

**DUE TO THE LACK OF A QUORUM, THE CITY
CLERK ADJOURNED THE MEETING TO
JULY 24, 2019 AT 6:30 PM**

**MINUTES
CITY OF IMPERIAL
PLANNING COMMISSION
JULY 10, 2019**

**A.
ROLL CALL**

COMMISSIONERS PRESENT: GUILLEN AND MCDADE

COMMISSIONERS ABSENT: HAUGH AND HOLBROOK

**OTHERS PRESENT: COMMUNITY DEVELOPMENT DIRECTOR MORA,
PLANNER TYLENDIA, AND CITY CLERK JACKSON**

**B.
PUBLIC APPEARANCES:**

None.

**C.
CONSENT CALENDAR:**

None at this time.

**D.
NEW BUSINESS:**

**D-1. SUBJECT: PUBLIC HEARING: DISCUSSION/ACTION: VARIANCE (19-02)
TO ALLOW FROM THE DEVIATION OF THE ORDAINED
“SIDE AND REAR YARD SETBACKS” REQUIREMENTS FOR
AN EXISTING WOOD STORAGE SHED LOCATED AT 199
SYLVIA COURT, IMPERIAL, CA**

1. Resolution No. PC2019-11, A Resolution of the Planning Commission of the City of Imperial Granting a Variance Permit and Conditions of Approval Outlined to Ismael Angulo for the deviation from the ordained “side and rear

yard setback from 5 feet to 2 feet for a storage shed for the residence located at 199 Sylvia Ct., Imperial, CA

D-2. SUBJECT: PUBLIC HEARING: DISCUSSION/ACTION: 2019 COMPREHENSIVE UPDATE OF THE 2014-2021 HOUSING ELEMENT FOR THE CITY OF IMPERIAL'S GENERAL PLAN.

1. Resolution No. PC2019-12.

D-3. SUBJECT: PUBLIC HEARING: DISCUSSION/ACTION CONDITIONAL USE PERMIT (19-06) TO ALLOW THE USE OF A "TRUCKING FACILITY" THAT IS CURRENTLY OPERATING AND EXISTING AT 2475 CLARK ROAD, IMPERIAL, CA.

1. Resolution PC 2019-13 a Resolution of the Planning Commission of the City of Imperial granting a Conditional Use Permit and Conditions of Approval outlined in Resolution No. PC2019-12, to Justo Felix allowing the use of a "Trucking Facility Yard", currently operating at 2475 Clark Road, Imperial, CA.

E. REPORTS:

E-1 CHAIRMAN AND COMMISSIONERS' REPORTS

E-2. DIRECTOR'S REPORT

ADJOURN PLANNING COMMISSION MEETING.

**MINUTES
CITY OF IMPERIAL
PLANNING COMMISSION
AND
TRAFFIC COMMISSION
JULY 24, 2019**

**A.
ROLL CALL**

COMMISSIONERS PRESENT: GUILLEN, HAUGH, MCDADE, AND HOLBROOK

COMMISSIONERS ABSENT: NONE

**OTHERS PRESENT: PLANNER TYLENDIA, CITY CLERK JACKSON, FIRE
CHIEF ESTRADA, PUBLIC SERVICES DIRECTOR
LOPER, AND POLICE CHIEF BARRA**

**B.
PUBLIC APPEARANCES:**

None.

**C.
CONSENT CALENDAR:**

None at this time.

**D.
NEW BUSINESS:**

**D-1. SUBJECT: PUBLIC HEARING: VARIANCE (19-02) TO ALLOW FROM THE
DEVIATION OF THE ORDAINED "SIDE AND REAR YARD
SETBACKS" REQUIREMENTS FOR AN EXISTING WOOD
STORAGE SHED LOCATED AT 199 SYLVIA COURT,
IMPERIAL, CA**

PUBLIC HEARING OPENED AT 6:52 PM

Staff report: The applicant is requesting a Variance for setback requirements as per city zoning code for the side and rear yards of the property to allow for the use of an existing storage shed which was constructed in 2016.

Zoning code allows for variances from the code when special circumstances applicable to the property are met.

The applicant, Mr. Ismael Angulo was not present due to his work schedule.

The commissioners reviewed the facts presented. There were no comments received from members of the audience and the Public Hearing was closed at 6:55 PM

1. Resolution No. PC2019-11, A Resolution of the Planning Commission of the City of Imperial Granting a Variance Permit and Conditions of Approval Outlined to Ismael Angulo for the deviation from the ordained "side and rear yard setback from 5 feet to 2 feet for a storage shed for the residence located at 199 Sylvia Ct., Imperial, CA

Motion by HAUGH, seconded by GUILLEN to approve Resolution No. PC2019-11.

AYES: GUILLEN, HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE MOTION CARRIED 4-0

D-2. SUBJECT: PUBLIC HEARING: 2019 COMPREHENSIVE UPDATE OF THE 2014-2021 HOUSING ELEMENT FOR THE CITY OF IMPERIAL'S GENERAL PLAN.

PUBLIC HEARING OPENED AT 7:06 PM

City Planner Tylenda presented the staff report and recommendation to the Commission. The Housing Element is an integral component of the City's General Plan. The Housing Element addresses existing and future housing needs of all types for persons of all economic groups in the City. The Housing Element is a tool for use by citizens and public officials in understanding and meeting the housing needs in the city. The Housing Element Update covers the eight-year period of October 2014 through September 2021 and provides an implementation strategy for effectively addressing housing needs during this period. A timeline of the update was provided with the most recent activity being the receipt of a "Compliance Letter" from the State of California's Housing and Community Development Department on June 13, 2019 informing the city that the draft housing element is compliant with the state's housing laws and can now be formally adopted by the City of Imperial.

There were no comments from members of the audience and the Hearing was closed at 7:08 PM

1. Resolution No. PC2019-12, a Resolution of the Planning Commission recommending the adoption of the 2019 comprehensive update of the (2014-2021) Housing Element Update to the City Council.

Motion by GUILLEN, seconded by HAUGH to approve Resolution No. PC2019-12.

AYES: GUILLEN, HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE MOTION CARRIED 4-0

D-3. SUBJECT: PUBLIC HEARING: CONDITIONAL USE PERMIT (19-06) TO ALLOW THE USE OF A “TRUCKING FACILITY” THAT IS CURRENTLY OPERATING AND EXISTING AT 2475 CLARK ROAD, IMPERIAL, CA.

PUBLIC HEARING OPENED AT 6:56 PM

City Planner Tylenda presented the project description and background. The applicant, Mr. Justo Felix applied for building permits for the purpose of relocating transmission lines in June 2019. It was found that during the process of annexation a Conditional Use Permit was not included. The use of the property was implied throughout the process but a CUP was not processed concurrently with the annexation. The relocation of the transmission lines is a requirement of the annexation approval.

There were no comments from members of the audience and the Hearing was closed at 7:02 PM

1. Resolution PC 2019-13 a Resolution of the Planning Commission of the City of Imperial granting a Conditional Use Permit and Conditions of Approval outlined in Resolution No. PC2019-12, to Justo Felix allowing the use of a “Trucking Facility Yard”, currently operating at 2475 Clark Road, Imperial, CA.

Motion by HAUGH, seconded by MCDADE to approve Resolution No. PC2019-13.

AYES: GUILLEN, HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

MOTION CARRIED 4-0

D-4. SUBJECT: TRAFFIC COMMISSION: INSTALLATION OF NEW CROSSWALK TO BE LOCATED ON ATEN ROAD IN FRONT OF RICOCHET AND THE LISA TUCKER CENTER.

City Planner Tylenda presented the background as to the request for consideration of crosswalk in this location.

Discussion was held with concerns raised about speed of vehicles travelling along Aten Blvd., the width of the road; requested location; and the fact that a traffic study has not been performed. Public Services Director Loper, Fire Chief Estrada, and Police Chief Barra all spoke in opposition to the placement of crosswalk in this location.

Consensus to re-visit in the future upon completion of traffic study.

Motion by HAUGH, seconded by GUILLEN to deny the installation of a crosswalk in the suggested location.

AYES: GUILLEN, HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE
ABSENT: NONE

MOTION CARRIED 4-0

E. REPORTS:

E-1 CHAIRMAN AND COMMISSIONERS' REPORTS

None.

E-2. DIRECTOR'S REPORT

Tylenda provided a department update in the absence of Director Mora. She reported on various projects in the works.

PLANNING COMMISSION MEETING ADJOURNED AT 7:15 P.M.

**MINUTES
CITY OF IMPERIAL
PLANNING COMMISSION
And
TRAFFIC COMMISSION
AUGUST 14, 2019**

**A.
ROLL CALL**

COMMISSIONERS PRESENT: HAUGH, MCDADE, AND HOLBROOK

COMMISSIONERS ABSENT: GUILLEN

OTHERS PRESENT: COMMUNITY DEVELOPMENT DIRECTOR MORA, CITY CLERK JACKSON AND PUBLIC WORKS DIRECTOR LOPER

VICE-CHAIRMAN HOLBROOK called the meeting to order at 6:30 P.M. and led those present in the Pledge of Allegiance.

**B.
PUBLIC APPEARANCES:**

None.

**C.
CONSENT CALENDAR:**

C-1. Approval of minutes for meetings of March 13, 2019, April 10, 2019, and June 26, 2019.

Motion by HAUGH, seconded by MCDADE to approve the minutes.

AYES: HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: GUILLEN MOTION CARRIED 3-0

**D.
NEW BUSINESS:**

D-1. SUBJECT: PUBLIC HEARING: ZONE CHANGE AND GENERAL PLAN AMENDMENT (19-01). APPLICANT IS REQUESTING THE ZONE CHANGE FROM R-1 (RESIDENTIAL SINGLE-FAMILY) TO R-A (RESIDENTIAL APARTMENT) TO ALLOW FOR THE PROPOSED CONSTRUCTION OF 80 MULTIFAMILY

RESIDENTIAL APARTMENT UNITS ON THE FOLLOWING ASSESSOR PARCEL NUMBERS (APNs): 063-201-008, 063-201-009, 063-192-0008, 063-192-007, 063-191-011, 063-101-013, 063-191-400, 063-191-012.

Staff report was given by OTHON MORA, COMMUNITY DEVELOPMENT DIRECTOR. He informed the Commission that Mr. Ray Roben has submitted an application for a zone change from R-1 to R-A for the eight parcels listed. Mr. Roben would like to develop multi-family apartment complexes on the parcels. This zone change and general plan amendment would allow for the proposed development.

A review of General Plan for compliance and policies related to the application was presented. One area addressed by staff is the city has yet to meet the Regional Housing Needs Assessment goal as mandated by the State of California. The proposed Conditions of Approval for the project was presented as well for Commission consideration.

PUBLIC HEARING WAS OPENED AT 6:33 P.M.

Audience members speaking against the zone change and proposed project are:

Raul De la Rosa; David Ram; Tony Smith; Raley Riddle; Genaro Ayala; Mrs. Valencia; Andy Copeland; Pam Butcher; Hector Flores; Gary Roe; Tracy Riddle; Roger Murphy; Ron Espinoza; Mr. Robles; Karen Smith; Victoria Valencia; and others all spoke in opposition to the apartment project. The majority of those speaking addressed their concerns with increased traffic; increased noise; lack of privacy that the residents currently enjoy; the potential for increased crime; issues with tenants of existing apartments to the north of the proposed project; lack of access to the rear of property of those who property would be directly to the east of proposed project and other concerns. There were complaints from some attendees that they did not receive notice of the Public Hearing. (staff responded that notices were mailed to those within a 300' radius of the proposed project).

Written objections to the project were submitted by Rick Gray and Tonya Bonillas.

Commissioner HOLBROOK questioned the CEQA process for the proposed project.

Project applicant Ray Roben responded to questions and issues raised by the members of the audience and commission about the proposed project. He stated if the zone change and general plan amendment is approved, the proposed project will have an on-site property manager; continued access for alley way use by existing residents; completion of 15th Street through to La Brucherie Road; apartments to be high end; and other mitigation measures to address issues expressed by residents.

HAUGH questioned if the approval of zone change and construction of project will help bring city into compliance with the housing element.

Commissioners reviewed the conditions of approval.

The Public Hearing was closed at 7:20 pm

1. Resolution No. PC 2019-14, A Resolution of the Planning Commission of the City of Imperial Recommending the Zone Change, General Plan Amendment, CEQA Negative Declaration and Conditions of Approval, Outlined to City Council for Review and Action.

Motion by HAUGH, seconded by MCDADE to approve Resolution No. PC 2019-14.

AYES: HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: GUILLEN

MOTION CARRIED 3-0

**D-2. SUBJECT: PUBLIC HEARING: TENTATIVE TRACT MAP (19-01)
MORNING GLORY TRAIL-AIRPORT HANGER LOTS.
APPLICANT IS REQUESTING TO ALLOW THE SUBDIVISION
OF ASSESSOR PARCEL NUMBER: 064-315-012, WHICH IS
CURRENTLY A 9.15 ACRE VACANT LOT INTO 13 LOTS TO
ALLOW THE BUILDING OF AIRPORT HANGERS. THIS
PROJECT IS ORIGINALLY PART OF THE SPECIFIC PLAN FOR
THE SKY RANCH SUBDIVISION.**

OPEN PUBLIC HEARING AT 7:32 PM

OTHON MORA, Community Development Director provided the staff report. The proposed tentative map is historically part of the Chen-Worthington Subdivision map which later became the Sky Ranch Subdivision. The City Council approved the Chen-Worthington Tentative map in October 2004 to allow for the creation of 479 residential lots, 7 industrial lots, park site and retention basin. Final Maps were recorded for the entire area and McMillin Homes developed it as Sky Ranch Subdivision.

The proposed project would allow for the subdivision 9.15 acres of land located on the Southwest side of the airport landing strip and Northwest of Boley Field Drive. The subdivision would create 13 lots. The development of these lots would allow for future use of airport hangers. The land use and zoning designation I-1 (General Industrial) is intended as an area for modern industrial, research, and administrative facilities that can meet high performance and development standards and take advantage of the Imperial County Airport.

Mr. Mora gave a quick review of the General Plan Compliance and CEQA Clearance.

The applicant Gary Arnold was present along with Harvey Jernigan, BJ Engineering to answer questions.

There were no comments from members of the audience and the Hearing was closed at 7:34 PM.

1. Resolution No. PC 2019-15, A Resolution of the Planning Commission of the City of Imperial Recommending the Tentative Tract Map, CEAQ Negative Declaration and Conditions of Approval outlined to City Council for Review and Action.

Motion by MCDADE, seconded by HAUGH to approve Resolution No. PC 2019-15.

AYES: HAUGH, MCDADE, AND HOLBROOK

NOES: NONE

ABSTAIN: NONE

ABSENT: GUILLEN

MOTION CARRIED 3-0

E. REPORTS:

E-1 CHAIRMAN AND COMMISSIONERS' REPORTS

HAUGH reported that he was recently appointed by the City Council to the Airport Land Use Commission (ALUC).

E-2. DIRECTOR'S REPORT

None.

Planning Commission meeting adjourned at 7:38 PM.

**MINUTES
CITY OF IMPERIAL
PLANNING COMMISSION
And
TRAFFIC COMMISSION
OCTOBER 9, 2019**

**A.
ROLL CALL**

COMMISSIONERS PRESENT: GUILLEN, HAUGH, AND MCDADE

COMMISSIONERS ABSENT: NONE

OTHERS PRESENT: COMMUNITY DEVELOPMENT DIRECTOR MORA, CITY CLERK JACKSON, CITY PLANNER TYLENDIA

COMMISSIONER GUILLEN CHAIRED THE MEETING in the absence of the Chairman. The meeting to order at 6:30 P.M. and those present were led in the Pledge of Allegiance.

**B.
PUBLIC APPEARANCES:**

None.

**C.
CONSENT CALENDAR:**

C-1. Approval of minutes for meetings of August 14, 2019.

Motion by HAUGH, seconded by MCDADE to table the approval of minutes as requested by staff.

AYES: HAUGH, MCDADE, AND GUILLEN
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE MOTION CARRIED 3-0

**D.
NEW BUSINESS:**

D-1. SUBJECT: PUBLIC HEARING: VARIANCE (19-04) TO ALLOW FROM THE DEVIATION OF THE ORDAINED "STREET SIDE-YARD SETBACK" REQUIREMENTS FOR THE EXPANSION OF A RESIDENCE AT 204 W. 5TH STREET, IMPERIAL, CA.

PUBLIC HEARING WAS OPENED AT 6:32 PM

Staff report was presented by Planner Tylenda. The applicant is requesting a Variance to allow for reduced "setback requirements" for the side yard from 10' to 5' to accommodate the addition of a master bedroom and storage room.

A review of the required findings was had.

There were no comments from members of the audience and the Hearing was closed at 6:34 PM.

1. RESOLUTION NO. PC2019-16, a Resolution of the Planning Commission of the City of Imperial granting a Variance Permit and Conditions of Approval outlined in Resolution No. PC2019-16 to Phyllis Price for the deviation from the ordained "street side-yard setback from 10 feet to 5 feet for the expansion of the residence for the use of a master bedroom" for the residence located at 204 W. 5th Street, Imperial, CA.

Motion by HAUGH, seconded by MCDADE to approve Resolution No PC2019-16.

AYES: HAUGH, MCDADE, AND GUILLEN

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

MOTION CARRIED 3-0

E.

TRAFFIC COMMISSION

- E-1. SUBJECT: PLACEMENT OF NEW 3 WAY STOP SIGNS AND CROSSWALKS AT THE INTERSECTION OF ALEJANDRO STREET & MITZI KIM CIRCLE.**

Staff reported that the City Council directed staff to begin the process for potential placement of three (3) stop signs and crosswalks at the east, west and north intersection of Alejandro Street and Mitzi Kim Circle. The city's Development Review Committee met and agreed that the placement of stop signs and crosswalks in this location would help meet the vision of safety and goals within the Land Use and Circulation Element.

Motion by MCDADE, seconded by HAUGH to approve the placement of stop signs and crosswalks at Alejandro Street & Mitzi Kim Circle.

AYES: HAUGH, MCDADE, AND GUILLEN

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

MOTION CARRIED 3-0

- E-2. SUBJECT: PLACEMENT OF NEW 4 WAY STOP SIGNS AND CROSSWALKS AT THE INTERSECTION OF NECKEL ROAD AND CANON DRIVE.**

Planner Tylenda informed the Commission that the City Council directed staff to begin the process for the potential placement of four (4) stop signs and crosswalks at the east, west, north and south intersection of Canon Drive and Neckel Road. The City's Development Review Committee met and is not recommending the placement of stop signs in this location.

Commissioners would like for other alternatives to be researched in order to slow traffic.

Motion by HAUGH, seconded by MCDADE to table the item.

AYES: HAUGH, MCDADE, AND GUILLEN

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE MOTION CARRIED 3-0

F-1 CHAIRMAN AND COMMISSIONERS' REPORTS

HAUGH reported on attending the Airport Land Use Commission meeting.

GUILLEN inquired as to the La Brucherie widening project. Staff provided an update.

F-2. DIRECTOR'S REPORT

MORA reported that the Aten Sidewalk Phase II project is completed.

Planning Commission meeting adjourned at 6:47 PM.