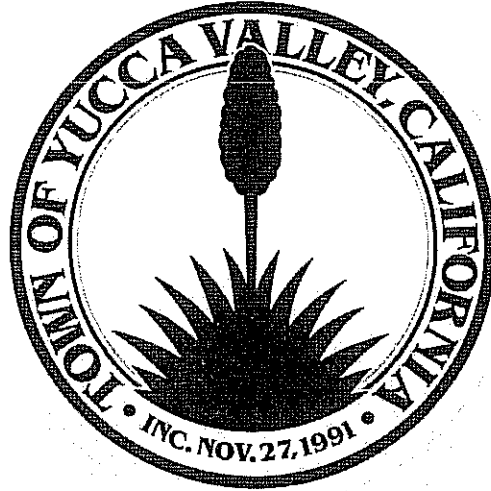


TOWN OF YUCCA VALLEY
PLANNING COMMISSION MEETING



*The Mission of the Town of Yucca Valley is to
provide a government that is responsive to the needs and
concerns of its diverse citizenry and
ensures a safe and secure environment
while maintaining the highest quality of life*

TUESDAY
January 11, 2011
7:00 p.m.

YUCCA VALLEY COMMUNITY CENTER, YUCCA ROOM
57090 - 29 PALMS HIGHWAY
YUCCA VALLEY, CALIFORNIA 92284

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PLANNING COMMISSION MEMBERS

Robert Lombardo, Chairman
Mike Alberg, Commissioner
Gregory Graham, Commissioner
Tim Humphreville, Commissioner

AGENDA

REGULAR MEETING OF THE TOWN OF YUCCA VALLEY PLANNING COMMISSION 7:00 P.M., TUESDAY, January 11, 2011

The Town of Yucca Valley complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the Town Clerk's office at (760) 369-7209 at least 48 hours prior to the meeting.

If you wish to comment on any subject on the agenda, or any subject not on the agenda during public comments, please fill out a card and give it to the Planning Commission secretary. The Chair will recognize you at the appropriate time. Comment time is limited to 3 minutes.

CALL TO ORDER:

ROLL CALL: Mike Alberg, Commissioner
Gregory Graham, Commissioner
Tim Humphreville, Commissioner
Robert Lombardo, Chairman

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Action: Move by _____ 2nd by _____ Voice Vote _____.

PUBLIC COMMENTS

In order to assist in the orderly and timely conduct of the meeting, the Planning Commission takes this time to consider your comments on items of concern, which are not on the agenda. When you are called to speak, please state your name and community of residence. Please limit your comments to three minutes or less. Inappropriate behavior, which disrupts or otherwise impedes the orderly conduct of the meeting, will result in forfeiture of your public comment privileges. The Planning Commission is prohibited by State law from taking action or discussing items not included on the printed agenda.

PUBLIC HEARINGS: None

DEPARTMENT REPORTS:

P.1 1. ASSIGNMENT OF TWO COMMISSIONERS TO PARTICIPATE IN THE FUTURE ANIMAL SHELTER FACILITY DESIGN DISCUSSION

A request that the Planning Commission designate two Commissioners to participate in the future animal shelter facility design discussions.

Applicant: Town of Yucca Valley

Representative: Staff

Staff Report:

Recommendation: That the Planning Commission discusses and assigns two Commissioners to participate in the future animal facility design discussions.

Action: Moved by _____ 2nd by _____ Voice Vote _____.

CONSENT AGENDA:

All items listed on the consent agenda are considered to be routine matters and may be enacted by one motion and a second. There will be no separate discussion of the consent agenda items unless a member of the Planning Commission or Town Staff requests discussion on specific consent calendar items at the beginning of the discussion. Public requests to comment on consent calendar items should be filed with the Deputy Town Clerk before the consent agenda is called.

P.2 2. MINUTES -

A request that the Planning Commission approve as submitted the minutes of the regular meeting held on December 14, 2010.

Action: Moved by _____ 2nd by _____ Voice Vote _____.

STAFF REPORTS AND COMMENTS:

A report on the ongoing discussions between Caltrans and the applicant regarding improvements to SR62 at the Arco AM/PM site located on the Southeast corner of SR62 and Balsa.

FUTURE AGENDA ITEMS:

January 25, 2011 – Continuation of discussion of generic Tract and Parcel Map applications, requirements and Conditions of Approval. Begin discussion of generic Minor Permits applications, requirements and Conditions of Approval (if any).

February 8, 2011 - Begin discussion of generic Conditional Use Permit application, requirements and Conditions of Approval.

February 22, 2011 – Begin discussion of hand out and included Flow Chart explaining the development process from beginning to completion of construction.

March 2011 – 2010 General Plan Annual Review

COMMISSIONER REPORTS AND REQUESTS:

Commissioner Alberg
Commissioner Graham
Commissioner Humphreville
Chairman Lombardo

ANNOUNCEMENTS:

The next regular meeting of the Yucca Valley Planning Commission will be held on Tuesday, January 25, 2011 at 7:00 p.m.

ADJOURN

PLANNING COMMISSION STAFF REPORT

To: Honorable Chairman & Commissioners
From: Shane R. Stueckle, Deputy Town Manager
Date: January 6, 2011
For Commission Meeting: January 11, 2011

Subject: Assignment of two Commissioners to participate in the future animal shelter facility design discussions.

Executive Summary: From time to time Commissioners are asked to participate in discussions outside of Commission meetings which concern important topics in the community, and report back to the full Commission on that participation and those discussions.

Recommendation: That the Planning Commission discusses and assigns two Commissioners to participate in the future animal facility design discussions.

Order of Procedure:

- Request Staff Report
- Request Public Comment
- Commission Discussion/Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question (Voice Vote)

Discussion: The Town, as a member of the Animal Services Joint Powers Authority with San Bernardino County, is proceeding with discussion and review of shelter design, land use compatibility and related issue of the future animal shelter facility.

This process is anticipated to include tours of existing shelter facilities in surrounding communities and possible attendance at meetings which may or may not be scheduled during regular business hours. No specific dates have been scheduled for the commencement of these activities. It is anticipated that tours and meetings will be scheduled between now and the end of January 2011.

Staff recommends that the Commission select the representatives.

Alternatives: NA

Attachments: None

<input checked="" type="checkbox"/> Department Report	<input type="checkbox"/> Ordinance Action	<input type="checkbox"/> Resolution Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Consent	<input type="checkbox"/> Minute Action	<input type="checkbox"/> Receive and File	<input type="checkbox"/> Study Session

**TOWN OF YUCCA VALLEY
PLANNING COMMISSION MEETING MINUTES**

DECEMBER 14, 2010

Chair Lombardo called the regular meeting of the Yucca Valley Planning Commission to order at 7:00 p.m.

Commissioners present: Chair Robert Lombardo, Commissioners Mike Alberg, Gregory Graham, and Tim Humphreville

Chairman Lombardo led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Mr. Alberg moved that the Agenda be approved, which motion was seconded by Mr. Humphreville and passed unanimously by voice vote.

PUBLIC COMMENTS:

Curt Duffy of Yucca Valley commented on the need to develop local income producing industries.

PUBLIC HEARINGS: None

DISCUSSION ITEMS:

**1. CONDITIONAL USE PERMIT, CUP 04-06 ARCO AM/PM
REQUEST FOR DEFERRAL OF CONSTRUCTION OF PUBLIC INFRASTRUCTURE -
PLANNING COMMISSION UPDATE ON OFFSITE IMPROVEMENTS**

A request from staff that the Commission receive and file the report on the ongoing discussions between Caltrans and the applicant regarding access to the project site from SR62. The project is located on the southeast corner of Balsa and SR62 and is identified as APN's 601-412-12, 20 and 21.

The Planning Commission reviewed and approved the Conditional Use Permit at the meeting of November 20, 2007 and Amendment #1 to the CUP for Sonic Burger on October 7, 2008. The Planning Commission approved Resolution 10-04 at the meeting of July 27, 2010 which allowed the Arco AMPM to open prior to completion of offsite improvements and authorized the business to commence operations prior to the applicant completing the conditioned street improvements. These conditions include #'s 34, 35, 52, 58, 62, 63, and 64. The business has been opened since August 18th. Staff is not aware of any traffic problems on site and has not received any citizen complaints.

The applicant continues to work with Caltrans but the plans have not yet been approved. The plans are being circulated at Caltrans for signatures and the applicant believes approval is imminent. A letter of explanation from the applicant was provided in the meeting packet.

Mr. Alberg commented he has been on site and the traffic is flowing fine.

Mr. Graham questioned the timeline after approval by Caltrans. Deputy Town Manager Shane Stueckle replied for the most part the street improvements can probably be completed in 90 days or less, if the contractor is ready to mobilize. Modifications to the traffic signal, however, cannot be completed in that time period. Traffic signals are manufactured to individual specifications. The lead time for manufacture is approximately 12 weeks. Then it must be shipped to the Caltrans yard, inspected, certified and shipped to the site. Staff believes all improvements could be completed within approximately 4 months of the date of permit issuance.

Mr. Graham commented on the amount of time it takes to get a project built. He asked what we could do differently to merge the time lines. Mr. Stueckle replied staff does not recall any other commercial project along the highway that has fallen into this situation. Historically development projects have structured their planning, engineering and construction efforts so that the highway improvements are completed for the business opening. In this case that did not occur and staff does not know how that process worked between the applicant's representative and Caltrans. A discussion staff will be returning to the Commission after the first of the year during the Development Code update process is to place COA that require those improvements be completed. Tied into that would be language requiring Town Engineering staff be included in the communication flow between the project and Caltrans regarding street improvements, etc.

Mr. Graham stated he can see Home Depot did a good job of coordination. If In-N-Out burger got held up by Caltrans, that would be a potential problem. Staff should be pro-active to catch this in the early stages and move the project along quickly.

Mr. Humphreville commented Caltrans is very difficult to deal with. Someone like Home Depot who does this all the time knows that but the smaller developers may not. If we are going to add another ordinance or COA it needs to be with a lot of help from staff.

Mr. Lombardo opened the discussion to public comment. There being no one wishing to speak, he closed the discussion to public comment.

Mr. Alberg moved that the Commission accept and file the report. The motion was seconded by Mr. Graham and passed unanimously by voice vote.

2. DISCUSSION REGARDING CHANGE OF THE START TIME OF THE PLANNING COMMISSION MEETINGS

A Planning Commission request for a discussion to consider a change in the Planning Commission meeting start time.

Deputy Town Manager Shane Stueckle stated a Commissioner requested that this item be brought before the full Commission for discussion. Due to the nature of the Commission's business, public hearings and public participation, when the economy changes and large projects are coming before the Commission, the intent of the State law is that people have the opportunity to participate in the decision making process. The question is, if starting at 6:00 pm provides an adequate period of time for local residents to leave their day jobs, take care of other business, and then come to Planning Commission meetings to participate. A segment of the working non-retiree population drives out of the Morongo Basin every day and it takes time for them to drive back up to come to meetings. The key element is what start time is appropriate to ensure the Commission is allowing for maximum participation in the public dialogue.

Mr. Lombardo asked if there is a concern that meetings tend to go too late in the past. Mr. Stueckle replied there may be come individuals who have expressed that concern.

Mr. Humphreville stated he brought it up because it came from having discussions with people in the community. He asks every person who calls him to attend the Commission meetings and lots of them replied the meetings started too late. The Town Council meetings start at 6:00 pm which is why he brought it up.

Mr. Graham stated he doesn't have strong feelings either way but 6:00 pm is a desirable time especially for the long meetings. We can change it back if it doesn't work.

Mr. Alberg suggested the Commission be willing to adjust public comments so if we have people come in late we can accommodate them. If a developer is late we can move the agenda item to later. As long as we are willing to accommodate people he thinks 6:00 pm would be a good start time.

Mr. Lombardo stated he has no objection to a 6:00 pm starting time.

Mr. Alberg moved that the Commission recommend that the Town Council consider a change in the start time of the Planning Commission meetings from 7:00 pm to 6:00 pm. The motion was seconded by Mr. Humphreville and passed unanimously by voice vote.

CONSENT AGENDA: MINUTES –

Mr. Alberg moved that the Planning Commission approve the Consent Agenda as submitted which includes the minutes of the Regular Planning Commission Meeting held on November 9, 2010. The motion was seconded by Mr. Humphreville and passed unanimously by voice vote.

STAFF REPORTS AND COMMENTS:

Mr. Stueckle commented the recommendation for a change in the start time of the meetings will go to the Town Council on January 18, 2011. If approved the change would be implemented probably at the Commissions first meeting in February.

FUTURE AGENDA ITEMS:

Mr. Kirschmann stated staff anticipates bringing back the Tract Map application and bringing forward the Conditional Use Permit application in January.

COMMISSIONER REPORTS AND REQUESTS:

Mr. Graham requested that a sheet be included in the Commissioners booklets, which contains future items so a Commissioner could ask that a certain item be brought forward to meetings like this that have short agendas. It could list topics by month.

Mr. Alberg asked if the plan would be to include those items in the agenda and posted so we would be able to talk about them. Mr. Graham replied they could be talked about under requests and reports if we need to, but it's just kind of a future look at things. If there is something we really want to talk about it could be on the agenda and we just have an open discussion and have public input too.

Mr. Alberg stated his concern is if we post it as part of the agenda... Mr. Graham stated we could add it as an open session discussion item.

Mr. Lombardo asked if that would work and if we can add a future item as part of a printed agenda. It seems like it would be good to get more discussion going among us on items of concern so that we have a little better understanding of the subject before we make decisions.

Mr. Alberg stated his concern is the posting requirements. But if we can meet the requirements it would be good to have a discussion here and expand the amount of discussion.

Mr. Stueckle stated staff will work on the format of the agenda, probably laying out a calendar under Future Agenda Items, to address the issue.

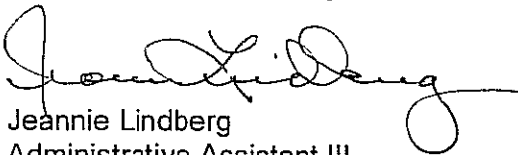
Mr. Alberg asked if that would be enough to allow the Commission to discuss it. Mr. Stueckle replied no, it would not. In order to have open dialogue and discussion it has to be an agenda item. The Future Agenda Items are a calendar of what you are going to be discussing but does not qualify it to be discussed in any detail at that meeting.

Mr. Lombardo thanked staff for the opportunity to attend ethics training at the Mojave Water Agency.

ADJOURNMENT

The meeting adjourned at 7:30 pm.

Respectfully submitted by,



Jeannie Lindberg
Administrative Assistant III