

**MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING HELD
DECEMBER 9, 2009.**

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

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

PRESENT: Domenighini, Alves, Warren, Woods

ABSENT: Thur

AGENDA REVIEW: There were no recommended changes by the Commission or Staff and the agenda for December 9, 2009 was accepted as presented.

APPROVAL OF MINUTES: It was moved by Commissioner Alves and seconded by Commissioner Woods to approve the Minutes of the Planning Commission Meeting held November 18, 2009. The motion was unanimously passed.

NEW BUSINESS:

DR-09-08: Façade improvement, Mark Knowles 134 W. Sycamore St., APN: 003-051-006.

Karen Mantele, Principal Planner presented the Agenda Report stating that the applicant, Mark Knowles has applied for Design Review approval to enhance the exterior façade of an existing professional building located at 134 W. Sycamore Street by installing four black canvas awnings over four existing second story windows that overlook Sycamore Street.

This project is being applied for under the Façade Improvement Program as the applicant desires to improve the building front and obtain financial assistance with façade improvements. The Downtown Historic Guidelines apply to this project as it lies within the Central Commercial/Historic Downtown District.

There was some discussion among the commissioners as to how this project is keeping with the trend of giving the downtown corridor a much needed facelift.

Commissioner Warren made a **motion** to approve Resolution Next in line "A Resolution of the Planning Commission of the City of Willows Granting Design Review Approval (File # DR-09-08) to Mark Knowles to Install Four New Awnings to the Front of an Existing Commercial Building for Property Located at 134 W. Sycamore Street Assessors Parcel Number 003-051-006."

Commissioner Alves **seconded** and the motion passed unanimously with the exception of Commissioner Thur who was not present.

Discussion: South Willows Residential Neighborhood Design Guidelines:

Discussion ensued among the Commissioners regarding the South Willows Residential Neighborhood Design Guidelines brought by Basin Street Properties as options for the upcoming South Willows Residential Subdivision project.

COMMISSION COMMENTARY

- 1.) Commissioner Domenighini asked Ms. Mantele how her sign letters are going. Ms. Mantele stated that for the most part businesses are complying with her requests.
- 2.) Ms. Mantele stated that a representative from Napa Auto Parts came to the counter to request signage for the outside of their building.

- 3.) Chairperson Domenighini asked if there is anything in the hopper for January. Karen said that Cal-Water will be submitting their Design Review for the landscaping outside the water tank, she expects it by the end of January.
- 4.) Commissioner Woods asked Ms. Mantele what the status of Wal-Mart is. Ms. Mantele stated that last she heard the city engineer approved some of the plans for Road G. The project is still moving along.
- 5.) Chairperson Domenighini asked Ms. Mantele if the Willows Christian Church has their bell tower operating yet. Ms. Mantele stated that she believed it is operating and the Building Official confirmed that the project was finalized on September 22, 2009.
- 6.) Chairperson Domenighini asked Ms. Mantele if the Commission will be getting a Housing Element update any time soon. Ms. Mantele stated that the City management had a phone conference with HCD & PMC today and the City anticipates getting their comment letter sometime next week, which will be placed on the website for the public to read.
- 7.) Chairperson Domenighini said that he presumed he and Commissioner Alves got reappointed last night (referring to the City Council meeting the day before.) It was agreed that the probability of reappointment was extremely high.
- 8.) Chairperson Domenighini stated for a heads up that for the February 17th meeting there will be a lack of a quorum.

ADJOURNMENT: The meeting was adjourned at 8:44 pm.

Larry Domenighini, Chairperson

Hollie Johnson, Minute Clerk