

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING
HELD APRIL 23, 2008

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

PLEDGE OF ALLEGIANCE: Chairperson Domenighini led the Pledge of Allegiance.

PRESENT: Woods, Warren, Domenighini, Melquist, Thur

ABSENT:

PUBLIC COMMENT:

CONSENT AGENDA:

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

- a) Minutes of Meeting April 2, 2008

NEW BUSINESS: Public Hearing(s)

Byron Crossen-File # CUP 08-04

Byron Crossen has applied for a Conditional Use Permit to allow a revision to his Master Sign Program. City Planner Karen Mantele presented the staff report, stating that the request from Mr. Crossen is to allow a revision to his Master Sign Program for the commercial building located at 1070 West Wood Street. Ms. Mantele further stated that this request includes allowing up to six tenant sign panels on the monument sign and allowing both North and South building signage for up to six tenants. Discussion ensued amongst the Commission. The applicant, Byron Crossen was present and answered questions of the Commission.

It was moved by Commissioner Melquist and Seconded by Commissioner Warren to approve and adopt the Resolution entitled” **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS APPROVING CONDITIONAL USE PERMIT (FILE #UP08-04) FOR BYRON CROSSEN TO REVISE THE MASTER SIGN PROGRAM TO ALLOW SIGNAGE FOR UP TO SIX SUITES FOR A COMMERCIAL STRUCTURE LOCATED AT 1070 W. WOOD STREET ASSESSORS PARCEL NUMBER 001-132-004.”**

AYES: WOODS, WARREN, DOMENIGHINI, THUR, MELQUIST

Freeman Granite- File #CUP 07-07

Dan Murtha has applied for a Conditional Use Permit to amend the original Use Permit to allow a three month extension. City Planner Karen Mantele presented this stating that the Planning Commission originally approved this Use Permit on June 20, 2007 which allowed the establishment of

Freeman Granite, a granite and marble fabricating operation. Ms. Mantele continued to state that the original conditions of approval stated that the project should not exceed nine months. The applicant requested an extension of three months to complete the project on March 20, 2008. The approval was granted by the City Planner. Clay Dawley stated that one of the reasons that the applicant is having a hard time completing this project within the required time frame is because he is having trouble locating the proper materials. The applicant, Dan Murtha was present, and answered questions of the Commission.

It was moved by Commissioner Woods and Seconded by Commissioner Thur to approve and adopt the Resolution entitled “ **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS APPROVING AN AMENDMENT TO UP07-07 FOR FREEMAN GRANITE ALLOWING AN EXTENSION OF THREE (3) MONTHS TO CONDITION NUMBER 4, FOR PROPERTY LOCATED AT 201 S. TEHAMA STREET ASSESSORS PARCEL NUMBER 003-061-006**”

AYES: WOODS, WARREN, DOMENIGHINI, THUR, MELQUIST

COMMISSION COMMENTARY

1. Karen Mantele stated to the Commission that the Joint Planning Commission/City Council Meeting would be starting at 5:30. Ms. Mantele asked the commission to think about what districts they would like to have the storage/cargo containers placed in.
2. Karen Mantele handed out the agenda for the joint meeting, and the items were discussed for clarification.
3. Chairperson Domenighini asked staff what the process was for implementing signs at the time a business applies for a business license.
4. Chairperson Domenighini asked staff what the status was of getting training on the Brown Act. City Manager, Steve Holsinger stated that he has spoken with a few resources about getting some training in the near future.
5. Chairperson Domenighini requested copies of the written letter that was sent to Mr. Forrest Sprague. Steve Holsinger stated that he would provide copies to all Commissioners.
6. Karen Mantele stated that there are no agenda items for the May 7, 2008 meeting, however there will be one agenda item for the May 21, 2008 meeting.

ADJOURNMENT: The meeting was adjourned at 8:30 p.m.

LARRY DOMENIGHINI, Chair

Mallorie Vasquez, Minute Clerk