

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING
HELD MAY 2, 2007

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

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

SWEARING-IN

City Clerk Natalie Butler Swore in the new Planning Commissioner Candis Woods

PRESENT: Domenighini, Lohman, Titus, Melquist, Woods

ABSENT: None

APPROVAL OF MINUTES:

It was **moved** by Commissioner Titus and **seconded** by Commissioner Melquist to approve the minutes of April 18, 2007, as presented. All ayes. The motion was unanimously passed.

NEW BUSINESS:

THUEMLER CONDITIONAL USE PERMIT (UP 07-05)

Planner Karen Mantele presented this item to the Commission, explaining that the applicant has applied for a Home Occupation Permit allowing her to operate her nail business out of her home. Ms. Mantele explained to the Commission that her residence is in a single family residential zone, which she rents from the owners. Ms. Mantele further explained that the applicant had been in a commercial zone, but now desires to operate her nail salon out of her home. The applicant, Jessica Leonardo Thuemler addressed the Commission stating that she wished to operate her nail business out of her home to stay home with her step children. Ms. Thuemler also answered questions of the Commission, which pertained to the application. Ms. Mantele, at this time, stated that "for the record telephone calls came in regarding the parking and smell, but wished to remain anonymous." Commissioner Melquist stated at this time, that he understood that Ms. Thuemler has a well known business, but still thinks that it should be in a commercial zone. Commissioner Lohman commented to Commissioner Melquist, stating that the Commission has approved Home Occupation Use Permits before, and Ms. Thuemler's business appears to be a very quiet business. Commissioner Titus made a **motion** to approve the Home Occupation Permit with findings 1-8 and conditions 1-3. Commissioner Lohman **seconded** the motion. **Ayes:** Lohman, Titus, Domenighini, Woods **Noes:** Melquist

Findings of Fact

1. Is confined within a legal structure and occupies not more than twenty-five percent of the floor space of a dwelling of fifty percent of that of an accessory structure.
2. Involves no sales of merchandise other than that produced on the premises or directly related to an incidental to the services offered.
3. Is carried on by the members of the family occupying the dwelling with no other persons employed.
4. Produces no evidence of its existence upon or beyond the premises such as external alteration creating non residential or unsightly appearance of a structure, noise, smoke, odors, vibrations, etc. except one sign not to exceed two square feet in area pertaining directly to the particular home occupation. The sign must be approved by the Planning Commission with regard to design and placement.
5. Meets the requirements of the chief building inspector or fire district of the jurisdiction.

Conditions:

1. No extension cords are allowed to be located in the are of the nail salon station per the Fire Department
2. Applicant shall obtain all required permits for a proposed electrical, plumbing, mechanical, or frame work.
3. The Fire Department requires a four foot clearance from the doorway into the nail salon area.

RHL DESIGN GROUP, INC (CHEVRON) USE PERMIT APPLICATION, FILE #UP07-06

Planner Karen Mantele presented this item to the Commission. RHL Design Group, Inc. has applied for a Conditional Use Permit to add 34.02 square feet of signage to an existing pole sign and 14.02 square foot to the proposed canopy signs for a total of 48.08 square feet. Ms. Mantele

further explained that RHL would like to add to product logos to the new sign. Gloria Hicks was present to represent RHL Design Inc. and addressed the Commission and answered their questions pertaining to the application. Discussion ensued between the Commission and staff about what the code allows for signage. Ms. Mantele indicated that the sign ordinance is a little ambiguous, but the code allows a pole sign with a maximum of 200 square feet, and 40 square feet for incidental signs in a CH zone but then allows other signage based on the linear building frontage. In calculating all their signage requests they are required to apply for a Conditional Use Permit for the 48.08 square feet that is proposed to be added. Ms. Hicks, from RHL design, addressed the Commission at this time, stating that the additional smaller signs would read the following: "Extra Mile,;" which is their store name. The additional smaller signs would read, "ATM," and "Techron." Commissioner Titus indicated that she was not in favor of the new pole signage on Wood Street. She stated that if the Commission allowed Chevron to add signage, then they would have to allow the existing gas stations on the opposite corners to put up more signs. Commissioner Titus thought that this would be too much signage on Wood Street. At this time, Commissioner Melquist made a **motion** to approve the Conditional Use Permit, with Findings of Fact 1-6, and Conditions of Approval 1-2. Commissioner Lohman **seconded** this motion. **Ayes:** Woods, Lohman, Domenighini, Melquist **Noes:** Titus Motion carried

Findings of Facts

1. That the use is consistent with the purpose of the district in which the site is located
2. That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.
3. That the proposed use is in conformance with the General Plan
4. That notice of public hearing was published in the Willows Journal on April 20, 2007.
5. That notice of the public hearing was mailed to property owners within 300 feet of the subject property.
6. That the proposed project qualifies as an Exempt Project under Section 15061

Conditions:

1. Applicant to provide structural calculations for pole sign for engineer review to determine if proposed changes do not exceed the capacity of the pole to bear the loads.
2. Applicant to apply for any and all building permits that may be required.

RHL DESIGN GROUP, INC. (CHEVRON) DESIGN REVIEW APPLICATION FILE #DR06-04

Planner Karen Mantele presented this item to the Commission. Ms. Mantele explained to the Commission that they had heard the applicants Design Review at the February 7, 2007 meeting. At this meeting the motion was to give one month for the applicant to submit a Conditional Use Permit Application, and was therefore tabled for a future Planning Commission Meeting. It appeared that during the discussion, the applicant's project had included adding square footage to the existing sign. This therefore led to the applicant having to apply for a Conditional Use Permit. This brought the applicant back to this meeting to present their application again. At this time, Ms. Mantele explained that the applicant is requesting an architectural design review approval for a "fueling station re-imaging project" to include re-facing the existing blue canopy fascia with new blue canopy fascia, which will have new LED lighting, re-facing the white ends of the fascia with a new bull-nose (curved) pearl colored fascia, and replacing the existing spanners with newer smaller ones, which will reduce the site lighting. The applicant, Gloria Hicks addressed the Commission, and answered their questions pertaining to the application. Ms. Mantele stated that the Fire Chief would like all fire protection replaced once the project is complete. Ms. Mantele further indicated that the City Engineer brought up the locked cabinet be moved to the location where it was not visible. Ms. Hicks believed that it was on the south side of the building where it appears that it is supposed to be. Ms. Hicks further indicated at this point, that the LED lighting shines down into the hood and not out. Commissioner Melquist mentioned that this is the busiest section in town, and believes that the new lighting will be a great safety issue. Commissioner Melquist made a **motion** to approve the Design Review Application subject to conditions, 1-5. Commissioner Lohman **seconded** this motion.

1. Applicant to provide structural calculations for pole sign for engineer review to determine if proposed changes do not exceed the capacity of the pole to bear the load.
2. Applicant to relocate the locked cabinet for the roof ladder to east or south side of the building.

3. Applicant to provide lighting plan for engineer review and approval.
4. Applicant to apply for any and all building permits that may be required.
5. Applicant shall reinstall all fire protection equipment after remodel and obtain Fire Department Clearance.

PRESENTATIONS/DISCUSSIONS

Circulation Element

Gail Wingard, Interim City Manager presented this item to the Planning Commission, in hopes to receiving some feedback from all commissioners. He further indicated that he believed that the existing Element is outdated and believes that the City should get it updated. Further explanation occurred, and Mr. Wingard explained to the Commission that the draft Circulation Element given to them to read was previously prepared by a CSU, Chico student as a Masters project. Commissioner Titus thought that this Element was a great starting point, and wanted to know when the study was done. City Planner, Karen Mantele explained that this Circulation Element was done in 2005 by a student who is now a Planner in Placer County. Commissioner Melquist believed that the City should wait for the County of Glenn to adopt their Circulation Element and believes that the Element should “fit us.” Commissioner Melquist also thought that the Commission should deal with the issues as they come forward. He also believes that he does not know what the Circulation Element will do for the City, and doesn’t know how important it is. Commissioner Titus believes that the Draft Circulation Element was done very well and felt that the City should have something in place before the new subdivisions come in. In response to Commissioner Melquist’s response, Mr. Wingard explained the purpose of the Circulation Element. Commissioner Titus, at this time, gave examples of some heavily impacted areas. Commissioner Woods stated that she thought that it was important to look into the future so that it doesn’t become a problem at the time it happens.

Council Members Towne and Thraikill were present and they expressed their concerns with the cul-de-sacs going in the proposed subdivision south of the canal. Council member Thraikill gave an example of cul-de-sacs being a problem. Council member Towne was questioning why there were so many cul-de-sacs in this sub-division. He used an example from a visit to Sacramento, and stated that in a large sub-division in Sacramento, there was only 1 cul-de-sac, and he couldn’t understand why in Willows, there were going to be 21. Mr. Wingard indicated that there would be further discussion on the Circulation Element later on.

Planner Karen Mantele informed the Commission that the Basin Street Project was on hold at the present time in order for the developer to address the General Plan requirements. The developer intends to redesign the project and have asked to have the project processing put on hold for the time being.

COMMISSION COMMENTARY:

ADJOURNMENT: The meeting adjourned at 8:37 p.m.

LARRY DOMENIGHINI, Chair

Mallorie Vasquez, Minute Clerk