### REGULAR MEETING OF THE ZONING ADMINISTRATOR OF THE CITY OF VICTORVILLE

September 4, 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 HEARING**

#### 1. MINOR CONDITIONAL USE PERMIT - ADMN19-00043 - LEE & ASSOCIATES

ENVIRONMENTAL - CONSIDERATION OF AN ENVIRONMENTAL EXEMPTION

<u>PROJECT</u> – A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR A USED AUTOMOBILE SALES FACILITY AT AN EXISTING SITE ZONED C-1 COMMUNITY COMMERCIAL WITHIN THE CIVIC CENTER SPECIFIC PLAN.

LOCATION - 14235 AMARGOSA ROAD

#### 2. MINOR CONDITIONAL USE PERMIT - ADMN19-00076 - AIR EXPRESSWAY TOWING

ENVIRONMENTAL – CONSIDERATION OF AN ENVIRONMENTAL EXEMPTION

<u>PROJECT</u> – A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN ACCESSORY VEHICLE STORAGE/IMPOUND YARD ON A DEVELOPED PROPERTY.

LOCATION – 17300 SILICA DRIVE

### 3. <u>MINOR CONDITIONAL USE PERMIT - ADMN19-00086 - ROTHBART DEVELOPMENT CORP</u>

**ENVIRONMENTAL** – CONSIDERATION OF AN ENVIRONMENTAL EXEMPTION

<u>PROJECT</u> – A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR THE ADDITION OF A STAND-ALONE ATM ON A PROPERTY ZONED C-2 GENERAL COMMERCIAL.

<u>LOCATION</u> – WITHIN THE CROSSROADS SHOPPING CENTER AT THE NORTHEAST CORNER OF PALMDALE ROAD AND HWY 395

#### 4. MINOR CONDITIONAL USE PERMIT - ADMN19-00089 - STANDORI 3 LLC

**ENVIRONMENTAL** – CONSIDERATION OF AN ENVIRONMENTAL EXEMPTION

<u>PROJECT</u> – A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN AUTOMOTIVE REPAIR SHOP WITHIN AN EXISTING BUILDING ON A PROPERTY ZONED C-1 NEIGHBORHOOD SERVICE COMMERCIAL.

LOCATION – 15622 VILLAGE DRIVE.

**PUBLIC COMMENTS** 

**ADJOURNMENT** 

## **PUBLIC HEARINGS**

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### ZONING ADMINISTRATOR STAFF REPORT

DATE:

SEPTEMBER 4, 2019

AGENDA NO. 1

CASE:

ADMN19-00043

SUBJECT:

A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR A USED AUTOMOBILE SALES FACILITY AT

AN EXISTING SITE ZONED CC-1 COMMUNITY COMMERCIAL

APPLICANT:

LEE AND ASSOCIATES

LOCATION:

WITHIN THE CIVIC CENTER SPECIFIC PLAN AT 14235 AMARGOSA ROAD

#### 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 Conditional Use Permit Approve case ADMN19-00043 subject to the recommended conditions.

#### II. SUMMARY:

The applicant is requesting approval of this Minor Conditional Use Permit in order to allow for a used automobile sales business at an existing building located within the CC-1 Community Commercial District of the Civic Center Specific Plan. The site is surrounded by used car dealerships and previously was a used car facility. The applicant proposes three small display areas at the front of the building, with parking at the back utilizing access from an alley. The site needs minor repairs to meet Title 16 standards, including asphalt work, landscaping and trash enclosure upgrades.

#### **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 an auto use has previously occupied the site, and used car sales are conditionally permitted in the underlying CC-1 District, Staff finds that this exemption is applicable to this proposal.

#### 2. Minor Conditional Use Permit.

#### **Business Operations**

• There has been no information provided, however Staff assumes the used auto sales business will operate Monday through the weekend during standard business hours. Staff has not included any limitations on the hours of operation.

#### Parking

• The operation of the auto facility will require 4 parking spaces whereas 6 spaces are provided. This is based from the Civic Center parking standard of 1 space per every 450 sq. ft. of floor area (1850 sq. ft./ 450 = 4). The two handicapped parking spaces are up front and the other four are at the rear, accessed by an alley. Customers will need to park there. Wheel stops at the handicapped spaces and signage up front will need to be installed.

#### **Site Condition**

• The site needs some repair, including asphalt crack repair, landscaping additions and replacement, trash enclosure compliance to City standards, including metal gates.

#### Signage

 The wall signage will need to be placed on the side of the building or at the front, below the roof line. Freestanding signage is not permitted because of the size of the lot.

#### Required Findings

- In order to approve a Conditional Use Permit the Development Code requires that the Zoning Administrator make the following findings:
  - The proposed location of the conditional use is in accord with the objectives and requirements of the Development Code.
    - Comment: The underlying CC-1 (Community Commercial) zoning of the property conditionally permits used car facilities. Therefore, the proposed location of the use is in accord with the objectives and requirements of the Development Code.
  - The proposed location of the conditional use and the conditions under which it will be operated is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity.
    - Comment: The site has a General Plan designation of Specific Plan with a District that conditionally allows for the proposed facility. The Land Use Element of the General Plan indicates that commercial uses such as the proposed used auto sales facility "...does not conflict with or adversely affects other existing or potential developments" Therefore, Staff finds that the proposal is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity due to its location surrounded by used car dealerships.

- The traffic generated by the proposed conditional use will not overload the capacity of the surrounding street system and will not create a hazard to public safety.
  - Comment: Having only six parking spaces, the proposal is not anticipated to overload the surrounding street system or include impacts greater than a permitted use would generate during peak hours. Additionally, the site abuts and is accessed via Amargosa Road, an Arterial Roadway, which has the ability to serve any increased traffic in the future.
- The proposed conditional use will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.
  - Comment: The existing site is fully developed, including sufficient parking for the proposed use in accordance with current Municipal Code requirements. Additionally, a used automobile sales facility is listed as a conditional use within the underlying District of the site. Therefore, Staff finds that the proposal will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.

#### IV. SITE CHARACTERISTICS:

	<b>Existing Land Use</b>	General Plan	Zoning	<b>Specific Plan District</b>
Site	Commercial Building	Specific Plan	N/A	N/A
North	Car Dealer	Specific Plan	N/A	CC-1
South	Car Dealer	Specific Plan	N/A	CC-1
East	Vacant	Specific Plan	N/A	CBC
West	City Building	Specific Plan	N/A	GC

**NUMBER OF RADIUS LETTERS MAILED: 16** 

MJS

#### CONDITIONS OF APPROVAL ADMN19-00043 September 4, 2019

## A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR A USED AUTOMOBILE SALES FACILITY AT AN EXISTING SITE ZONED CC-1 COMMUNITY COMMERCIAL

#### **Planning Conditions:**

- 1. This approval shall be valid for a used automobile sales business at 14235 Amargosa Road.
- 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.
- 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. There shall be no repair work performed on the automobiles on the site.
- 5. The site shall have the parking areas repaired, including any crack repair prior to occupancy.
- Ingress/Egress arrows shall be added at the entrance of the site prior to occupancy.
- 7. The applicant shall install non-transparent metal gates on the trash enclosure in conformance with Section 16-3.24.110 of the Victorville Municipal Code prior to occupancy.
- 8. The number and location of all handicapped parking spaces shall be subject to Development Department review and approval. Required signage, including entry signage shall be installed. Wheel stops shall be installed at the handicapped stalls prior to occupancy.
- 9. 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.
- 10. All proposed temporary signage shall comply with Title 16 and the Civic Center Specific Plan. All temporary signs (grand openings, special sales, etc.) shall only be affixed to the suite they serve in accordance with an approved Temporary Sign Permit. Flags or other off-site signage is prohibited within multi-tenant developments.
- 11. All landscaped areas shall be weeded and replanted as needed, including the south side planter prior to occupancy. The installation of ¾ " rock is required in all areas not covered with groundcover. The applicant/developer shall provide landscaping/irrigation plans in accordance with Chapter 13.60 of the Victorville Municipal Code entitled Water Conservation, as well as

the approved landscape plan for the Crossroads at 395 development. Landscape areas shall not exceed a slope of 3:1 and shall also meet Title 16 standards, including the minimum interior percentage of landscaping and the maximum dispersal of landscaping within a parking lot. The landscaping plan shall include a minimum of one 24-inch box tree for every eight parking spaces provided on-site. In addition, the landscaping plan shall include the maximum spacing of all plants as follows:

- Ground cover eighteen inches on center
- One gallon plants three feet on center
- Five gallon plants five feet on center

In addition, a note shall be conspicuously placed on the landscape plan indicating the following: Any discrepancy between the maximum spacing criteria and the number of plants shown on the landscape plan shall result in the spacing criteria superseding any other information shown on the landscape plan.

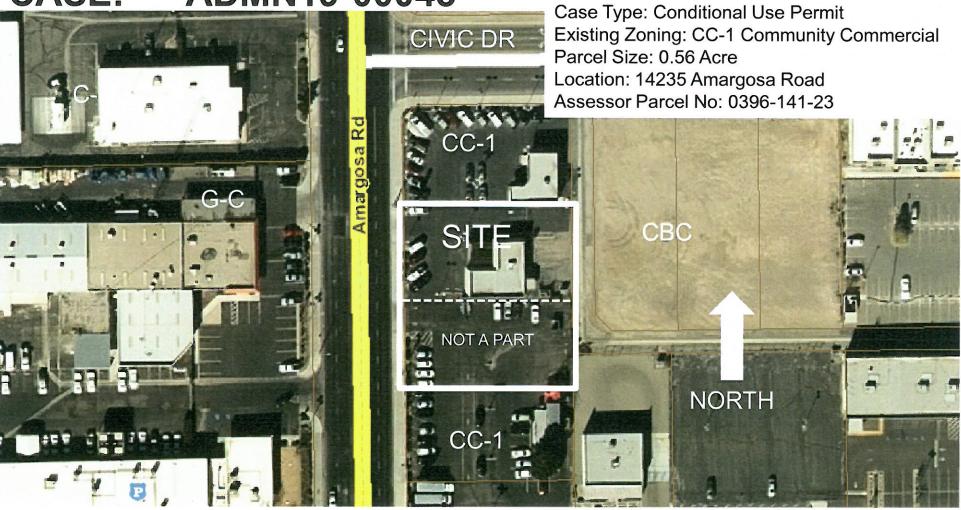
- 12. All landscaped areas shall be maintained in a neat, clean, orderly and healthful condition. This includes proper pruning, mowing of lawns, weeding, removal of litter, fertilizing, replacement of plants when necessary and the regular watering of all plants. In addition, all landscaped areas shall 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 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.



CASE: ADMN19-00043



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### ZONING ADMINISTRATOR STAFF REPORT

DATE:

SEPTEMBER 4, 2019

AGENDA NO. 2

CASE:

ADMN19-00076

SUBJECT:

A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL

EXEMPTION TO ALLOW FOR AN ACCESSORY VEHICLE STORAGE/

IMPOUND YARD ON A DEVELOPED PROPERTY

APPLICANT:

AIR EXPRESSWAY TOWING

LOCATION:

17300 SILICA DRIVE

#### 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 Conditional Use Permit Approve case ADMN19-00076 subject to the recommended conditions and find that the project complies with the required findings outlined in Section 16-3.02.050 of the Development Code.

#### II. SUMMARY:

The applicant is requesting approval of this Minor Conditional Use Permit in order to allow for an outdoor vehicle impound yard within an approximately one-half acre area of a forty-two acre developed site that is screened from public view by existing buildings. The applicant contracts with the City's Police Department, the California Highway Patrol, as well as other private parties and will utilize the site to store vehicles and perform associated office functions within the existing building. Although vehicles are stored on-site daily, typically hours of operation are Monday – Friday from 8 a.m. to 5 p.m. with one employee on-site available to receive and release vehicles. Additionally, access to the site is restricted by fencing with existing mechanical gates operated with remote controls.

#### III. STAFF ANALYSIS:

#### 1. Environmental Assessment.

California Environmental Quality Act (CEQA) Section 15301 allows a categorical exemption for the use of existing facilities that involve negligible or no expansion of the originally permitted land use. Since the subject proposal will utilize a fully developed site that was previously used for the manufacture of glass, Staff finds that the automotive impound yard is a negligible expansion of use as vehicles and various materials were routinely stored at the subject site in conjunction with the previous manufacturing business. Therefore,

because the proposal includes similar vehicle storage, the noted CEQA Section 15301 is an applicable exemption.

#### 2. Minor Conditional Use Permit.

#### **Business Operations**

- The proposed yard includes primary operating hours of 8 a.m. 5 p.m. Monday through Friday as well as vehicle storage twenty-four hours a day seven days a week. The business also includes one employee on-site during primary operating hours.
- The applicant has been operating under a temporary use permit at the subject location since August 1, 2019, and Staff has not received any complaints from neighboring business or property owners as of this writing.

#### Parking/Circulation

- The Development Code requires 1 space for every employee during the highest shift change as well as 1 space for every 300 sq. ft. of administrative office area. Although only one employee will be present on-site during business hours, the size of the existing office area at the subject site is unknown; therefore, Staff has included Condition 9, requiring off-street employee parking to be provided on-site in accordance with the noted requirements. Due to the limited office functions on-site, Staff anticipates 1-5 parking spaces being required, which the site has adequate area to accommodate if needed.
- Site access is restricted via existing perimeter fencing that surrounds the entire forty-two acre development and access to the approximately one-half acre area where the subject proposal takes place will be via existing driveways on Silica Drive that include remote control gates. Employees will be provided remote controls to the site while patrons picking up vehicles will be directed (via posted signage) to call the the operator on-site to remotely open the gate. Since site access will be restricted, Staff has included Conditions 18 & 19, which will ensure emergency access is maintained as required by the Fire Department.

#### Site Information

- The site is surrounded on two sides by M-2 (Heavy Industrial) zoned properties occupied by a warehouse and a plastic recycling/processing facility to the north and a railroad to the east. The west of the site is professional/medical offices within a C-2 (General Commercial) Zone District and to the south of the site is C-2 and C-M (Commercial Manufacturing) zoned properties that include a mix of vacant and developed properties. The subject use is not anticipated to negatively affect these neighboring land uses due to proposals location in the center of the approximately forty-two acre site, that is located in an area that will be screened from the right-of-way and all commercial uses due to its location behind existing buildings.
- Minor Site Plan Case No. ADMN19-00052 was previously approved for the overall forty-two acre site and includes the installation of sidewalk, landscaping, and fencing along Silica Drive, as well as primary parking area improvements on-site. While the subject improvements remain incomplete, Staff notes that the Minor Site Plan Approval included an installation schedule (see Attachment C) that will allow the subject use to operate while the site work is completed. Therefore, Staff has included Condition 10, requiring

all outstanding site improvements to be completed in accordance with the sites previously approved Minor Site Plan.

#### **Required Findings**

- In order to approve a Conditional Use Permit the Development Code requires that the Zoning Administrator make the following findings pursuant to Section 16-3.02.050.
  - The proposed location of the conditional use is in accord with the objectives and requirements of the Development Code.
    - Comment: The underlying M-2 zoning of the property conditionally permits the subject storage/impound yard and the site is bordered by industrial districts on two sides and screened from commercial districts on the remaining sides in an area that will not negatively affect existing or future businesses in the vicinity. Additionally, the outdoor storage is completely screened from public view. Therefore, the proposed location of the use is in accord with the objectives and requirements of the Development Code.
  - The proposed location of the conditional use and the conditions under which it will be operated is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity.
    - Comment: The site has a General Plan designation of Heavy Industrial with a Zone District that allows for the proposed use. The land use descriptions outlined in Table LU-2 in Land Use Element of the General Plan states heavy industrial districts "...are more specialized in nature and require special consideration in terms of use of the property as well as impacts on adjacent properties." Since the subject site is bordered by heavy industrial zoned property on two sides sides and the proposals location will screen on-site operations from adjacent commercial properties, Staff finds that the proposal is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity.
  - o The traffic generated by the proposed conditional use will not overload the capacity of the surrounding street system and will not create a hazard to public safety.
    - Comment: Since the proposed use will mainly utilize typical daytime hours of operation, which are similar to existing industrial uses in the vicinity that operate without overloading the capacity of the roadways, the proposal is not anticipated to overload the surrounding street system or include impacts greater than those that the existing uses would generate during peak hours. Additionally, the site abuts and is accessed via Silica Drive, an Arterial Roadway that has the ability to serve the traffic created by the use.
  - The proposed conditional use will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.
    - Comment: The existing site is fully developed and the previously approved Minor Site Case No. ADMN19-00052 (Attachment C) will ensure that the site is

improved in accordance with current City standards. Additionally, the use is conditionally permitted the underlying M-1 zoning of the site and the proposal will not negatively affect the existing uses in the vicinity. Therefore, Staff finds that the proposal will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.

#### IV. <u>SITE CHARACTERISTICS:</u>

2	<b>Existing Land Use</b>	General Plan	Zoning	<b>Specific Plan District</b>
Site	Vacant Manufacturing Facility	Heavy Industrial	M-2T*	N/A
North	Plastic Recycling / Warehouse	Heavy Industrial	M-2T*	N/A
South	Office / Vacant / Self-Service Storage	Commercial	C-2T* / C-M	N/A
East	BNSF Railroad	Heavy Industrial	M-2T*	N/A
West	Professional Office Complex	Commercial	C-2T*	N/A

<sup>\*</sup> The "T" or Transitional District was applied to these properties in order to require a Site Plan Review and paleontological/archaeological monitoring in conjunction with any new development.

#### **NUMBER OF RADIUS LETTERS MAILED: 28**

#### Attachments:

Attachment A – Site Plan

Attachment B – Business Description

Attachment C - Minor Site Plan ADMN19-00052 Approval Letter

Attachment D - Aerial Image

AJ

#### CONDITIONS OF APPROVAL

ADMN19-00076 - A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN ACCESSORY VEHICLE STORAGE/IMPOUND YARD ON A DEVELOPED PROPERTY LOCATED AT 17300 SILICA DRIVE September 4, 2019

#### **Planning Conditions:**

- 1. This Conditional Use Permit allows for the operation of a vehicle storage/impound yard that will operate as an accessory use to future industrial users on-site on property located at 17300 Silica Drive (APN 3091-191-23). This approval includes ancillary office functions on-site and primary hours of operation of 8 a.m. 5 p.m. Monday through Friday daily as well as vehicle storage 24 hours a day, seven days a week. The Zoning Administrator may allow revised hours of operation and/or accessory or revised services not listed in this approval providing the approved use does not change and the changes do not negatively affect the public health, safety, and welfare nor cause nonconformance with findings required by Section 16-3.02.050 of the Development Code.
- 2. The proposed improvements and use shall comply with all applicable development standards of Title 16 and shall be in general compliance with the Industrial Design Guidelines.
- 3. The proposed improvements and use shall be in substantial conformity with the plans submitted as part of this application, unless modification is required to comply with the applicable development standards of Title 16 and/or conditions of approval.
- 4. 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.
- 5. 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, shall cause that use to be subject to Planning Commission review and approval.
- 6. The number and location of all handicapped parking spaces shall be subject to Development Department review and approval.
- 7. All proposed signs, including any freestanding signage, shall comply with Title 16. 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. All signs shall be subject to Planning Staff review and approval prior to obtaining a building permit.
- 8. All proposed temporary signage shall comply with Title 16. All temporary signs (grand openings, special sales, etc.) shall only be affixed to the suite they serve in accordance with an approved Temporary Sign Permit. Flags or other off-site signage is prohibited within multi-tenant developments.
- 9. The applicant shall provide 1 space for every employee during the highest shift change as well as 1 space for every 300 sq. ft. of administrative office area in accordance with Title 16 standards. Compliance can be verified during field inspection by Planning Staff prior to the commencement of operations on-site.

- 10. All outstanding site improvements approved in conjunction with Minor Site Plan Case No. ADMN19-00052 shall be completed in accordance with the approved installation schedule.
- 11. The applicant/developer shall be responsible for obtaining all necessary permits from any affected regulatory agencies.
- 12. 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.
- 13. The use shall comply with all Federal, State and local laws and policies, including: the California Government Code (including the Planning, Zoning and Development Laws), Environmental Quality Act (CEQA), Subdivision Map Act, International Building Code, Green Code, Fire Code; and, Victorville General Plan and Municipal Code; unless permitted to deviate through provisions of such, or through adopted mitigation measures, conditions of approval, or the plans themselves.

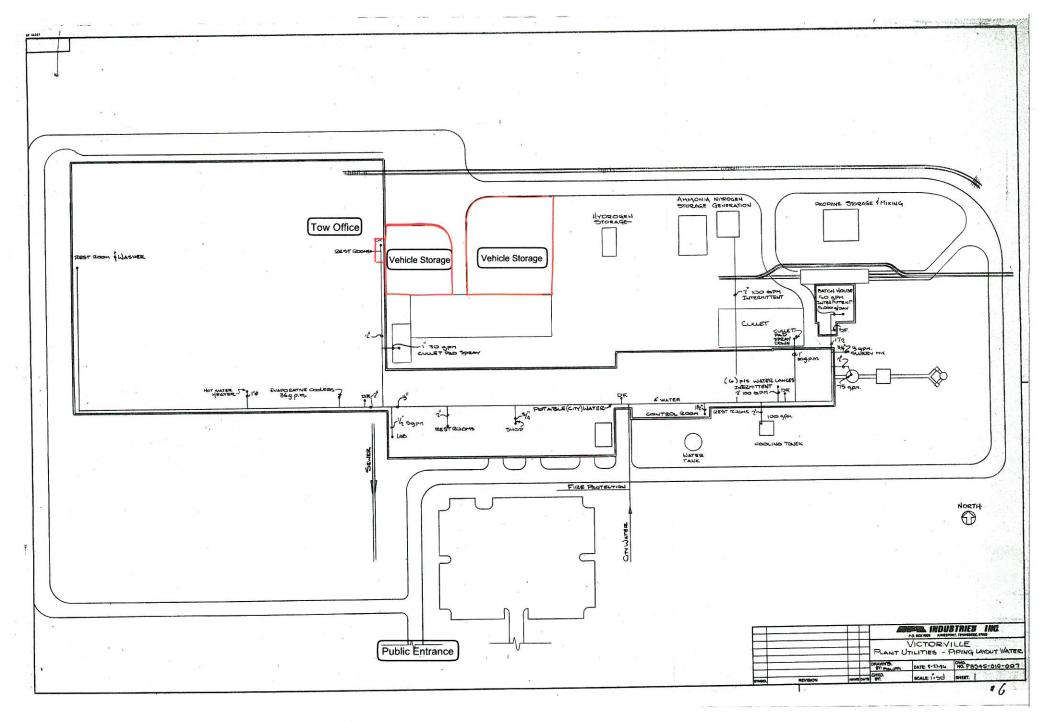
#### **Building Conditions:**

- 14. The project shall comply with all building codes in effect at the time of plan submittal.
- 15. The scope of work indicated will require accessibility upgrades to be included in accordance with Section 11B-202 of the California Building Code.
- 16. 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.

#### Fire Conditions:

- 17. Shall comply with all current Building and Fire Code requirements based on occupancy classification.
- 18. All access gates shall require mechanical means for opening in event of power failure, shall not impinge on required clear width when fully open, and shall be equipped with Knox Box lock actuation devices.
- 19. Knox Box/Key Box is required, and shall be provided and installed in accordance with Fire Department Standard No. 2.

# ATTACHMENT A



# ATTACHMENT B

Air Expressway Towing
Jonathan Lemieux
17300 Silica Dr
Victorville, CA 92395

City of Victorville Development Department:

To whom it may concern,

We will be using this tow yard for conducting business in the storage of vehicles for towing accounts such as CHP, Victorville Police Department, private party impounds, owner's request tows, etc. Our hours of operation are Monday – Friday from 8:00am through 5:00pm with the exception of federal holidays per the CHP tow service agreement. There will be one employee on-site who manages the yard and occasional entry by tow truck drivers to drop off vehicles for storage. The drivers will access through the main gate on Silica Drive via controlled clickers. This is how they will drop off vehicles. There will be a sign posted at the front gate with a contact number. Customers will call this phone number to reach the yard manager to open the gate in order to access the yard and office. This is how vehicle pickups will work. When leaving the yard, we will remotely open the gate again in order for the customer to leave. The gate closes automatically after 45 seconds of opening.

Thank you,

Jonathan Lemieux

Owner

Air Expressway Towing

# ATTACHMENT C

#### **DEVELOPMENT DEPARTMENT**

# CITY OF VICTORVILLE



Planning • Building • Code Enforcement
Business License • Animal Control
14343 Civic Drive
P.O. Box 5001
Victorville, CA 92393-5001

(760) 955-5135 Fax (760) 269-0070 Planning@victorvilleca.gov

6/18/2019

Sahga Group Gilbert Rodriguez 10950 Arrow RTE 2111 Rancho Cucamonga, CA 91729

Re: CASE ADMN19-00052 - A MINOR SITE PLAN WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR EXTERIOR SITE IMPROVEMENTS TO PARKING, LANDSCAPING AND FENCING ON PROPERTY LOCATED AT 17300 SILICA DRIVE

#### Dear Applicant:

The City received your initial application submitted for processing on May 13, 2019. After considering all the information in regard to the above mentioned case, the Zoning Administrator has administratively Approved w/Conditions the above-mentioned case ADMN19-00052.

If approved, please sign and return the attached affidavit to the Development Department, recognizing and accepting the conditions of approval. Also note that the Administrative Planning approval shall not be valid until such time as the affidavit has been returned to this office.

This action is appealable to the Planning Commission within 10 days from the date of this letter. The applicant shall acknowledge that any appeal of this action will void this approval, until the action is resolved by the Planning Commission or City Council at a public hearing.

Additional information is also attached to this letter regarding appeal procedures, expiration and environmental fees that may or may not apply to your project.

Should you have any questions or require clarification on this matter, please do not hesitate to contact Case Planner Travis Clark at (760) 955-5135.

Sincerely,

Scott Webb

1/10/14

Zoning Administrator

#### ADMN19-00052 AFFIDAVIT OF ACCEPTANCE

A MINOR SITE PLAN WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR EXTERIOR SITE IMPROVEMENTS TO PARKING, LANDSCAPING AND FENCING ON PROPERTY LOCATED AT 17300 SILICA DRIVE

#### **Planning Conditions**

- This Minor Site Plan approval is to allow for site improvements to an existing industrial site including the addition of new drive approaches, installation of sidewalk, the replacement of chain link fencing with wrought iron fencing, the installation of landscaping as well as parking lot and driveway improvements located at 17300 Silica Drive.
- The proposed development shall comply with all applicable development standards of Title 16 and shall be in general compliance with the (Commercial or Industrial) Design Guidelines.
- The proposed development shall be in substantial conformity with the plans submitted as part of this application, unless modification is required to comply with the applicable development standards of Title 16 and/or conditions of approval.
- O4 All signage shown on the plans shall require a separate review and approval and shall meet Title 16 standards. All signs shall be subject to Planning Staff review and approval prior to obtaining a building permit.
- O5 All improvements associated with this proposal shall be completed in accordance with the schedule of improvements noted in Attachment A of this approval, unless otherwise approved by the Zoning Administrator.
- All improvements noted in Attachment A shall be completed prior to the issuance of a permanent Certificate of Occupancy or within one year of the issuance of a Business License for any business on the subject site. The subject Business License will expire one year from the date of issuance.
- O7 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
- 08 The applicant/developer shall be responsible for obtaining all necessary permits from any affected regulatory agencies.
- The project shall comply with all Federal, State and local laws and policies, including: the California Government Code (including the Planning, Zoning and Development Laws), Environmental Quality Act (CEQA), Subdivision Map Act, International Building Code, Green Code, Fire Code; and, Victorville General Plan and Municipal Code; unless permitted to deviate through provisions of such, or through adopted mitigation measures or the conditions of approval.

- 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.
- 11 This Zoning Administrator's action/approval is appealable to the Planning Commission within 10 days of the action. The applicant shall acknowledge that any appeal of this action will void this approval, until the action is resolved by the Planning Commission or City Council at a public hearing.

#### **Building Conditions**

- 12 The project shall comply with all building codes in effect at the time of plan submittal.
- 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.
- 14 Shall comply with all current Building and Fire Code requirements based on occupancy classification.

#### Fire - Plan Review Conditions

- Access gates shall be provided with an "Opticom" receiver capable of opening gates via decoding of the "Opticom" strobe signal transmitted by Fire, Police, and Ambulance units. All access gates shall require mechanical means for opening in event of power failure, shall not impinge on required clear width when fully open, and shall be equipped with Knox Box lock actuation devices.
- 16 Fencing shall not obstruct Fire Department access to fire hydrants.

#### **Engineering - General Conditions**

- 17 The developer shall install the following public street improvements:
  - 1. Sidewalk per City Standards along the Silica Drive frontage of the subdivision;
  - 2. Ramps and wheel chair bypass routes at each driveway approach serving the property along Silica Drive in compliance with the guidelines of the Americans with Disabilities Act Standards for Accessible Design and the Standard Specifications for Public Improvements of the City of Victorville;
  - 3. Street lighting system per City Standards along the Silica Drive frontage of the subdivision.

I, (Print Name)	, hereby accept the foregoing conditions of
Approval	
Signature	Date
For:	
ги	 

# ATTACHMENT A ADMN19-00052

June 11. 2019

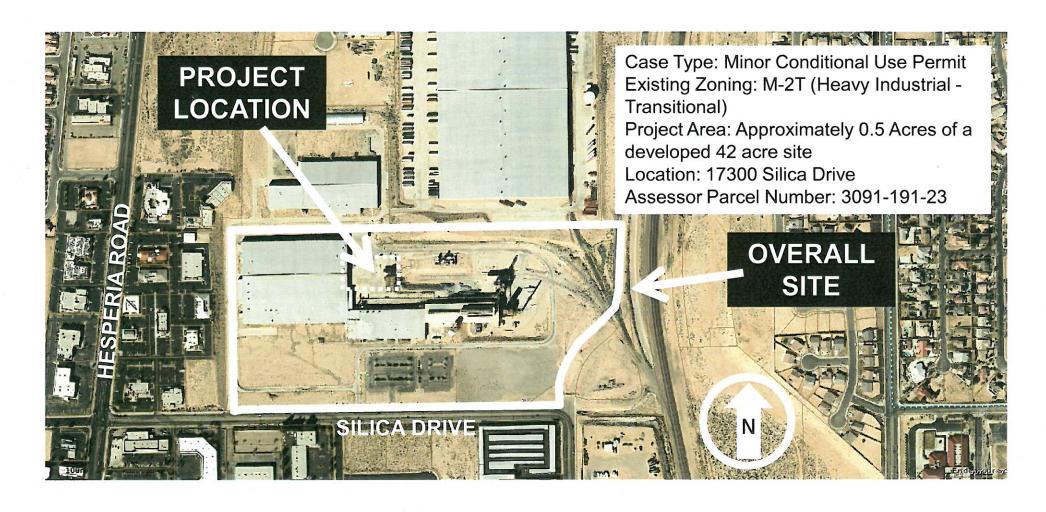
PROJECT SITE: 17300 Silica Dr., Victorville

The following is the list of improvements that are conditioned by the City of Victorville for the purpose of having Occupancy of the subject site, 17300 Silica Drive Building "A", Victorville, California

OFF SITE IMPROVEMENTS	COMMENCEMENT
1. Install 10 feet wide concrete sidewalk on frontage of Silica s	treet / 30 – 60 days item # 2 completed
2. Install three (3) new concrete drive approaches and ADA cu	rb returns / 60 – 90 days after C of O
from Silica Drive	
3. Install new landscaping and irrigation along parkway on Silio	a Drive / 30-60 days after # 1 completed
4. Install new wrought iron fence along Silica Drive and remov	e chain / 30- 60 days after # 3 completed
Link fence	subject to weather
ONSITE IMPROVEMENTS	
1. Install new irrigation and landscaping per landscape plan	/ 90-120 days after C of O . Subject to
	weather
2. Provide new seal cote on asphalt drive areas /	Upon completion of on site landscaping
3. Provide parking lot lighting throughout property	/ Prior to occupancy
4. Provide proper maintenance throughout property	/ In Progress

# ATTACHMENT D

### CASE: ADMN19-00076





### ZONING ADMINISTRATOR STAFF REPORT

DATE:

SEPTEMBER 4, 2019

AGENDA NO. 3

CASE:

ADMN19-00086

SUBJECT:

A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR THE ADDITION OF A STANDALONE DRIVE-THRU AUTOMATED TELLER MACHINE ON A PROPERTY ZONED C-2 GENERAL

COMMERCIAL

APPLICANT:

ROTHBART DEVELOPMENT

LOCATION:

WITHIN THE CROSSROADS SHOPPING CENTER AT THE NORTHEAST

CORNER OF PALMDALE ROAD AND HWY 395

#### I. STAFF RECOMMENDATION:

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

- Environmental Assessment Find the project categorically exempt per CEQA Section 15303

   Existing Facilities; and
- 2. Minor Conditional Use Permit Approve Minor Conditional Use Permit Case No. ADMN19-00086 subject to the recommended Conditions of Approval.

#### II. SUMMARY:

The applicant is requesting approval of this Minor Conditional Use Permit to allow for the installation of a standalone drive-thru Automated Teller Machine (ATM) on Parcel 7 (see the attached site plan) within the Crossroads Shopping Center. The C-2 General Commercial District requires a Conditional Use Permit for the structure and use. The ATM would be open 24-hours a day and the facility will only offer ATM drive-thru services. Recently, on August 2, 2019, a multitenant building was approved on Parcel 7 through a Minor Site Plan. This Minor Conditional Use will run concurrently and be developed with the approved Minor Site Plan.

#### III. STAFF ANALYSIS:

#### 1. Environmental Assessment.

California Environmental Quality Act (CEQA) Section 15303 allows a categorical exemption for the accessory structures. Since the proposed ATM will be accessory to the primary building on the parcel, this exemption is applicable.

#### 2. Minor Conditional Use Permit.

- The standalone drive-thru ATM does not take any parking spaces from the approved site plan, nor does it cause a visibility or traffic issue as conditioned to be placed a minimum of 15-feet in back of the main drive aisle.
- The Wells Fargo corporate accent colors are permitted to be used on the ATM, however they must be accent colors and not primary colors. Therefore, the ATM drive-thru structure shall match Building 7 and include materials from Building 7. The ATM must comply with the Crossroads Design guidelines.

#### **Required Findings**

- In order to approve a Conditional Use Permit the Development Code requires that the Zoning Administrator make the following findings:
  - The proposed location of the conditional use is in accord with the objectives and requirements of the Development Code.
    - Comment: The C-2 General Commercial land use district conditionally permits stand alone ATM's and the service will complement existing uses within the Crossroads Shopping Center. Additionally, the site is along a major thoroughfare and provides a suitable site for a financial institution that is consistent with adjacent uses. Therefore, the proposed location of the use is in accord with the objectives and requirements of the Development Code.
  - The proposed location of the conditional use and the conditions under which it will be operated is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity.
    - Comment: The site has a General Plan designation of Commercial with a land use district that conditionally allows for the proposed use. Additionally, Policy 2.1.3 of the Land Use Element of the General Plan is to "Encourage the revitalization of existing commercial areas" which this proposal will promote by providing a complementary service along a major thoroughfare (Hwy 395) that is well suited for the proposed operation. Therefore, Staff finds that the proposal is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity due to it utilizing a site well suited to the proposed use.
  - The traffic generated by the proposed conditional use will not overload the capacity of the surrounding street system and will not create a hazard to public safety.
    - Comment: Since the site currently contains service/restaurant/retail uses with similar functions as the proposed use with no adverse affects to the circulation in the shopping center, the proposal is not anticipated to overload the surrounding street system or include impacts greater than a permitted use would generate.
  - The proposed conditional use will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.

Comment: The existing site has fully developed infrastructure in accordance with Municipal Code Standards, including sufficient parking on the site. Additionally, financial institutions are listed as a permitted use within the C-2 land use district, and the proposal is similar to and has similar impacts of a permitted professional service or retail use. Therefore, the proposal will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.

#### IV. <u>SITE CHARACTERISTICS:</u>

	<b>Existing Land Use</b>	General Plan	Zoning	<b>Specific Plan District</b>
Site	Vacant (Multi-Tenant Building approved)	Commercial	C-2	N/A
North	Dollar Tree	Commercial	C-2	N/A
South	Chevron	Commercial	C-2	N/A
East	Walmart	Commercial	C-2	N/A
West	Auto Zone	Commercial	C-2	N/A

#### NUMBER OF RADIUS LETTERS MAILED: 7

MJS

Attachments: Site Plans Elevation Aerial Image

#### CONDITIONS OF APPROVAL ADMN19-00086 September 4, 2019

## A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR THE ADDITION OF A STAND-ALONE ATM ON A PROPERTY ZONED C-2 GENERAL COMMERCIAL

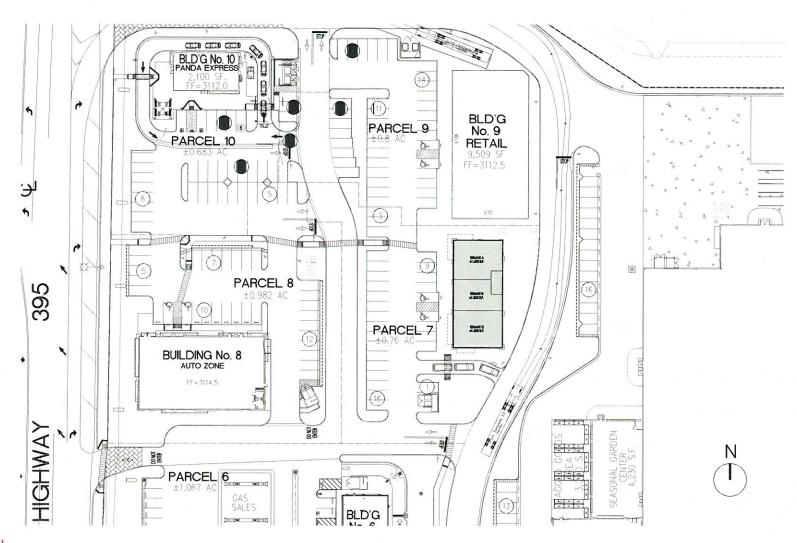
#### **Planning Conditions:**

- 1. This approval shall be valid for a standalone drive-thru ATM on Pad 7 within the Crossroads Shopping Center located at the northeast corner of Hwy 395 and Palmdale Road.
- 2. This Minor Conditional Use Permit shall run concurrent and be developed with Minor Site Plan ADMN19-00068.
- 3. The proposed improvements and use shall comply with all applicable development standards of Title 16.
- 4. The applicant/developer shall provide security cameras on the structure, subject to Zoning Administrator review and approval.
- 5. The applicant/developer shall ensure adequate site lighting is maintained during night hours, subject to Zoning Administrator review and approval.
- 6. The proposed improvements and use shall be in substantial conformity with the plans submitted as part of this application, unless modification is required to comply with the applicable development standards of Title 16, the Crossroads Shopping Center, and/or conditions of approval.
- 7. 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.
- 8. Any change in use or implementation of a new use at the facility, which causes a traffic issue shall cause that use to be subject to Zoning Administrator and/or Planning Commission review and approval.
- 9. The ATM structure shall be set back a minimum of 15-feet from the main drive aisle to allow for visibility upon exiting the drive-thru.
- 10. The Wells Fargo corporate colors must be accent colors and not primary colors. The ATM drivethru structure shall match Building 7 and include colors and materials from Building 7, subject to Planning Division review and approval. The ATM structure shall comply with the Crossroads Design Guidelines.
- 11. All signage located on the ATM structure shall comply with title 16 and the Crossroads sign program. All panel backgrounds shall be opaque.
- 12. All proposed signs, including any freestanding signage, shall comply with Title 16. 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.
- 13. All proposed temporary signage shall comply with Title 16 and the Civic Center Community Sustainability Plan. All temporary signs (grand openings, special sales, etc.) shall only be affixed to the suite they serve in accordance with an approved Temporary Sign Permit. Flags or other off-site signage is prohibited within multi-tenant developments.
- 14. The applicant/business owner shall be responsible for obtaining all necessary permits from any affected regulatory agencies.
- 15. 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 Conditions:**

- 16. The project shall comply with all building and fire codes in effect at the time of plan submittal.
- 17. The scope of work indicated will require accessibility to be included in accordance with Chapter 11B of the California Building Code.
- 18. 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.



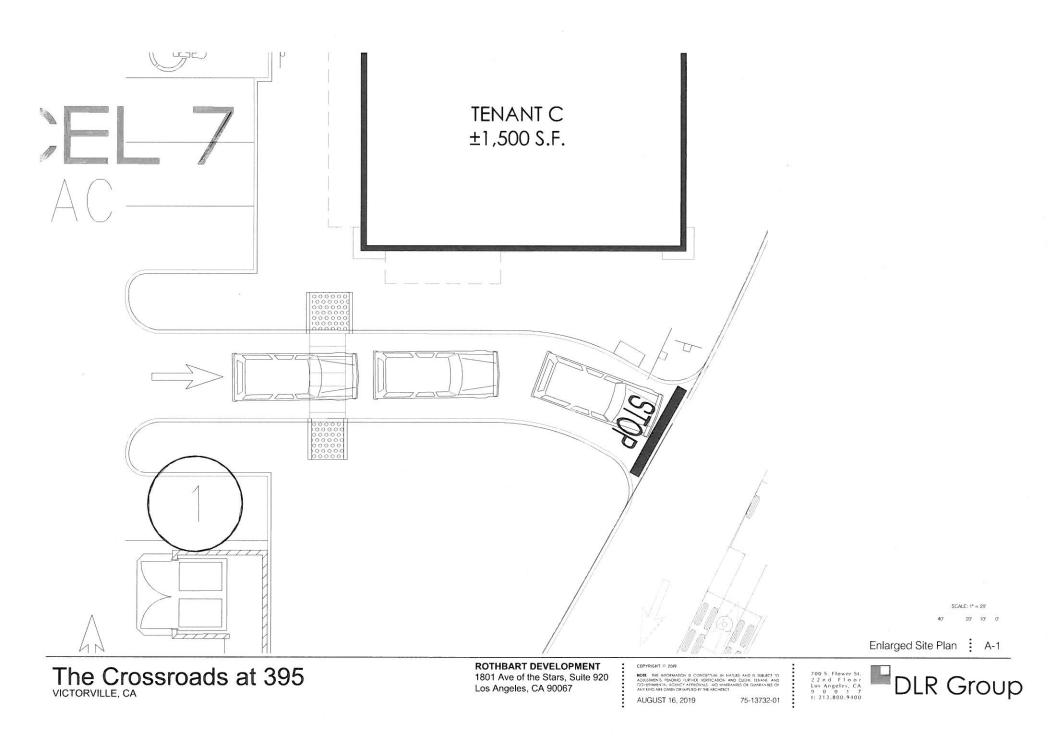
SITE PLAN

PAD BUILDING 7 VICTORVILLE, CA

ROTHBART DEVELOPMENT 10990 Wilshire Blvd Los Angeles, CA 90024

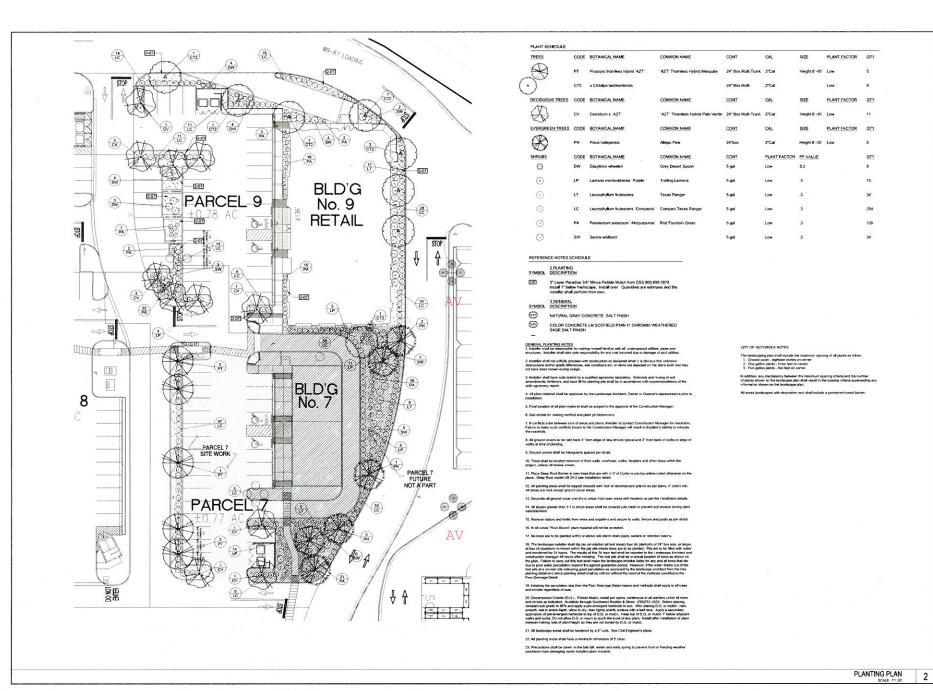


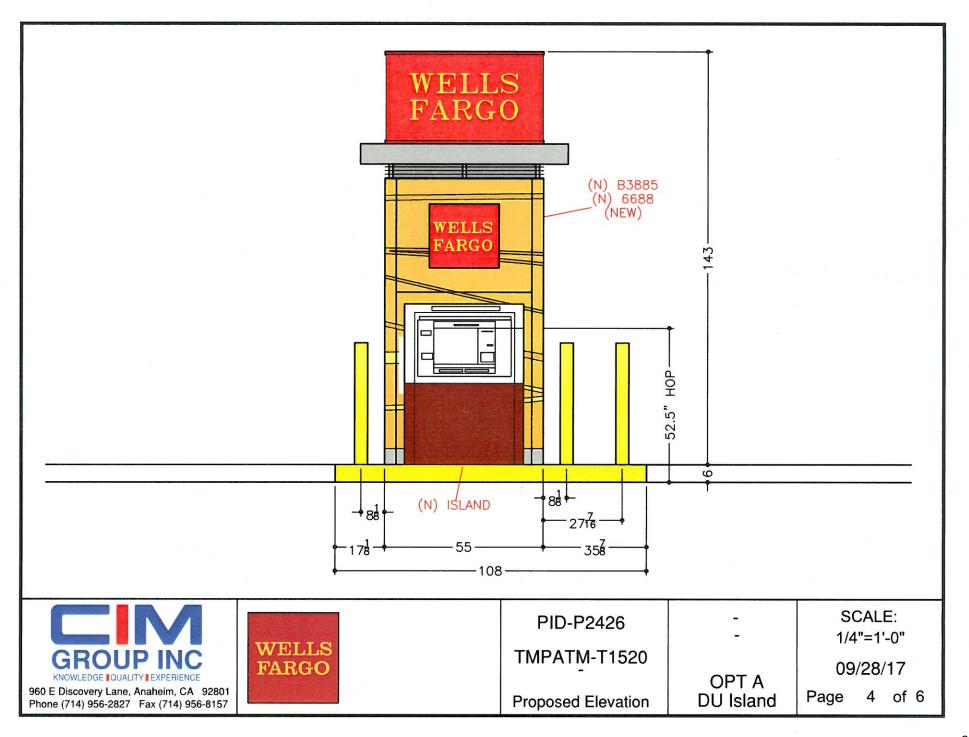


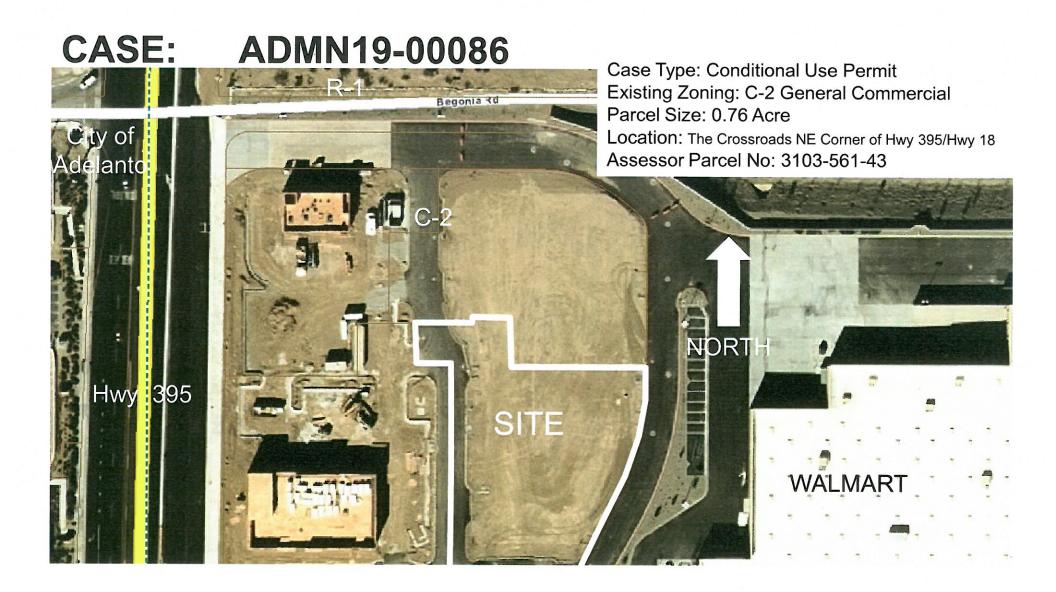


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### ZONING ADMINISTRATOR STAFF REPORT

DATE:

SEPTEMBER 4, 2019

**AGENDA NO. 4** 

CASE:

ADMN19-00089

SUBJECT:

A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN AUTOMOTIVE REPAIR SHOP WITHIN AN EXISTING BUILDING ON A PROPERTY ZONED C-1 (NEIGHBORHOOD

SERVICE)

APPLICANT:

STANDORI 3 LLC

LOCATION:

15622 VILLAGE DRIVE

#### 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 Conditional Use Permit Approve case ADMN19-00089 subject to the recommended conditions and find that the project complies with the required findings outlined in Section 16-3.02.050 of the Development Code.

#### II. SUMMARY:

The applicant is requesting approval of this Minor Conditional Use Permit in order to allow for the use of an existing approximately 3,200 sq. ft. building as an automobile repair facility. The proposal will allow the applicant, who is also the property owner, to seek general automobile repair tenants who will utilize the site's existing roll-up doors at the rear of the site as service bays, as well as provide a secure vehicle storage/staging area at the rear of the site that is screened from public view. Additionally, the proposal includes the relocation of the trash enclosure to an area that will be accessed directly from the alley at the rear of the site, as the existing enclosure is located within a fenced area adjacent to the existing building and would prohibit vehicle storage. As proposed and with the included Conditions of Approval, Staff finds that the proposal meets the requirements of the applicable components of the Development Code as discussed in the following Staff Analysis.

#### III. STAFF ANALYSIS:

#### 1. Environmental Assessment.

California Environmental Quality Act (CEQA) Section 15301 allows a categorical exemption for the permitting, licensing, and minor alteration of existing structures involving negligible or no expansion of use. Since the proposed automobile repair facility will utilize an existing

site with no building expansion, and because the site was originally developed with intended industrial users due to the presence of roll-up doors and screened loading areas, Staff finds that this exemption is applicable and will constitute a negligible expansion of use.

#### 2. Minor Conditional Use Permit.

#### **Business Operations**

- As discussed in the summary, the proposed automobile repair facility will utilize a
  developed site that includes full site improvements and two roll-up doors at the rear of
  the site to be used as service bays. The rear of the site will also be used for vehicle
  storage as this area is screened from Village Drive and is not required for emergency
  access.
- On-site automobile repair will be limited to general mechanical repair and does not include paint and body work.
- Proposed hours of operation are 8 a.m. 5 p.m. daily with up to four employees on-site.

#### **Title 16 Requirements**

- The existing facility will include improvements to the following areas in accordance with the provisions of Section 16-3.05.060(c) of the Development Code as conditioned:
  - Parking area repaired with spaces restriped (Condition 7);
  - A new trash enclosure in accordance with current Development Code standards (Condition 12); and
  - Updated perimeter landscaping will be installed in existing planters in accordance with Title 16 (Condition 17).
- Parking standards require 1 space for each 400 sq. ft. of repair floor area, and 1 space per 200 sq. ft. of office area. Based upon the submitted plans, 8 spaces are required (2,875 sq. ft. repair area / 400 sq. ft. = 7 spaces] + [344 sq. ft. office area / 200 sq. ft. = 2 spaces] = 9 spaces 1 space service bay credit for 2 bays). As proposed, the site exceeds parking requirements with 11 spaces provided and a surplus of 3 spaces.
- Chain link fencing exists at the rear of the site, which is permitted to remain, as this
  fencing is not visible from the sites frontage, does not include razor/barb wire, and
  because the fencing is an existing condition.
- The applicant proposes the use of the rear fenced area for the storage/staging of vehicles waiting to be repaired. Since this area has been used for vehicle parking in the past, Staff does not object to the use of this area as a storage/staging area provided no work is preformed outdoors and vehicles in this area are not dismantled or in a state of disrepair. Therefore, Staff included Condition 13 in order to restrict the storage of vehicles in this area as noted.
- The site includes a standalone mailbox along Village Drive within the planter area that is not permanently secured. Therefore, Staff has included Condition 14, requiring the mailbox to be relocated and/or repaired.

#### **Required Findings**

- In order to approve a Conditional Use Permit the Development Code requires that the Zoning Administrator make the following findings:
  - o The proposed location of the conditional use is in accord with the objectives and requirements of the Development Code.
    - Comment: The underlying C-1 (Neighborhood Service) zoning of the property conditionally permits automobile repair facilities such as this proposal. Additionally, the facility will serve the needs of local residents and is proposed in a manner consistent with the development standards of the C-1 Zone District. Therefore, the proposed location of the use is in accord with the objectives and requirements of the Development Code.
  - The proposed location of the conditional use and the conditions under which it will be operated is consistent with the General Plan and will not be detrimental to the public health, safety and welfare or materially injurious to uses, properties or improvements in the vicinity.
    - Comment: The site has a General Plan designation of Commercial with a Zone District that conditionally allows for the proposed automobile repair facility. Policy 1.2.2 of the Land Use Element of the General Plan is to "Ensure the integrity of each land use district is maintained", which will be achieved by this proposal due to the proposal meeting the intent and objectives of the underlying zone district. Additionally, neighboring land uses (e.g. auto body, tires, self-service carwash, etc.) are automobile related and this proposal will strengthen the existing automobile oriented base without affecting the integrity of the district.
  - o The traffic generated by the proposed conditional use will not overload the capacity of the surrounding street system and will not create a hazard to public safety.
    - Comment: Since the proposed automobile repair facility is located along an Arterial roadway (Village Drive) and is intended to serve local residents, the proposal will not generate traffic in an amount that would overload the capacity of the street system or create a hazard to public safety.
  - The proposed conditional use will comply with each of the applicable provisions of the "Zoning and Land Use Requirements" chapter of Title 16.
    - Comment: As proposed and conditioned, the project includes improvements to parking, landscaping, and the trash enclosure, which comply with each applicable provision of Title 16.

#### IV. SITE CHARACTERISTICS:

	Existing Land Use	General Plan	Zoning	<b>Specific Plan District</b>
Site	Vacant Building	Commercial	C-1	N/A
North	Vacant	Commercial	C-1	N/A
South	Automobile Paint & Body	Commercial	C-1	N/A
East	Church	Commercial	C-1	N/A
West	Multi-family Residences	Medium Density Residential	R-2B½	N/A

#### **NUMBER OF RADIUS LETTERS MAILED: 24**

AJ

#### Attachments:

Attachment A – Site Plan Graphics

Attachment B - Project Description

Attachment C – Aerial Image

#### **CONDITIONS OF APPROVAL**

ADMN19-00089 - A MINOR CONDITIONAL USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR AN AUTOMOTIVE REPAIR SHOP WITHIN AN EXISTING BUILDING ON A PROPERTY ZONED C-1 NEIGHBORHOOD SERVICE COMMERCIAL LOCATED AT 15622 VILLAGE DRIVE

September 4, 2019

#### Planning Conditions:

- 1. This approval is to allow for an automobile repair facility at 15622 Village Drive. The facility is permitted to operate seven days a week with approved hours of operation of 8 a.m. 5 p.m., providing automobile repair within an enclosed building and vehicle storage/staging at the rear of the site screened from Village Drive. The Zoning Administrator may allow revised hours of operation and/or accessory or revised services not listed in this approval providing the approved use does not change and the changes do not negatively affect the public health, safety, and welfare nor cause nonconformance with findings required by Section 16-3.02.050 of the Development Code.
- 2. Any expansion of the proposed use beyond the scope of this Minor 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. The proposed development shall comply with all applicable development standards of Title 16 and shall be in general compliance with the Commercial Design Guidelines.
- 4. The proposed development shall be in substantial conformity with the plans submitted as part of this application, unless modification is required to comply with the applicable development standards of Title 16 and/or conditions of approval.
- 5. Any change in use or implementation of a new use within the facility, which will require additional parking spaces resulting in noncompliance with the parking standards of Title 16, shall cause that use to be subject to Planning Commission review and approval.
- 6. The number and location of all handicapped parking spaces shall be subject to Development Department review and approval.
- 7. The applicant shall slurry coat and seal the parking lot prior to the issuance of a permanent Certificate of Occupancy. Additionally, the parking area shall be restriped with parking space delineations and entry/exit arrows in accordance with the approved plans prior to the issuance of a permanent Certificate of Occupancy.
- 8. All proposed signs, including any freestanding signage, shall comply with Title 16. 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. All signs shall be subject to Planning Staff review and approval prior to obtaining a building permit.
- 9. All proposed temporary signage shall comply with Title 16. All temporary signs (grand openings, special sales, etc.) shall only be affixed to the suite they serve in accordance with an approved Temporary Sign Permit. Flags or other off-site signage is prohibited within multi-tenant developments.

- 10. Any new rooftop and/or ground mounted equipment visible from public right-of-ways shall be screened from view and architecturally integrated into the building.
- 11. Any new wall mounted utility equipment (i.e. meters, panels, boxes, conduit etc.) shall not be visually exposed on the building. This type of equipment shall be internally located, screened with landscaping or covered in a manner that is architecturally integrated into the design of the building, subject to the review and approval of the Zoning Administrator.
- 12. The applicant shall install a trash enclosure in conformance with Section 16-3.24.110 of the Victorville Municipal Code. The enclosure shall have solid block walls with non-transparent metal gates, a solid roof/cover that is architecturally compatible with the primary building(s) onsite and serves to protect the refuse area from inclement weather, as well as wrought iron that fully encloses the trash enclosure between the block wall/metal gates and the roof to prevent unauthorized entry. Additionally, all trash enclosures shall include "walk-in" rear or side access for pedestrian use. The location, design and quantity of said enclosures shall be subject to Planning Staff review and approval.
- 13. All work on vehicles shall be performed indoors and any storage of vehicles that are dismantled, partially dismantled, or on a visible state of repair is prohibited. Additionally, vehicles waiting to be repaired or that do not appear to be in a visible state of repair are permitted to be stored within the area screened from public view at the rear of the site provided no actual repair work is performed outdoors.
- 14. Prior to the issuance of a permanent Certificate of Occupancy, the sites mailbox shall be relocated and/or repaired to be constructed in a permanent manner. Actual construction and location shall be subject to Zoning administrator review as well as U.S. Postal service approval as applicable.
- 15. The applicant/developer shall be responsible for obtaining all necessary permits from any affected regulatory agencies.
- 16. Prior to the release of any utilities for the use, all Title 16 improvements for the project shall be installed or a bond posted in the amount of one hundred fifty percent (150%) of the value of the uncompleted work shall be submitted to the Zoning Administrator, unless otherwise deemed unnecessary by the Zoning Administrator. Any modifications to the amount of the bond shall be subject to review and approval by the Zoning Administrator only if found by the Zoning Administrator that there are circumstances unique to the use that is not applicable to other uses.
- 17. 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.
- 18. 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.

19. The project shall comply with all Federal, State and local laws and policies, including: the California Government Code (including the Planning, Zoning and Development Laws), Environmental Quality Act (CEQA), Subdivision Map Act, International Building Code, Green Code, Fire Code; and, Victorville General Plan and Municipal Code; unless permitted to deviate through provisions of such, or through adopted mitigation measures, conditions of approval, or the plans themselves.

#### **Engineering Conditions:**

20. A reduced pressure backflow device per City standard W-39 must be installed behind the domestic water meter serving the site. Contact the Water District at the Engineering Department counter for details on requirements.

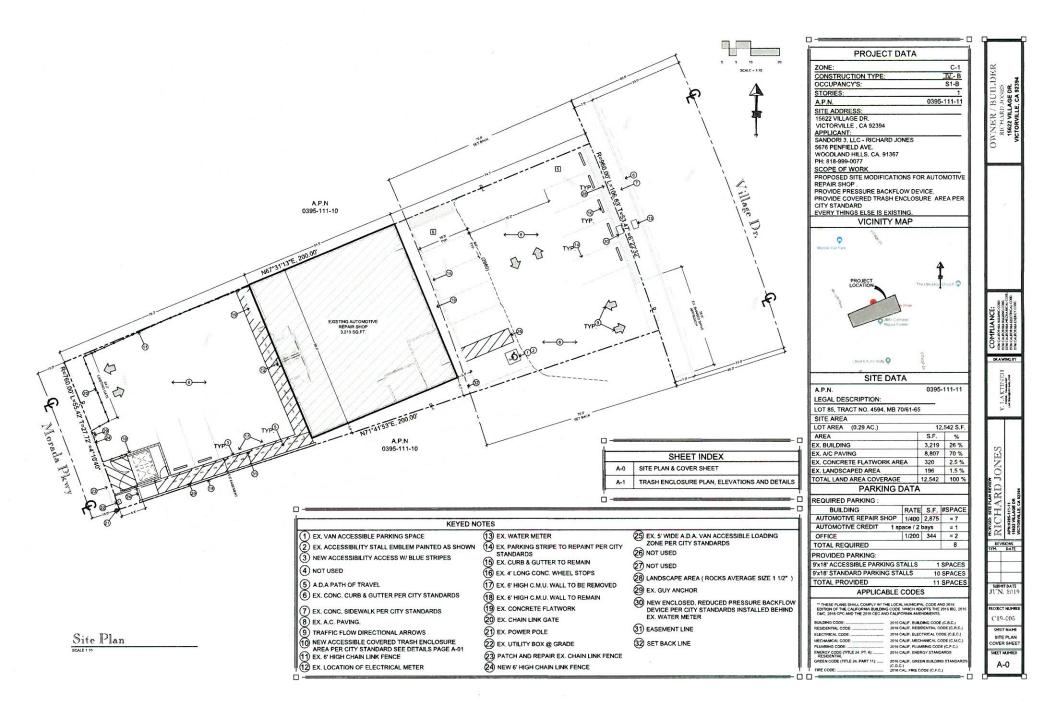
#### **Building Conditions:**

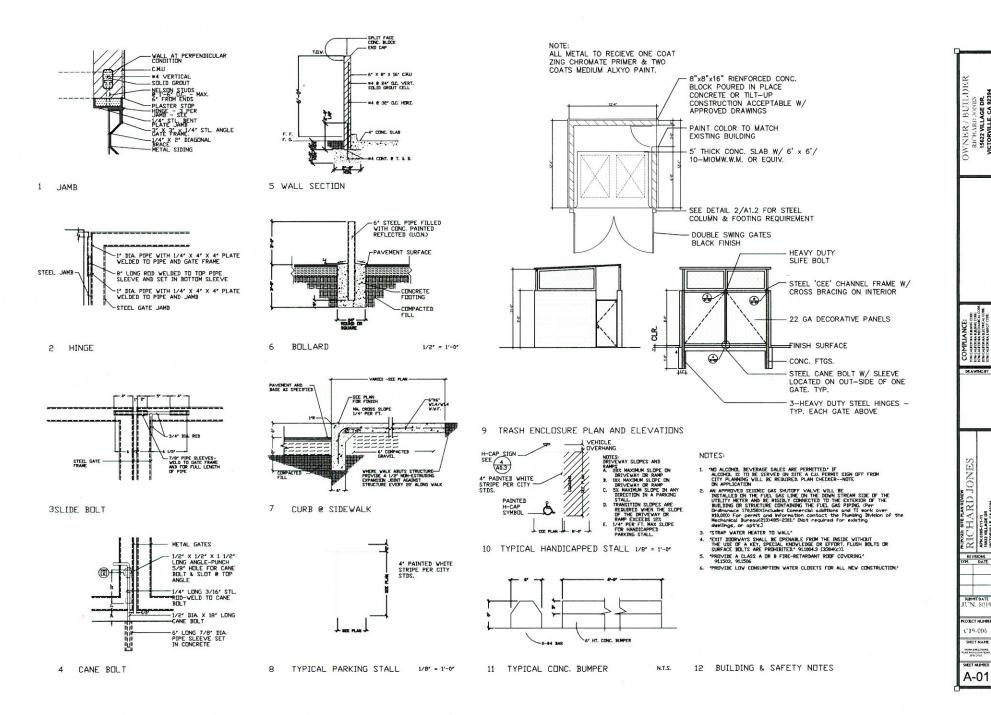
- 21. The project shall comply with all building codes in effect at the time of plan submittal.
- 22. The scope of work indicated will require accessibility upgrades to be included in accordance with Section 11B-202 of the California Building Code.
- 23. Plan check fees for this project will be due, 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.

#### **Fire Conditions:**

24. Shall comply with all current Building and Fire Code requirements based on occupancy classification.

# ATTACHMENT A





# ATTACHMENT B



#### 5676 Penfield Ave Woodland Hills, CA 91367 818.999.1411

#### CITY OF VICTORVILLE

15622 Village Dr Victorville, Ca APN #0395-111-11-0000

The Property will be used for parts replacement auto repair, no paint work.

The fenced rear yard will provide for vehicle parking and storage.

The front yard will provide for vehicle parking

The interior of the building will provide space for automotive repair, automotive repair tools and parts.

Hours of operation will be normal operating hours approximately 8AM to 5PM

Business will require 1 to 4 employees

Employees normal greatest shift 8 hours

# ATTACHMENT C

### CASE: ADMN19-00089



### **PUBLIC COMMENTS**

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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