OROVILLE PLANNING COMMISSION



Council Chambers 1735 Montgomery Street Oroville, CA. 95965

December 03, 2020 SPECIAL MEETING 6:00 PM AGENDA

COVID-19 AND PUBLIC ACCESS AND PARTICIPATION

In light of the Governors orders issued on November 16, 2020 returning Butte County to Tier 1 (Purple) the Oroville City Council Chambers are closed to the public until further notice.

To View the Council Meeting:

1. Watch our live feed https://www.youtube.com/channel/UCAoRW34swYI85UBfYqT7lbQ/

To Participate in the Council Meeting:

- 1. Email before the meeting by 2:30 PM your comments to publiccomment@cityoforoville.org
- Join the meeting virtually via Zoom Join Zoom Meeting <u>https://zoom.us/j/99739759705?pwd=NjZoaHdQalZoV0k0aldBYzIIdTN6dz09</u> Meeting ID: 997 3975 9705 Passcode: 100263

CALL TO ORDER / ROLL CALL

Commissioners: Tammy Flicker, Michael Britton, Randy Chapman, Susan Sears, Vice Chairperson Wyatt Jenkins, Chairperson Carl Durling

OPEN SESSION

Pledge of Allegiance

PUBLIC COMMUNICATION – HEARING OF NON-AGENDA ITEMS

This is the time to address the Commission about any item not listed on the agenda. If you wish to address the Commission on an item listed on the agenda, please follow the directions listed above.

PUBLIC HEARINGS

The Public Hearing Procedure is as follows:

- Mayor or Chairperson opens the public hearing.
- Staff presents and answers questions from Council
- The hearing is opened for public comment limited to two (2) minutes per speaker. In the event of more than ten (10) speakers, time will be limited to one and a half (1.5) minutes. Under Government Code 54954.3, the time for each presentation may be limited.
- Public comment session is closed
- Commission debate and action

1. MINOR USE PERMIT UP 20-08 FOR RENOVATION OF THE FORMER LA ESMERALDA MARKET INTO A DRIVE THROUGH RESTAURANT WITH ALCOHOL SALES AT 450 ORO DAM BOULEVARD EAST

The Oroville Planning Commission will review and consider approving Use Permit No. UP20-08 for the renovation of an existing 4,400 square foot former market at 450 Oro Dam Blvd, Oroville, California, and addition of a drive-thru with associated site improvements. Application includes a Type 47 "On Sale General-Eating Place" alcohol sales license.

RECOMMENDATION

Adopt the Class 2 Categorical Exemption for Existing Facilities (CCR, Title 14, Sec. 15301 – as the appropriate level of environmental review in accordance with the California Environmental Quality Act (CEQA); and

Adopt the recommended Findings for Use Permit No. UP20-08, and

Approve Use Permit UP20-08 and recommended Conditions of Approval; and

Adopt Resolution No. P2020-22

2. MINOR USE PERMIT UP 20-09 FOR A NEW GYMNASIUM AND 10 CLASSROOMS AT THE STREAM CHARTER SCHOOL AT 455 ORO DAM BOULEVARD EAST

The Oroville Planning Commission will review and consider approving Use Permit No. UP20-09 for an expansion of the STREAM Charter School at 455 Oro Dam Blvd, Oroville, California, specifically the addition of a gymnasium and 10 classrooms with associated site improvements.

RECOMMENDATION

Adopt the Class 32 Categorical Exemption for an Infill Development Project (CCR, Title 14, Sec. 15332 – as the appropriate level of environmental review in accordance with the California Environmental Quality Act (CEQA); and

Adopt the recommended Findings for Use Permit No. UP20-09, and

Approve Use Permit UP20-09 and recommended Conditions of Approval; and

Adopt Resolution No. P2020-23

ADJOURN THE MEETING

The meeting will be adjourned. A regular meeting of the Oroville Planning Commission will be held on January 28, 2020 at 6:00 PM.

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the City of Oroville encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the City Clerk at (530) 538-2535, well in advance of the regular meeting you wish to attend, so that we may make every reasonable effort to accommodate you. Documents distributed for public session items, less than 72 hours prior to meeting, are available for public inspection at City Hall, 1735 Montgomery Street, Oroville, California.

Recordings - All meetings are recorded and broadcast live on cityoforoville.org and YouTube.

Planning Commission Decisions - Any person who is dissatisfied with the decisions of this Planning Commission may appeal to the City Council by filing with the Zoning Administrator within fifteen days from the date of the action. A written notice of appeal specifying the grounds and an appeal fee immediately payable to the City of Oroville must be submitted at the time of filing. The Oroville City Council may sustain, modify or overrule this decision.





Leonardo DePaola Community Development Director

COMMUNITY DEVELOPMENT DEPARTMENT 1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2436 FAX (530) 538-2426 www.citvoforoville.org

PLANNING COMMISSION STAFF REPORT

Thursday, December 3, 2020

RE: Minor Use Permit UP 20-08 for renovation of the former La Esmeralda Market into a Drive Through restaurant with alcohol sales at 450 Oro Dam Boulevard East

SUMMARY: The Oroville Planning Commission will review and consider approving Use Permit No. UP20-08 for the renovation of an existing 4,400 square foot former market at 450 Oro Dam Blvd, Oroville, California, and addition of a drive-thru with associated site improvements. Application includes a Type 47 "On Sale General-Eating Place" alcohol sales license.

RECOMMENDATION: Staff recommends the following actions:

- Adopt the Class 2 Categorical Exemption for Existing Facilities (CCR, Title 14, Sec. 15301 – as the appropriate level of environmental review in accordance with the California Environmental Quality Act (CEQA);
- 2. Adopt the recommended Findings for Use Permit No. UP20-08, and
- 3. Approve Use Permit UP20-08 and recommended Conditions of Approval;
- 4. Adopt Resolution No. P2020-22

APPLICANTS: Mark Mendez

LOCATION: 450 Oro Dam Blvd, Oroville,	GENERAL PLAN: MXC (Corridor Mixed Use)
California	ZONING: MU (Mixed Use)
	FLOOD ZONE: Zone X

ENVIRONMENTAL DETERMINATION: Categorically Exempt per Section 15301 of Title 14, California Code of Regulations, Existing Facilities.

REPORT PREPARED BY:	REVIEWED BY:
Wes Ervin, Senior Planner	Dawn Nevers, Assistant Director
Community Development Department	Community Development Departmentr

DISCUSSION

This property has previously been used for La Esmeralda Market, and has been vacant

for several years. The property owner intends to renovate the existing building and create a new drive-thru restaurant at the same location. The use is permitted by right at that location, but the drive-thru and the proposed alcohol sales both require a Use Permit. Approval of the Use Permit also constitutes Development Review.

Traffic Considerations

Applicant proposes a 12-car stacking drive through lane, which staff considers adequate.

Ingress and egress from SR162 would be unchanged. Staff's proposed conditions require applicant to work with Caltrans to obtain an easement/encroachment if required.

The Development Review Committee reviewed the project on November 12 and recommends approval.

Alcohol Sales

Applicant is processing a person-to-person transfer to this property of a long-standing permit from ABC for a Type 47 license that allows on-site sale of alcohol. A catering authorization would be added to this permit in the future. Staff has no concerns with this type of license at this facility, but notes that if he sells to a branded restaurant without alcohol sales, he will have a useless permit unless he splits the building with a separate restaurant, uses the kitchen space for catering with all alcohol sales off site, or transfers the permit to another address.

Building Size and Parking Considerations

Staff note that Oroville's Parking regulations (Table 17.12.070-1) have three separate requirements for restaurants:

- 1. One space per every 4 seats. Since there would now be 14 available spaces, seating would be limited to 56, with no parking for employees;
- 2. For on-site alcohol sales, the requirement is one space for every 100 square feet of gross floor area. In the case of the existing 4,400 square-foot building, this equates to 44 spaces clearly not possible on this site.

Because most traffic will be drive-through and applicant states he will not be serving alcohol on site, staff recommends that the Planning Commission approve the project with the 14 available spaces. Applicant has agreed to fix the number of seats to 36 (9 spaces) and thus leave 5 spaces for employees.

Required Findings for a Use Permit

The attached resolution includes the required findings, both for a use permit and for alcohol sales.

FISCAL IMPACT

None. The project is subject to all customary fees.

PUBLIC NOTICE

As is required for a Use permit, the meeting date, time, and project description were published in the Oroville Mercury Register and posted at City Hall.

ATTACHMENTS

- 1. Application materials
- 2. Project Drawings
- 3. Resolution P2020-22
- 4. Notice of Exemption (CEQA)
- 5. Letter of Public Convenience or Necessity



City of O ville

Planning Division - Community Development Department

Leonardo De Item 1. DIRECTOR

1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2420 FAX (530) 538-2426 www.cityoforoville.org

TRAKIT#:	PL2008-00	7
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PLANNING DIVISION GENERAL APPLICATION

(Please print clearly and fill in all that apply)

APPLICANT'S INFORMATION				Project's:	Express DRIVE THUN Same							
Name:	2585 ORO DAM LLC 2450 ORO DAM Blvd Svite A.				Name:	Samie						
Address:	2450 OR	Company:	4									
Phone: 408 396 8442				Address:								
Email:	MmendE		455	WEST. Com	Phone:							
Is the applicant the Owner? If applicant is Not the owner, please provide owner /agent authorization on the reverse			Email:			\sim	r					
			PPLICATION	S (Ple	ase (check al	l that ap	ply)				
Annexation Landmark /Modifie			fication/Demoliti	on		Tental	tive Parc	cel Map				
Appe	al			Mining and Recl	amation Plan			Tental	tive Sub	division N	/lap	
Deve	lopment Review			Pre-Application			V	Use P	ermit			
Final	Map			Residential Den	sity Bonus			Variar	ice			
Gene	ral Plan Amendment/	Rezone		Temporary Use				Wirele	ess Com	municatio	on Facili	ties
Landr	mark Designation			Tentative Map E	Extension	Zoning Clearance						
Other: (Please Specify)												
ADMINISTRATIVE PERMITS (Please check all that apply)												
Adult Oriented Business Outdoor Storage			9			Specia	al Event					
Home Occupation Outdoor Display			& Sales			Street	Closure	9				
Large Family Day Care Second Dwelling				g Unit			Tree F	Removal				
Mobile Food Vendor Sign/Temporary			Sign Permit									
Other: (Please Specify)												
*Please provide a letter addressed to the Planning Division with a detailed description for the proposed project. Please include any site plans, maps, aerials, photos, and other relevant information that will help us in processing your application. ** Any time a set of plans is required, three (3) sets of drawings shall be submitted, unless otherwise directed.					any							
PROJECT INFORMATION												
Project Name: Express Dere Titm			4	Proposed Structure(s) (Sq Ft.):								
Address: L	450 Dro Dan	n Bhd			Existing Structure(s) (Sq Ft.): 4400					_		
Nearest Cr	oss Street:				Water Provider: Cal WATUR				_			
	Parcel Number:				School District:							
Lot Size (A	.cres):				Number of Dwe	elling L	Jnits:					
	I hereby certify	hat the info	rmati	APPLICANT'S on provided in this		o mv k	now	edae. tr	ue and o	correct.		
Signature:	Xaustin	e (ja	M	sen						Date:	3/20/2	20
	/			OFFICE U	SE ONLY		-				-	
General Pl	an:	Zor	ning:		Zoning Conform	nity:			APN:			
F	ile#	Overlay Z	Zonin	g:	Minimum Setba	acks:	F١		RY		SY	

	AGENT AUT	HORIZATION	
To the City of Oroville, De	epartment of Community Development		
NAME OF AGENT:	MARK MENDRA	PHONE NUMBER:	408 396 8442
COMPANY NAME:	2585 DRU DAM LLC	EMAIL:	MM endrez @ BASSWE
ADDRESS:	2450 ORO DAM Blud Suite A.	CITY/ST/ZIP:	ORONILLE LA 95966
AGENT SIGNATURE:	Suite A.		
Is hereby authorized to	process this application on my/our prop	perty, identified as Butte	County Assessor Parcel Number (s):

Owner(s) of Record (sign and print name)

r,

1)	CHRISTINE MUNDEr 2/6 AMRISIN	Signature of Owner	8/2+/2, Date
2)	MARK Menser	x Want Way	8/2/20
	Print Name of Owner	Signature of Owner	Date
3)			
	Print Name of Owner	Signature of Owner	Date
4)	a nan anan anan an an an an an an an an		-
	Print Name of Owner	Signature of Owner	Date
3			
	Owner's Mailing Address	Owner's Email	Owner's Phone #

The Community Development Department operates on a full cost recovery for processing of permits. Staff will charge their time and any expenses associated with processing the application against the initial deposit. Fees that have been captured for the reimbursement of City expenses are non-refundable.

Technology cost recovery fees are non-refundable

Item 1.



City of O. ville Planning Division - Community Development Department

Item 1. Leonardo De DIRECTOR

TRAKIT#: P.2008-007

1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2420 FAX (530) 538-2426 www.cityoforoville.org

USE PERMIT APPLICATION

(Please print clearly and fill in/provide all that apply)

REQUIRED FOR A COMPLETE	PERMIT TYPE				
Completed and signed Application	New Use Permit: \$2,889.98 (Depos	New Use Permit: \$2,889.98 (Deposit) + \$173.40(6% Tech Fee) = \$3,063.38			
Application Fee Paid		Amendment to Existing Use Permit: \$1,024.09 + \$61.45 (6% Tech Fee) = \$1,085.54			
		TPLANS			
All plans and drawings shall be drawn to topographic features and all information	scale to the extent feasib necessary to make a full e	le and shall indicate the t evaluation of the project.	full dimension Please includ	es, contours and other le the following:	
Site and floor plans, including	the location, square foot	age and use of all struct	ures.		
2. Architectural drawings show	ing proposed building elev	vations.			
3. Landscape plans showing the	types, sizes and location	of vegetation to be plante	ed and the irri	gation system to be installed	
4. Plans for the configuration & la	yout of all off-street parkin	ng spaces, including entr	ances, exits a	and internal circulation routes.	
5. Plans for all lighting to be insta	lled on the site, including	the location, type, height	and brightne	ss of each lighting fixture.	
6. Drawings of all signs that are	proposed in association	with the project.			
Plans showing the location, sq	footage and capacity of a	any existing or proposed	surface storm	-water detention facilities. St	
8. Plans showing the location and	l square footage of any ex	xisting or proposed outdo	oor storage ar	eas.	
9. Descriptions of any off-site infr	astructure improvements	to be provided in conjund	ction with the	project.	
10. Hours of operation for all propo	osed land uses.				
11. Number of employees and flee	t vehicles for all proposed	land uses			
12. A letter authorizing the use p	permit application from t	the owner of the proper	ty.		
	CLASSIF	ICATION			
Alcohol & Beverage Sales	Nonconforming	Uses & Structures	Uses in	Industrial Districts	
Agricultural Uses	Outdoor Storag	le	Uses Mi	ini-Storage Overlay(MS-O)	
Animal Keeping (Commercial)	Parking Require	ement Exceptions	Uses in	Residential Districts	
Barbed/Razor Wire Fence	Temporary Use		Uses in	Special Purpose Districts	
Density Bonus & Other Incentives	Density Bonus & Other Incentives Uses in a Condi		Uses not Specified but Allowed		
Exceptions to Height Limits	Exceptions to Height Limits Uses in Commercial & Mixed-Use Districts Wireless Communication Fa				
✓ Other: (Please Specify)	we THAN 1	Lasinas 1			
		S SIGNATURE			
N ///	nformation provided in thi	s application is, to my kn			
Signature: X Christine	Januson	JSE ONLY	Date:	8/20/20	
Approved By:		JSE ONLT	Date:	8/20/2020	
Payment: mid 14	2021		Number:	- Jajard	
fula VIT			i tamboi.		

8031





City of Oroville

Building Department Cash Collections **RECEIPT: P947**

Project Number: PL2008-007 Project Name:

Description	Account Number	Fee Amount
TECH COST RECOVERY [SU		
5	5141 4700	\$173.40
USE PERMIT FEES		
	2201 4260	\$2,889.98
Total Fees Paid:		3,063.38
Date Paid: 8/20/2020		
Paid By: 2585 ORO DAM LLC		
Pay Method: CHECK		
Check # 8031	e e e e e e e e e e e e e e e e e e e	
Received By: CECILIA CARMONA		

is a third-party fee and is not part of the City of Oroville. For all credit card payments the convenience fee is 2.50% of the total amount charged with a minimum charge of \$2.00.





RESOLUTION NO. P2020-22

A RESOLUTION OF THE ORVILLE PLANNING COMMISSION MAKING FINDINGS AND CONDITIONALLY APPROVING USE PERMIT NO. UP 20-08 FOR A DRIVE THROUGH RESTAURANT AND A LETTER OF PUBLIC CONVENIENCE OR NECESSITY FOR ALCOHOL SALES AT THE FORMER LA ESMERALDA MARKET AT 450 OROVILLE DAM BLVD.

WHEREAS, the City of Oroville staff recommends approving a new drive through at 450 Oro Dam Boulevard on the site of the former Esmeralda Market; and

WHEREAS, per the City of Oroville Municipal Code (OMC), property at the proposed location of a new drive-through coffeehouse has a zoning designation of Corridor Mixed Use (MXC); and

WHEREAS, pursuant to Section (OMC) Table 17.34.020-1, food and beverage sales under 10,000 square feet is a use that is permitted by right, subject to a zoning clearance, in all mixed-use districts. However, all drive-through establishments in an MXC zone require a use permit. As a condition of approval, the applicant will be required to comply with all requirements of the City's Zoning Code as found in the OMC Chapter 17, including, but not limited to, development standards, permit requirements and development review; and

WHEREAS, the restaurant owner also proposes to sell alcohol; and

WHEREAS, The City of Oroville Municipal Code (OMC) Section 17.16.160 specifies that a Use Permit is required to sell alcohol; and

WHEREAS, pursuant to applicable provisions of the Business and Professions Code of the State of California, the Department of Alcoholic Beverage Control is charged with the responsibility of reviewing applications and issuance of licenses for the sale and/or manufacture of alcoholic beverages in the State of California; and

WHEREAS, Section 23958 of the Business and Professions Code provides that the Department of Alcoholic Beverage Control shall deny an application for a license or for a transfer of a license if issuance of that license would tend to create a law enforcement problem, or if issuance would result in or add to an undue concentration of licenses, except as provided in Section 23958.4 of said Business and Professions Code; and

WHEREAS, Section 23958.4 of the Business and Professions Code provides that, notwithstanding the limitations of Section 23958, the Department of Alcoholic Beverage Control may issue a license if the local governing body of the area in which the applicant premises are located determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance; and

WHEREAS, the applicant has petitioned the Department of Alcoholic Beverage Control for a Type-47 "On Sale General – Eating Place" alcoholic beverage license for the property identified as 450 Oro Dam Boulevard (APN: 035-030-087), the location of a former La Esmeralda Market; and

WHEREAS, even though this is the transfer of an existing license, the subject business is located in Census Tract 28 with a population such that the Department of Alcoholic Beverage Control may at some point declare that an undue concentration of this type of license exists. If that eventuality occurs, a Letter of Public Convenience or Necessity from the Planning Commission would be necessary prior to issuance; and

WHEREAS, the City of Oroville has prepared a backup Letter of Public Convenience or Necessity provided as EXHIBIT "A" attached hereto.

WHEREAS, at a duly noticed public hearing, the Planning Commission considered the comments and concerns of public agencies, property owners, and members of the public who are potentially affected by the approval of the use permit described herein, and also considered the City's staff report regarding the use.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION as follows:

- 1. This action has been determined to be exempt from the California Environmental Quality Act (CEQA) review pursuant to Title 14, California Code of Regulations, Section 15301 "Existing Facilities."
- 2. The Planning Commission finds and has determined that the use and operation of the site as proposed will assist in the generation of additional sales tax revenues to the City, as well as, assist in the creation and maintenance of additional jobs and economic opportunities for the residents of the City.
- 3. The conditions of approval below have been deemed necessary to achieve the purpose of the Zoning Code and to promote the general health, safety and public welfare of the City.
- The Planning Commission approves the findings below, which are required by Sections 17.16.160 and 17.48.010 (E)(4)of the Oroville City Code, as described in this Resolution;
- 5. That the public convenience or necessity would be served by the issuance of a Type-40 "On Sale Beer" alcoholic beverage license for the property identified as 1835 Oro Dam Boulevard.
- 6. The request for a Finding of Public Convenience or Necessity Determination is hereby approved

7. The Zoning Administrator is hereby authorized to sign and transmit Exhibit A to the Department of Alcoholic Beverage Control on behalf of the City.

REQUIRED FINDINGS (OSC 17.48.010) FOR DRIVE THRU ESTABLISHMENTS

- a) The granting of the permit will not be incompatible with or detrimental to the general health, safety or public welfare of the surrounding area or of the city as a whole. The project will be in a location already fully developed with a long history as a similar use, and is surrounded by similar commercial development;
- b) The proposed use follows sound principles of land use by having a suitable location relative to the community as a whole, as well as to transportation facilities, public services and other land uses in the vicinity. The proposed use will provide a desired commercial product, and is located in an area with significant employment and transportation access;
- c) Public utilities and facilities, including streets and highways, water and sanitation, are adequate to serve the proposed use or will be made adequate prior to the establishment of the proposed use. All infrastructure is in and available, especially if applicant meets all proposed conditions, and any future conditions imposed by he City or Caltrans,
- d) The location, size, design and operating characteristics of the proposed use will be harmonious and compatible with the surrounding neighborhood and will not adversely affect abutting properties. All abutting properties are also commercial with drive throughs and will not be adversely affected. The proposed use is compatible with the surrounding neighborhood;
- e) The subject site is physically suitable for the type and intensity of land use being proposed. Applicant has submitted a set of drawings demonstrating that the site is physically suitable for the proposed type and intensity of use. The site will provide adequate capacity for the use;
- f) The size, intensity and location of the proposed use will provide services that are necessary or desirable for the neighborhood and community as a whole. The former market has been vacant for years, and a new use as a restaurant is desirable for the neighborhood and the entire community;
- g) The permit complies with all applicable laws and regulations, including the requirements of the general plan, of this title and of the city municipal code. The use is permitted, subject to a use permit for the drive-thru and alcohol sales, and is compatible with the General Plan, Zoning codes, and the Oroville Municipal Code.

REQUIRED FINDINGS (OSC 17.16.160) FOR ALCOHOL SALES

- 1. The location of the facility and all land uses within 500 feet of the proposed alcoholic beverage sales avoids conflicts with nearby land uses, residences, parks, schools and houses of worship. The use is in the City's main commercial corridor and is isolated from potentially conflicting nearby land uses.
- 2. The project includes appropriate measures to provide proper maintenance

of the building exterior, including provisions to keep the premises free of litter and debris. *Proper maintenance and operating controls are conditions of approval.*

- 3. Lighting of exterior areas is adequate, including parking lots, to discourage loitering outside of the building. *Proper lighting and the requirement to monitor and discourage loitering are incorporated as project conditions.*
- 4. This property and adjacent properties are appropriately protected from noise, odors and undue light and glare, as well as illegal activity. *The properties are protected as much as is possible in a heavy commercial corridor that is also a State Highway.*
- 5. Onsite security, both inside and outside the building, is adequate to satisfy any concerns raised by the chief of police. Adequate security is incorporated as a condition of the permit. Noncompliance is a cause for permit revocation.
- 6. Hours of operation are identical to the hours the restaurant is open 9 am to 11 pm daily.
- 7. Measures to controls occupancy limits inside of the building and loitering outside of the building are in place. *Permit conditions limit the number of occupants.*
- 8. Adverse effects of the use on the value of adjacent properties are avoided. The use is in the City's main commercial corridor and is surrounded by identical nearby land uses
- 9. If the Alcohol Beverage Control determines that approval would result in an undue concentration of similar uses in Census Tract 28, Planning Commission approval includes a determination of public convenience or necessity and a corresponding letter to ABC.

CONDITIONS OF APPROVAL

- 1. These conditions apply to any business operated by applicant and/or any tenants or successors that occupy the premises or operate on the premises.
- 2. The applicant shall hold harmless the City, its Council members, Planning Commissioners, officers, agents, employees, and representatives from liability for any award, damages, costs, and/or fees incurred by the City and/or awarded to any plaintiff in an action challenging the validity of this permit or any environmental or other documentation related to approval of this permit. Applicant further agrees to provide a defense for the City in any such action;
- 3. The project shall remain in substantial conformance with the Conditions of Approval, as adopted by the Oroville Planning Commission. Any subsequent minor changes in the project (as determined by the Zoning Administrator) may only occur subject to appropriate City review and approval. Any subsequent substantive changes in the

project (as determined by the Zoning Administrator) may only occur subject to discretionary review by the Oroville Planning Commission.

- 4. The applicants and any tenants or subsequent owners shall have a current City of Oroville business license and any other applicable permit/license that may be required as part of their business operations.
- 5. Pursuant to Section 17.12.010, the proposed use of the site shall conform to the performance standards of the Oroville Municipal Code to minimize any potential negative effects that the building, structure, lighting or use could have on its surroundings, and to promote compatibility with surrounding uses and areas.
- 6. The applicant and any tenants shall ascertain and comply with all requirements of the Butte County Environmental Health Department.
- 7. Applicable construction plans, calculations, specifications, applications, forms, etc. shall be submitted to the Building Division for review prior to the start of any construction activities requiring a building permit. All applicable plan review and impact fees shall be paid at time of submittal.
- 8. The applicant shall ascertain and comply with the requirements of all City, County, State, Federal, and other local agencies as applicable to the proposed project.
- 9. The existing minimum 250-gallon grease interceptor shall be inspected as required by the City, handling discharge of mop sink, dishwasher, and hand and floor sinks. The trap or interceptor shall be cleaned weekly or more frequently as needed. A grease trap or interceptor maintenance log shall be kept in order to record cleanings and maintenance. The date, time, type of service, and the name of the person (and business if performed by an outside contractor) performing the service shall be recorded. The trap or interceptor and maintenance log shall be made available for inspection as requested.
- 10. Under no circumstance shall vehicle queueing on the project site spillback onto Oro Dam Blvd (SR 162).
- 11. Any driveway and/or sidewalk improvements in the Caltrans Right of Way on SR 162 are subject to an encroachment permit, design requirements, and or other conditions Caltrans may require.
- 12. All applicable development impact fees shall be paid prior to issuance of a building permit.
- 13. Pursuant to Section 17.12.050(L), the property owner shall enter into a written agreement for the installation and maintenance of landscaping. The agreement shall be in a form approved by the City Attorney and Zoning Administrator and suitable for recordation with the Butte County recorder. The agreement shall be binding upon the property owner and any successors in interest.
- 14. Applicant shall sell alcohol only as permitted by the license and any subsequent catering authorization, and not at the drive through;
- 15. Applicant shall obtain a Type #47 "On sale general Eating Place" license from

the California Department of Alcohol Beverage Control (ABC), and a Catering Authorization if needed;

- 16. Applicant will take appropriate measures to provide proper maintenance of the building exterior, including provisions to keep the premises free of litter and debris;
- 17. Trash enclosure shall meet all City requirements for size, access, fencing, cover, and security;
- 18. Applicant and/or property owner shall ensure adequate lighting of exterior areas, including parking lots, to discourage loitering outside of the building;
- 19. Applicant will ensure protection of adjacent properties from noise, odors and undue light and glare, as well as illegal activity;
- 20. Applicant will maintain adequate onsite security, both inside and outside the building, to satisfy any concerns raised by the chief of police or general public. Substantial camera surveillance will suffice;
- 21. Applicant shall monitor occupancy, and will institute controls to limit the number of patrons both inside of the building and outside of the building;
- 22. Pursuant to Section 17.48.010(F) of the City Code, the Planning Commission, upon its own motion, may modify or revoke any use permit that has been granted pursuant to the provisions of this section upon finding any of the following, based on substantial evidence:
 - a. Any of the conditions of the permit have not been satisfied within 1 year after it was granted.
 - b. Any of the terms or conditions of the permit have been violated.
 - c. law, including any requirement in the Municipal Code Chapter 26, has been violated in connection with the permit;
 - d. The permit was obtained by fraud.
- 23. Applicant hereby certifies that any and all statements and information provided as part of the application are true and correct to the best of their knowledge and belief. Any misinformation provided, whether intentional or unintentional, that was considered in the issuance of this permit may be grounds for revocation.

I HEREBY CERTIFY that the foregoing resolution was duly introduced and passed at a regular meeting of the Planning Commission of the City of Oroville held on the 19th of November, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVE:

JACKIE GLOVER, ASSISTANT CITY CLERK CARL DURLING, CHAIRPERSON

<u>EXHIBIT</u>

A—Letter of Public Convenience or Necessity



City of Oroville

COMMUNITY DEVELOPMENT DEPARTMENT

LEONARDO DEPAOLA DIRECTOR

1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2430 FAX (530) 538-2426 www.cityoforoville.org

NOTICE OF EXEMPTION

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25 County Center Drive Oroville, CA 95965

Butte County Clerk

FROM

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City of Oroville

1735 Montgomery Street Oroville, CA 95965

Project Title: PL2008-007 La Esmeralda "Express" Drive through restaurant

Project Location - Specific: 450 Oro Dam Blvd East

Project Location - City: City of Oroville

Project Location - County: Butte

<u>Description of Nature, Purpose, and beneficiaries of project:</u> The project applicant, Mark Mendez has applied for a use permit (UP 20-08) for the conversion of an existing building into a drive through restaurant on the lot identified as APN 035-030-087. The property has a zoning land use designation of Corridor Mixed-Use (MXC).. The project is categorically exempt as a modification of an existing structure.

Name of Public Agency Approving Project: City of Oroville

Name of Person or Agency Carrying Out Project: Mark Mendez

Exempt Status (Check One):

Ministerial (Sec. 21080(b)(1); 15268)

Declared Emergency (Sec. 21080(b)(3); 15269(a))

Emergency Project (Sec. 21080(b)(4); 15269(b)(c))

Categorical Exemption: State type & section number:

- General Rule Exemption; Title 14, CCR, §15061(b)(3)
- Existing Facilities, Title 14, CCR, §15301
- Replacement or Reconstruction; Title 14, CCR, §15302
- Accessory Structures; Title 14, CCR, §15311
- In-Fill Development Projects, Title 14 CCR, §15332
- Minor Land Divisions, Title 14 CCR, §15315
- Statutory Exemption: State code number:

<u>Reasons why project is exempt</u>: This action has been determined to be exempt from the California Environmental Quality Act (CEQA) review as follows:

General Rule Exemption; Title 14, CCR, §15061(b)(3)

A project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. It has been determined that there is no possibility that the variance request will have a significant effect on the environment. Thus, this action is exempt from CEQA.

Existing Facilities, Title 14, CCR, §15301

Class 1 categorical exemptions consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, Among the This includes restoration or rehabilitation of deteriorated or damaged structures, and also includes additions to existing structures of less than 50% of the floor area or 2,500 square feet whichever is less.

Replacement or Reconstruction; Title 14, CCR, §15302

Class 2 categorical exemptions consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.

In-Fill Development Projects; Title 14, CCR, §15332

Class 32 categorical exemptions consists of projects characterized as in-fill development meeting specific conditions a-e as described in this section. This project meets all conditions, including being consistent with the General Plan and Zoning Designation, occurs within City limits, has no value as habitat, will not result in any significant effects, and can be adequately served by all required utilities.

If filed by applicant:

- 1. Attach certified document of exemption finding.

Lead Agency Contact Person: Wes Ervin

Telephone: (530) 538-2408

Signature:

Date:

Signed by Lead Agency Signed by Applicant



City of Oroville

Leonardo DePaola DIRECTOR

COMMUNITY DEVELOPMENT DEPARTMENT 1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2430 FAX (530) 538-2426 www.cityoforoville.org

November 20, 2020

State of California Department of Alcoholic Beverage Control 1900 Churn Creek Rd, Suite 215 Redding, CA 96002

RE: LETTER OF PUBLIC CONVENIENCE OR NECESSITY FOR A TYPE-47 "ON SALE GENERAL-EATING PLACE" ALCOHOLIC BEVERAGE LICENSE FOR THE PROPERTY IDENTIFIED AS 450 ORO DAM BOULEVARD, OROVILLE, CA 95965 (APN: 035-030-087)

To Whom It May Concern:

This letter shall serve to notify the California Department of Alcoholic Beverage Control that on November 19, 2020, the City of Oroville Planning Commission adopted a finding of public convenience or necessity and authorized the Zoning Administrator to sign this letter conveying the City's support for issuing an alcoholic beverage license (Type-47 "On Sale General – Eating Place") and any subsequent Catering Authorization for the property located at 450 Oro Dam Boulevard, also known as La Esmeralda or Express Drive Through. The City of Oroville supports the efforts of community businesses to expand the local economy and finds no cause to oppose the requested license.

If there are any questions regarding the matters described in this letter, please contact Wes Ervin, Planner, by phone at (530) 538-2408 or by e-mail at wervin@cityoforoville.org

Sincerely,

Dawn Nevers, Assistant Director Community Development Department





Leonardo DePaola Community Development Director

COMMUNITY DEVELOPMENT DEPARTMENT 1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2436 FAX (530) 538-2426 www.cityoforoville.org

PLANNING COMMISSION STAFF REPORT

Thursday, December 3, 2020

RE: Minor Use Permit UP 20-09 for a new Gymnasium and 10 Classrooms at the STREAM Charter School at 455 Oro Dam Boulevard East

SUMMARY: The Oroville Planning Commission will review and consider approving Use Permit No. UP20-09 for an expansion of the STREAM Charter School at 455 Oro Dam Blvd, Oroville, California, specifically the addition of a gymnasium and 10 classrooms with associated site improvements.

RECOMMENDATION: Staff recommends the following actions:

- Adopt the Class 32 Categorical Exemption for an Infill Development Project (CCR, Title 14, Sec. 15332 – as the appropriate level of environmental review in accordance with the California Environmental Quality Act (CEQA);
- 2. Adopt the recommended Findings for Use Permit No. UP20-09, and
- 3. Approve Use Permit UP20-09 and recommended Conditions of Approval;
- 4. Adopt Resolution No. P2020-23

APPLICANTS: STREAM Charter School

LOCATION: 455 Oro Dam Blvd, Oroville, California	 GENERAL PLAN: CLM (Commercial Light Manufacturing) ZONING: RBS (Retail Business Services) FLOOD ZONE: Zone X

ENVIRONMENTAL DETERMINATION: Categorically Exempt per Section 15332 of Title 14, California Code of Regulations, Infill Development Projects.

REPORT PREPARED BY:	REVIEWED BY:
Was Envin Canier Dianner	Down Nevera Assistant Director
Wes Ervin, Senior Planner	Dawn Nevers, Assistant Director
Community Development Department	Community Development Department

DISCUSSION

This vacant property is behind the existing STREAM Charter School, which leases

several units in the "Feather River Shopping Center". The school is seeking a significant grant to acquire the leased property and intends to purchase their existing space plus the subject property for their expansion of 90 new students. The expansion requires a Use Permit in the CLM Zone. Approval of the Use Permit also constitutes Development Review.

Staff note that except for the fact the land is uniquely zoned CLM and not C-2 or MXC, this project would be approved by right and not need to go before the Planning Commission. The application meets all access, parking, drainage, and site development requirements.

The Development Review Committee reviewed the project on November 12, 2020, and recommends approval.

Since Development review, the applicant has proposed an alternative parking lot configuration that eliminates the 7th Street driveway and instead creates a hammerhead at the south end of the parking lot to allow vehicles to turn around. School drop-off in the morning would be the same as now, with two access points on Oro Dam Blvd and one on 7th Avenue.

Required Findings for a Use Permit

The attached resolution includes the required findings for a use permit.

FISCAL IMPACT

None. The project is subject to all customary fees.

PUBLIC NOTICE

As is required for a Use permit, the meeting date, time, and project description were published in the Oroville Mercury Register and posted at City Hall.

ATTACHMENTS

- 1. Application materials
- 2. Resolution P2020-23
- 3. Notice of Exemption (CEQA)



City of Oroville

COMMUNITY DEVELOPMENT DEPARTMENT

LEONARDO DEPAOLA DIRECTOR

1735 Montgomery Street Oroville, CA 95965-4897 (530) 538-2430 FAX (530) 538-2426 www.cityoforoville.org

NOTICE OF EXEMPTION

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TO

Butte County Clerk

FROM

City of Oroville

155 Nelson Avenue Oroville, CA 95965

1735 Montgomery Street Oroville, CA 95965

Project Title: PL2011-002 STREAM Charter School Expansion

Project Location - Specific: 455 Oro Dam Blvd East

Project Location - City: City of Oroville

Project Location - County: Butte

<u>Description of Nature, Purpose, and beneficiaries of project</u>: The project applicant, STREAM Charter School, has applied for a use permit (UP 20-09) for the development of a gymnasium, 10 classrooms, and associated site improvements on the lot identified as APN 035-030-105. The property has a zoning land use designation of Commercial Light Manufacturing (CLM). The project is categorically exempt as an infill development.

Name of Public Agency Approving Project: City of Oroville

Name of Person or Agency Carrying Out Project: Don Phillips

Exempt Status (Check One):

] Ministerial (Sec. 21080(b)(1); 15268)

Declared Emergency (Sec. 21080(b)(3); 15269(a))

Emergency Project (Sec. 21080(b)(4); 15269(b)(c))

Categorical Exemption: State type & section number:

In-Fill Development Projects, Title 14 CCR, §15332

Statutory Exemption: State code number:

<u>Reasons why project is exempt</u>: This action has been determined to be exempt from the California Environmental Quality Act (CEQA) review as follows:

General Rule Exemption; Title 14, CCR, §15061(b)(3)

A project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. It has been determined that there is no possibility

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that the use permit request will have a significant effect on the environment. Thus, this action is exempt from CEQA.

In-Fill Development Projects; Title 14, CCR, §15332

Class 32 categorical exemptions consists of projects characterized as in-fill development meeting specific conditions a-e as described in this section. This project meets all conditions, including being consistent with the General Plan and Zoning Designation, occurs within City limits, has no value as habitat, will not result in any significant effects, and can be adequately served by all required utilities.

If filed by applicant:

- 1. Attach certified document of exemption finding.
- 2. Has a notice of exemption been filed by the public agency approving the project?
 Yes No

Lead Agency Contact Person: Wes Ervin

Telephone: (530) 538-2408

Signature: _____

Date:

Signed by Lead Agency Signed by Applicant

RESOLUTION NO. P2020-23

A RESOLUTION OF THE OROVILLE CITY PLANNING COMMISSION MAKING FINDINGS AND CONDITIONALLY APPROVING USE PERMIT #20-XX FOR THE ADDITION OF A GYMNASIUM AND 10 CLASSROMS WITH ASSOCIATED SITE IMPROVEMENTS AT 455 ORO DAM BLVD FOR THE STREAM CHARTER SCHOOL EXPANSION.

WHEREAS, the City of Oroville staff recommends approving a gymnasium and 10 classrooms, with associated site improvements, to facilitate an expansion of the STREAM Charter School; and

WHEREAS, per the City of Oroville Municipal Code (OMC), property at the proposed location of the school expansion has a zoning designation of Commercial Light Manufacturing (CLM); and

WHEREAS, pursuant to Section (OMC) Table 17.32.010-1, a school requires a Use Permit in the CLM Zone, which requires Planning Commission approval. As a condition of approval, the applicant will be required to comply with all requirements of the City's Zoning Code as found in the OMC Chapter 17, including, but not limited to, development standards, permit requirements and development review; and

WHEREAS, at a duly noticed public hearing, the Planning Commission considered the comments and concerns of public agencies, property owners, and members of the public who are potentially affected by the approval of the use permit and project described herein, and also considered the City's staff report regarding the use.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION as follows:

- This action has been determined to be exempt from the California Environmental Quality Act (CEQA) review pursuant to Title 14, California Code of Regulations, Section 15332 "Infill Development Projects"
- The Planning Commission approves the findings required by Section 17.48.010.E.4 and 17.16.160 of the Oroville City Code, as described in this Resolution;
- 3. The following conditions of approval have been deemed necessary to achieve the purpose of the Zoning Code and to promote the general health, safety and public welfare of the City.

Required Findings for a Use Permit (OMC 17.48.010.E.4)

- a) The granting of the permit will not be incompatible with or detrimental to the general health, safety or public welfare of the surrounding area or of the city as a whole. The project is surrounded by commercial uses and will be immediately adjacent to the STREAM Charter's existing school facilities;
- b) The proposed use follows sound principles of land use by having a suitable location relative to the community as a whole, as well as to transportation facilities, public services and other land uses in the vicinity. The proposed use will provide a larger facility for a public education facility that matches the City's desired development pattern;
- c) Public utilities and facilities, including streets and highways, water and sanitation, are adequate to serve the proposed use or will be made adequate prior to the establishment of the proposed use. *All infrastructure is in and available;*
- d) The location, size, design and operating characteristics of the proposed use will be harmonious and compatible with the surrounding neighborhood and will not adversely affect abutting properties. Surrounding properties are commercial facilities and will not be adversely affected. The proposed use is compatible with the surrounding neighborhood and is immediately adjacent to the existing STREAM Charter School facility;
- e) The subject site is physically suitable for the type and intensity of land use being proposed. Applicant has submitted a set of drawings demonstrating that the site is physically suitable for the proposed type and intensity of use. The site will provide adequate capacity for the use;
- f) The size, intensity and location of the proposed use will provide services that are necessary or desirable for the neighborhood and community as a whole. STREAM Charter is a technology-based school that offers a quality education option to the community, and this expansion will allow them to provide a greater level of service;
- g) The permit complies with all applicable laws and regulations, including the requirements of the general plan, of this title and of the city municipal code. The use is permitted, subject to a use permit, and is compatible with the General Plan, Zoning codes, and the Oroville Municipal Code.

CONDITIONS OF APPROVAL

Approved project: The project applicant, STREAM Charter School, has applied for a use permit (UP 20-09) for construction of a new gymnasium, classrooms, and associated site improvements at 455 Oro Dam Blvd (APN 035-030-105). The property is behind the Feather River Village Shopping Center, adjacent to the existing STREAM Charter School classrooms. The property has a zoning land use designation of Commercial Light Manufacturing (CLM). The proposed school facilities require a Use Permit in a CLM district. The intended hours of operation are Monday through Friday, 7 a.m. to 5 p.m., with occasional after school and weekend activates that could go as late as 10 or 11 p.m.

The Planning Commission hereby approves UP 20-09, subject to the following:

General Conditions

- 1. The applicant shall hold harmless the City, its Council members, Planning Commissioners, officers, agents, employees, and representatives from liability for any award, damages, costs, and/or fees incurred by the City and/or awarded to any plaintiff in an action challenging the validity of this permit or any environmental or other documentation related to approval of this permit. Applicant further agrees to provide a defense for the City in any such action.
- 2. The project shall remain in substantial conformance with the Conditions of Approval, as adopted by the Oroville Planning Commission. Any subsequent minor changes in the project (as determined by the Zoning Administrator) may only occur subject to appropriate City review and approval. Any subsequent substantive changes in the project (as determined by the Zoning Administrator) may only occur subject to discretionary review by the Oroville Planning Commission.
- 3. The applicants shall have a current City of Oroville business license and any other applicable permit/license that may be required as part of their business operations.
- 4. Pursuant to Section 17.12.010, the proposed use of the site shall conform to the performance standards of the Oroville Municipal Code to minimize any potential negative effects that the building, structure, lighting or use could have on its surroundings, and to promote compatibility with surrounding uses and areas.
- 5. The applicant shall ascertain and comply with all requirements of the Butte County Environmental Health Department.
- Applicable construction plans, calculations, specifications, applications, forms, etc. shall be submitted to the Building Division for review prior to the start of any construction activities requiring a building permit. All applicable plan review and development impact fees shall be paid at time of submittal.
- 7. The applicant shall ascertain and comply with the requirements of all City, County, State, Federal, and other local agencies as applicable to the proposed project.

- All grading, paving, excavation and site clearance, including that which is exempt from obtaining a permit, shall be performed in conformance with the City's Engineering Design Standards; the Municipal Code; the requirements of the State Regional Water Quality Control Board; and any other applicable local, state and federal requirements.
- 9. The project shall comply with the City's noise ordinance as found in the OMC Chapter 9.20.
- 10. All construction projects are required to implement dust control measures to reduce particulate matter emissions due to disturbance of exposed top-soils, such as watering of active areas where disturbance occurs, covering haul loads, maintaining clean access roads, and cleaning the wheels of construction vehicles accessing disturbed areas of the site.
- 11. All grading and paving shall be conducted in compliance with the Butte County Air Quality Management District's Indirect Source Guidelines, in order to prevent degradation of ambient air quality.
- 12. Pursuant to Section 17.12.050(L), the property owner shall enter into a written agreement for the installation and maintenance of landscaping. The agreement shall be in a form approved by the City Attorney and Zoning Administrator and suitable for recordation with the Butte County recorder. The agreement shall be binding upon the property owner and any successors in interest.
- 13. Pursuant to Section 17.08.135, the project shall install public art on the project site in a public place as approved by the City Council. The cost of the public art must be equal to at least one percent (1%) of the estimated construction costs. The developer has the option to opt out of this requirement and instead pay the equivalent in lieu fee which shall be a one percent (1%) fee of the estimated construction costs.
- 14. Pursuant to Section 17.48.010(F) of the City Code, the Planning Commission, upon its own motion, may modify or revoke any use permit that has been granted pursuant to the provisions of this section upon finding any of the following, based on substantial evidence:
 - a. Any of the conditions of the permit have not been satisfied within 1 year after it was granted.
 - b. Any of the terms or conditions of the permit have been violated.
 - c. A law, including any requirement in the Municipal Code Chapter 26, has been violated in connection with the permit.
 - d. The permit was obtained by fraud.
- 15. Applicant hereby certifies that any and all statements and information provided as part of the application are true and correct to the best of their knowledge and belief. Any misinformation provided, whether intentional or unintentional, that was considered in the issuance of this permit may be grounds for revocation.

Project-specific conditions

- This project is subject to "State Water Resources Control Board Water Quality Order No. 2013-001-DWQ NPDES General Permit No. CAS000004 Waste Discharge Requirements (WDRs) for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems" (aka MS4 General Permit). Specifically, Section E.12. Post Construction Storm Water Management;
- 17. All storm water must be retained on site or conveyed to an appropriate conveyance;
- 18. A sewer capacity study and executed sewer capacity agreement must be completed prior to construction;
- 19. Street improvements on 7th Ave are not required along the parcel not owned by the school. However, the applicant must construct a driveway curb cut with necessary improvements, and enter into a Landscape Maintenance Agreement;
- 20. Any driveway and/or sidewalk improvements in the Caltrans Right of Way on Oro Dam Blvd/SR 162 are subject to an encroachment permit, design requirements, and or other conditions Caltrans may require.
- 21. Landscaping and water management plans and installations must be approved prior to occupancy, including the 50% parking lot shade tree requirement;
- 22. Knox Box access shall be provided to the Fire Department as appropriate.
- 23. Applicant will take appropriate measures to provide proper maintenance of the building exterior, including provisions to keep the premises free of litter and debris;
- 24. Applicant and/or property owner shall ensure adequate lighting of exterior areas, including parking lots, to discourage loitering outside of the building;
- 25. Applicant will ensure protection of adjacent properties from noise, odors and undue light and glare, as well as illegal activity;
- 26. Applicant will maintain adequate onsite security, both inside and outside the building, to satisfy any concerns raised by the chief of police or general public. Substantial camera surveillance and employee training will suffice;

--- End of Conditions ---

I HEREBY CERTIFY that the foregoing resolution was duly introduced and passed at a regular meeting of the Planning Commission of the City of Oroville held on the 19th of November 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVE:

JACKIE GLOVER, ASSISTANT CITY CLERK CARL DURLING, CHAIRPERSON