

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING
HELD JULY 29, 2009.

The meeting was called to order at 7:03 p.m. by Chair Person Domenighini.

PLEDGE OF ALLEGIANCE: Chairperson Domenighini led the Pledge of Allegiance.

PRESENT: Domenighini, Woods, Warren, Thur

ABSENT: Alves

AGENDA REVIEW: There were no recommended changes by the Commission or Staff and the agenda for July 29, 2009 was accepted as presented.

CONSENT AGENDA:

It was **moved** by Commissioner Woods and **seconded** by Commissioner Warren to approve the Consent Agenda. The motion was unanimously passed and the following items were approved / adopted.

- a) Minutes of Planning Commission Meeting held June 17, 2009.

NEW BUSINESS:

Public Hearings

Parcel Map #PM-09-01 Carlene Morgan Trust: 458 N. Humboldt Ave.

The Carlene Morgan Trust has filed a Parcel Map for the proposed subdivision of a +/-1.84 acre parcel into two lots: Parcel one (southerly 0.82 acre site/developed) and Parcel 2 (northerly lot of 1.02 acres/vacant).

The project site lies adjacent to the east side of North Humboldt Ave. Proposed parcel 1 is developed with a 4400+- square foot commercial building. Both parcels would take access via driveways directly onto North Humboldt Ave. A Project Analysis was completed covering such things as lighting, landscaping, soils, storm water and erosion, grading, signs, parking and utilities.

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). City staff has determined that the proposal is exempt from further CEQA pursuant to CEQA section 15315, Class 15.

The Planning Commissioners did not have any questions or comments for the applicant at this time. Commissioner Warren made a **motion** to approve PC Resolution next in line, A Resolution of the Planning Commission of the City of Willows Recommending to the City Council Approval of the Carlene Morgan Trust Tentative Parcel Map (#PM-09-01) for the Subdivision of the Property Located at 458 North Humboldt Avenue, Assessors Parcel Number 005-370-001. Commissioner Thur **seconded** the motion, all ayes motion carries.

Tentative Map #TM-09-01 / Use Permit #UP-09-01 / Planned Development PD#-09-01 Basin Street Properties; SW corner of Tehama St. & CR 53, East of Interstate 5

The General Plan Land Use designation for this site is Commercial-Industrial Combining pursuant to the City's General Plan Use Map. The Project site is zoned CG (General Commercial)/ ML (Light Industrial)/ PD (Planned Development Combining District).

The components of this project are Subdivision (#TM-09-01), review of subdivision request to create 22 parcels. Use Permit (#UP-09-01), the project site is located within a PD combining zone (CG/ML/PD), Planned Development (#PD-09-01) Application of combining district, adoption of design guidelines and development uses and standards.

The project is located in the southern portion of the City of Willows. It occupies an area immediately east of Interstate 5 and west of Tehama Street. The project (55+-acres) consists of a major subdivision, use permit application, and Planned Development combining district application to develop the South Willows Commercial/Industrial Center consisting of 22 lots, 2 commonly owned parcels (Parcels A&B detention pond areas), and a remainder parcel (143+-acres).

A Project Analysis was completed covering planned development uses & development standards, lighting, landscaping & structure design, air quality & hazards, biological resources, soils & grading, hydrology, noise, public services, transportation & parking, utilities & signs.

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA) for significant environmental impacts to the environment. City staff has made the determination, based upon preparation of an initial study, to prepare a Mitigated Negative Declaration.

Vin Smith & Paul Andronico from Basin Street Properties were present to discuss the project with the Planning Commissioners and the public. Mr. Smith briefly outlined the project with a power point presentation of what the project might look like at various phases and also when it is completed.

Commissioner Thur asked Mr. Smith for clarification on the Emergency Vehicle Access Road which uses the existing driveway. Commissioner Thur asked if the Emergency Vehicle Access Road will include a bridge as the main entrance would. Mr. Smith answered that his company has analyzed the area and they believe that a bridge will not be needed for the Emergency Vehicle Access Road. Chairperson Domenighini asked that as these phases are being developed will they go to the Planning Commission for Design Review. City Manager Holsinger answered that typically the reviews will be done by staff unless there is a question or a concern or something the staff feels should be presented to the Planning Commission for approval. Chairperson Domenighini stated that he would like the Planning Commission to review each proposal as they come along because, he is concerned that this will be an area where pole signs would be permitted and the Planning Commission is concerned about signage in this area. City Manager Holsinger said there could be a sign program for the project subject to Commission approval, there could be a condition that the general design standards would be acceptable at an administrative level but a sign program would have to be approved by the Commission. Mr. Holsinger said pole signs could be restricted or be made subject to Planning Commission approval.

Chairperson Domenighini asked Mr. Smith why there was no sidewalk proposed on the other side of the street across from the Industrial Park. Mr. Smith said that they didn't see it has a high pedestrian area and that a sidewalk and a bus stop on the side of the Industrial Park should be sufficient for the amount of proposed pedestrian traffic. Chairperson Domenighini asked if there will be a crosswalk. Mr. Smith stated that there is not one proposed at this time but that if one was needed it is certainly something that can be done.

Chairperson Domenighini is concerned about the North side of the property and wants to make sure there is some landscaping or architectural detail so that future residents would not be impacted by a negative view. Mr. Smith said there is quite a distance between the North side and any future residents but there is some landscaping and in the future there could be other things proposed to make sure that residents would not be negatively impacted by the Industrial Park. Chairperson Domenighini is also concerned about maintenance of the landscaped areas and the detention ponds within the Industrial Park. Mr. Smith said that he would like to annex the Industrial Park into the City's maintenance district and pay the fees to keep it maintained. There was some discussion between Chairperson Domenighini and Mr. Smith and Mr. Andronico regarding drainage for the project.

City Planner Gary Pedroni stated that there a few minor changes that need to be made to some of the Conditions of Approval on this project. The first one is an addition to Condition #9 that states "The City Engineer shall verify that infrastructure for each phase is sufficient to service that phase". The second and third changes are additions to Condition #18 Storm Drain Improvements, letter (c.) New language should read "This condition may be eliminated subject to the approval of the City Engineer." Letter (j.) New language should read "Subject to approval by the City Engineer an alternate instrument may be used for the maintenance of Parcels A&B and reference to the Tehama ditch may be deleted." The fourth change is to Condition #36; the working hours should be changed to Monday through Saturday 7:00am to 6:00 pm.

Commissioner Thur made a **motion** to approve Resolution number next in line "A Resolution of the Planning Commission of the City of Willows for the Adoption of a Mitigated Negative Declaration and Approval of Use Permit #UP-09-01, Planned Development #PD-09-01 and Tentative Map #TM-09-01 for the Property Located at the SW corner of Tehama Street and CR 53, East of Interstate 5, Assessors Parcel Numbers 017-170-011; 001-091-012; 001-102-014; 001-101-003." Commissioner Woods **seconded**, all ayes motion carries.

Parcel Map #PM-09-02 Robert A. Karn & Associates / Wal-Mart TRS, LLC.

This application was withdrawn after posting of the public notice, no action to be taken but members of the public may comment. There were no members of the public who wished to speak on this matter.

COMMISSION COMMENTARY

- 1.) The Joint City Council & Planning Commission meeting will be August 18th at 5:30 pm. There will be various items presented as well as a discussion of the Housing Element.
- 2.) There is an application for a Use permit for Open Gate Christian Fellowship to have a preschool at the old armory, this should be on the August 19th agenda.

ADJOURNMENT: The meeting was adjourned at 8:24 pm

Hollie Johnson, Minute Clerk