

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING
HELD JANUARY 7, 2009.

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

PLEDGE OF ALLEGIANCE: Commissioner Thur led the Pledge of Allegiance.

PRESENT: Woods, Warren, Domenighini, Thur

ABSENT: None

AGENDA REVIEW: There were no recommended changes by the commission or Staff and the agenda for January 7, 2009 was accepted as presented.

CONSENT AGENDA:

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

- a) Minutes of Planning Commission Meeting held December 17, 2008.

NEW BUSINESS:

The Election of Chair & Vice Chair of the Planning Commission

1. Commissioner Warren **nominated** Chairperson Domenighini for the office of Chairperson, Commissioner Thur **seconded**.
2. Commissioner Warren **nominated** Commissioner Woods for the office of Vice Chairperson, Commissioner Thur **seconded**.
3. Thur **moved** to have a unanimous ballot for the offices of Chairperson & Vice Chairperson, Commissioner Warren **seconded** and the motion carried unanimously.

JESSICA SANDOVAL: DESIGN REVIEW (DR-08-04)

Ms Mantele introduced the Design Review application project a request by Jessica Sandoval for a new awning to be attached to an existing commercial building located at 134 S. Butte also known as "Identite Salon" and located within the Central Commercial/Historic Downtown District. This application is in correlation with a goal of the Community Vision & Action plan adopted by the City Council in June of 2000 which was to implement a façade improvement program for the Downtown Commercial Core of the city.

The proposed awning will be 25 feet long, approximately four feet high and will run the length of the building. City code requires that awnings maintain 10 foot clearance from the awning to the sidewalk. The material for the awning is marine grade, black in color, flame retardant, and has a five year guarantee.

Chairperson Domenighini asked Ms. Mantele if it was up to Ms. Sandoval to decide which style of awning she would like, whether convex or flat. Commissioner Woods stated that her opinion is that with the size and shape of the building she prefers the convex style. Commissioner Warren stated that she thinks either style would be an improvement.

Clay Dawley, Building Official asked the applicant whether or not the awning was going to cover her sign if it is four feet tall. Ms Sandoval stated that the awning will be custom made so that it will meet the code and the business sign will still be visible above the awning.

After the staff report was presented and questions were answered it was **moved** by Commissioner Warren to approve the resolution entitled "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE #DR08-04) FOR INSTALLATION OF A NEW AWNING FOR IDENTITE SALON FOR PROPERTY LOCATED AT 134 S BUTTE STREET ASSESSORS PARCEL NUMBER 003-051-003." Commissioner Woods **seconded** and the motion was unanimously passed.

COMMISSION COMMENTARY

1. Commissioner Thur commented that he really liked the new Bank of America signage.
2. Chairperson Domenighini announced that Vice Chairperson Melquist resigned from the Planning Commission. Ms Mantele stated that the City Council will address the issue of a replacement at their next City Council meeting.
3. Chairperson Domenighini asked Ms. Mantele what was coming up in the future. Ms. Mantele stated that Holiday Inn Express will be submitting a conditional use permit for signage for their new building and probably will be ready for the first meeting in February.
4. Ms Mantele asked the Commission as a result of no projects to be heard would they consider canceling the January 21st and the consensus was to cancel the second meeting.
5. Ms. Mantele also announced that the housing element update for the City is due August 31, 2009 and PMC will be preparing the update which will include public hearings along the way. Commissioner Woods inquired if the numbers would be any different with the ongoing economic crisis, to which Ms. Mantele answered that the city will still have to show that they can meet the Regional Housing Needs numbers given by HCD.

ADJOURNMENT: The meeting was adjourned at 7:45 p.m.

LARRY DOMENIGHINI, Chair

Hollie Johnson, Minute Clerk