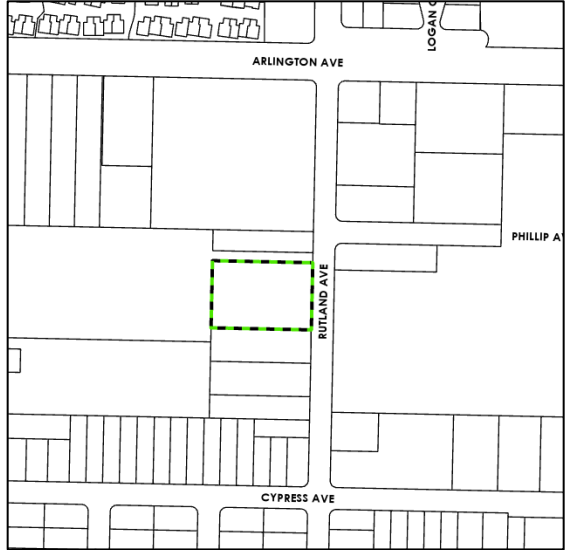




**PLANNING COMMISSION HEARING DATE: APRIL 24, 2025  
AGENDA ITEM NO.: 3**

**PROPOSED PROJECT**

Case Number	PR-2024-001644 (Conditional Use Permit, Landscape Design Review)		
Request	To consider a Conditional Use Permit and Landscape Design Review to legalize a vehicle impound and tow yard with associated site improvements.		
Applicant	Sherrie Olson, PLRC		
Project Location	6200 Rutland Avenue, situated on the west side of Rutland Avenue, between Arlington Avenue and Cypress Avenue		
APNs	151-031-037		
Project Area	1.38-acre		
Ward	6		
Neighborhood	Arlanza		
General Plan Designation	B/OP – Business/Office Park		
Zoning Designation	BMP – Business and Manufacturing Park		
Staff Planner	Winnie Liang, Associate Planner 951-826-5933 <a href="mailto:Wliang@riversideca.gov">Wliang@riversideca.gov</a>		

## RECOMMENDATIONS

Staff recommends that the Planning Commission:

1. **DETERMINE** that the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities) and Section 15303 (Construction or Conversion of Small Structures) of the CEQA Guidelines, as the proposed project will not have a significant effect on the environment; and
2. **APPROVE** Planning Case PR-2024-001644 (Conditional Use Permit, Landscape Design Review) based on the findings outlined in the staff report and summarized in the attached findings and subject to the recommended conditions (Exhibits 1 and 2).

## SITE BACKGROUND

The 1.38-acre project site consists of a single parcel used as a vehicle impound and tow yard (Angelo's Towing). The site contains two single-story industrial buildings and two canopies. Vehicle access to the site is provided by driveways on Rutland Avenue. Surrounding uses include indoor manufacturing to the south, Collins Aerospace and auto repair to the east (across Rutland Avenue), and outdoor storage yard and auto repair to the north and west (Exhibit 3 and 4).

The vehicle impound and tow yard which has been operating since January 2023, received a Code Enforcement citation in 2024 for operating without proper entitlements. The business owner has since been working with the City's development departments to address the citation and move forward with the submittal of the applicable entitlements.

## PROPOSAL

The applicant is requesting approval of a Conditional Use Permit and Landscape Design Review to legalize the existing vehicle impound and tow yard (Angelo's Towing). While the site is partially developed, plans indicate a storage building (Building A), office (Building B), and two canopies (Canopy 1 and 2) will remain on-site, while a mobile office trailer will be removed. No new buildings are proposed.

The site is subdivided into multiple fenced areas to facilitate processing and storage of impounded vehicles. The northern portion of the site is paved with asphalt and the southern portion of the site is proposed to be covered in slate, slag or gravel over the existing unimproved soil. A total of 14 parking spaces are provided on site for use by customers, employees and tow trucks.

Enhancements are proposed along the Rutland Avenue frontage and include a new 8-foot-high decorative block wall with decorative cap and pilasters and enhanced landscaping including screen shrubs, trees and groundcover to adequately screen the vehicle impound and tow yard from the public right-of-way.

Access to the site will remain via two existing two-way driveways located along Rutland Avenue. Both driveway entrances will be improved by decorative pavers.

The existing tow yard has been contracted with AAA towing program and occasionally provide service to the California Highway Patrol, Sheriff, and Riverside Police Department. The facility will operate 24-hours a day from Monday through Sunday and on average receives up to two vehicle drop-offs per day. The facility will be staffed by 12 employees in total, with 8 employees working in 2 shifts.

## PROJECT ANALYSIS

### AUTHORIZATION AND COMPLIANCE SUMMARY

	Consistent	Inconsistent
<p><b>General Plan 2025</b></p> <p>The proposed project is consistent with the underlying General Plan 2025 Land Use Designation of B/OP – Business/Office Park, which is compatible with the surrounding industrial uses and provides for light industrial uses that do not create nuisances due to odor, noise or heavy truck traffic (Exhibit 5). The proposed project is consistent with the following Objective of the General Plan 2025:</p> <ul style="list-style-type: none"> <li>• <u>Objective LU-34</u>: Enhance and improve the Arlanza neighborhood and its quality of life through careful land use planning that both builds upon the neighborhood's historic development patterns of urban, suburban and semirural development while protecting and preserving the neighborhood's natural features.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>Zoning Code Land Use Consistency (Title 19)</b></p> <p>The site is zoned BMP – Business and Manufacturing Park, which is consistent with the B/OP – Business/Office Park Land Use Designation (Exhibit 6). A vehicle impound and tow yard is permitted subject to the granting of a Conditional Use Permit and compliance with Site Location, Development, and Operational Standards. The proposed project is generally consistent with most applicable development standards for a vehicle impound and tow yard with requested modifications of reduced distance to residential and commercial zones as described in detail below. The Zoning Code allows for Modifications with the submittal of a Conditional Use Permit.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>Compliance with Citywide Sign and Design Guidelines</b></p> <p>The proposed project substantially meets the objectives of the Citywide Design Guidelines, subject to the recommended conditions of approval detailed below.</p> <p>The project proposes a new decorative 8-foot-tall block wall and a 20-foot-wide landscape setback with trees, hedges, and shrubs along Rutland Avenue to provide adequate screening from the public right-of-way. The existing buildings on site comply with the requirements set forth in the Citywide Design Guidelines and Building Code.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### COMPLIANCE WITH APPLICABLE DEVELOPMENT STANDARDS

<b>Chapter 19.130.030 - BMP- Business and Manufacturing Park Zone Development Standards</b>			
<b>Standard</b>	<b>Proposed</b>	<b>Consistent</b>	<b>Inconsistent</b>

<b>Min. Setbacks</b>	Front (Rutland Avenue)	20 feet	259 feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Interior Side (left)	0 feet	29 feet 6 inches	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Interior Side (right)	0 feet	0 feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Rear	0 feet	0 feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Min. Landscape Setbacks</b>	20 feet		20 feet, 4 inches	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>FAR</b>	1.50		0.11	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Maximum Building Height</b>	45 feet		19 feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Chapter 19.415 - Vehicle Impound and Tow Yards Development Standards</b>					
<b>Standard</b>		<b>Proposed</b>	<b>Consistent</b>	<b>Inconsistent</b>	<b>Modification</b>
<b>Setbacks</b>	300 feet setback from Residential, Mixed Use, Office, Commercial, Air, Public Facilities, or Agricultural Zones	270 feet (Residential Zone)  660 feet (Mixed Use Zone)  236 feet (Commercial Zone)  680 feet (Public Facilities Zone)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	270 feet to Residential Zone  236 feet to Commercial Zone
<b>Screening of Impound and Tow Yard</b>	8-foot-high Block Wall	8-foot-high Block Wall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
<b>Landscape Setbacks</b>	20 feet	20 feet 4 inches (Rutland Avenue)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
<b>Vehicle Stacking</b>	Not Permitted	Not Proposed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A

<b>Storage Yard Surface</b>	Slate, slag or alternate dust-, weed- and mud-retardant material.	Site covered by asphalt, concrete, and slate, slag or alternate dust-, weed- and mud-retardant material	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
<b>Circulation</b>	Provide internal circulation, safe entrances and exits	Two 20-foot-wide driveways on Rutland Avenue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A

<b>Chapter 19.580 Parking and Loading Development Standards</b>				
<b>Standard</b>		<b>Proposed</b>	<b>Consistent</b>	<b>Inconsistent</b>
<b>Vehicle Impound and Tow Yard</b>	Parking ratio to be determined by the designed Approving or Appeal Authority in conjunction with required land use or development permit, based on the impacts of the particular and similar uses in this table	14 Parking Spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## FINDINGS SUMMARY

### Modification of Development Standards

The Zoning Code requires automobile impound and tow yards to have a 300 foot separation from any property zoned residential, mixed use, office, commercial, air, public facilities, or an agriculture zone, as measured from the subject property line to property line of the property with zoned above. The applicant is requesting modifications to the distance setback development standards, allowing for a reduced distance to Residential and Commercial zones as the subject project is approximately 270 feet from a residentially zoned parcel and 236 feet from a commercially zoned parcel (Exhibit 7). Section 19.415.040 of the Zoning Code allows for the modification of development standards in conjunction with the required Conditional Use Permit. Staff has prepared the following supplemental justifications in support of the modification:

- 1) An 8-foot-high block wall is proposed along Rutland Avenue to provide adequate screening of the vehicles on-site, reduce noise and dust;
- 2) A 20-foot-wide landscape setback along Rutland Avenue is proposed to be enhanced with a combination of trees and shrubs to provide additional screening and further alleviate dust-accumulation;
- 3) The subject site is covered by asphalt, concrete and slate, slag or alternate dust-, weed- and mud-retardant material to reduce dust.

- 4) The southerly boundary of the site is bounded by an existing multi-tenant industrial building which serves to screen the site from adjacent parcels to the south, reduces noise from activity on-site and would alleviate the potential dust dispersion of the project;
- 5) The proposed vehicle impound and tow yard is compatible with the immediate surrounding uses, which mainly consists of industrial uses, warehouses, vehicle repair, outdoor storage and vehicle towing and impound.

In this case, reducing the separation distance to residential and commercial zones will not be detrimental to those uses or the area in which the vehicle impound and tow yard is proposed.

### **Conditional Use Permit**

The proposed vehicle impound and tow yard will be compatible with the surrounding industrial uses. Site location, development, and operational standards comply with the development standards set forth in Zoning Code (RMC Chapter 19.130 and Chapter 19.415). The site provides adequate access, circulation and screening from the public right-of-way (Exhibit 8). To further ensure the use is compatible with the surrounding area, the applicable site and operation standards relative to vehicle impound and tow yard have been incorporated into the recommended conditions of approval. The proposed project will not be detrimental to the health, safety, or general welfare of the public or surrounding area.

## **ENVIRONMENTAL DETERMINATION**

The Planning Division of the Community & Economic Development Department has determined that this project is categorically exempt from further California Environmental Quality Act (CEQA) review pursuant to Section 15301 (Existing Facilities) and 15303 (Construction or Conversion of Small Structures), Article 19 of the CEQA Guidelines.

## **PUBLIC NOTICE AND COMMENTS**

Public notices were mailed to properties within 300 feet of the project site. As of the writing of this report, Staff has not received any written comments regarding this project.

## **STRATEGIC PLAN ALIGNMENT**

This project contributes to the Envision Riverside 2025 City Council Strategic Priority 3 – Economic Opportunity (Goal 3.3 – Cultivate a business climate that welcomes innovation, entrepreneurship, and investment).

This item aligns with the following Cross-Cutting Threads:

1. Community Trust: The Conditional Use Permit for the proposed Vehicle Impound and Tow Yard requires public hearings by the Planning Commission and encourages public participation.
2. Equity: The proposed project provides a needed service which is available to all residents.
3. Fiscal Responsibility: All project costs are borne by the applicant.
4. Innovation: The proposed project will revitalize an existing building with a new use.
5. Sustainability and Resiliency: All construction related to the remodel of the building will meet all required Building Codes.

## APPEAL INFORMATION

Actions by the City Planning Commission, including any environmental finding, may be appealed to the City Council within ten calendar days after the decision. Appeal filing and processing information may be obtained from the Planning Department Public Information Section, 3rd Floor, City Hall.

## EXHIBITS LIST

1. Findings
2. Conditions of Approval
3. Existing Site Photos
4. Location Map
5. General Plan Map
6. Zoning Map
7. Distance Map
8. Project Plans

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Prepared by: Winnie Liang, Associate Planner

Reviewed by: Judy Egue, Senior Planner; Brian Norton, Principal Planner

Approved by: Maribeth Tinio, City Planner



*EXHIBIT 1 – FINDINGS*

**PLANNING CASE:**      **PR-2024-001644** (Conditional Use Permit)

***Conditional Use Permit Findings Pursuant to Chapter 19.760.040, as outlined in the Staff Report***

1. The proposed vehicle impound and tow yard is substantially compatible with other existing and proposed uses in the area, including factors relating to the nature of its location, operation, building design, site design, traffic characteristics and environmental impacts;
2. The proposed vehicle impound and tow yard will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to the environment or to the property or improvements within the area; and
3. The proposed vehicle impound and tow yard will be consistent with the purposes of the Zoning Code and the application of any required development standards is in the furtherance of a compelling governmental interest and is the least restrictive means of furthering that compelling governmental interest.





*EXHIBIT 2 – CONDITIONS OF APPROVAL*

**PLANNING CASE:** PR-2024-001644 (Conditional Use Permit, Landscape Design Review)

**Planning Division**

1. Plans shall conform to the exhibits attached to this report. Proposed modifications to the approved design shall be submitted to the Planning Division and shall include revised exhibits and a narrative description of the proposed modifications. The applicant is advised that an additional application and fee may be required.
2. The subject property shall be developed and operated substantially as described in the text of this report and as shown on the project plans on file with this case except for any specific modifications that may be required by these conditions of approval.
3. **Storage Yard Surface:** The surface of the storage yard shall be covered with slate, slag or alternate dust-, weed- and mud-retardant. Said material shall be reflected on the final landscape plan submittal.
4. **Final Landscape Plan:** Within 30 days of approval of this case by the Planning Commission, Applicant shall submit a final landscape plan to Planning Division, depicting the details of proposed species used in the landscape setback area and surface material of the storage yard area.
5. **Block Wall Permit:** Within 90 days of approval of this case by the Planning Commission, Applicant shall submit for a building permit to the Building and Safety Division for the proposed eight-foot-high decorative block wall along front property line
6. **Completion of Work:** Within 180 days of approval of this case by the Planning Commission, Applicant shall fully complete the proposed on-site improvements with final inspection by the Planning Division and Code Enforcement Division.

*Site Operation Standards:*

7. The applicant shall comply with all federal, state and local laws and shall cooperate with the Riverside Police Department (RPD) in the enforcement of all laws relating to this permit. Material violation, as determined by the City Planning Commission, of any laws in connection with this use or failure to cooperate with RPD will be cause for revocation of this permit.
8. All vehicles within the impound yard shall have ground contact with all wheels. No stacking of vehicles shall be permitted.
9. All areas shall be maintained in good repair, in a clean, neat and orderly condition
10. All areas utilized for storage shall be graded and drained so as to dispose of all surface water in a manner consistent with water quality control standards enforced by the Public Works Department
11. All operations shall comply with Title 7 (Noise Control) of the Riverside Municipal Code.
12. A copy of the Conditional Use Permit and the final Conditions of Approval shall be available at the site and presented to City staff, including the Police Department and

Code Enforcement, upon request. Failure to have the latest approved conditions available upon request will be grounds for revocation.

13. The applicant shall be responsible for maintaining site landscaping and irrigation.
14. The applicant shall be responsible for maintaining free of litter, the area adjacent to the premises over which they have control.
15. The owner and/or occupant shall be liable for the cost of excessive police service or response in accordance with Chapter 9.60 of the Riverside Municipal Code.
16. The applicant will be required to remove any graffiti on the project site within 48 hours of the incident being reported to City of Riverside Code Enforcement.

#### *Standard Conditions*

17. There shall be a one-year time limit in which to commence construction of the project beginning the day following approval by the Planning Commission unless a public hearing is held by City Council; in that event the time limit begins the day following City Council approval.
18. The Conditional Use Permit may be granted time extensions by the Community & Economic Development Director, or their designee, up to a total of two years beyond the original approval expiration date prior to issuance of any building permits. Once a building permit has been issued, the development will be considered vested and time extensions are no longer needed.

Prior to **April 24, 2026**, if building permits have not been obtained, a time extension request shall be submitted to the Planning Division. The request shall include a letter stating the reasons for the extension of time and associated fee shall be submitted to the Planning Division. **PLEASE BE ADVISED THAT THE APPLICANT WILL NOT BE NOTIFIED BY THE PLANNING DIVISION ABOUT THE PENDING EXPIRATION OF THE SUBJECT ENTITLEMENT.**

19. Within 30 days of approval of this case by the City, the developer shall execute an agreement approved by the City Attorney's Office to defend, indemnify, including reimbursement, and hold harmless the City of Riverside, its agents, officers and employees from any claim, action, or proceeding against the City of Riverside, its agents, officers, or employees to attack, set aside, void, or annul, an approval by the City's advisory agency, appeal board, or legislative body concerning this approval, which action is brought within the time period provided for in Section 66499.37 of the Government Code. The City will promptly notify the developer of any such claim, action or proceeding and the City will cooperate in the defense of the proceeding.
20. The Conditional Use Permit may be modified or revoked by the City Planning Commission or the City Council should they determine that the proposed use or conditions under which it is being operated or maintained is detrimental to the public health, welfare or materially injurious to public safety, property or improvements in the vicinity or if the property is operated or maintained so as to constitute a public nuisance.
21. This project shall fully and continually comply with all applicable conditions of approval, State, Federal and local laws in effect at the time the permit is approved and exercised and which may become effective and applicable thereafter, and in accordance with the terms contained within the staff report and all testimony regarding this case. Failure to do so will be grounds for Code Enforcement action, revocation, or further legal action.
22. This permit is issued based upon the plans and information submitted by the applicant, which has been used as the basis for evaluation of the proposed use in this staff report and for the conditions of approval herein. Permittee shall notify Community Development

Department, Planning Division, of any change in operations and such change may require a revision to this permit. Failure to notify the city of any change in operations is material grounds for revocation of this conditional use permit.

23. The Applicant of the business subject to this Conditional Use Permit acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with the full awareness of the provisions of Title 19 of the Riverside Municipal Code. The Applicant shall inform all its employees and future operators of the business subject to this permit of the restrictions and conditions of this permit as they apply to the business operations.
24. Failure to abide by all conditions of this Conditional Use Permit shall be cause for revocation.
25. Enumeration of the conditions herein shall not exclude or excuse compliance with all applicable rules and regulations in effect at the time this permit is exercised.

#### **Fire Department**

26. **Codes in Effect:** The proposed project shall fully comply with the 2022 Edition of Title 24, the California Building Standards Code, as adopted and amended by the City of Riverside, or the edition of these codes in effect at the time a building permit application is filed.
27. **Fire Apparatus Access Roads:** Within 90 days of approval of this case by the Planning Commission, Applicant shall submit Fire Apparatus Access Road Plan to the Fire Department. Approved fire apparatus access roads shall be provided for every proposed facility, building or portion of a building. Fire access road design and maintenance shall comply with California Fire Code (2022) §503, as adopted and amended by the City of Riverside.
28. **Fire Protection Water Supply:** Within 90 days of approval of this case by the Planning Commission, Applicant shall submit Fire Protection Water Supply Plan to the Fire Department. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises of proposed facilities, buildings or portions of buildings. Fire water supply shall comply with California Fire Code (2022) §507, as adopted and amended by the City of Riverside.
29. **Knox Access:** Within 90 days of approval of this case by the Planning Commission, Applicant shall provide for Fire department emergency access to facility. A Knox key box shall be provided for access through the main entrance of the building or structure. Knox padlocks shall be provided for all gates entrances that are not equipped with a motorized gate opener. A Knox gate switch and infrared gate opener shall be provided for all motorized gates.

#### **Public Works – Traffic**

30. **Traffic Design Plan:** Within 30 days of approval of this case by the Planning Commission, Applicant shall submit a final traffic design plan to Traffic Division, which shall include the following:
  - Construction of a stop sign (R1-1), stop bar, stop legend, at project driveways. Stop signs must conform to City Standard 664 and the markings must conform to the California Manual on Uniform Traffic Control Devices, Part 2A and 2B.
  - Construction of a bike rack that can accommodate a minimum of two bikes. The installation of the bike racks shall be completed to the satisfaction of the Director of Public Works. The applicant is solely responsible for the procurement and installation of this infrastructure improvement.
  - All signage and striping improvements must comply with the most current California Manual of Uniform Traffic Control Devices (MUTCD) and City of Riverside standards.

The applicant shall obtain any necessary permits and approvals to complete the improvements. All signage and striping improvements must comply with the most current California Manual of Uniform Traffic Control Devices (MUTCD) and City of Riverside standards. The applicant shall hire a contractor to install MUTCD & City of Riverside Standard compliant signage & striping improvements. The applicant shall obtain any necessary permits and approvals to complete the improvements. The applicant is **solely responsible for the design, procurement and installation** of the improvements to the satisfaction of the Director of Public Works.

31. **Completion of Work:** Within 180 days of approval of this case by the Planning Commission, Applicant shall fully complete the proposed on-site traffic improvements with final inspection by the Public Work Department.