.

- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

# CHAPTER 17.22 RR-2 MEDIUM DENSITY RURAL RESIDENTIAL ZONE

Sections:

17.22.030 Conditional Uses.

17.22.050 Special Objective Standards for Supportive Housing

## 17.22.030 Conditional Uses.

Conditional uses allowed in the RR-2 zone, subject to the conditional use permit regulations, are set forth in Table 17.22-1.

**Table 17.22-1  
RR-2 Medium Density Rural Residential Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
Accessory buildings and structures	X	
Agricultural crops	X	
Animals, large and small, subject to the following limitations: (A) In order to keep large animals such as cattle and horses, the parcel size shall be at least one-half acre, except that no more than 10 large animals shall be kept regardless of the parcel size; and (B) the number of small animals such as goats, sheep and swine shall be limited to no more than two per one-half acre lot or parcel, with a limit of 10 per lot or parcel	X	
Home occupations as provided in Chapter 17.46 HMC	X	
Single-family homes and mobile homes	X	
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	
Transitional housing or Supportive housing	X	
<del>Second unit</del>	<del>X</del>	
Farm worker housing for 6 persons or fewer	X	
Farm worker housing, consisting of no more than 36 beds in group quarters or 12 units or spaces each designed for use by a single family or household	X	
Orchards and nurseries	X	
Churches, temples or other places used exclusively for religious worship		X
Communication equipment buildings		X
Country clubs		X
Day care centers		X
Electric distribution substations, including microwave facilities		X
Fire stations		X

Golf courses		X
Libraries		X
Museums		X
Police stations		X
Service stations/convenience stores		X
Schools, through grade 12, accredited, including appurtenant facilities, which offer instruction required to be taught in the public schools by the Education Code of the State of California, but excluding trade or commercial schools		X
Storage, temporary, of materials and construction equipment used in construction or maintenance of streets and highways, sewers, storm drains, underground conduits, flood control works, pipelines and similar uses		X

<sup>1</sup> Other similar uses shall be allowed subject to recommendation by the planning commission and adoption by the city council.

<sup>2</sup> These uses shall be permitted subject to a conditional use permit.

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### **17.22.050 Special Objective Standards for Supportive Housing**

All supportive housing in the RR-2 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  1. The name of the proposed entity or entities that will provide supportive services.
  2. The proposed funding source or sources for the provided onsite supportive services.
  3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total

nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.

- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

# CHAPTER 17.24 R-1 SINGLE-FAMILY ZONE

Sections:

17.24.030 Conditional Uses.

17.24.060 Special Objective Standards for Supportive Housing

## 17.24.030 Conditional Uses.

Conditional uses allowed in the R-1 zone, subject to the regulations of a conditional use permit, are set forth in Table 17.24-1.

**Table 17.24-1  
R-1 Single-Family Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
Accessory buildings and structures including auto-mobile garages and carports	X	
Animals in accordance with Chapter 7.12 HMC and usual household pets	X	
Home occupations as provided in Chapter 17.46 HMC	X	
Private greenhouses and horticultural collections, flower and vegetable gardens	X	
Single-family detached residential dwellings including mobile homes	X	
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	
Transitional housing or Supportive housing	X	
<del>Second unit</del>	<del>X</del>	
Farm worker housing for 6 persons or fewer	X	
Churches, convents, monasteries, and other religious institutions		X
Day nurseries and nursery schools		X
Educational institutions		X
Flag poles, radio towers, masts or aerials in excess of 35 feet above the ground		X
Public libraries and museums		X
Public parks and recreational facilities		X
Public utility and public service facilities		X

<sup>1</sup> Similar uses shall be permitted subject to a recommendation by the planning commission and adoption by the city council.

<sup>2</sup> These uses shall be permitted subject to a conditional use permit.

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**17.24.060 Special Objective Standards for Supportive Housing**

All supportive housing in the R-1 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  1. The name of the proposed entity or entities that will provide supportive services.
  2. The proposed funding source or sources for the provided onsite supportive services.
  3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

# CHAPTER 17.26 R-2 TWO-FAMILY ZONE

## Sections:

17.26.050 Special Objective Standards for Transitional Housing Facilities and Emergency Shelters

17.26.060 Special Objective Standards for Supportive Housing

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### **17.26.050 Special Objective Standards for Emergency Shelters**

All emergency shelters in the R-2 zone shall meet all the applicable development standards as listed above, and in addition meet the following requirements:

- ~~A. Emergency shelters shall be limited to a maximum of ten beds.~~
- A. Each facility shall include sufficient parking to accommodate all staff working in the shelter. Parking requirements shall be the same as for nursing homes and convalescent hospitals as described in Table 17.52-1.
- B. All waiting and intake areas shall be within an enclosed building and shall have a legal occupancy rating of ten people.
- C. Each facility shall accommodate a minimum daytime staff of one staff member per ten occupied beds, and a minimum nighttime staff of one staff per ten occupied beds.
- D. No parcel with an emergency shelter shall be established closer than 300 feet from another parcel with an emergency shelter use.
- E. The length of stay within an emergency shelter shall be limited to a maximum of six months.
- F. The exterior lighting of the building housing the emergency shelter shall be provided to adequately illuminate all sides of the building to allow for security to monitor all sides of the structure.
- G. Security staff or electronic cameras with video monitors that can be viewed by nighttime staff shall be provided to monitor the exterior of the building housing the emergency care facilities. The exterior of the building shall be monitored by security staff or electronic cameras between 10:00 p.m. and 6:00 a.m.

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### **17.26.060 Special Objective Standards for Supportive Housing**

All supportive housing in the R-2 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.

- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
1. The name of the proposed entity or entities that will provide supportive services.
  2. The proposed funding source or sources for the provided onsite supportive services.
  3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.



# CHAPTER 17.28 R-3 MULTIFAMILY ZONE

Sections:

17.28.030 Conditional Uses.

17.28.040 Minimum property development standards.

17.28.060 Special Objective Standards for Transitional Housing Facilities and Emergency Shelters

17.28.070 Special Objective Standards for Supportive Housing

17.28.080 Special Objective Standards for Low Barrier Navigation Centers

## 17.28.030 Conditional Uses.

Conditional uses allowed in the R-3 zone, subject to the conditional use permit regulations, are set forth in Table 17.28-1.

**Table 17.28-1  
R-3 Multifamily Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
Accessory buildings and structures	X	
Home occupations as provided in Chapter 17.46 HMC	X	
Household pets in accordance with Chapter 7.12 HMC	X	
Multiple housing units, including apartments, condominiums and townhouses	X	
Single-family and two-family residential dwellings, including mobile homes	X	
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
Emergency shelters serving six or fewer persons	X	
Transitional housing or Supportive housing	X	
<u>Low barrier navigation centers</u>	<u>X</u>	
<del>Second unit</del>	<del>X</del>	
Farm worker housing for 6 persons or fewer	X	
Day nurseries and nursery schools		X
Educational institutions		X
Flag poles, radio towers, masts or aerials in excess of 35 feet above the ground surface		X
Hospitals, nursing homes and long-term care facilities		X
Public libraries and museums		X
Public parks and public recreational facilities		X
Public utility and public service facilities		X
Religious institutions		X
Roominghouses and boardinghouses		X

<sup>1</sup> Similar uses shall be allowed subject to a recommendation by the planning commission and adoption by the city council.

<sup>2</sup> These uses shall be permitted subject to a conditional use permit.

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**17.28.040 Minimum property development standards.**

The property development standards set forth in Table 17.28-2 shall apply to all land and buildings in the R-3 zone, except that any lot shown on an official subdivision map duly approved and recorded, or any lot for which a bona fide deed has been duly recorded prior to November 15, 1977, may be used as a building site as provided in HMC 17.10.060.

**Table 17.28-2**

**R-3 Multifamily Zone  
– Minimum Property Development Standards**

<b>Development Standards</b>	<b>R-3 Multifamily Zone</b>
Minimum lot area	1 acre
Maximum density	20 dwelling units/acre
Maximum lot coverage	40 <del>60</del> percent
Maximum building height	35 feet
Minimum distance between buildings	20 feet
Minimum lot width	150 feet
Minimum lot depth	120 feet
Minimum front yard requirements	20 feet
Minimum side yard requirements	10 feet each side
Minimum rear yard requirements	20 feet

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**17.28.060 Special Objective Standards for Emergency Shelters**

All emergency shelters in the R-3 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- ~~A. Emergency shelters shall be limited to a maximum of ten beds.~~
- A. Each facility shall include sufficient parking to accommodate all staff working in the shelter ~~Parking requirements shall be the same as for nursing homes and convalescent hospitals as described in Table 17.52-1.~~
- B. All waiting and intake areas shall be within an enclosed building and shall have a legal occupancy rating of ten people.
- C. Each facility shall accommodate a minimum daytime staff of one staff member per six occupied beds, and a minimum nighttime staff of one staff per ten occupied beds.
- D. No parcel with an emergency shelter shall be established closer than 300 feet from another parcel with an emergency shelter use.
- E. The length of stay within an emergency shelter shall be limited to a maximum of six

months.

- F. The exterior lighting of the building housing the emergency shelter shall be provided to adequately illuminate all sides of the building to allow for security to monitor all sides of the structure.
- G. Security staff or electronic cameras with video monitors that can be viewed by nighttime staff shall be provided to monitor the exterior of the building housing the emergency care facilities. The exterior of the building shall be monitored by security staff or electronic cameras between 10:00 p.m. and 6:00 a.m.

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### **17.28.070 Special Objective Standards for Supportive Housing**

All supportive housing in the R-3 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  - 1. The name of the proposed entity or entities that will provide supportive services.
  - 2. The proposed funding source or sources for the provided onsite supportive services.
  - 3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  - 1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  - 2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and

a refrigerator.

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**17.28.080 Special Objective Standards for Low Barrier Navigation Centers**

All low barrier navigation centers in the R-3 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. It offers services to connect people to permanent housing through a services plan that identifies services staffing.
- B. It is linked to a coordinated entry system, so that staff in the interim facility or staff who colocate in the facility may conduct assessments and provide services to connect people to permanent housing. “Coordinated entry system” means a centralized or coordinated assessment system developed pursuant to Section 576.400(d) or Section 578.7(a)(8), as applicable, of Title 24 of the Code of Federal Regulations, as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.
- C. It complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- D. It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.

# CHAPTER 17.30 R-4 MOBILE HOME PARK ZONE

Sections:

17.30.030 Conditional Uses.

17.30.210 Special Objective Standards for Emergency Shelters

17.30.220 Special Objective Standards for Supportive Housing

17.30.230 Special Objective Standards for Low Barrier Navigation Centers

## 17.30.030 Conditional Uses.

Conditional uses allowed in the R-4 zone, subject to the conditional use permit regulations, are set forth in Table 17.30-1.

**Table 17.30-1  
R-4 Mobile Home Park Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
Accessory buildings and/or structures	X	
Home occupations as provided in Chapter 17.46 HMC	X	
Household pets in accordance with Chapter 7.12 HMC	X	
Mobile homes not on a permanent foundation	X	
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	X	
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	
<u>Emergency shelters serving six or fewer persons</u>	<u>X</u>	
Transitional housing or Supportive Housing	<u>X</u>	<del>X</del>
<u>Low barrier navigation centers</u>	<u>X</u>	
Apartments, at the same density and standards as permitted in this zone but limited to 15 feet or one story		X
Commercial recreation facilities		X
Flag poles, radio towers, masts or aerials in excess of 35 feet above the ground		X
Incidental uses <sup>3</sup> : 1. Dwelling for owner and/or manager 2. Food markets related only to the park 3. Restroom facilities 4. Nonalcoholic beverage services related only to the park 5. Personal services 6. Recreation facilities		X

7. Restaurants, including dancing and alcoholic beverage sales for park use only 8. Sale of items related to maintenance and operations of mobile homes within the park		
Recreational vehicle park: 1. Motor homes 2. Recreation vehicles 3. Campers 4. Camp cars 5. Tent campers		X
Trailers occupied for uses other than habitation		X
Travel trailer park: 1. Trailers		X

<sup>1</sup> Similar uses shall be permitted subject to recommendation by the planning commission and adoption by the city council.

<sup>2</sup> These uses shall be permitted subject to a conditional use permit.

<sup>3</sup> Incidental uses operated primarily for the convenience of mobile home park residents. There shall be no sign advertising such uses visible from the street. The incidental uses shall be located not less than 50 feet from any street.

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**17.30.210 Special Objective Standards for Emergency Shelters**

All emergency shelters in the R-4 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Each facility shall include sufficient parking to accommodate all staff working in the shelter.
- B. All waiting and intake areas shall be within an enclosed building and shall have a legal occupancy rating of ten people.
- C. Each facility shall accommodate a minimum daytime staff of one staff member per six occupied beds, and a minimum nighttime staff of one staff per ten occupied beds.
- D. No parcel with an emergency shelter shall be established closer than 300 feet from another parcel with an emergency shelter use.
- E. The length of stay within an emergency shelter shall be limited to a maximum of six months.
- F. The exterior lighting of the building housing the emergency shelter shall be provided to adequately illuminate all sides of the building to allow for security to monitor all sides of the structure.
- G. Security staff or electronic cameras with video monitors that can be viewed by nighttime staff shall be provided to monitor the exterior of the building housing the emergency care facilities. The exterior of the building shall be monitored by security staff or electronic cameras between 10:00 p.m. and 6:00 a.m.

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**17.30.220 Special Objective Standards for Supportive Housing**

All supportive housing in the R-4 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  - 1. The name of the proposed entity or entities that will provide supportive services.
  - 2. The proposed funding source or sources for the provided onsite supportive services.
  - 3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  - 1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  - 2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

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**17.30.230 Special Objective Standards for Low Barrier Navigation Centers**

All low barrier navigation centers in the R-4 zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. It offers services to connect people to permanent housing through a services plan that identifies services staffing.
- B. It is linked to a coordinated entry system, so that staff in the interim facility or staff who

colocate in the facility may conduct assessments and provide services to connect people to permanent housing. “Coordinated entry system” means a centralized or coordinated assessment system developed pursuant to Section 576.400(d) or Section 578.7(a)(8), as applicable, of Title 24 of the Code of Federal Regulations, as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.

- C. It complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- D. It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.



# CHAPTER 17.32 RC RESIDENTIAL COMMERCIAL MIXED-USE ZONE

Sections:

17.32.040 Conditional Uses.

17.32.080 Special Objective Standards for Emergency Shelters

17.32.090 Special Objective Standards for Supportive Housing

17.32.100 Special Objective Standards for Low Barrier Navigation Centers

## 17.32.040 Conditional Uses.

As indicated in Table 17.32-1, all new development or uses within the RC zone will require a conditional use permit in order to ensure compatibility, zoning and general plan consistency, and to assure the uses and development do not undermine the intent of the RC zone.

**Table 17.32-1  
RC Residential Commercial Mixed Use Zone  
– Permitted and Conditional Uses**

Uses	Permitted Use <sup>1</sup>	Conditional Use <sup>2</sup>
<u>Accessory buildings and/or structures</u>	<u>X</u>	
All uses permitted in Chapters 17.26, 17.28 and 17.36 HMC existing on October 7, 1996	X	
<u>Emergency shelters serving six or fewer persons</u>	<u>X</u>	
Farmworker housing for 6 persons or more	X	
<del>Second unit</del>		<del>X</del>
Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care	<u>X</u>	<del>X</del>
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	
Transitional housing	<u>X</u>	<del>X</del>
<u>Low barrier navigation centers</u>	<u>X</u>	
Supportive housing	<u>X</u>	<del>X</del>
A conditional use permit will be required for all new development or uses within the residential/commercial mixed use zone to ensure compatibility, zoning and general plan consistency, and to ensure they do not undermine the intent of the RC zone.		X

<sup>1</sup> Similar uses shall be permitted subject to a recommendation by the planning commission and adoption by the city council.

<sup>2</sup> This use shall be permitted subject to a conditional use permit.

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**17.32.080 Special Objective Standards for Emergency Shelters**

All emergency shelters in the RC zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Each facility shall include sufficient parking to accommodate all staff working in the shelter.
- B. All waiting and intake areas shall be within an enclosed building and shall have a legal occupancy rating of ten people.
- C. Each facility shall accommodate a minimum daytime staff of one staff member per six occupied beds, and a minimum nighttime staff of one staff per ten occupied beds.
- D. No parcel with an emergency shelter shall be established closer than 300 feet from another parcel with an emergency shelter use.
- E. The length of stay within an emergency shelter shall be limited to a maximum of six months.
- F. The exterior lighting of the building housing the emergency shelter shall be provided to adequately illuminate all sides of the building to allow for security to monitor all sides of the structure.
- G. Security staff or electronic cameras with video monitors that can be viewed by nighttime staff shall be provided to monitor the exterior of the building housing the emergency care facilities. The exterior of the building shall be monitored by security staff or electronic cameras between 10:00 p.m. and 6:00 a.m.

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**17.32.090 Special Objective Standards for Supportive Housing**

All supportive housing in the RC zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
  - 1. The name of the proposed entity or entities that will provide supportive services.
  - 2. The proposed funding source or sources for the provided onsite supportive services.

3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
  1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

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### **17.32.100 Special Objective Standards for Low Barrier Navigation Centers**

All low barrier navigation centers in the RC zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. It offers services to connect people to permanent housing through a services plan that identifies services staffing.
- B. It is linked to a coordinated entry system, so that staff in the interim facility or staff who colocate in the facility may conduct assessments and provide services to connect people to permanent housing. "Coordinated entry system" means a centralized or coordinated assessment system developed pursuant to Section 576.400(d) or Section 578.7(a)(8), as applicable, of Title 24 of the Code of Federal Regulations, as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.
- C. It complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- D. It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.

# CHAPTER 17.41 DOWNTOWN CODE

Sections:

17.41.050 Allowed Uses.

17.41.120 Special Objective Standards for Emergency Shelters

17.41.130 Special Objective Standards for Supportive Housing

17.41.140 Special Objective Standards for Low Barrier Navigation Centers

## 17.41.050 Allowed Uses.

- A. District Descriptions. The downtown code establishes two districts that will regulate development and drive design standards for downtown Holtville, the D-A and D-B district. These districts are described below.
1. D-A District. This district is the core downtown district. It offers a variety of mixed commercial, retail, and residential uses, oriented around the heart of downtown: Holt Park. This central node offers more potential for unique, boutique storefronts and destination shopping. Oriented around the park, uses are easily accessed through pedestrian travel.
  2. D-B District. This district applies to areas of the downtown/central business district not within the D-A district. While also offering a variety of mixed commercial, retail, and residential uses, it offers more opportunity for redevelopment and infill residential development. This district can accommodate larger building footprints. The area is characterized by a predominance of commercial and retail uses, with complementary light industrial use, mixed use, and residential units.
- B. Allowed Uses. Table 17.41.050-1 (Allowed Uses) identifies the allowed uses within the downtown. These allowed use regulations are listed by zoning district (D-A or D-B). The uses listed are defined in HMC 17.41.030(B) (Allowed Use Definitions). The symbols in the table are defined as:

P – Permitted use (permitted by right)

C – Conditionally permitted use (conditional use permit required)

N – Not permitted

Uses not listed as allowed are by default prohibited.

**Table 17.41.050-1: Allowed Uses**

Uses	D-A Zone	D-B Zone
<u>Accessory buildings and/or structures</u>	<u>X</u>	<u>X</u>
Attached Single-Family Residential	N	C
Commercial Recreation and Entertainment	P <sup>1</sup>	P <sup>1</sup>
Detached Single-Family Residential	N	C
Government/Institutional	P	P
Home Occupation	N	P
Hotel/Motel	P	P
Single-Room Occupancy	N	P

Live/Work Space	P	P
Mixed Use	P	P
Multifamily Residential	C	C
<u>Emergency shelters</u>	<u>X</u>	<u>X</u>
Farm worker housing for 6 persons or fewer	N	C
Transitional housing or Supportive housing	<u>X</u> €	<u>X</u> €
<u>Low barrier navigation centers</u>	<u>X</u>	<u>X</u>
<u>Residential care homes serving up to six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	<u>X</u>
<u>Residential care homes serving greater than six clients, includes foster family homes and small family homes for nonmedical assisted group care</u>	<u>X</u>	<u>X</u>
<del>Second unit</del>	<del>N</del>	<del>C</del>
Offices	P	P
Retail Commercial	P <sup>1</sup>	P <sup>1</sup>

<sup>1</sup> Alcohol sales permitted on premises.

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### **17.41.120 Special Objective Standards for Emergency Shelters**

All emergency shelters in the Downtown zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Each facility shall include sufficient parking to accommodate all staff working in the shelter.
- B. All waiting and intake areas shall be within an enclosed building and shall have a legal occupancy rating of ten people.
- C. Each facility shall accommodate a minimum daytime staff of one staff member per six occupied beds, and a minimum nighttime staff of one staff per ten occupied beds.
- D. No parcel with an emergency shelter shall be established closer than 300 feet from another parcel with an emergency shelter use.
- E. The length of stay within an emergency shelter shall be limited to a maximum of six months.
- F. The exterior lighting of the building housing the emergency shelter shall be provided to adequately illuminate all sides of the building to allow for security to monitor all sides of the structure.

- G. Security staff or electronic cameras with video monitors that can be viewed by nighttime staff shall be provided to monitor the exterior of the building housing the emergency care facilities. The exterior of the building shall be monitored by security staff or electronic cameras between 10:00 p.m. and 6:00 a.m.

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#### **17.41.130 Special Objective Standards for Supportive Housing**

All supportive housing in the Downtown zone shall meet all the applicable development standards listed in the applicable zone, and in addition meet the following requirements:

- A. Units within the development are subject to a recorded affordability restriction for 55 years.
- B. One hundred percent of the units, excluding managers' units, within the development are restricted to lower income households and are or will be receiving public funding to ensure affordability of the housing to lower income Californians. The rents in the development shall be set at an amount consistent with the rent limits stipulated by the public program providing financing for the development.
- C. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
- D. The developer provides the City of Holtville with a plan for providing supportive services, with documentation demonstrating that supportive services will be provided onsite to residents in the project, and describing those services, which shall include all of the following:
1. The name of the proposed entity or entities that will provide supportive services.
  2. The proposed funding source or sources for the provided onsite supportive services.
  3. Proposed staffing levels.
- E. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
1. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
  2. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.
- F. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in Chapter 17.49.
- G. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.

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#### **17.41.140 Special Objective Standards for Low Barrier Navigation Centers**

All low barrier navigation centers in the DC zones shall meet all the applicable development

standards listed in the applicable zone, and in addition meet the following requirements:

- A. It offers services to connect people to permanent housing through a services plan that identifies services staffing.
- B. It is linked to a coordinated entry system, so that staff in the interim facility or staff who colocate in the facility may conduct assessments and provide services to connect people to permanent housing. “Coordinated entry system” means a centralized or coordinated assessment system developed pursuant to Section 576.400(d) or Section 578.7(a)(8), as applicable, of Title 24 of the Code of Federal Regulations, as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.
- C. It complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- D. It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.

# CHAPTER 17.48 ACCESSORY SECOND DWELLING UNITS

## Sections:

- 17.48.010 Intent
- 17.48.020 ~~Prohibition~~ Effect of Conforming
- 17.48.030 Definitions
- 17.48.040 ~~Environment~~ Approvals
- 17.48.050 ~~Development Standards and conditions for approval of new second units~~ General ADU and JADU Requirements
- 17.48.060 ~~Required Findings and Conditions~~ Specific ADU Requirements
- 17.48.070 ~~Procedure for Establishing Second Unit Fees~~
- 17.48.080 Nonconforming Zoning Conditions, Building Code Violations, and Unpermitted Structures

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### **17.48.010 Intent.**

The intent of this chapter is to ~~provide development standards for second dwelling units on lots that contain single family dwellings to ensure that second units are compatible with existing neighborhoods. (Ord. 441 § 1, 2000).~~ allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code Sections 65852.2 and 65852.22.

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### **17.48.020 ~~Prohibition~~ Effect of Conforming.**

An ADU or JADU that conforms with the standards in this section will not be:

- A. Deemed to be inconsistent with the city's General Plan and zoning designation for the lot on which the ADU or JADU is located.
- B. Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
- C. Considered in the application of any local ordinance, policy, or program to limit residential growth.
- D. Required to correct a nonconforming zoning condition, as defined in subsection 17.48.030(G) below. This does not prevent the city from enforcing compliance with applicable building standards in accordance with Health and Safety Code Section 17980.12.

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### **17.48.030 Definitions.**

~~"Second unit" means a dwelling unit that provides complete independent living facilities for one or more persons. (Ord. 441 § 1, 2000).~~ As used in this section, terms are defined as follows:

- A. "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:



1. An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
  2. A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
- B. “Accessory structure” means a structure that is accessory and incidental to a dwelling located on the same lot.
- C. “Complete independent living facilities” means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
- D. “Efficiency kitchen” means a kitchen that includes all of the following:
1. A cooking facility with appliances.
  2. A food preparation counter and storage cabinets that are of a reasonable size in relation to the size of the JADU.
- E. “Junior accessory dwelling unit” or “JADU” means a residential unit that satisfies all of the following:
1. It is no more than 500 square feet in size.
  2. It is contained entirely within an existing or proposed single-family structure. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family structure.
  3. It includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure.
  4. If the unit does not include its own separate bathroom, then it contains an interior entrance to the main living area of the existing or proposed single-family structure in addition to an exterior entrance that is separate from the main entrance to the primary dwelling.
  5. It includes an efficiency kitchen, as defined in subsection (D) above.
- F. “Livable space” means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.
- G. “Living area” means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- H. “Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.
- I. “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.

- J. “Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- K. “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
- L. “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

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#### **17.48.040 Environment Approvals.**

~~The approval of a second unit in the single family residential zone is exempt from the provisions of the California Environmental Quality Act (CEQA). Second units on a block are limited to four in number and shall not be constructed on blocks without alleys for the following reasons:~~ The following approvals apply to ADUs and JADUs under this section:

- A. ~~Since the city has approximately four miles citywide of unpaved alleys, second units shall be limited to four in number per block to ensure that no further adverse impacts occur from dust generation, trackout and traffic generation; and Building Permit Only. If an ADU or JADU complies with each of the general requirements in Section 17.48.050, it is allowed with only a building permit in the following scenarios:~~
  - 1. Converted on Single-family Lot: One ADU as described in this subsection and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
    - a. Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
    - b. Has exterior access that is independent of that for the single-family dwelling; and
    - c. Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.
    - d. The JADU complies with the requirements of Government Code Section 66333 through 66339.
  - 2. Limited Detached on Single-family Lot: One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection 17.48.040(A)(1), if the detached ADU satisfies each of the following limitations:
    - a. The side- and rear-yard setbacks are at least four feet.
    - b. The total floor area is 800 square feet or smaller.
    - c. The peak height above grade does not exceed the applicable height limit in

subsection 17.48.050(B).

3. Converted on Multifamily Lot: One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection, at least one converted ADU is allowed within an existing multifamily dwelling, up to a quantity equal to 25 percent of the existing multifamily dwelling units.
  4. Limited Detached on Multifamily Lot: No more than two detached ADUs on a lot with a proposed multifamily dwelling, or up to eight detached ADUs on a lot with an existing multifamily dwelling, if each detached ADU satisfies all of the following:
    - a. The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the city will not require any modification to the multifamily dwelling as a condition of approving the ADU.
    - b. The peak height above grade does not exceed the applicable height limit provided in subsection 17.48.050(B).
    - c. If the lot has an existing multifamily dwelling, the quantity of detached ADUs does not exceed the number of primary dwelling units on the lot.
- ~~B. Second units shall not be constructed in blocks without alleys since tandem parking of a second unit vehicle is not permitted. (Ord. 441 § 1, 2000). ADU Permit.~~
1. Except as allowed under subsection 17.48.040(A), no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth in Sections 17.48.050 and 17.48.060.
  2. The city may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the city's ADU ordinance. The ADU-permit processing fee is determined by the City of Holtville Planning Department and approved by the City Council by resolution.
- C. Process and Timing.
1. An ADU permit is considered and approved ministerially, without discretionary review or a hearing.
  2. The city must approve or deny an application to create an ADU or JADU within 60 days from the date that the city receives a completed application. If the city has not approved or denied the completed application within 60 days, the application is deemed approved unless either:
    - a. The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or

- b. When an application to create an ADU or JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the city may delay acting on the permit application for the ADU or JADU until the city acts on the permit application to create the new single-family or multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.
- 3. If the city denies an application to create an ADU or JADU, the city must provide the applicant with comments that include, among other things, a list of all the defective or deficient items and a description of how the application may be remedied by the applicant. Notice of the denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection 17.48.040(C)(2).
- 4. A demolition permit for a detached garage that is to be replaced with an ADU is reviewed with the application for the ADU and issued at the same time.

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**17.48.050 General ADU and JADU Requirements Development Standards and Conditions for Approval of New Second Units.**

The following requirements apply to all ADUs and JADUs that are approved under subsections 17.48.040(A) or 17.48.040(B): Table 17.48-1 depicts development standards for second dwelling units.

**Table 17.48-1**

**Second Dwelling Units—Development Standards and Conditions for Approval of New Second Units**

<b>Second Dwelling Units</b>	<b>Standards and Conditions</b>
New second dwelling units	Must meet requirements of Chapter 17.20 HMC relating to height, setback, lot coverage, parking, architectural review, site plan review fees and charges
Parking	One off-street paved parking space
Height	No more than two stories, with parking in the lower level
Minimum lot area	6,000 square feet (lot shall contain an existing residential dwelling which is owner-occupied)
Maximum unit size	A. 30 percent of the existing residential

	<p style="text-align: center;">floor area, if attached  B. Not exceeding 1,200-  square feet if detached</p>
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In addition to the development standards described in Table 17.48 1, the following development standards also apply to second dwelling units:

- A. ~~The second dwelling unit shall meet requirements of the zone in which it is located relating to height, setback, lot coverage, architectural review, site plan review, fees and charges; Zoning.~~
  - 1. An ADU subject only to a building permit under subsection 17.48.040(A) may be created on a lot in a residential or residential mixed-use zone.
  - 2. An ADU subject to an ADU permit under subsection 17.48.040(B) may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.
  - 3. In accordance with Government Code section 66333(a), a JADU may only be created on a lot zoned for single-family residences.
- B. ~~The second dwelling unit may be constructed within an existing building or detached accessory building; Height.~~
  - 1. Except as otherwise provided by subsections 17.48.050(B)(2) and 17.48.050(B)(3), a detached ADU created on a lot with an existing or proposed single family or multifamily dwelling unit may not exceed 16 feet in height.
  - 2. A detached ADU may be up to 18 feet in height if it is created on a lot with an existing or proposed single family or multifamily dwelling unit that is located within one-half mile walking distance of a major transit stop or high quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, and the ADU may be up to two additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
  - 3. A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height.
  - 4. An ADU that is attached to the primary dwelling may not exceed 25 feet in height or the height limitation imposed by the underlying zone that applies to the primary dwelling, whichever is lower. Notwithstanding the foregoing, ADUs subject to this subsection may not exceed two stories.
  - 5. For purposes of this subsection, height is measured from existing legal grade or the level of the lowest floor, whichever is lower, to the peak of the structure.
- C. ~~The second living unit shall conform in design, materials and colors consistent with the main living unit, when attached; Fire Sprinklers.~~

1. Fire sprinklers are required in an ADU if sprinklers are required in the primary residential structure.
  2. The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.
- D. ~~The owner shall pay to the city all appropriate fees at the time the building permit is obtained;~~ Rental Term. No ADU or JADU may be rented for a term that is shorter than 30 days. This prohibition applies regardless of when the ADU or JADU was created.
- E. ~~The second unit may not be sold separately. However, the second unit shall be provided separate water and electric meters;~~ No Separate Conveyance. An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section 65852.26, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).
- F. ~~Property owners within a 300-foot radius of the site, and property owners within the existing block, will be notified in writing of the proposed second unit, and shall be notified at least 10 days prior to a decision by the planning commission; and~~ Septic System. If the ADU or JADU will connect to an onsite wastewater-treatment system, the owner must include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years.
- G. ~~In the case where an existing small dwelling unit abuts an alley, the new second dwelling unit maximum size may be larger as long as the total lot coverage does not exceed 50 percent. (Ord. 441§ 1, 2000).~~ Owner Occupancy.
1. ADUs created under this section on or after January 1, 2020, are not subject to an owner-occupancy requirement.
  2. As required by state law, all JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement in this subsection does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.
- H. Deed Restriction. Prior to issuance of a building permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Planning Department. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the city and must provide that:
1. Except as otherwise provided in Government Code Section 66341, the ADU or JADU may not be sold separately from the primary dwelling.
  2. The ADU or JADU is restricted to the approved size and to other attributes allowed by this section.

3. The deed restriction runs with the land and may be enforced against future property owners.
4. The deed restriction may be removed if the owner eliminates the ADU or JADU, as evidenced by, for example, removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request to the Planning Department, providing evidence that the ADU or JADU has in fact been eliminated. The Planning Department may then determine whether the evidence supports the claim that the ADU or JADU has been eliminated. Appeal may be taken from the Planning Department's determination consistent with other provisions of this Code. If the ADU or JADU is not entirely physically removed but is only eliminated by virtue of having a necessary component of an ADU or JADU removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
5. The deed restriction is enforceable by the Planning Department for the benefit of the city. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the city is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ADU or JADU in violation of the recorded restrictions or abatement of the illegal unit.

I. Building & Safety.

1. Must comply with building code. Subject to subsection 17.48.050(I)(2), all ADUs and JADUs must comply with all local building code requirements.
2. No change of occupancy. Construction of an ADU does not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code, unless the building official makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection prevents the city from changing the occupancy code of a space that was uninhabitable space or that was only permitted for nonresidential use and was subsequently converted for residential use in accordance with this section.

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**17.48.060 Specific ADU Requirements Required Findings and Conditions**

~~A conditional use permit in accordance with this chapter shall be required to be issued by the planning commission provided the following findings are made: The following requirements apply only to ADUs that require an ADU permit under subsection 17.48.040(B):~~

- A. ~~The proposed second unit is conformity with the standards of the zone and other applicable ordinances; Maximum Size.~~
1. The maximum size of a detached or attached ADU subject to this subsection is 850 square feet for a studio or one-bedroom unit and 1,000 square feet for a unit with two or more bedrooms.
  2. An attached ADU that is created on a lot with an existing primary dwelling is further limited to 50 percent of the floor area of the existing primary dwelling.

3. Application of other development standards in this subsection, such as lot coverage, might further limit the size of the ADU, but no application of the percent-based size limit in subsection 17.48.060(A)(2) or front setback, lot coverage limit, or open-space requirement may require the ADU to be less than 800 square feet.
- B. ~~The plan for the second unit reflects sufficient consideration of the relationship between the proposed buildings, structures, traffic demands, parking, and those that already exist or have been approved for the general neighborhood so as to preserve and protect neighborhood character, and once in place will not adversely impact this neighborhood character; Setbacks.~~
1. ADUs that are subject to this subsection must conform to 4-foot side and rear setbacks, and a 20-foot front setback, subject to subsection 17.48.060(A)(3).
  2. No setback is required for an ADU that is subject to this subsection if the ADU is constructed in the same location and to the same dimensions as an existing structure.
- C. ~~The second unit is not so different in its exterior design and appearance from that of other existing structures in the general neighborhood so as to cause the local environs to materially depreciate in appearance and value; Lot Coverage. No ADU subject to this subsection may cause the total lot coverage of the lot to exceed 50 percent, subject to subsection 17.48.060(A)(3).~~
- D. ~~All necessary city permits will be obtained prior to construction; and Minimum Open Space. No ADU subject to this subsection may cause the total percentage of open space of the lot to fall below 50 percent, subject to subsection 17.48.060(A)(3).~~
- E. ~~Construction work must begin under the building permit within 12 months after the effective date of the building permit and carried on diligently to completion or the permit shall expire. (Ord. 441 § 1, 2000). Passageway. No passageway, as defined by subsection 17.48.030(H), is required for an ADU.~~
- F. Parking.
1. Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection 17.48.030(K) and per the parking standards listed on Section 17.52.060.
  2. Exceptions. No parking under subsection 17.48.060(F)(1) is required in the following situations:
    - a. The ADU is located within one-half mile walking distance of public transit, as defined in subsection 17.48.030(J).
    - b. The ADU is located within an architecturally and historically significant historic district.
    - c. The ADU is part of the proposed or existing primary residence or an accessory structure under subsection 17.48.040(A)(1).
    - d. When on-street parking permits are required but not offered to the occupant of the ADU.
    - e. When there is an established car share vehicle stop located within one block of the ADU.



- f. When the permit application to create an ADU is submitted with an application to create a new single-family or new multifamily dwelling on the same lot, provided that the ADU or the lot satisfies any other criteria listed in subsections 17.48.060(F)(2)(a) through 17.48.060(F)(2)(e).
3. Replacement Parking. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced. Replacement parking is still required for a garage, carport, or covered parking structure that is converted into a JADU.
- G. Architectural Requirements.
1. The materials and colors of the exterior walls, roof, and windows and doors must match the appearance of those of the primary dwelling.
  2. The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.
  3. The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.
  4. The ADU must have an independent exterior entrance, apart from that of the primary dwelling.
  5. The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.
  6. No window or door of the ADU may have a direct line of sight to an adjoining residential property. Each window and door must either be located where there is no direct line of sight or screened using fencing, landscaping, or privacy glass to prevent a direct line of sight.
  7. All windows and doors in an ADU are less than 30 feet from a property line that is not a public right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.
- H. Historical Protections. An ADU that is on or within 600 feet of real property that is listed in the California Register of Historic Resources must be located so as to not be visible from any public right-of-way.
- I. Allowed Stories. No ADU subject to this subsection may have more than one story, except that an ADU that is attached to the primary dwelling may have the stories allowed under subsection 17.48.050(B)(4) of this section.

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#### **17.48.070 Procedure for Establishing Second Unit Fees**

A second unit must be established through the conditional use permit process described in Chapter 17.60 HMC. (Ord. 441 § 1, 2000). The following requirements apply to all ADUs that are approved under subsections 17.48.040(A) or 17.48.040(B).

A. Impact Fees.

1. No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection, “impact fee” means a “fee” under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). “Impact fee” here does not include any connection fee or capacity charge for water

or sewer service.

2. Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the ADU, divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.)

B. Utility Fees.

1. If an ADU is constructed with a new single-family home, a separate utility connection directly between the ADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.
2. Except as described in subsection 17.48.070(B)(1), converted ADUs on a single-family lot that are created under subsection 17.48.040(A)(1) are not required to have a new or separate utility connection directly between the ADU and the utility. Nor is a connection fee or capacity charge required.
3. Except as described in subsection 17.48.070(B)(1), all ADUs that are not covered by subsection 17.48.070(B)(2) require a new, separate utility connection directly between the ADU and the utility for any utility that is provided by the city. All utilities that are not provided by the city are subject to the connection and fee requirements of the utility provider.
  - a. The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.
  - b. The portion of the fee or charge that is charged by the city may not exceed the reasonable cost of providing this service.

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**17.48.080 Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.**

- A. Generally. The city will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
- B. Unpermitted ADUs and JADUs constructed before 2018 2020.
  1. Permit to Legalize. As required by the state law, the city may not deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if denial is based on either of the following grounds:
    - a. The ADU or JADU violates applicable building standards, or
    - b. The ADU or JADU does not comply with the state ADU or JADU law or this ADU ordinance (Chapter 17.48).
  2. Exceptions:
    - a. Notwithstanding subsection 17.03.280(B)(1) above, the city may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2018, January 1, 2020, if the city makes a finding that correcting a violation is necessary to comply with the standards specified in California Health and Safety Code section 17920.3.

- b. Subsection 17.48.080(B)(1) does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code section 17920.3.

# Chapter 17.49 Density Bonus

## Sections:

- 17.49.010 Purpose
- 17.49.020 Applicability
- 17.49.030 Definitions
- 17.49.040 Eligibility for Density Bonus and Incentives
- 17.49.050 Application and Fees Required
- 17.49.060 Effect of Proposal for Waiver or Reduction of Development Standards
- 17.49.070 Density Bonus Allowance for Housing Development with Affordable Housing Component
- 17.49.080 Density Bonus for Housing Development with Affordable Housing Component and Child Care Facility
- 17.49.090 Density Bonus for Senior Citizen Housing Development
- 17.49.100 Density Bonus for Land Donations
- 17.49.110 Affordable Housing Incentives
- 17.49.120 Number of Incentives Granted
- 17.49.130 Criteria for Denial of Application for Incentives
- 17.49.140 Waiver or ~~Reduction~~ Modification of Development Standards
- 17.49.150 Parking Standard Modifications for Qualified Housing Development
- 17.49.160 Density Bonus and Affordable Housing Incentives Program
- 17.49.170 Determination on Density Bonus and Affordable Housing Incentives Program Requirements
- 17.49.180 Affordable Housing Agreements and Equity Sharing Agreements
- 17.49.190 Density Bonus or Incentives for Condominium Conversion Projects
- 17.49.200 Enforcement Provisions

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### 17.49.010 Purpose

This chapter implements the statutory requirements set forth in Government Code § 65915 et seq. (known as state density bonus law). To the extent practicable, the citation to the governing statutory provision is included next to the implementing ordinance section. If any provision of this chapter conflicts with state law, the latter shall control. Applicable statutes should be consulted for amendments prior to applying the ordinance provision.

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### 17.49.020 Applicability

The density bonuses and incentives contained in this chapter shall apply to housing developments eligible for a density bonus and under regulatory incentives provided under state density bonus law. When an applicant seeks a density bonus for a housing development within, or for the donation of land for housing within, the City's jurisdiction that meets the requirements set out in California Government Code § 65915, the actions and procedures set out in this chapter shall apply. The burden is on the applicant to show that the housing development meets such requirements. The density bonus provisions of California Government Code §§ 65915–65918 (state density bonus law), as may be amended from time to time, are incorporated by reference into this chapter. The City reserves the right to review applications for a density bonus in accordance with California Government Code §§ 65915–65918.

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### 17.49.030 Definitions

In addition to the definitions in Chapter 17.04, the following definitions in this section apply to this chapter and shall control where there is a conflict with the definitions in Chapter 17.04. State law definitions, as they may be amended from time to time, control over the definitions in this section. Where the definitions are provided by state law, the citation to the statute follows.

A. "Affordable Housing Benefits": Means one or more of the following:

1. A density bonus pursuant to Section 17.49.070.

2. An incentive pursuant to Section 17.49.110.
  3. A development standard waiver or reduction ~~modification~~ pursuant to Section 17.49.140.
  4. A parking standard modification pursuant to Section 17.49.150.
- B. “Affordable Housing”: Dwelling units with a sales price or rent within the means of a low- or moderate-income household as defined by state or federal legislation. As used in this Development Code:
1. Very low income refers to family units/household whose annual income is fifty percent (50%) or less of the area's median income as defined in Health and Safety Code Section 50105. (Gov. Code § 65915(b)(1)(B))
  2. Low income refers to family units/households whose annual income is between fifty percent (50%) and eighty percent (80%) of the area's median income as defined in Health and Safety Code Section 50079.5. (Gov. Code § 65915(b)(1)(A))
  3. Moderate income refers to family units/households whose annual income is between eighty percent (80%) and one-hundred twenty percent (120%) of the area's median income as defined in Health and Safety Code Section 50093. (Gov. Code § 65915(b)(1)(D))
- C. “Affordable Housing Cost”: The definition set forth in Health and Safety Code Section 50052.5. (Gov. Code § 65915(c)~~(1)~~(2)(A)(i))
- D. “Affordable Housing Developer”: The applicant or permittee of a qualified housing development and its assignees or successors in interest.
- E. “Affordable Rent”: The definition set forth in Health and Safety Code Section 50053. (Gov. Code § 65915(c)(1)~~(B)~~(i))
- F. “Child Care Facility”: A child day care facility other than a family day care home, including but not limited to infant centers, preschools, extended day care facilities, and school age child care centers. (Gov. Code § 65915(h)(4))
- G. “Common Interest Development”: Any of the following: a community apartment project, a condominium project, a planned development, and a stock cooperative pursuant to Civil Code Section 1351(c) and pursuant to Civil Code Section 4100. All Common Interest Development units must be offered to the public for purchase. (Gov. Code § 65915(i)~~(b)(1)(D)~~)
- H. “Condominium Conversion Project”: A residential project in which the applicant proposes to convert apartment units to condominiums pursuant to Government Code Section 65915.5(a).
- I. “Density Bonus Units”: Dwelling units granted pursuant to Section 17.49.040 which exceed the otherwise Maximum Allowable Residential Density.
- J. “Density Bonus”: A density increase over the otherwise maximum allowable gross density as of the date of application by the applicant to the city, or, if elected by the applicant, a lesser percentage of density increase, including, but not limited to, no increase in density. The amount of density increase to which the applicant is entitled shall vary accordingly to the amount by which the percentage of affordable housing units exceeds the percentage established in Section 17.49.040. ~~A process by which a city, at the request of an applicant,~~

~~can increase the density within a development project by a percentage established by law or through which the city offers incentives supporting economic viability in return for guarantees with respect to the preservation of the rights of use or sale for affordable housing purposes.~~

- K. “Development Code”: The City development code set forth in Title 19 of the City of Holtville Municipal Code.
- L. “Development Standard”: A site or construction condition, including but not limited to a height limitation, a setback requirement, a floor area ratio, an on-site open-space requirement, a minimum lot area per unit requirement, or a parking ratio, that applies to a residential development pursuant to the Development Code, the General Plan, or other City condition, law, policy, resolution, or regulation. (Gov. Code § 65915(o)(1))
- M. “Housing Development”: A development project of five or more residential units, including mixed-use developments, and includes a subdivision or Common Interest Development that is approved by the City and consists of residential units or unimproved residential lots and either a project to substantially rehabilitate and convert an existing commercial building to residential use or the substantial rehabilitation of an existing multifamily dwelling where the result of the rehabilitation would be a net increase in available residential units. (Gov. Code § 65915(i))
- N. ~~“Incentive”: Means “Incentives and Concessions”; as that phrase is used in Government Code Section 65915. Specifically, incentives or concessions shall be limited to waivers or modifications of development standards.~~ means any of the following:
  - 1. A reduction in site development standards or a modification of zoning code requirements or architectural design requirements that exceed the minimum building standards approved by the California Building Standards Commission as provided in Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code, including, but not limited to, a reduction in setback and square footage requirements and in the ratio of vehicular parking spaces that would otherwise be required that results in identifiable and actual cost reductions, to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set as specified in Government Code Section 65915(c). (Gov. Code § 65915(k)(1)).
  - 2. Approval of mixed-use zoning in conjunction with the housing project if commercial, office, industrial, or other land uses will reduce the cost of the housing development and if the commercial, office, industrial, or other land uses are compatible with the housing project and the existing or planned development in the area where the proposed housing project will be located. (Gov. Code § 65915(k)(2)).
  - 3. Other regulatory incentives or concessions proposed by the developer or the city that result in identifiable and actual cost reductions to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set as specified in Government Code Section 65915(c). (Gov. Code § 65915(k)(3)).
- O. “Market-rate Unit”: A dwelling unit that is not an Affordable Unit.
- P. “Maximum Allowable Residential Density”: The maximum density allowed under the Development Code and the Land Use Element of the General Plan, or if a range of density is permitted, means the maximum allowable gross density for the specific district density range

applicable to the project. If the density allowed under the Development Code is inconsistent with the density allowed under the Land Use Element of the General Plan, the General Plan density shall prevail. (Gov. Code § 65915(o)(6)(2)).

- Q. “Minimum Affordable Housing Component”: A Housing Development project which includes a minimum of any of the following:
1. Very Low Income Minimum Affordable Housing Component – Provides at least five percent (5%) of the total units for very low-income household residents (Gov. Code § 65915(b)(1)(B)); or
  2. Low Income Minimum Affordable Housing Component – Provides at least ten percent (10%) of the total units for low-income households (Gov. Code § 65915(b)(1)(A)); or
  3. Moderate Income Minimum Affordable Housing Component – Provides at least ten percent (10%) of the total dwelling units in a Common Interest Development for moderate-income households (Gov. Code § 65915(b)(1)(D)).
- R. “Natural or Constructed Impediments”: Includes but is not limited to, freeways, rivers, mountains, and bodies of water, but does not include residential structures, shopping centers, parking lots, or rails used for transit.
- S. “Other Incentives of Equivalent Financial Value”: The reduction or waiver of requirements which the City might otherwise apply as conditions of condominium conversion approval but shall not be construed to require the City to provide cash transfer payments or other monetary compensation. (Gov. Code § 65915.5(c))
- T. “Qualified Housing Development”: A housing development that meets the requirements of Section 17.49.040 for density bonus.
- U. “Qualified Land”: Land offered for donation in accordance with Section 17.49.100 that meets the criteria set forth in Section 17.49.100.A.
- V. “Senior Citizen Housing Development”: A residential development that is developed, substantially rehabilitated, or substantially renovated for, senior citizens and that has at least thirty-five (35) senior citizen housing development units. (Gov. Code § 65915(b)(1)(C))
- W. “Senior Citizen Housing Development Unit”: A residential dwelling unit within a senior citizen housing development that is available to, and occupied by, a senior citizen as defined in Civil Code § 51.3.
- X. “Specific, Adverse Impact”: A significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application for the housing development was deemed complete. Inconsistency with the Development Code or General Plan land use designation shall not constitute a specific, adverse impact upon the public health or safety. (Gov. Code § 65589.5(d)(2))
- Y. “Total Units” or and “Total Dwelling Units”: ~~Dwelling units other than density bonus units. (Gov. Code § 65915(b)(3))~~ Means a calculation of the number of units that:
1. Excludes a unit added by a density bonus awarded pursuant to this chapter.
  2. Includes a unit designated to satisfy an inclusionary zoning requirement of the City. (Gov. Code § 65915(8)(A))

For purposes of calculating a density bonus granted for a shared housing building, “unit” means one shared housing unit and its pro rata share of associated common area facilities. (Gov. Code § 65915(o)(8))

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#### **17.49.040 Eligibility for Density Bonus and Incentives**

- A. ~~Density bonuses are available to affordable housing developers in accordance with this chapter for the following:~~ Eligible projects. Except as provided in Subsection B below, one density bonus shall be granted, the amount of which shall be specified in Section 17.49.070, and, if requested by the applicant and consistent with the applicable requirements of this chapter, incentives or concession, as described in Section 17.49.110 through 17.49.130, waivers and reductions of development standards, as described in Section 17.49.140, and parking ratios, as described in Section 17.49.150, if an applicant for a housing development seeks and agrees to construct a housing development, excluding any units permitted by the density bonus awarded pursuant to this chapter, that will contain at least one of the following:
1. ~~Housing developments which include a minimum affordable housing component (Section 17.49.070 and Section 17.49.190.A)~~ Housing developments. A housing development for five or more residential units, including mixed-use developments, which will contain at least one of the following:
    - a. Ten percent of the total units of a housing development, including shared housing building development, for rental or sale to lower income households, as defined in Section 17.49.030(B)(2);
    - b. Five percent of the total units of a housing development, including a shared housing building development, for rental or sale to very low income households, as defined in Section 17.49.030(B)(1);
    - c. A senior citizen housing development, as defined in Section 17.49.030(V). For purposes of this subsection, “development” includes a shared housing building development;
    - d. A mobile home park that limits residency based on age requirements for housing for older persons pursuant to Government Code Section 65915(b)(1)(C) or successor statute;
    - e. Ten percent of the total dwelling units of a housing development are sold to persons and families of moderate income, as defined in Section 17.49.030(B)(3), provided that all units in the development are offered to the public for purchase;
    - f. Ten percent of the total units of a housing development for transitional foster youth (Section 60025.9 of the Education Code), disabled veterans (Section 18541), or homeless persons, (42 U.S.C. Sec 11301 et seq.) subject to a recorded affordability restriction of 55 years and provided at the same affordability level as very low income units; (Gov. Code § 65915(b)(1)(E));  
or
    - g. One hundred percent of all units in the development, including total units and density bonus units, but exclusive of a manager’s unit are for lower income households as defined by Section 50079.5 of the Health and Safety Code, except that up to 20 percent of the units in the development, including total units and density bonus units may be for moderate income households, as



defined in Section 50053 of the Health and Safety Code. For purposes of this subsection, “development” includes a shared housing building development.

2. Housing developments which include a minimum affordable housing component and a child care facility (Section 17.49.080) Condominium projects. A project to convert apartments to a condominium that will provide at least 33 percent of the total units of the proposed condominium project to persons and families of low or moderate income, or at least 15 percent of the total units of the proposed condominium project to lower income households pursuant to Government Code Section 65915.5 or successor statute.
  3. Senior citizen housing developments (Section 17.49.090); and
  4. Land donations for very low income housing (Section 17.49.100)
  5. Housing developments for transitional foster youth (Section 66025.9 of the Education Code), disabled veterans (Section 18541), or homeless persons, (42 U.S.C. sec 11301 et seq.) at the same affordability level as very low income units with a 55 year affordability restriction.
- B. For the purpose of calculating a density bonus, the residential units must be on contiguous sites that are the subject of one development application, but do not have to be based upon individual subdivision maps or parcels. (Gov. Code § 65915(i)). Ineligible projects. The following projects shall be ineligible for density bonuses or other incentives or concessions:
1. Ineligible housing developments. An applicant shall be ineligible for a density bonus or any other incentives or concessions under this Chapter and Government Code Section 65915 if the housing development is proposed on any property that includes a parcel or parcels on which rental dwelling units are located or, if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; subject to any other form of rent or price control through a public entity’s valid exercise of its police power; or occupied by lower or very low income households, unless the proposed housing development replaces those units, as defined in Government Code Section 65915(c)(3)(B), and either of the following applies:
    - a. The proposed housing development, inclusive of the units replaced pursuant to this paragraph, contains affordable units at the percentages set forth in Subdivision A above.
    - b. Each unit in the development, exclusive of a manager’s unit or units, is affordable to, and occupied by, either a lower or very low income household. (Gov. Code § 65915(c)(3)(A).
  2. Ineligible condominium projects. The following projects shall be ineligible for density bonuses or other incentive or concessions:
    - a. The apartments proposed for conversion constitute a housing development for which a density bonus or other incentives were provided under this Chapter and or Government Code Section 65915. (Gov. Code § 65915.5(f)).
    - b. The condominium project is proposed on any property that includes a parcel or parcels on which rental dwelling units are or, if the dwelling units have been vacated or demolished in the five-year period preceding the application,

have been subject to a recorded covenant, or ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; subject to any other form of rent or price control through a public entity's valid exercise of its police power; or occupied by lower or very low income households, unless the proposed condominium project replaces those units, as defined in Government Code Section 65915(c)(3)(B), and either of the following

c. applies:

- i. The proposed condominium project, inclusive of the units replaced pursuant to Government Code Section 65915(c)(3)(B), contains affordable units at the percentages set forth in Section 17.49.190.
- ii. Each unit in the development, exclusive of a manager's unit or units, is affordable to, and occupied by, either a lower or very low income household. (Gov. Code § 65915.5(g)).

C. For the purpose of calculating a density bonus, the residential units must be on contiguous sites that are the subject of one development application, but do not have to be based upon individual subdivision maps or parcels. ~~The density bonus shall be permitted in geographic areas of the housing development other than the areas where the units for the lower income households are located.~~ (Gov. Code § 65915(i))

D. For the purposes of calculating the amount of the density bonus pursuant to Section 17.49.070, an applicant who requests a density bonus pursuant to this section shall elect whether the bonus shall be awarded on the basis of subparagraph a, b, c, d, e, f, g, or h of paragraph 1 of subdivision A of Section 17.49.040. (Gov. Code § 65915(b)(2)).

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### **17.49.050 Application and Fees Required**

A. Application Filing and Processing. When an applicant seeks a density bonus, incentive or concession, waiver of reduction of development standards, parking standard modification, or any combination thereof, for a housing development that meets the criteria set out in Section 17.49.070 (California Government Code Section 65915) the applicant shall ~~affordable housing developer must~~ comply with all of the following requirements:

1. File an application with the City in writing concurrently with the filing of any other entitlements required for the proposed housing development and the required application fee(s) for a density bonus in accordance with this section that includes a minimum affordable housing component, whether or not the project also requires or has been granted a Conditional Use Permit or other permits or approvals. (Gov. Code § 65915(d)(1))
2. ~~State in the application the specific minimum affordable housing component proposed for the housing development. (Gov. Code § 65915(b)(2))~~
3. Enter into an agreement with the City or its designee pursuant to Section 17.49.180 to maintain and enforce the affordable housing component of the housing development. (Gov. Code § 65915(c)).
4. The application shall specifically state each requested affordable housing benefit and contain the information and documentation necessary to allow the City to fully evaluate the request under the requirements of this Chapter and Government Code Section 65915, including, but not limited to, the following minimum information:

- a. Requested Density Bonus. All housing developments or projects requesting a density bonus shall include the following minimum information:
  - i. Summary table showing the maximum number of dwelling units permitted by the applicable zone, number of proposed affordable units by income level, proposed bonus percentage, number of density bonus units proposed, total number of dwelling units proposed on the site, and resulting density units per acre.
  - ii. A site plan, drawn to scale, showing the number and location of all proposed units and designating the location of proposed affordable units and density units.
  - iii. The zoning and Assessor's Parcel Number(s) of the housing development site.
  - iv. A description of all dwelling units existing on the site in the five-year period preceding the date of submittal of the application and identification of any units rented in the five-year period and whether they were rented as affordable units.
  - v. If dwelling units on the site are currently rented, identify the income and household size of all residents of currently occupied units, if known.
  - vi. If any dwelling units on the site were rented in the five-year period but are not currently rented, identify the income and household size of residents occupying the dwelling units when the site contained the maximum number of dwelling units, if known.
  - vii. Description of any recorded covenant, ordinance, or law applicable to the site that restricted rents to a level affordable to very low income or low income households in the five-year period preceding the date of submittal of the application.
  - viii. Any other information the City Planner reasonably determines necessary to process and evaluate the application consistent with Government Code Section 65915 and Section 17.49.040.
- b. Requested Incentives or Concessions. All housing developments or projects requesting an incentive or concession shall include the following minimum information for each incentive or concession requested shown on the site plan:
  - i. The applicable development standards of the base zone and overlay zones and the requested incentive or concession for each development standard where requested.
  - ii. Except where mixed-use zoning is proposed as a an incentive or concession, reasonable documentation to show why any requested incentive or concession will reduce affordable housing costs or rents.
  - iii. If approval of mixed-use zoning is proposed, reasonable documentation the nonresidential land uses will reduce the costs of the housing development, that the nonresidential land uses are compatible with the housing development and the existing or planned

development in the area where the proposed housing development will be located, and that mixed-use zoning will provide for affordable housing costs and rents.

- iv. If relief from a requirement for mixed-use zoning is proposed, reasonable documentation that residential use without a commercial component is compatible with the existing and planned development in the area where the proposed housing development will be located, and that not including a proposed commercial development will provide for affordable housing costs and rents.
  - v. Any other information the City Planner reasonably determines necessary to process and evaluate the application consistent with Government Code Section 65915 and Section 17.49.110 and 17.49.120.
- c. Requested Waivers of Reduction of Development Standards. All housing developments or projects requesting waivers or reductions of development standards pursuant to Government Code Section 65915 shall include the following minimum information for each waiver or reduction requested shown on a site plan:
- i. The applicable development standards of the base zone and overlay zones and the requested waiver or reduction of standards for each base development standard where requested.
  - ii. Reasonable documentation that the development standards for which a waiver or reduction of a development standard is requested will have the effect of physically precluding the construction of a development at the densities or with the incentives or concessions permitted by California Government Code Section 65915.
  - iii. Any other information the City Planner reasonably determines necessary to process and evaluate the application consistent with Government Code Section 65915 and Section 17.49.140.
- d. Requested Parking Standard Modification. All housing developments or projects requesting parking standards modifications pursuant to Government Code Section 65915 shall include a table showing parking in compliance with Government Code Section 65915(p) and the City of Holtville Zoning Ordinance Section 17.49.150, and reasonable documentation that the project is eligible for the requested parking reduction.
- e. Donation of Land. All housing developments or projects requesting a density bonus for the donation of land to the City shall include the location of the land to be dedicated, proof of site control, proof of any debt associated with the land, and reasonable documentation that the requirements of Government Code Section 65915(g) and City of Holtville Zoning Ordinance Section 17.49.100 can be met.
- f. Childcare Facility. All housing developments pursuant to Government Code Section 65915 requesting a density bonus for a childcare facility shall show the location and square footage of the childcare facility and include reasonable documentation the requirements of Government Code Section 65915(h) and

City of Holtville Zoning Ordinance Section 17.49.080 and/or Section 17.49.120(B) can be met.

- g. Condominium Conversion. All housing developments or projects requesting a condominium conversion of five or more units shall include reasonable documentation the requirements of Government Code Section 65915.5 and City of Holtville Zoning Ordinance 17.49.190 can be met.
  - h. Commercial Development Bonus. All commercial development projects requesting a commercial development bonus shall include reasonable documentation that the requirements of Government Code Section 65915.7 can be met, which includes, where applicable, an agreement between the developer and a partnered affordable housing organization that allows for a contribution of affordable housing through a joint project or two separate projects encompassing affordable housing.
5. The location, design, and phasing criteria required by Section 17.49.160(A), including any proposed development standard(s) modifications or waivers pursuant to Section 17.49.140.
  6. The application for a qualified housing development must state the level of affordability of the affordable units and include a proposal for compliance with Section 17.49.180 for ensuring affordability.

B. Application Fees. Application fees shall be as set by the city council by resolution.

1. If an application for a density bonus requires an unusual amount or specialized type of study or evaluation by city staff, a consultant or legal counsel, city staff shall estimate the cost thereof and require the applicant to pay an additional fee or make one or more deposits to pay such cost before the study or evaluation is begun. On completion of the study or evaluation and before the city council decides the application, city staff shall determine the actual cost of the work and the difference between the actual cost and the amount paid by the applicant and shall require the applicant to pay any deficiency or shall refund to the applicant any excess.

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#### **17.49.060 Effect of Proposal for Waiver or Reduction of Development Standards**

A proposal for the waiver or reduction of development standards shall neither reduce nor increase the number of incentives or concessions to which the applicant is entitled pursuant to California Government Code § 65915(d) and 65915(e)(2)).

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#### **17.49.070 Density Bonus Allowance for Housing Development with Affordable Housing Component**

- A. If the requirements of Sections 17.49.040(A)(1)(a), (b), and (e) are met, then the applicant ~~affordable housing developer~~ is entitled to a density bonus pursuant to Government Code § 65915(f) as follows:

**Table 17.49.070–1**

**Density Bonus Allowance for Housing Development Projects with Affordable Housing Component**

<b>Household Income Category</b>	<b>Minimum Percent of Affordable Units</b>	<b>Minimum Density Bonus</b>	<b>Additional Density Bonus for Each 1% Increase in Affordable Units</b>	<b>Maximum Percent of Affordable Units</b>	<b>Maximum Possible Density Bonus</b>
<b>Affordable Housing Development</b>					
Very Low Income	5%	20%	2.50% <u>3.75%*</u>	<del>11</del> <u>15%</u>	<del>35</del> <u>50%</u>
Low Income	10%	20%	1.50% <u>3.75%**</u>	<del>20</del> <u>24%</u>	<del>35</del> <u>50%</u>
Moderate Income ( <del>Common-Interest-Developments</del> )	10%	5%	1% <u>3.75%***</u>	<del>40</del> <u>44%</u>	<del>35</del> <u>50%</u>
<u>Footnote:</u>					
<u>* The additional density bonus for each 1% increase in affordable units exceeding 11%</u>					
<u>** The additional density bonus for each 1% increase in affordable units exceeding 20%</u>					
<u>*** The additional density bonus for each 1% increase in affordable units exceeding 40%</u>					

- B. If the requirements of Sections 17.49.040(c) and (d) are met, then the density bonus shall be 20 percent of the number of senior housing units. (Gov. Code § 65915(f)(3)(A)).
- C. If the requirements of Section 17.49.040(f) are met, then the density bonus shall be 20 percent of the number of the type of units giving rise to a density bonus under that section. (Gov. Code § 65915(f)(3)(B)).
- D. If the requirements of Section 17.49.040(g) are met, then the density bonus shall be 35 percent of the student housing units. (Gov. Code § 65915(f)(3)(C)).
- E. If the requirements of Section 17.49.040(h) are met, then the following shall apply:
  - 1. Except as otherwise provided in clauses (b) and (c), the density bonus shall be 80 percent of the number of units for lower income households.
  - 2. If the housing development is located within one-half mile of a major transit stop, the city shall not impose any maximum controls on density.
  - 3. If the housing development is located in a very low vehicle travel area, the city shall not impose any maximum controls on density. (Gov. Code § 65915(f)(3)(D)).
- F. When an applicant for a tentative subdivision map, parcel map, or other residential development approval donates land to the city in accordance with this subdivision, the applicant shall be entitled to a 15 percent increase above the otherwise maximum allowable residential density for the entire development, as follows:

**Table 17.49.070-2**

**Density Bonus Allowance for Qualified Land Donation Projects**

<u>Household Income Category</u>	<u>Minimum Percent of Affordable Units</u>	<u>Minimum Density Bonus</u>	<u>Additional Density Bonus for Each 1% Increase in Affordable Units</u>	<u>Maximum Percent of Affordable Units</u>	<u>Maximum Possible Density Bonus</u>
<b><u>Affordable Housing Development</u></b>					
<u>Very Low Income</u>	<u>10%</u>	<u>15%</u>	<u>1%</u>	<u>30%</u>	<u>35%</u>

- G. As demonstrated in Table 17.49.070-1, the amount of density bonus to which the applicant is entitled shall vary according to the amount by which the percentage of affordable units offered by the applicant exceeds the percentage of the minimum affordable housing component; the applicant may also elect to accept a lesser percentage of density ~~bonus~~ increase, including, but not limited to, no increase in density (Gov. Code § 65915(f)).
- H. All density calculations resulting in fractional units shall be rounded up to the next whole number. The granting of a density bonus shall not require, or be interpreted, in and of itself, to require a General Plan amendment, zoning change, or other discretionary approval (Gov. Code § 65915(f)(5)).
- ~~D. For housing developments for transitional foster youth, disabled veterans, or homeless persons, the density bonus shall be 20 percent of the number of the specified unit type.~~

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**17.49.080 Density Bonus for Housing Development with Affordable Housing Component and Child Care Facility**

- A. Criteria. For a density bonus to be granted pursuant to Section 17.49.080.B for including a minimum affordable housing component with a child care facility in a housing development, all of the following must be satisfied:
  1. Compliance with each requirement in Section 17.49.040. (Gov. Code § 65915(h)(1))
  2. The housing development must include a child care facility that will be located on the premises of, as part of, or adjacent to, the housing development. (Gov. Code § 65915(h)(1))
  3. Approval of the housing development must be conditioned to ensure that both of the following occur:
    - a. The child care facility must remain in operation for a period of time that is as long as or longer than the period of time during which the density bonus units ~~affordable units~~ are required to remain affordable pursuant to Section 17.49.180. (Gov. Code § 65915(h)(2)(A))
    - b. Of the children who attend the child care facility, the children of very low-income households, low-income households, or moderate-income households must equal a percentage that is equal to or greater than the percentage of dwelling units that are required under the respective minimum affordable housing component income category for which the density bonus is sought pursuant to Section 17.49.040. (Gov. Code § 65915(h)(2)(B))

4. The City has not made a finding based upon substantial evidence that the community has adequate child care facilities. (Gov. Code § 65915(h)(3))
- B. Density Bonus Allowance. If the requirements of Section 17.49.080.A are met, then an applicant for a housing development with an affordable housing component and child care facility is entitled to:
1. A density bonus pursuant to Section 17.49.070; and
  2. An additional density bonus that is an amount of square feet of residential space that is equal to or greater than the amount of square feet in the child care facility. (Gov. Code § 65915(h)(1)(A))

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#### **17.49.090 Density Bonus for Senior Citizen Housing Development**

An applicant for a senior citizen housing development or a mobile home park that limits residency based on age requirements for housing for older persons pursuant to Civil Code Sections 798.76 or 799.5 is entitled to a density bonus of twenty percent (20%) of the number of senior citizen housing development units and up to the amount permitted in a maximum of fifty percent (50%). (Gov. Code § 65915(b)(1)(C) & (f)(3)).

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#### **17.49.100 Density Bonus for Land Donations**

- A. Criteria. For a density bonus for a qualified land donation to be granted pursuant to Section 17.49.100.B, all of the requirements of this section must be met.
1. The applicant must be applying for a tentative subdivision map, parcel map, or other residential development approval. (Gov. Code § 65915(g)(1))
  2. The application must include at least a ten percent (10%) minimum affordable housing component for very low-income households. (Gov. Code § 65915(g)(1))
  3. The applicant must agree to donate and transfer qualified land which is land that meets both of the following criteria:
    - a. The developable acreage and zoning classification of the land being transferred must be sufficient to permit construction of units affordable to very low-income households in an amount not less than ten percent (10%) of the number of residential units of the proposed development pursuant to ~~Section 8116-2.5.1(a)~~ (Gov. Code § 65915(g)(2)(B)); and
    - b. The transferred land must be at least 1 acre in size or of sufficient size to permit development of at least 40 units, have the appropriate General Plan land use designation, be appropriately zoned with appropriate development standards for development at the density described in Government Code Section 65583.2(c)(3), and is or will be served by adequate public facilities and infrastructure (Gov. Code § 65915(g)(2)(C)).
  4. The qualified land must be transferred to the City or to a housing developer approved by the City. The City may require the applicant to identify and transfer the land to an approved housing developer. (Gov. Code § 65915(g)(2)(F))
  5. The qualified land must have all of the permits and approvals, other than building permits, necessary for the development of the very low-income housing affordable units on the qualified land, not later than the date of approval of the final subdivision map, parcel map, or residential development application filed. However, the City may



subject the proposed development to subsequent design review to the extent authorized by Government Code Section 65583.2(i) if the design is not reviewed by the City prior to the time of transfer. (Gov. Code § 65915(g)(2)(D))

6. The qualified land must be donated and transferred no later than the date of approval of the final subdivision map, parcel map, or residential development application. (Gov. Code § 65915(g)(2)(A))
7. The qualified land and the affordable units must be subject to a deed restriction ensuring continued affordability of the units consistent with Section 17.49.180, which must be recorded against the qualified land at the time of the transfer. (Gov. Code § 65915(g)(2)(E))
8. The qualified land must be within the boundary of the proposed development or, if the City agrees, within one-quarter mile of the boundary of the proposed development. (Gov. Code § 65915(g)(2)(G))
9. A proposed source of funding for the very low-income household units must be identified not later than the date of approval of the final subdivision map, parcel map, or residential development application. (Gov. Code § 65915(g)(2)(H))

- B. Density Bonus Allowance for Qualified Land Donation for Very Low Income Housing. If the requirements of Section 17.49.100.A are satisfied, the applicant shall be entitled to at least a fifteen percent (15%) increase above the otherwise maximum allowable residential density for the entire development, as follows ~~(listed in Gov. Code § 65915(g)(1))~~:

**Table 17.49.100-1**

**Density Bonus Allowances for Qualified Land Donation Projects**

<b>Household Income Category</b>	<b>Minimum Percentage of Very Low-Income Units</b>	<b>Density Bonus</b>	<b>Additional Density Bonus for Each 1% Increase in Very Low-Income Units</b>	<b>Maximum Possible Density Bonus</b>
Very Low-Income Housing	10% of entire development	15%	1%	50% (max-combined)

- C. All density calculations resulting in fractional units shall be rounded up to the next whole number. (Gov. Code § 65915(g)(2))

**17.49.110 Affordable Housing Incentives or Concessions**

- A. Government Code subsections 65915(d), (j), (k), and (l) govern the following provisions regarding affordable housing incentives or concessions.
- B. Qualifications for Incentives or Concessions. Subject to Section 17.49.130, all of the following applicable requirements must be satisfied to be granted an incentive(s) or concession(s) pursuant to Sections 17.49.110.B and 17.49.120:
  1. The applicant for an incentive or concession must also be an applicant for a density bonus and qualify for a density bonus pursuant to Section 17.49.040 (Gov. Code § 65915(d)(1)).

2. A specific written proposal for an incentive(s) or concession(s) must be submitted with the application for a density bonus (Gov. Code § 65915(b)(1) and (d)(1)).
  3. If an incentive(s) pursuant to Sections 17.49.110 and 17.49.120 is sought, the applicant must establish that each requested incentive would result in identifiable and actual cost reductions for the qualified housing development (Gov. Code § 65915(k)(1) & (3)).
  4. If an incentive(s) pursuant to Section 17.49.110.B.2 is sought, the applicant must establish that requirements of that section are met (Gov. Code § 65915(a)(4)(2)).
  5. ~~If an additional incentive for a child care facility is sought pursuant to Section 17.49.120.B, the applicant must establish that requirements of that section are met (Gov. Code § 65915(h)(1)(B)).~~
  6. The granting of an incentive or concession shall not require or be interpreted, in and of itself, to require a General Plan amendment, zoning change, study, or other discretionary approval. The term “study” does not include reasonable documentation to establish eligibility for the incentive or concession or to demonstrate ~~demonstrative~~ that the incentive or concession meets the definition set forth in Section 17.49.030(N) (Gov. Code § 65915(j)) pursuant to State law (Gov. Code § 65915(j)). An incentive is applicable only to the project for which it is granted. An applicant for an incentive may request a meeting with the Community Development Director (Director) and, if requested, the Director will meet with the applicant to discuss the proposal. (Gov. Code § 65915(d)(1).)
- C. Nothing in this section limits or requires the provision of direct financial incentives by the City for the housing development, including the provision of publicly owned land, or the waiver of fees or dedication requirements. (Gov. Code § 65915(l)). ~~Types of Incentives. For the purposes of this chapter, “incentive” means any of the following:~~
1. ~~A reduction in site development standards or a modification of Development Code requirements or design guidelines that exceed the minimum building standards approved by the California Building Standards Commission as provided in Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code, including, but not limited to, a reduction in setback and square footage requirements and in the ratio of vehicular parking spaces (beyond the parking reductions already allowed under Section 17.49.150) that would otherwise be required that results in identifiable, and actual cost reductions to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set. (Gov. Code § 65915(k)(1)).~~
  2. ~~Approval of mixed-use zoning in conjunction with the qualified housing development if commercial, office, industrial, or other land uses will reduce the cost of the qualified housing development and if the commercial, office, industrial, or other land uses are compatible with the qualified housing development and the existing or planned development in the area where the proposed qualified housing development will be located. (Gov. Code § 65915(k)(2)).~~

3. ~~Other regulatory incentives proposed by the affordable housing developer or the City that result in identifiable, and actual cost reductions to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set. (Gov. Code § 65915(k)(3))~~
4. ~~Nothing in this section limits or requires the provision of direct financial incentives by the City for the qualified housing development, including the provision of publicly owned land, or the waiver of fees or dedication requirements. (Gov. Code § 65915(l))~~

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#### 17.49.120 Number of Incentives Granted

- A. Subject to Section 17.49.130, the applicant who meets the requirements of Section 17.49.110(B)A shall receive the following number of incentives or concessions described below and as shown in Table 17.49.120-1.
  1. One incentive or concession for qualified housing development projects that include at least ten percent (10%) of the total units for low-income households, at least five percent (5%) for very low-income households, or at least ten percent (10%) for persons and families of moderate-income in a development in which the units are for sale households in a common interest development. (Gov. Code § 65915(d)(2)(A))
  2. Two incentives or concessions for qualified housing development projects that include at least seventeen percent (17%) ~~twenty percent (20%)~~ of the total units for low-income households, at least ten percent (10%) for very low-income households, or at least twenty percent (20%) for persons and families of moderate-income in a development in which units are for sale households in a common interest development. (Gov. Code § 65915(d)(2)(B))
  3. Three incentives or concessions for qualified housing development projects that include at least twenty-four percent (24%) ~~thirty percent (30%)~~ of the total units for low-income households, at least fifteen percent (15%) for very low-income households, or at least thirty percent (30%) for persons and families of moderate-income in a development in which the units are for sale households in a common interest development. (Gov. Code § 65915(d)(2)(C))
  4. Five incentives or concessions for projects meeting the criteria of Section 17.49.040(A)(1)(h). If the project is located within one-half mile of a major transit stop or is located in a very low vehicle travel area in a designated county, the applicant shall also receive a height increase of up to three additional stories, or 33 feet. (Gov. Code § 65915(d)(2)(D))
  5. One incentive or concession for projects that include at least 20 percent of the total units for low-income students in a student housing development. (Gov. Code § 65915(d)(2)(E))
  6. Four incentives or concessions for projects that include at least 16 percent of the units for very low income households or at least 45 percent for persons and families of moderate income in a development in which the units are for sale. (Gov. Code § 65915(d)(2)(F))
- B. A qualified housing development proposal that includes a child care facility shall be granted an additional incentive that contributes significantly to the economic feasibility of the construction of the child care facility. (Gov. Code § 65915(h)(1)(B))

**Table 17.49.120-1**

**Incentive or Concession Allowances for Qualified Housing Developments**

<b>Income Category</b>	<b>Minimum % of Affordable Units</b>				
Very Low Income	5%	10%	15%	<u>16%</u>	<u>N/A</u>
Low Income	10%	<u>17%</u> <del>20%</del>	<u>24%</u> <del>30%</del>	<u>N/A</u>	<u>80%*</u>
<u>Low Income Student Housing</u>	<u>20%</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<del>Common Interest-Development-(Moderate Income)</del>	10%	20%	30%	<u>45%</u>	<u>Maximum 20%*</u>
Incentives Allowed	1	2	3	<u>4</u>	<u>5</u>
*Pursuant to Section 17.49.040(A)(1)(h)					

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**17.49.130 Criteria for Denial of Application for Incentives**

- A. Except as otherwise provided in this chapter or by state law, if the requirements of Section 17.49.110(B)~~A~~ are met, the City shall grant the incentive(s) or concession(s) that are authorized by Sections 17.49.110.B and 17.49.120 unless a written finding, based upon substantial evidence, is made with respect to any of the following, in which case the City may refuse to grant the incentive(s):
1. The incentive or concession does not result in identifiable and actual cost reductions, consistent with Section 14.49.030(N), to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set as specified in Government Code Section 65195(c). (Gov. Code § 65915(d)(1)(A)) ~~is not required in order to provide affordable housing costs or affordable rents for the affordable units subject to the qualified housing development application. (Gov. Code § 65915(d)(1)(A))~~
  2. The incentive or concession would have a specific, adverse impact, as defined in Government Code Section 65589.5(d)(2), upon the public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact without rendering the development unaffordable to low- and moderate-income households. (Gov. Code § 65915(d)(1)(B); Gov. Code § 65915 (d)(3))
  3. The incentive would be contrary to state or federal law. (Gov. Code § 65915(d)(1)(C))
  4. The community has adequate child care facilities, in which case the additional incentive for a child care facility pursuant to Section 17.49.120.B may be denied. (Gov. Code § 65915(h)(3))

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## 17.49.140 Waiver or ~~Reduction~~ ~~Modification~~ of Development Standards

### A. Requirements for Waiver or ~~Reduction~~ ~~Modification~~ of Development Standards

1. Application. To qualify for a waiver or reduction of one or more development standards, the applicant must submit a written application (together with an application for a qualified housing development) that states the specific development standard(s) sought to be ~~modified~~ or waived or reduced and the basis of the request (Gov. Code § 65915(e)(1)). Subject to subdivision B, an applicant may submit to the city a proposal for the waiver or reduction of development standards that will have the effect of physically precluding the construction of a development meeting the criteria of Government Code Section 65195(b) at the densities or with the incentives or concessions permitted under this chapter. An applicant for a waiver or ~~reduction~~ ~~modification~~ of development standard(s) pursuant to this section may request a meeting with the Director to review the proposal. If requested, the Director shall meet with the applicant (Gov. Code § 65915(e)(1)). An application for the waiver or reduction of development standard(s) pursuant to this section shall neither reduce nor increase the number of incentives to which the applicant is entitled pursuant to Section 17.49.110. (Gov. Code § 65915(e)(2))
  2. Findings. All of the following findings must be made for each waiver or reduction requested:
    - a. The development standard for which a waiver or reduction is requested will have the effect of physically precluding the construction of the proposed qualified housing development at the densities or with the incentives permitted under this chapter. (Gov. Code § 65915(e)(1))
    - b. The requested waiver or reduction of a development standard will not have a specific, adverse impact, as defined in Government Code Section 65589.5(d)(2), upon the health, safety, or physical environment or, if such a specific, adverse impact exists, there is a feasible method to satisfactorily mitigate or avoid the specific, adverse impact. (Gov. Code § 65915(e)(1))
    - c. The requested waiver or reduction of a development standard will not have an adverse impact on any real property that is listed in the California Register of Historical Resources. (Gov. Code § 65915(e)(1))
    - d. The requested waiver or reduction of a development standard is not contrary to state or federal law. (Gov. Code § 65915(e)(1))
  3. Granting Application for Waiver or ~~Reduction~~ ~~Modification~~ of Development Standards. If the requirements of Sections 17.49.140.A are satisfied, the application for waiver or ~~reduction~~ ~~modification~~ of development standard(s) shall be granted. If the requirements of Sections 17.49.140.A are satisfied, the City shall not apply a development standard that will have the effect of physically precluding the construction of a qualified housing development at the densities or with the incentives permitted by this chapter. (Gov. Code § 65915(e)(1))
- B. A housing development that receives a waiver from any maximum controls on density pursuant to Section 17.49.070(E)(b) shall only be eligible for a waiver or reduction of development standards as provided in Section 17.49.120(A)(4) and Section 17.49.070(E)(b).

unless the city agrees to additional waivers or reduction of development standards. (Gov. Code § 65915(e)(3))

- C. Subject to Sections 17.49.140(A) and (B), the City shall grant the waiver or reduction of development standards requested by the applicant unless it makes a written finding to deny, based upon substantial evidence, of any of the following:
1. The waiver or reduction would have a specific, adverse impact, as defined in Government Code Section 65589.5(d)(2), upon the health, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact; or
  2. The waiver or reduction of development standards would have an adverse impact on any real property listed in the California Register of historic Resources; or
  3. The requested waiver would be contrary to State or Federal law.

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### **17.49.150 Parking Standard Modifications for Qualified Housing Development**

- A. Requirements for Parking Standard Modifications. Parking standard modifications pursuant to this section shall apply to a development that meets the requirements of Section 17.49.040 and Government Code Section 65195(c), but only at the request of the applicant. (Gov. Code § 65915(p)(5)). ~~Parking standard modifications pursuant to Section 17.49.150.B are available only for qualified housing developments.~~ An application for parking standard modifications stating the specific modification requested pursuant to Section 17.49.150.B must be submitted with the qualified housing development application. (Gov. Code § 65915(p)(3))
- B. Parking Standard Modifications. If the requirements of Section 17.49.150.A are met, the vehicular parking ratio, inclusive of handicapped and guest parking, shall not exceed the following ratios (Gov. Code § 65915(p)(1)), except where noted under Section 17.49.150.C:
1. Zero to one bedroom: one on-site parking space.
  2. Two to three bedrooms: ~~two on-site parking spaces.~~ One and one-half onsite parking spaces.
  3. Four and more bedrooms: two and one-half on-site parking spaces.
- C. Exceptions. Upon request of the applicant, the following maximum parking standards shall apply, inclusive of handicap and guest parking, to the entire housing development subject to this chapter, as required by Government Code Section 65915(p)(2):
1. A maximum of 0.5 parking spaces per bedroom shall apply when all of the following conditions apply:
    - a. The development includes at least 20 percent low-income units for housing development meeting the criteria of Section 17.49.040(A)(1)(a) or at least 11 percent very low-income units for housing developments meeting the criteria of Section 17.49.040(A)(1)(b). ~~the maximum percentage of low- or very low-income units provided for Section 17.49.070, Density Bonus Allowance for Housing Development with Affordable Housing Component.~~
    - b. The development is located within one-half mile of a major transit stop, as defined in subdivision (b) of Section 21155 of the Public Resources Code.

- c. There is unobstructed access to the major transit stop from the development. A development shall have unobstructed access to a major transit stop if a resident is able to access the major transit stop without encountering natural or constructed impediments.
  2. A maximum of 0.5 parking spaces per unit shall apply when all of the following conditions apply:
    - a. ~~The development includes at least 40 percent moderate-income units for housing developments meeting the criteria of Section 17.49.040(A)(1)(e). consists solely of rental units, exclusive of a manager's unit or units, with an affordable housing cost to lower income families, as provided in Section 50052.5 of the Health and Safety Code.~~
    - b. The development is located within one-half mile of a major transit stop, as defined in subdivision (b) of Section 21155 of the Public Resources Code.
    - c. ~~There is~~ The residents of the development have unobstructed access to the major transit stop from the development. A development shall have unobstructed access to a major transit stop if a resident is able to access the major transit stop without encountering natural or constructed impediments.
  3. ~~A maximum of 0.5 parking spaces per unit shall apply when all of the following conditions apply:~~ If a development meets the criteria of Section 17.49.040(A)(1)(h), vehicular parking standards shall not be imposed if the development meets any of the following criteria:
    - a. ~~The development consists solely of rental units, exclusive of a manager's unit or units, with an affordable housing cost to lower income families, as provided in Section 50052.5 of the Health and Safety Code. The development is located within one-half mile of a major transit stop and there is unobstructed access to the major transit stop from the development.~~
    - b. ~~The development is for individuals who are 62 years of age or older which complies with Sections 51.2 and 51.3 of the Civil Code. The development is a for-rent housing for individuals who are 55 years of age or older that complies with Section 51.2 and 51.3 of the Civil Code and the development has either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day.~~
    - c. ~~The development shall have either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day. The development is either a special needs housing development, as defined in Section 51312 of the Health and Safety Code. A development that is a special needs housing development shall have either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day.~~
  4. ~~A maximum of 0.3 parking spaces per unit shall apply when all of the following conditions apply:~~
    - a. ~~The development consists solely of rental units, exclusive of a manager's unit or units, with an affordable housing cost to lower income families, as provided in Section 50052.5 of the Health and Safety Code.~~

- b. ~~The development is a special needs housing development, as defined in Section 51312 of the Health and Safety Code.~~
  - c. ~~The development shall have either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day.~~
- D. If the total number of parking spaces required for the qualified housing development is other than a whole number, the number shall be rounded up to the next whole number. For purposes of this section, “on-site parking” may be provided through tandem parking or uncovered parking, but not through on-street parking. (Gov. Code § 65915(p)(4)(2))
- E. Except as otherwise provided in this section, all other provisions of Chapter 17.54 (Off-Street Parking) applicable to residential development apply.
- F. An applicant may request additional parking incentives beyond those provided in this section if applied for pursuant to Sections 17.49.110, .120, and .130. A request pursuant to this section shall neither reduce not increase the number of incentives or concessions to which the applicant is entitled pursuant to Sections 17.49.110, .120, and .130. (Gov. Code § 65915(p)(5) & (8)(3))
- G. This section does not preclude the City from reducing or eliminating a parking requirement for development projects of any type in any location. (Gov. Code § 65915(p)(6))
- H. Notwithstanding allowances in Section 17.49.150(C) above, if the City or an independent consultant has conducted an area-wide or jurisdiction-wide parking study in the last seven years, then the City may impose a higher vehicular parking ratio not to exceed the ratio described in Section 17.49.150.B, based on substantial evidence found in the parking study that includes, but is not limited to, an analysis of parking availability, differing levels of transit access, walkability access to transit services, the potential for shared parking, the effect of parking requirements on the cost of market-rate and subsidized developments, and the lower rates of car ownership for low- and very low-income individuals, including seniors and special needs individuals. The City shall pay the costs of any new study. The City shall make findings, based on a parking study completed in conformity with this paragraph, supporting the need for the higher parking ratio. (Gov. Code § 65915(p)(7))

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### **17.49.160 Density Bonus and Affordable Housing Incentives Program**

- A. Project Design and Phasing. Projects seeking an affordable housing benefit pursuant to this chapter must comply with the following requirements, unless otherwise specified in writing by the Director:
1. Location/Dispersal of Units. Affordable units shall be reasonably dispersed throughout the development where feasible and shall contain on average the same (or greater) number of bedrooms as the market-rate units.
  2. Phasing. If a project is to be developed in phases, each phase must contain the same or substantially similar proportion of affordable units and market-rate units.
  3. Exterior Appearance. The exterior appearance and quality of the affordable units must be similar to the market-rate units. The exterior materials and improvements of the affordable units must be similar to, and architecturally compatible with, the market-rate units.



B. Application Requirements. An application for one or more affordable housing benefits must be submitted as follows:

1. Each affordable housing benefit requested must be specifically stated in writing on the application form provided by the City.
2. The application must include the information and documents necessary to establish that the requirements of this chapter are satisfied for each affordable housing benefit requested, including:
  - a. For density bonus requests, that the requirements of Section 17.49.040 are met;
  - b. For incentive requests, that the requirements of Section 17.49.110 are met;
  - c. For development standard waiver or ~~reduction modification~~ requests, that the requirements of Section 17.49.140 are met; and/or
  - d. For parking standard modification requests, that the requirements of Section 17.49.150 are met.
3. The application must be submitted concurrently with a complete application for a qualified housing development.
4. The application must include a site plan that complies with and includes the following:
  - a. For senior citizen housing development projects, the number and location of proposed total units and density bonus units.
  - b. For all qualified housing development projects other than senior citizen housing development projects, the number and location of proposed total units, affordable units, and density bonus units. The density bonus units shall be permitted in geographic areas of the qualified housing development other than the areas where the affordable units are located. (Gov. Code § 65915(i))
  - c. The location, design, and phasing criteria required by Section 17.49.160.A, including any proposed development standard(s) modifications or waivers pursuant to Section 17.49.140.
5. The application for a qualified housing development must state the level of affordability of the affordable units and include a proposal for compliance with Section 17.49.180 for ensuring affordability.
6. If a density bonus is requested for a qualified land donation pursuant to Section 17.49.100, the application must show the location of the qualified land in addition to including sufficient information to establish that each requirement in Section 17.49.100 has been met.
7. If an additional density bonus or incentive is requested for a child care facility pursuant to Section 17.49.080 and/or Section 17.49.120.B the application shall show the location and square footage of the child care facility and include sufficient information to establish that each requirement in Section 17.49.080 and/or Section 17.49.120.B has been met.

C. An application for an affordable housing benefit under this chapter will not be processed until all of the provisions of this section are complied with as determined by the Director

and shall be processed concurrently with the application for the qualified housing development project for which the affordable housing benefit is sought. Prior to the submittal of an application for a qualified housing development, an applicant may submit to the Director a preliminary proposal for affordable housing benefits. The Director shall, within 90 days of receipt of a written proposal, notify the applicant of the Director's preliminary response and schedule a meeting with the applicant to discuss the proposal and the Director's preliminary response.

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#### **17.49.170 Determination on Density Bonus and Affordable Housing Incentives Program Requirements**

- A. ~~The decision-making body for the underlying qualified housing development application is authorized to approve or deny an application for an affordable housing benefit in accordance with this chapter. The City shall process an application within 30 calendar days after receiving the application and shall notify the applicant in writing whether or not the application is deemed complete in a manner consistent with Government Code Section 65943. If additional time is required for the City to review an application, the City shall inform the applicant in writing of the reason for the additional time necessary to review the application.~~
1. ~~Affordable Housing Benefit Determinations. An application for an affordable housing benefit shall be granted if the requirements of this chapter are satisfied unless:~~
    - a. ~~The application is for an incentive for which a finding is made in accordance with Section 17.49.130; or~~
    - b. ~~The underlying application for the qualified housing development is not approved independent of and without consideration of the application for the affordable housing benefit.~~
    - c. ~~The housing development is proposed on any property that includes a parcel or parcels on which rental dwelling units are or, if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; or occupied by lower or very low income households, unless the proposed housing development replaces those units, and either of the following applies: (i) the proposed housing development, inclusive of the units replaced pursuant to this paragraph, contains affordable units at the percentages set forth under state law; or (ii) each unit in the development, exclusive of a manager's unit or units, is affordable to, and occupied by, either a lower or very low income household.~~
  2. ~~Affordable Housing Benefit Compliance Provisions. To ensure compliance with this chapter and state law, approval of an application for an affordable housing benefit may be subject to, without limitation:~~
    - a. ~~The imposition of conditions of approval to the qualified housing development, including imposition of fees necessary to monitor and enforce the provisions of this chapter;~~

- ~~b. An affordable housing agreement and, if applicable, an equity sharing agreement pursuant to Section 1.72.190; and~~
  - ~~c. Recorded deed restriction implementing conditions of approval and/or contractual or legally mandated provisions.~~
  - ~~d. A decision regarding an affordable housing benefit application is subject to the appeal provisions of Section 8111.7.~~
- B. If the City notifies the applicant that the application is deemed complete pursuant to Section 17.49.170(A), the City shall also provide the applicant with the following determinations, which shall be based on the development project at the time the application is deemed complete, and may be adjusted by the City based on any changes to the project during the course of development:
  1. The amount of density bonus for which the applicant may be eligible;
  2. If an adjusted parking ratio is requested, the parking ratio for which the applicant may be eligible; and
  3. If an incentive or concession, or waiver or reduction of development standards has been requested, whether the applicant has provided adequate information for the City to make a determination as to those incentives, concessions, waivers, or reductions in development standards and if adequate information has not been provided, a list of what necessary information is required.
- C. Any determination required by subsection B above shall be based on the development project at the time the application is deemed complete. The City shall adjust the amount of density bonus and parking ratios awarded pursuant to section based on any changes to the project during the course of development.
- D. To ensure that an application for housing development conforms with the provisions of Government Code Section 65915, the record of decision shall state whether the application conforms to the following requirements under State law as applicable:
  1. That the housing development provides the housing required by Government Code Section 65915 to be eligible for the density bonus and any requested incentive or concession, waiver or reduction of development standards, adjusted parking ratios, or any combination thereof, including the replacement of units rented or formerly rented to very low-income and low-income households as required by Government Code Section 65915(c)(3).
  2. If an incentive or concession is requested, that any requested incentive will result in identifiable and actual cost reductions to provide for affordable housing costs, as defined in Health and Safety Code Section 50052.5, or for affordable rents, as defined in Health and Safety Code Section 50056; except that, if a mixed-use development is requested, the application must instead meet all of the requirements of Government Code Section 65915(k)(2).
  3. If a waiver or reduction of development standards is requested, that the housing development project is eligible for a waiver, and the development standards for which a waiver is requested would have the effect of physically precluding the construction of the housing development at the densities or with the concessions or incentives permitted by Government Code Section 65915.

4. If parking reductions are requested, that the housing development is eligible for any requested parking reduction under Government Code Section 65915(p).
  5. If the density bonus is based, all or in part, on donation of land, that all requirements in Government Code Section 65915(g) have been met.
  6. If the density bonus or incentive is based, all or in part, on the inclusion of a childcare facility, that all requirements in Government Code Section 65915(h) have been met.
  7. If the density bonus or incentive is based, all or in part, on the inclusion of a condominium conversion, that the requirements in Government Code Section 65915.5 have been met.
- E. A decision regarding an affordable housing benefit application is subject to the appeal provisions of Section 8111-7.
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#### **17.49.180 Affordable Housing Agreements and Equity Sharing Agreements**

- A. An applicant seeking a density bonus for a housing development shall enter into an affordable housing agreement with the City, on a form approved by the City, to ensure the continued affordability of the units pursuant to Government Code Section 65915. Following execution of the agreement by all parties, the completed agreement shall be recorded by the applicant as a deed restriction against the property on which the project will be located. The agreement shall run with the land and be binding on all future owners and successors in interest of the property. The approval and recordation of the agreement shall take place prior to final map approval, or where a map is not processed, prior to issuance of any building permit for the property on which the project will be located.
- B. For rental projects, the affordable housing requirement shall require the continued affordability of all very low and low-income rental units that qualified the applicant for the award of the density bonus, incentive or concession, waiver or reduction of development standards, or adjusted parking ratio for a minimum of 55 years or a longer period of time if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program; shall identify the type, size and location of each affordable unit; shall specify the eligible occupants; and shall specify phasing of the affordable units in relocation to the market-rate units. Rents for the lower income units shall be set at an affordable rent as defined by Government Code Section 65915.
- C. Except as otherwise provided in subsection a, rents for the lower income density bonus units shall be set at an affordable rent, as defined in Section 50053 of the Health and Safety Code.
  1. For housing development meeting the criteria of Section 17.49.040(A)(1)(h), rents for all units in the development, including both base density and density bonus units, shall be as follows:
    - a. The rent for at least 20 percent of the units in the development shall be set at an affordable rent, as defined in Section 50053 of the Health and Safety Code.
    - b. The rent for the remaining units in the development shall be set at an amount consistent with the maximum rent levels for lower income households, as those rents and incomes are determined by the California Tax Credit Allocation Committee.

- D. For for-sale projects, the affordable housing requirement shall require that a for-sale unit that qualified the applicant for the award of the density bonus incentive or concession, waiver or reduction of development standards, or adjusted parking ratio meets one of the following:
1. The unit is initially sold to and occupied by a person or family of very low, low, or moderate income, as required, and it is offered at an affordable housing cost, as that cost is defined in Section 50052.5 of the Health and Safety Code and is subject to an equity sharing agreement.
  2. If the unit is not purchased by an income-qualified person or family within 180 days after the issuance of the certificate of occupancy, the unit is purchased by a qualified nonprofit housing corporation that meets Government Code Section 65915(c)(2)(A)(ii).
- E. The local government shall enforce an equity sharing agreement required pursuant to Government Code Section 65915(c)(2)(C) and Section 17.49.180(D)(a) or (b), unless it is in conflict with the requirements of another public funding source or law or may defer to the recapture provisions of the public funding source.
- F. Where a density bonus, incentive or concession, waiver or reduction of development standards, or adjusted parking ratio is provided for a market-rate senior housing development, the applicant shall enter into a restrictive covenant with the City, running with the land, in a form approved by the City, requiring the housing development to be operated as "housing for older persons" consistent with State and Federal fair housing laws.
- G. The affordable housing agreement shall also include the following information:
1. The number of units approved for the housing development, including the number and type of affordable and density bonus units;
  2. The location, unit size(s) (square footage), and number of bedrooms of affordable units;
  3. Schedule for production of affordable units;
  4. Incentives or concessions or waiver or reduction of development standards provided by the City;
  5. Where applicable, limits on tenure and conditions governing the initial sale of the affordable units;
  6. Where applicable, tenure and conditions establishing rules and procedures for qualifying tenants, setting rental rates, filling vacancies, and operating and maintaining units for affordable rental dwelling units;
  7. Compliance with State and Federal laws;
  8. Prohibition against discrimination;
  9. Indemnification of City;
  10. City's right to inspect units and documents;
  11. Remedies; and

12. Any additional information or documentation that may be required by the City.

- H. General Requirements. No density bonus pursuant to Section 17.49.040 shall be granted unless and until the affordable housing developer, or its designee approved in writing by the Director, enters into an affordable housing agreement and, if applicable, an equity sharing agreement, with the City or its designee pursuant to and in compliance with this section (Gov. Code § 65915(c)). The agreements shall be in the form provided by the City which shall contain terms and conditions mandated by, or necessary to implement, state law and this Article. The Director may designate a qualified administrator or entity to administer the provisions of this section on behalf of the City. The affordable housing agreement shall be recorded prior to, or concurrently with, final map recordation or, where the qualified housing development does not include a map, prior to issuance of a building permit for any structure on the site. The Director is hereby authorized to enter into the agreements authorized by this section on behalf of the City upon approval of the agreements by City Attorney for legal form and sufficiency.
- I. Low or Very Low Income Minimum Affordable Housing Component or Senior Citizen Housing Development.
1. The affordable housing developer of a qualified housing development based upon the inclusion of low income- and/or very low-income affordable units must enter into an agreement with the City to maintain the continued affordability of the affordable units for 55 years (for rental units) or 30 years (for for-sale units), or a longer period if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program, as follows (Gov. Code § 65915(c)(1)). The agreement shall establish specific compliance standards and specific remedies available to the city if such compliance standards are not met. The agreement shall, among other things, specify the number of lower-income affordable units by number of bedrooms; standards for qualifying household incomes or other qualifying criteria, such as age; standards for maximum rents or sales prices; the person responsible for certifying tenant or owner incomes; procedures by which vacancies will be filled and units sold; required annual report and monitoring fees; restrictions imposed on lower-income affordable units on sale or transfer; and methods of enforcing such restrictions.
  2. Rental units. Rents for the low-income and very low-income affordable units that qualified the housing development for the density bonus pursuant to Section 17.49.040 shall be set and maintained at an affordable rent (Gov. Code § 65915(c)(1)). The agreement shall set rents for the lower-income density bonus units at an affordable rent as defined in Health and Safety Code Section 50053. The agreement shall require that owner-occupied units be made available at an affordable housing cost as defined in Health and Safety Code Section 50052.5.
  3. For-Sale Units. Owner-occupied low-income and very low-income affordable units that qualified the housing development for the density bonus pursuant to Section 17.49.040 shall be available at an affordable housing cost (Gov. Code § 65915(c)(1)). The affordable housing developer of qualified housing development based upon a very low- or low-income minimum affordable component shall enter into an equity sharing agreement with the City or developer. The agreement shall be between the City and the buyer or the developer and the buyer if the developer is the seller of the unit. The City shall enforce the equity sharing unless it is in conflict with the requirements of

another public funding source or law (Gov. Code § 65915(c)(2)). The equity sharing agreement shall include at a minimum the following provisions:

- a. Upon resale, the seller of the unit shall retain the value of any improvements, the down payment, and the seller's proportionate share of appreciation. The City shall recapture any initial subsidy, as defined in subparagraph (b), and its proportionate share of appreciation, as defined in subparagraph (c), which amount shall be used within five years for any of the purposes described in subdivision (e) of Section 33334.2 of the Health and Safety Code that promote homeownership.
  - b. For purposes of this section, the City's initial subsidy shall be equal to the fair market value of the home at the time of initial sale minus the initial sale price to the very low-income household, plus the amount of any down payment assistance or mortgage assistance. If upon resale the market value is lower than the initial market value, then the value at the time of the resale shall be used as the initial market value.
  - c. For purposes of this subdivision, the City's proportionate share of appreciation shall be equal to the ratio of the City's initial subsidy to the fair market value of the home at the time of initial sale.
4. Senior Units. At least thirty-five (35) senior citizen housing development units are maintained and available for rent or sale to senior citizens as defined in Civil Code Section 51.3.

J. Moderate-Income Minimum Affordable Housing Component.

1. The affordable housing developer of a qualified housing development based upon the inclusion of moderate-income affordable units in a common interest development must enter into an agreement with the City ensuring that:
  - a. The initial occupants of the moderate income affordable units that are directly related to the receipt of the density bonus are persons and families of a moderate-income household.
  - b. The units are offered at an affordable housing cost. (Gov. Code § 65915(c)(2))
2. The affordable housing developer of a qualified housing development based upon a moderate-income minimum affordable component shall enter into an equity sharing agreement with the City or developer (Gov. Code § 65915(c)(2)). The agreement shall be between the City and the buyer or the developer and the buyer if the developer is the seller of the unit. The City shall enforce the equity sharing agreement unless it is in conflict with the requirements of another public funding source or law (Gov. Code § 65915(c)(2)). The equity sharing agreement shall include at a minimum the following provisions:
  - a. Upon resale, the seller of the unit shall retain the value of improvements, the down payment, and the seller's proportionate share of appreciation. The City shall recapture any initial subsidy, as defined in subparagraph b, and its proportionate share of appreciation, as defined in subparagraph c, which amount shall be used within five years for any of the purposes described in Health and Safety Code Section 33334.2(e) that promote homeownership. (Gov. Code § 65915(c)(2)(A))

- b. The City's initial subsidy shall be equal to the fair market value of the unit at the time of initial sale minus the initial sale price to the moderate-income household, plus the amount of any down payment assistance or mortgage assistance. If upon resale the market value is lower than the initial market value, then the value at the time of the resale shall be used as the initial market value. (Gov. Code § 65915(c)(2)(B))
    - c. The City's proportionate share of appreciation shall be equal to the ratio of the City's initial subsidy to the fair market value of the unit at the time of initial sale. (Gov. Code § 65915(c)(2)(C))
  3. Minimum Affordable Housing Component and Child Care Facility. If an additional density bonus or incentive is granted because a child care facility is included in the qualified housing development, the affordable housing agreement shall also include the affordable housing developer's obligations pursuant to Section 17.49.080.A.3 for maintaining a child care facility, if not otherwise addressed through conditions of approval.

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### **17.49.190 Density Bonus or Incentives for Condominium Conversion Projects**

- A. Requirements for density bonus or incentive for condominium conversion projects.
  1. Applicant to convert apartments to a condominium project agrees to provide at least:
    - a. Thirty-three percent (33%) of the total units of the proposed condominium project to persons and families of low or moderate-income households as defined in Section 50093 of the Health and Safety Code, or
    - b. Fifteen percent (15%) of the total units of the proposed condominium project to persons and families of low-income households as defined in Section 50079.5 of the Health and Safety Code. (Gov. Code § 65915.5(a))
  2. If applicant agrees to pay for the reasonably necessary administrative costs incurred by the City pursuant to this section, the City shall either:
    - a. Grant a density bonus, or
    - b. Provide other incentives of equivalent financial value. (Gov. Code § 65915.5(a)).
      - i. For purposes of this section, "other incentives of equivalent financial value" shall not be construed to require a the City to provide cash transfer payments or other monetary compensation but may include the reduction or waiver of requirements which the City might otherwise apply as conditions of conversion approval. (Gov. Code § 65915.5(c))
- B. Definition of Density Bonus for Condominium Conversion Projects. If the requirements of Section 17.49.190.A are met, then the condominium conversion project will be entitled to an increase in units of twenty-five percent (25%) over the number of apartments, to be provided within the existing structure(s) proposed for conversion from apartments to condominiums. (Gov. Code § 65915.5(b))
- C. Pre-Submittal Preliminary Proposals for Density Bonus or Incentive for Condominium Conversion Projects. Prior to the submittal of a formal request for subdivision map approval or other application for necessary discretionary approvals, an applicant to convert



apartments to a condominium project may submit to the Director a preliminary proposal for density bonus or other incentives of equivalent financial value. The Director shall, within 90 days of receipt of a written proposal, notify the applicant of the Director's preliminary response and schedule a meeting with the applicant to discuss the proposal and the Director's preliminary response. (Gov. Code § 65915.5(d))

D. Application for Density Bonus or Incentives for Condominium Conversion Projects. An applicant must submit a completed application provided by the City for a density bonus or for other incentives of equivalent financial value. The application must be submitted concurrently with the application for the condominium conversion project. The application must include the following:

1. All information and documentation necessary to establish that the requirements of Section 17.49.190.A are met;
2. The proposal for a density bonus or the proposal for other incentives of equivalent financial value;
3. Site plans demonstrating the location of the units to be converted, the affordable units, the market-rate units, and the density bonus units in the condominium conversion project; and
4. Any other information and documentation requested by the City to determine if the requirements of Section 17.49.190.A are met.

E. Both the application for a density bonus or other incentives of equivalent financial value and the application for the condominium conversion must be complete before the application for a density bonus or other incentives of equivalent financial value will be considered.

F. Granting Density Bonus or Incentive for Condominium Conversion Projects.

1. Approval

a. If the requirements of Section 17.49.190.A are met, the decision-making body for the condominium conversion project application is authorized to grant an application for a density bonus or other incentives of equivalent financial value, subject to Section 17.49.190.F.2.

b. Reasonable conditions may be placed on the granting of a density bonus or other incentives of equivalent financial value that are found appropriate, including but not limited to entering into an affordable housing agreement pursuant to Section 17.49.180 which ensures continued affordability of units to subsequent purchasers who are persons and families of low and moderate income or lower income households ~~moderate income or low income households~~. (Gov. Code § 65915.5(a))

~~2. Ineligibility. An applicant shall be ineligible for a density bonus or other incentives of equivalent financial value if the apartments proposed for conversion constitute a qualified housing development for which a density bonus as defined in Section 16 411 or other incentives were provided. (Gov. Code § 65915.5(f).)~~

3. Decision on Condominium Conversion Project. Nothing in this section shall be construed to require the City to approve a proposal to convert apartments to condominiums. (Gov. Code § 65915.5(e))

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**17.49.200 Enforcement Provisions**

- A. **Occupancy.** Prior to occupancy of an affordable unit, the household's eligibility for occupancy of the affordable unit must be demonstrated to the City. This provision applies throughout the restricted time periods pursuant to Section 17.49.180 and applies to any change in ownership or tenancy, including subletting, of the affordable unit.
- B. **Ongoing Compliance.** Upon request, the affordable housing developer must show that the affordable units are continually in compliance with this chapter and the terms of the affordable housing agreement. Upon 30-day notice, the City may perform an audit to determine compliance with this chapter and the terms of any agreement or restriction.
- C. **Enforcement.** The City has the authority to enforce the provisions of this chapter, the terms of affordable housing agreements and equity sharing agreements, deed restrictions, covenants, resale restrictions, promissory notes, deed of trust, conditions of approval, permit conditions, and any other requirements placed on the affordable units or the approval of the qualified housing development. In addition to the enforcement powers granted in this chapter, the City may, at its discretion, take any other enforcement action permitted by law, including those authorized by City ordinances. Such enforcement actions may include, but are not limited to, a civil action for specific performance of the restrictions and agreement(s), damages for breach of contract, restitution, and injunctive relief. The remedies provided for herein shall be cumulative and not exclusive and shall not preclude the City from seeking any other remedy or relief to which it otherwise would be entitled under law or equity.

# Chapter 17.52 Off-Street Parking

## Sections:

17.52.040 Site Requirements

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### 17.52.040 Site Requirements

- A. Off-street parking facilities shall consist of a site, or a portion of a site, for off-street parking of vehicles, and shall include parking spaces, aisles, access drives, and landscaped areas, and shall provide vehicular access to a public right-of-way.
- B. Required off-street parking spaces shall be located on the site with the use that they serve. However, in any nonresidential zone, with the exception of the C-1 zone, the requirements of this chapter shall be considered satisfied if the required parking is provided within 300 feet of the site of the use being served, such distance being measured in a direct line from the building or, if no building exists, from the property line.
- C. Unless otherwise specified in subsection D below, ~~In any residential zone,~~ none of the required parking spaces shall be in the required front yard setback in any residential zone.
- D. Required off-street parking spaces in the R-1 zone may be located within the required front yard setback.



MEETING DATE:	<i>1/13/25</i>
ITEM NUMBER	<i>5 c</i>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

## City of Holtville Report to Council

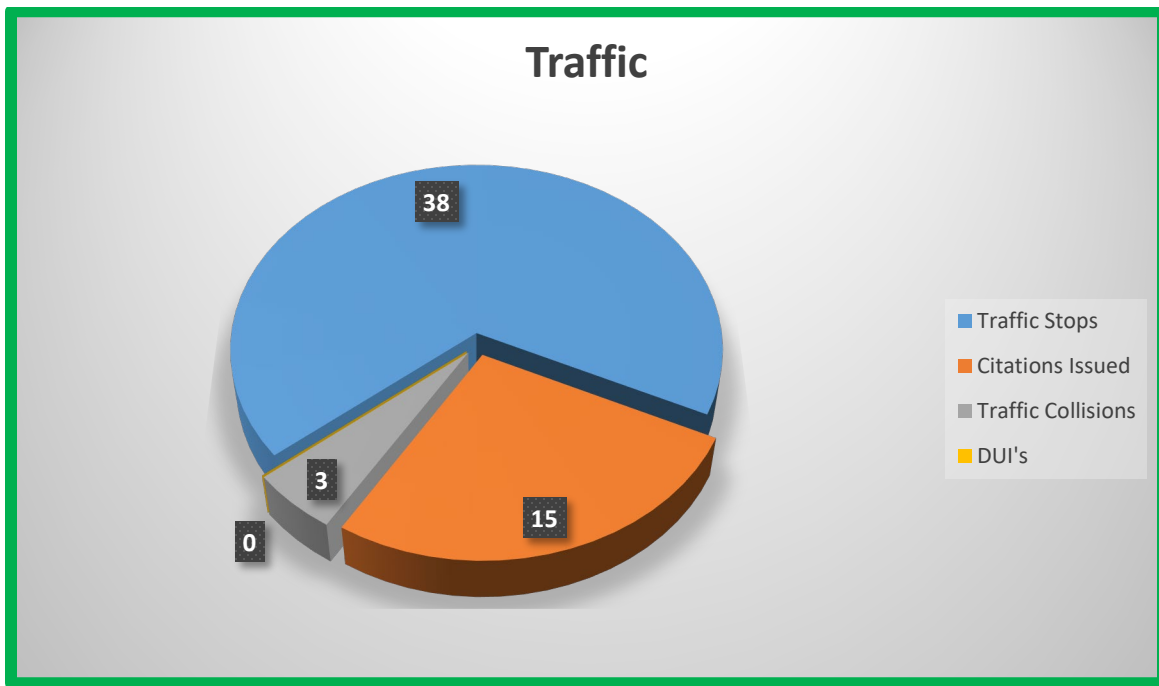
**Date Issued:** January 06, 2025  
**From:** Sergeant Joseph Conkey, Chief of Police  
**Subject:** Holtville Sheriff's Monthly Report – **December 2024**

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS  
REQUIRED OF THE CITY COUNCIL.**

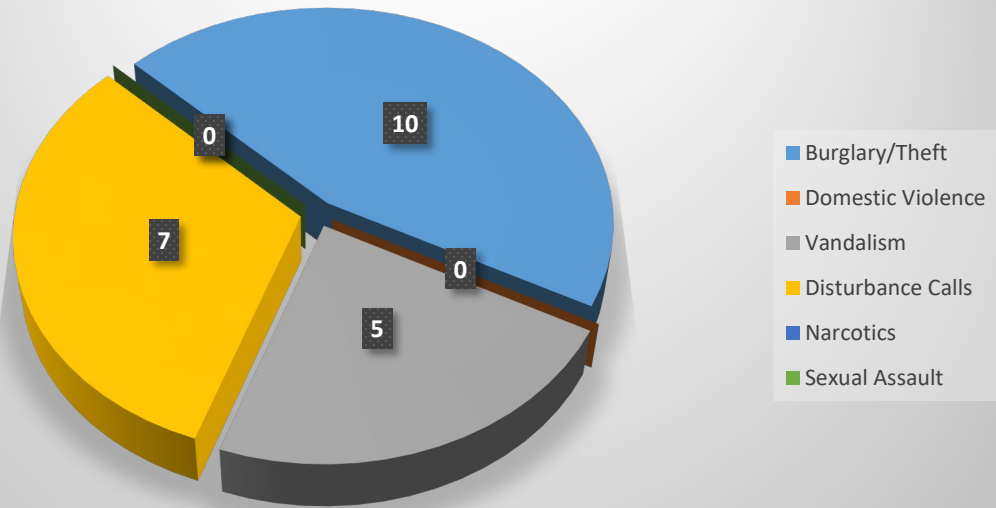
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of  
**December 2024.**

### Calls for Service:

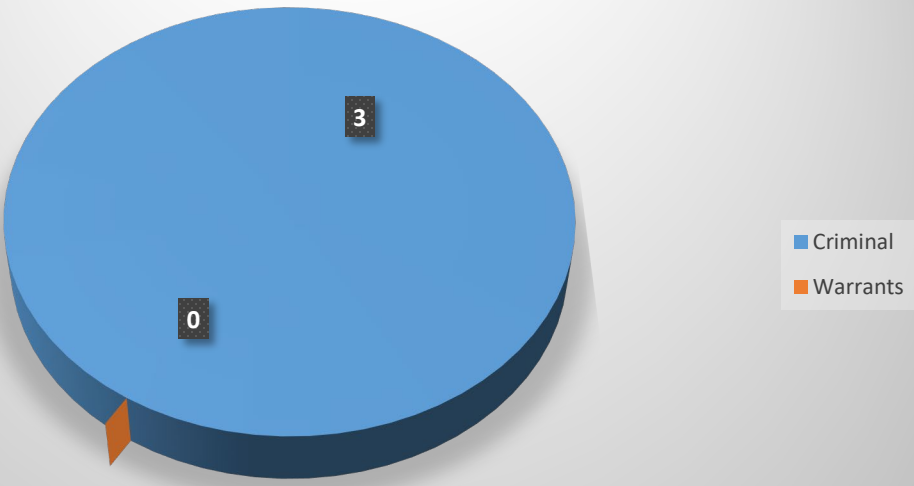
- **263** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

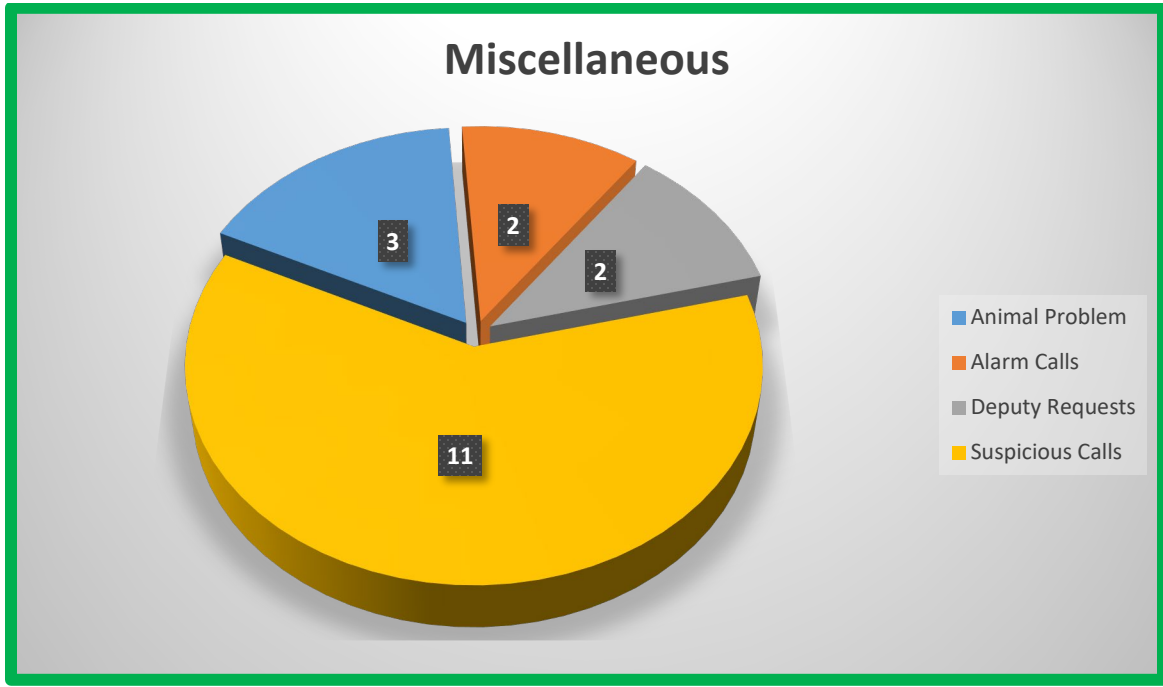


### Criminal Activity



### Arrests





**The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of December 2024.**

**24-37951 – Violation of a Court Order in the 700 Block of Chestnut Avenue**

Reporting person called to report her ex was violating a standing restraining order. Subject was driving by the victims residence, but did not make contact with her. Report was taken and filed with the DA's Office.

**24-37996 – Stolen Vehicle in the area of 950 Holt Avenue**

Reporting person called to report her vehicle was stolen sometime in the evening. Unknown suspects and no surveillance footage. Vehicle was entered into the Stolen Vehicle System and later recovered in El Centro.

**24-38084 – Fraud in the 400 Block of West 5<sup>th</sup> Street**

Reporting person called to report fraud on her bank account. Approximately \$8,000 was made on various purchases that the victim did not make. Report was taken and forwarded to investigations.

**24-38140 – Stolen License Plate in the area of 700 Olive Avenue**

Reporting person called to report a stolen license plate off of their vehicle. Report was taken and license plate entered.

**24-38806 – Suspicious in the alley between Holt and Pine in the 700 Block**

Reporting person called to advise of a male in the alley outside a vehicle talking to himself. Subject was contacted and having a mental episode. Did not meet 5150 criteria, however subject was turned over to care taker.

**24-39115 – Pedestrian Check in the area of Holt Avenue and 7<sup>th</sup> Street**

Deputy contacted a subject walking down the street and determined he was under the influence of alcohol. Subject was booked into county jail.

**24-39186 – Disturbacne in the area of Olive and 7<sup>th</sup>**

Reporting person called to report loud music in the area. Deputy contaced homeowner and he agreed to lower music.

**24-39434 – Disturbacne at 950 Holt Avenue**

Reporting person called to report her son pushed and slapped her mother. Subejct was gone upon deputy arrivial. Report was taken and filed with DA's Office.

**24-39722 – Traffic accident in the area of 5<sup>th</sup> and Chestunut Avenue**

Reportig person called to report a no injury traffic accident. Both parties exchanged information and a report was taken.

**24-39742 – Vehicle accident in the area of Hwy 115 and Norrish Road**

Reportig perosn called to report a vehicle in the canal and he heard screaming from inside the vehicle. Deputy and Fire arrived and heard screaming inside vehicle. Deputy and fire fighter entered water and was able to extract a trapped victim. Both deputy and fire fighter will be recognized for life saving award.

**24-39811 – Traffice accident in the area of 5<sup>th</sup> and Holt**

Reportig person called to report a non injury accident. Both parties exchanged information and report was taken.

**24-40327 – Distubance in the area of 1225 E 7<sup>TH</sup> Street**

Reportig peron called to report a disturbance with his girlfriend. Victim was slapped in the face. Female juvenile slapped her juvenile boyfriend in the face. Juvenile was arrested and taken to juvenile hall.

**24-40897 – Hit and Run in the 500 Block of Chestnut Avenue**

Reportig person called to report her vehicle was sideswipped sometime during the night. Damage to mirror only. No suspect info or video footage. Report was taken.

**24-40950 – Warrant service at the Front Counter**

Subject came in to turn himself in for multiple outstanding warrants. Subject booked into county jail.

**Respectfully submitted,**

Sergeant Joseph Conkey





**WASTEWATER TREATMENT PLANT:**

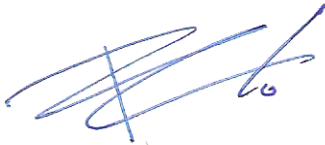
As noted in the spreadsheet below, wastewater treatment plant effluent ammonia levels have continued to remain in compliance during the **3rd Quarter 2024**.

**City of Holtville Monthly Wastewater Monitoring Data**

NPDES Permit No. CA0104361

Month/Year	Influent Flow Average (MGD)	Influent Flow Minimum (MGD)	Influent Flow Maximum (MGD)	Influent BOD mg/L	Effluent BOD mg/L	Influent TSS mg/L	Effluent TSS mg/L	Influent Ammonia, ppm	Effluent Ammonia, ppm	Effluent E. Coli
Jan-24	0.3609	0.3007	0.623	670.0	0.0	2460.0	1.8	55.0	0.0	2.4
Feb-24	0.3624	0.3151	0.4431	460.0	0.0	1625.0	2.3	59.0	0.0	3.7
Mar-24	0.3672	0.3252	0.4088	610.0	0.0	1650.0	1.8	42.0	0.0	5.1
Apr-24	0.3641	0.3278	0.4084	538.0	0.0	1486.0	1.9	39.0	0.0	5.3
May-24	0.3804	0.3174	0.4564	682.5	0.0	1098.0	1.0	53.0	0.0	2.9
Jun-24	0.3818	0.3188	0.4387	670.0	0.0	1840.0	0.9	39.0	0.0	5.7
Jul-24	0.3893	0.2859	0.4475	492.0	0.0	1184.0	1.7	42.0	0.0	2.3
Aug-24	0.3596	0.3135	0.4003	510.0	0.0	1350.0	0.9	47.0	0.0	2.2
Sep-24	0.3599	0.3237	0.4065	420.0	0.0	2188.0	0.9	42.0	0.2	2.6
Oct-24										
Nov-24										
Dec-24										
<b>AVERAGES-</b>	<b>0.3695</b>	<b>0.3142</b>	<b>0.4481</b>	<b>561.4</b>	<b>0.0</b>	<b>1653.4</b>	<b>1.5</b>	<b>46.4</b>	<b>0.0</b>	<b>3.6</b>

Respectfully Submitted,



Frank Cornejo.  
Water/Wastewater Chief Operator/Consultant  
IV Water Specialists

**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:	<u>1/13/25</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED**      January 10<sup>th</sup>, 2025  
**FROM:**              Public Works Supervisor  
**SUBJECT:**          Bimonthly Report.

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

The purpose of this report is to inform the Council of Public Works activities since the last council meeting.

Public Works has been actively working on or completed the following:

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Cleaning up all burnt salt cedars south of the skate park.
- Replaced one 2-inch meters.
- Replaced one ¾- inch meters.
- Installed two 3-inch meters at the water station.
- Repaired sewer at Holt Park bathrooms.
- Repaired water break on Holt and Underwood.
- Took down Christmas lights.

Respectfully Submitted,



Alejandro Chavez  
Public Works Supervisor  
City of Holtville

**City of Holtville**  
**REPORT TO CITY COUNCIL**

<b>MEETING DATE:</b>	<u>01/13/25</u>
<b>ITEM NUMBER</b>	<u>5f</u>
<b>Approvals</b>	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** January 1, 2024

**FROM:** Raylene Tapiceria

**SUBJECT:** Building Inspections Quarterly Report 10/01/2024 - 12/31/2024

**THIS REPORT IS PROVIDED TO THE CITY COUNCIL FOR THEIR INFORMATION  
NO ACTION IS REQUIRED AT THIS TIME**

The purpose of this report is to inform Council of Building Inspection activities during the period of October through December 2024

66 Inspections

<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>
Roof Nailing	3	Roofing	5	Replace A/C	0	Windows	15	Gas	0
Water Heater	0	Insulation	1	Electrical	11	Pool Demo	0	Courtesy Inspection	1
Framing	4	Plumbing	2	Lath	3	Roof Collapse	0	Fire Restoration	0
Set Back	5	Rebar	2	Solar Panels	4	Concrete	0	Fence	0
Underlyment Paper	3	Footing	2	Drywall Nail	5	Signs	1	Fire Sprinklers	0

14 Permits received Final Inspections

*(for Windows, Upgraded Electrical Panels, Pool Demos, Solar Panels and A/C Units.)*

- 545 E. Seventh St. (Roof)
- 761 Palm Ave. (Roof)
- 932 Maple Ave. (Solar Panels)
- 527 Chestnut Ave. (Replace 1 single prehung entry door)
- 437 Grape Ave. (Electrical Panel Upgrade)
- 820 Orange Ave. (Roof)

- 663 Cedar Ave. (Enclosed Garage)
- 636 E. Third St. (Electrical Panel Upgrade / Solar Panels)
- 548 Holt Ave. (Electrical Panel Upgrade)
- 901 Holt Ave. (Sign)

- 812 Ash Ave. (Electrical Panel Upgrade / Solar Panels)
- 581 Palo Verde Ave. (Remodel)
- 761 Orange Ave. (Electrical Panel Upgrade)
- 673 Chestnut Ave. (Room Addition)

#### 17 Plan Review / Building Permits

- 817 E. Seventh St. (Enclosed Garage)
- 527 Chestnut Ave. (Replace 1 single prehung entry door)
- 905 Chestnut Ave. (Replace 6 Retrofit Windows)
- 902 Holt Ave. (Electrical Sign)
- 606 E. Tenth St. (Solar Panels)
- 761 Palm Ave. (Solar Panels)
- 613 Wooldridge Ave. (Solar Panels / Electrical Panel Upgrade)
- 878 Cedar Ave. (Demo - Reroof)
- 535 Orange Ave. (Concrete slab, Walkway & Fence)
- 548 Holt Ave. (Electrical Panel Upgrade)

- 761 Palm Ave. (Demo - Reroof)
- 551 Walnut Ave. (Demo - Reroof)
- 410 Pine Ave. (Family Housing Apartments 44 Units)
- 407 Maple Ave. (Electrical Panel Upgrade)
- 779 Maple Ave. (Patio / Addition)
- 678 Olive Ave. (Electrical Panel Upgrade)
- 635 Chestnut Ave. (Dining Room Extension)

#### 1 Red Tags:

- 134 W. Fifth St. - Unsafe facade structure. 10/22/2024

#### 1 Courtesy Inspections:

- 235 W. Fifth St. - Sidewalk sign & awning.

Respectfully Submitted,

Raylene Tapiceria  
Building Inspector