

REGULAR MEETING OF THE ZONING ADMINISTRATOR
OF THE CITY OF VICTORVILLE

OCTOBER 16, 2019
10:00 A.M.

CITY HALL CONFERENCE ROOM A
14343 CIVIC DRIVE

ANY INDIVIDUAL WITH A DISABILITY WHO REQUIRES REASONABLE ACCOMMODATIONS TO PARTICIPATE IN A ZONING ADMINISTRATOR'S MEETING MAY REQUEST ASSISTANCE AND/OR RECEIVE THE AGENDA IN AN ALTERNATIVE FORMAT BY CONTACTING THE DEVELOPMENT DEPARTMENT SECRETARY AT (760) 955-5135 NO LATER THAN SEVENTY-TWO HOURS PRIOR TO THE MEETING

CALL TO ORDER

PUBLIC HEARINGS

1. MINOR INTERIM USE PERMIT – ADMN19-00111 – CORBEC GROUP

ENVIRONMENTAL – CONSIDERATION OF AN ENVIRONMENTAL EXEMPTION

PROJECT – A MINOR INTERIM USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN ADMINISTRATIVE USED AUTOMOBILE SALES BUSINESS WITH A MAXIMUM TWO VEHICLE DISPLAY WITHIN THE CIVIC BUSINESS CENTER DISTRICT OF THE CIVIC CENTER SPECIFIC PLAN

LOCATION – 14444 CALIFORNIA AVENUE #B

PUBLIC COMMENTS

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PUBLIC HEARINGS

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ZONING ADMINISTRATOR STAFF REPORT

DATE: OCTOBER 16, 2019 **AGENDA NO. 1**

CASE: ADMN19-00111

SUBJECT: A MINOR INTERIM USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN ADMINISTRATIVE USED AUTOMOBILE SALES BUSINESS WITH A MAXIMUM TWO VEHICLE DISPLAY WITHIN THE CIVIC BUSINESS CENTER DISTRICT OF THE CIVIC CENTER SPECIFIC PLAN

APPLICANT: CORBEC GROUP

LOCATION: 14444 CALIFORNIA AVENUE #B

I. STAFF RECOMMENDATION:

Staff recommends that the Zoning Administrator conduct a public hearing, receive testimony regarding the proposed project and take the following actions:

1. **Environmental Assessment** – Find the project categorically exempt per CEQA Section 15301 – Existing Facilities; and
2. **Minor Interim Use Permit** – Approve case ADMN19-00111 subject to the recommended conditions and pursuant to City Council Policy (CP-11-05) find the use:
 - i. Similar to other permitted uses within the zone district;
 - ii. Find the use is a good fit;
 - iii. Find there are no negative impacts to the surrounding area.

II. SUMMARY:

The applicant is requesting approval of this Minor Interim Use Permit in order to allow for a administrative used automobile sales business at an existing building located within the Civic Business Center (CBC) District of the Civic Center Specific Plan. The use will be limited to a maximum of two vehicle display spaces as the Department of Motor Vehicles (DMV) requires a minimum of two spaces for display. The site is surrounded by other office buildings and vacant land.

III. STAFF ANALYSIS:

1. Environmental Assessment.

California Environmental Quality Act (CEQA) Section 15301 allows a categorical exemption for the permitting of private structures that involve negligible or no expansion of use. Since this is an administrative office at an existing office building, only negligible expansion will occur. Therefore, Staff finds that this exemption is applicable to this proposal.

2. Minor Interim Use Permit.

Business Operations

- There has been limited information provided with the application, however Staff understands that most of the auto sales will occur online and not on-site. The used cars will typically not be on display, as this is an office for the business. Walk-in customers would be very infrequent and sales would be by appointment only. It is the DMV requiring the two display spaces and the applicant. Staff has not included any limitations on the hours of operation assuming regular office hours will be utilized.

Parking

- The building area is 3,744 square feet and is divided into five equally sized suites. The entire building requires 19 spaces, whereas 19 spaces exist. Each suite requires approximately four parking spaces, with one space deficient because of mathematical rounding. The applicant already has an auto insurance office within one suite utilizing four spaces and the proposed use will utilize another four. Sufficient parking exists on-site for the administrative auto sales business.

Site Condition

- The site is in good condition, however, the trash enclosure gates appear damaged and shall be replaced by metal gates per City standards and the trash enclosure repaired as needed. Additionally, it appears the handicapped signage and ingress/egress arrows are missing. The applicant/owner shall install the signage and arrows prior to occupancy.

Signage

- The two automobile display spaces must be located in front of the subject suite. There shall be no temporary signage or window signage allowed and the business shall appear to function to the public and adjacent businesses as an office use only.

3. City Council Policy Findings

- An interim use is permitted if the proposed use meets the requirements of the City Council Policy for Interim Uses (CP-11-05). Staff finds that the proposed use at this location does meet the requirements of the Council Policy as discussed in the following section.
 - Basis of Need:
The suite has been vacant and the use will fill an otherwise vacant suite, boosting occupancy in the area. Therefore, Staff finds the site meets the basis of need requirement as the proposed use can effectively occupy the site.
 - Required Findings:
 - i) The proposed use is 'similar' to other permitted uses within the zone in regards to:
 - Hours of Operation – Typical daytime (9am – 5pm) hours that are not uncommon for commercial office uses in the area.
 - Parking Needs/Requirements – Adequate parking on-site in accordance with Title 16 standards.
 - Traffic Impacts – There will be no change to the traffic patterns, therefore there will be no impacts.

- Occupancy Patterns – The previous office use prior to the vacancy will remain unchanged.
 - Noise – Because no auto detailing or repair will be performed on site, the noise level will be similar to other commercial uses.
 - Environmental Impacts – The use should not produce any negative environmental impacts.
 - Required Licensing/Permits – Any required permits (DMV etc.) can be obtained during the plan check phase of the entitlement, including for the sign.
- ii) The proposed use is a 'good fit' in regards to:
- Existing Structures – The use is for an administrative office for a used car sales business within an office building, therefore the use is a good fit.
 - Existing Site Development/Conditions – The site is in relatively good condition as discussed above.
 - Compatibility with Adjacent Existing & Permitted Uses – The proposal is located adjacent to other office buildings and in close proximity to other used vehicle businesses.
- iii) The proposed use presents no negative impacts to any of the following:
- Public Interest – The use will not have a negative impact on public interest as site will continue to function as an office.
 - Public Health, Safety, and Welfare – No negative impacts as conditioned.
 - Economic Vitality of the Area – Allowing the business to operate through an IUP will keep occupancy within the Civic Center area.
 - Neighboring Businesses and Residents – No negative impacts are expected as a result of this business because neighboring businesses are office use. Additionally, residential property is located across Amargosa Road.
 - Overall Integrity of the Center, District or Area – The use will not negatively affect the integrity of the Civic Center area as it is an administrative office.
 - Does not Contribute to Over-Concentration – N/A

IV. SITE CHARACTERISTICS:

	Existing Land Use	General Plan	Zoning	Specific Plan District
Site	Office Building	Specific Plan	N/A	CBC
North	Vacant	Specific Plan	N/A	CBC
South	Office Building	Specific Plan	N/A	CBC
East	Vacant	Specific Plan	N/A	CC-1
West	Vacant	Specific Plan	N/A	CBC

NUMBER OF RADIUS LETTERS MAILED: 22

MJS

THE ZONING ADMINISTRATOR'S ACTION WILL BE FINAL UNLESS APPEALED TO THE PLANNING COMMISSION WITHIN TEN DAYS.

CONDITIONS OF APPROVAL
ADMN19-00111
October 16, 2019

A MINOR INTERIM USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW
FOR AN ADMINISTRATIVE USED AUTOMOBILE SALES BUSINESS WITH A MAXIMUM
TWO VEHICLE DISPLAY WITHIN THE CIVIC BUSINESS CENTER DISTRICT OF THE CIVIC
CENTER SPECIFIC PLAN

Planning Conditions:

1. This approval shall be valid for an administrative office for a used automobile sales business with a maximum of two designated vehicle display spaces at 14444 California Ave Suite B. This IUP is valid for the applicant only, is nontransferable to another entity, does not run with the land and shall expire immediately upon business cessation.
2. Any expansion of the proposed use beyond the scope of this conditional use permit shall require submission and approval of a conditional use permit modification or a new conditional use permit based upon the extent of the expansion.
3. Any change in use or implementation of a new use within the facility, which will require additional parking spaces resulting in non-compliance of Title 16 and the Civic Center Specific Plan shall cause that use to be subject to Zoning Administrator and/or Planning Commission review and approval.
4. Any complaints or evidence of a parking issue on the site shall cause this use to return to the Zoning Administrator for review.
5. There shall be no repair work or detail work, including cleaning, performed on the automobiles on the site. The use shall appear to operate as an administrative office only.
6. Prior to occupancy of the building suite, ingress/egress arrows shall be added at the entrance and alley of the site prior to occupancy.
7. Should the DMV require the auto display areas to be marked, the marked or signed stalls shall be directly in front of the subject suite.
8. Prior to occupancy of the building suite, non-transparent metal gates shall be installed on the trash enclosure in conformance with Section 16-3.24.110 of the Victorville Municipal Code. Additionally, any other repairs to the trash enclosure shall be completed as needed.
9. The number and location of all handicapped parking spaces shall be subject to Development Department review and approval. Required signage, including entry and stall signage shall be installed.
10. All proposed signs, including any freestanding signage, shall comply with Title 16 and the Civic Center Specific Plan. The applicant shall be required to submit a sign package for review and must gain approval by the Planning Commission prior to approval of any signage proposed which is inconsistent with Title 16. Painted and off-site signs are

prohibited and all signs shall be subject to Planning Staff review and approval prior to obtaining a sign permit.

11. Temporary signage and/or window signage shall not be permitted. The use shall appear to operate as an administrative office only.
12. All landscaped areas shall be maintained in a neat, clean, orderly and healthful condition. This includes proper pruning, mowing of lawns, weeding, removal of litter, fertilizing, replacement of plants when necessary and the regular watering of all plants. In addition, all landscaped areas shall be provided with a suitable permanent water system.
13. The Applicant/Owner shall agree to defend, indemnify and hold harmless, the City of Victorville, its agents, officers and employees from any claim, action or proceeding against the City of Victorville or its agents, officers or employees to attack, set aside, void or annul this approval. The City of Victorville shall promptly notify the applicant of any such claim, action or proceeding, and the City of Victorville shall cooperate fully in the defense.

Building/Fire Conditions:

14. The project shall comply with all Building and Fire codes in effect at the time of plan submittal.
15. Shall comply with all current Building and Fire Code requirements based on occupancy classification.
16. The scope of work indicated will require accessibility upgrades to be included in accordance with Section 11B-202 of the California Building Code.
17. Plan check fees for this project will be due, and shall be paid in full, upon submittal of plans to the Building Division. The Building Division may be contacted at (760) 955-5100 for an estimation of these fees. Actual amount owed will be determined upon submittal of the plans at the building counter.

trulia Victorville, CA

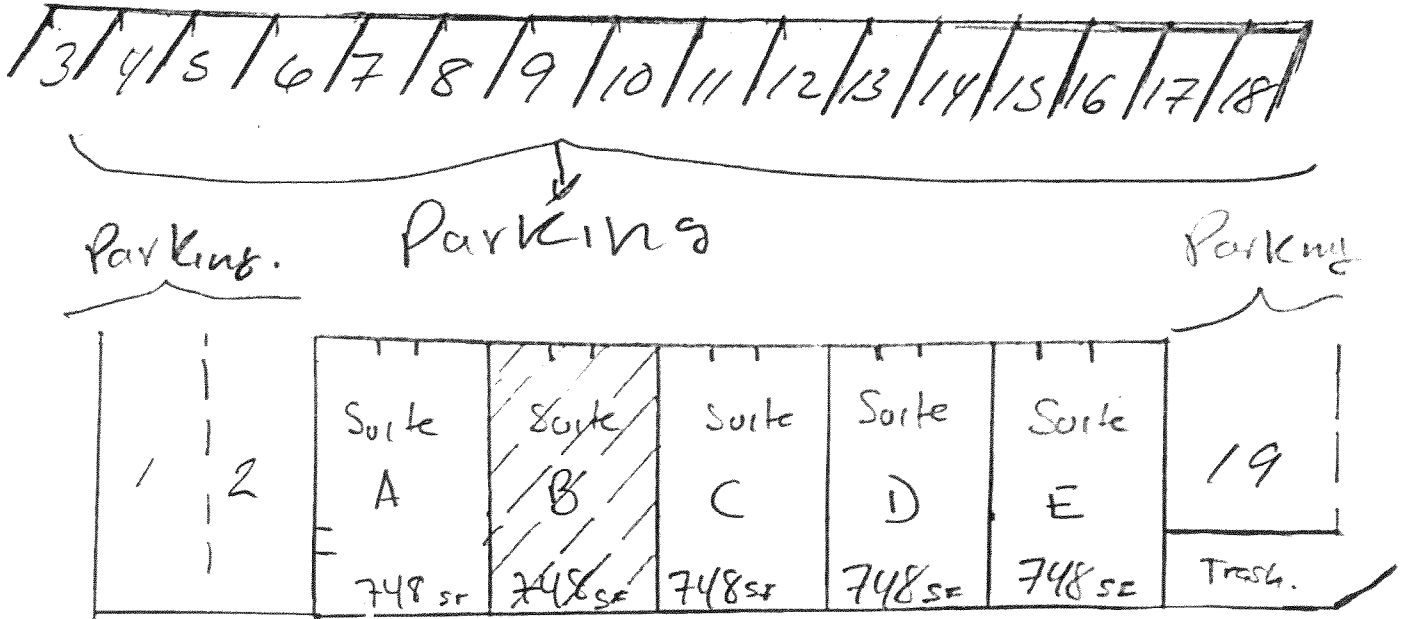


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OFF MARKET

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14444 California Ave B
 Victorville, CA 92392

Office.

Contact For Estimate

TOTAL

3,744 sqft

Local Information



Street View
 Take a virtual walk around the neighborhood.



Schools
 1 Elementary School
 1 Middle School
 1 High School

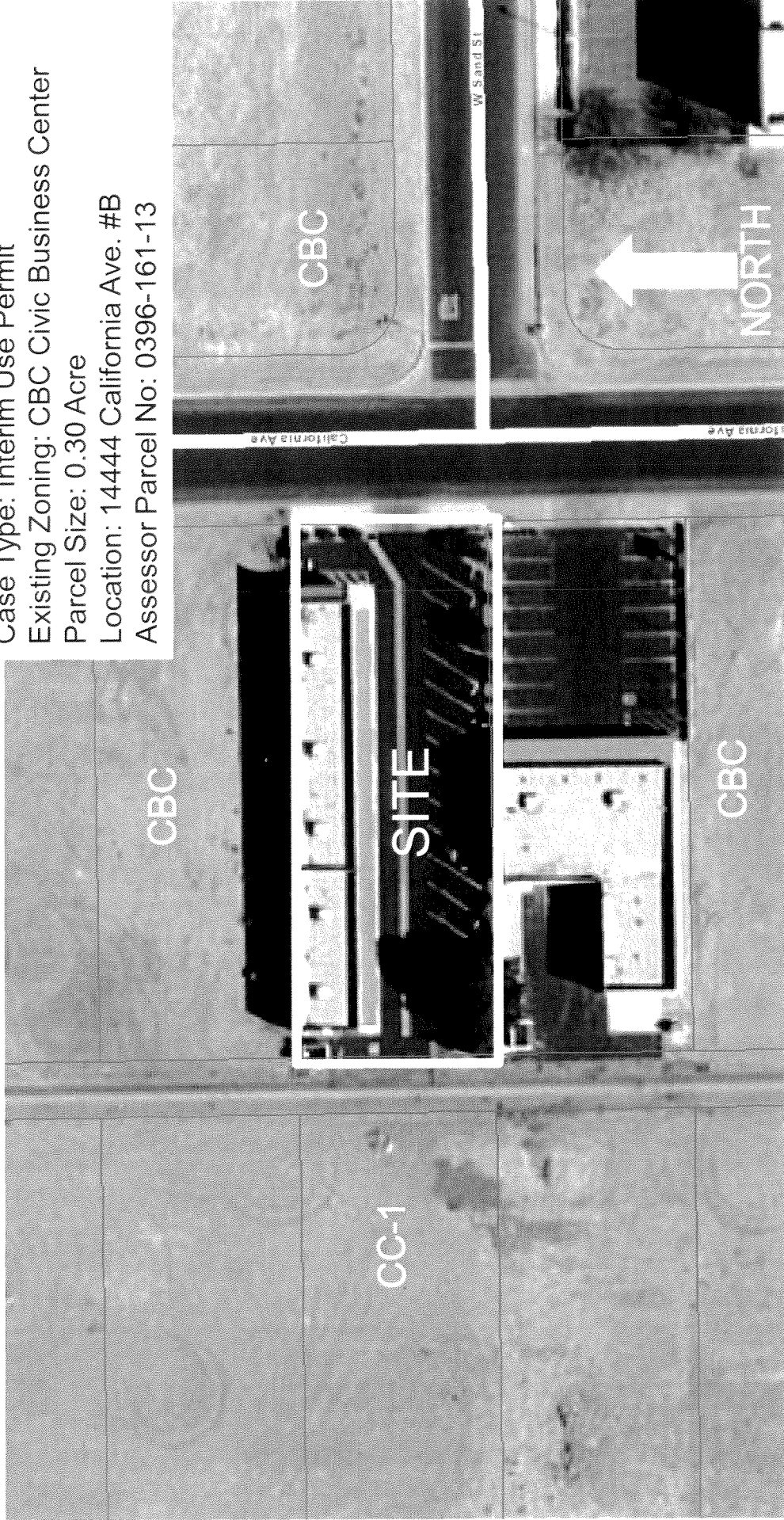


Crime
 Lowest crime relative to the rest of San Bernardino county.

Corr
 99%

CASE: ADMN19-00111

Case Type: Interim Use Permit
Existing Zoning: CBC Civic Business Center
Parcel Size: 0.30 Acre
Location: 14444 California Ave. #B
Assessor Parcel No: 0396-161-13



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SUBJECT: PUBLIC COMMENTS ON PLANNING MATTERS

In compliance with the Brown Act, it is necessary for the Zoning Administrator to make available time for members of the public to address the Zoning Administrator on items of interest that fall within the Zoning Administrator's subject matter jurisdiction.

SW:ko