

**MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING**  
**HELD OCTOBER 21, 2009.**

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

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

**PRESENT:** Domenighini, Alves, Warren, Thur

**ABSENT:** Woods

**AGENDA REVIEW:** There were no recommended changes by the Commission or Staff and the agenda for October 21, 2009 was accepted as presented.

**CONSENT AGENDA:**

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

- a) Minutes of Planning Commission Meeting held September 2, 2009.

**REGULAR BUSINESS:**

**Discussion on Community Residential Design Standards:**

Chairperson Domenighini asked Karen Mantele, Principal Planner, to begin the discussion with some background on the agenda item. Ms. Mantele stated that the item before the Planning Commission is a discussion started at this past year's joint City Council/Planning Commission meeting. The Planning Commission would like to gain a consensus as to what they would like to see as far as residential design on any new subdivisions being proposed within the city.

Chairperson Domenighini asked Ms. Mantele if the best option would be to adopt Residential Design Guidelines through the City Council, not as part of the Municipal Code but as stand alone guidelines. Ms. Mantele stated that she doesn't know whether design guidelines will be useful as there really only is one large piece of property left within the city limits where a subdivision would be built and that is the Basin Street Property. This piece of property has a Planned Development overlay so there will be Planning Commission discretion throughout the project. Ms. Mantele said that she will share the Planning Commission's comments with Basin Street so that when they present a map it should be closer to what the Planning Commission would like to see.

There was discussion between the Commissioners and Ms. Mantele about the likes and dislikes of the Commission, there was a favorable consensus regarding recessed garages, extra parking spaces, a green strip between the street and the sidewalk, etc. There was also discussion regarding regulations on "granny units," alleys, and zero lot lines.

Forrest Sprague, a citizen and local builder, discussed with the Planning Commission some of the realities of the Planning Commissions "wish list" from a contractor standpoint.

**COMMISSION COMMENTARY**

- 1.) Chairperson Domenighini asked Ms. Mantele about the happenings at Grace Reformed Church. Ms. Mantele explained that the church came to the city with plans to paint their building. City Manager Steve Holsinger and Ms. Mantele administratively approved the paint colors and gave the church the ok to begin painting their building.
- 2.) Commissioner Warren asked about the letters Ms. Mantele sent to the business who were violating the sign ordinance, she wanted to know if the city had received any responses to those letters. Ms. Mantele stated that Black Bear Diner had come forward and is removing their signs. Some of the other signage was removed by the city's code enforcement officer after the city did not get timely responses from the owners.
- 3.) Commissioner Thur asked what happened with the design review for 1240 W. Wood St. Ms. Mantele stated that there were a couple of things that the owner could not come up with in time for the Planning Commission meeting but the owner has since reinstated and the project will be heard at the November 4<sup>th</sup> Planning Commission Meeting.

ADJOURNMENT: The meeting was adjourned at 8:48 pm

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LARRY DOMENIGHINI, Chair

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Hollie Johnson, Minute Clerk