

**MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING HELD
FEBRUARY 3, 2010.**

The meeting was called to order at 7:00 p.m. by Chairperson Domenighini.

PLEDGE OF ALLEGIANCE: Vice Chairperson Woods led the Pledge of Allegiance.

PRESENT: Domenighini, Alves, Warren, Woods, Thur

ABSENT: None

AGENDA REVIEW: There were no recommended changes by the Commission or Staff and the agenda for February 3, 2010 was accepted as presented.

APPROVAL OF MINUTES: It was moved by Commissioner Warren and seconded by Vice Chairperson Woods to approve the Minutes of the Planning Commission Meeting held December 9, 2009. The motion was unanimously passed.

NEW BUSINESS:

Election of Chair & Vice Chair:

Commissioner Warren made a motion to designate Larry Domenighini as Chairperson and Candice Woods as Vice Chairperson, Commissioner Thur seconded, the motion was unanimously passed.

REGULAR BUSINESS:

Housing Element Update:

Ms. Karen Mantele, Principal Planner for the City of Willows gave a brief informational update to the commissioners as to where the process is as far as the Housing Element. The City, PMC & HCD had a phone conference in December, 2009 to discuss the issues that HCD had with the draft Housing Element that was submitted by PMC. Since then HCD has sent a letter to PMC requesting that certain items be addressed within the draft to which PMC has made the requested revisions. The revised draft took into account all public comments that were received by the city. The revised document was then submitted by PMC to HCD for another cursory review prior to taking it to the City Council for their review and final approval. At this time the City has not received any comments back from HCD.

Chairperson Domenighini asked Ms. Mantele if there was an anticipated timeline on when the Housing Element will come back for City Council review. Ms. Mantele stated upon receiving final comments from HCD it will be legally noticed 10 days prior, if everything goes well it could be before the Council in March; however there is nothing specific at this time. The Housing Element does not have to come back before the Planning Commission because the approving body is the City Council, however the Planning Commission could have a joint meeting with the City Council to discuss the final draft.

Keith Corum asked when the revised document will be made public. Ms. Mantele stated that at this time the City doesn't have the revised document but when it is received the document it will be made public. Mr. Corum asked if the draft will be put on the City's website. Ms. Mantele said yes. Additionally Mr. Corum questioned about the rezone process. Richard Thomas stated that according to the draft Housing Element it looks like there will be some multiple stories with mixed uses in the downtown element and he wanted to know if that will be a problem with the Fire Department.

Chairperson Domenighini answered that all residences will have to meet code so it will have to be cleared with the Fire Department prior.

Forrest Sprague asked about a number of concerns he had with the draft Housing Element as to the accuracy of numbers pertaining to the Land Inventory List. He questioned whether or not the numbers proposed by the draft Housing Element were realistic. Chairperson Domenighini stated that this meeting was not about discussing numbers. Commissioner Woods suggested to Forrest that if he has some specific issues regarding the Draft Housing Element that he should list them and the city would direct them to PMC and make sure that he gets his questions answered.

Pastor Phil Zabel commented as a representative for Willows Citizens for Senior Housing commending the inclusion in the Housing Element of a housing survey to determine the need for senior housing. Pastor Zabel would like to encourage that this housing survey happen sooner rather than later because he feels that the need is there.

Raeann Titus asked a hypothetical question of Ms. Mantele, it was her concern that if something was missed in the revision of the Housing Element and there was a lot that was tagged as being able to accommodate more houses than it really should does the Planning Commission have to approve a plan to overdevelop that lot because it is written in the Housing Element? Ms. Mantele stated that everything still has to pass review.

COMMISSION COMMENTARY

- 1.) Chairperson Domenighini asked Ms. Mantele what is coming up for the next Planning Commission meeting. Ms. Mantele stated that she has a suggestion for consideration for the Planning Commissioners to hold the next meeting March 17, 2010 as there aren't any projects in the works except for the Cal-Water Tank Phase 3 project that was just submitted today. This application will not be ready to be heard by the Planning Commission until the middle of March. Ms. Mantele also anticipates another design review application to come in next Wednesday. The Commissioners agreed to hold the next Planning Commission meeting on March 17, 2010.
- 2.) Chairperson Domenighini asked Ms. Mantele if there is anything else going on. Ms. Mantele stated that Wal-Mart asked for a building permit and design review extensions, they were entitled to those extensions and the City has granted them.

ADJOURNMENT: The meeting was adjourned at 8:22 pm.

Larry Domenighini, Chairperson

Hollie Johnson, Minute Clerk