

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING
HELD OCTOBER 17, 2007

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: Domenighini, Lohman, Titus, Woods

ABSENT: Melquist

APPROVAL OF MINUTES:

It was **moved** by Commissioner Titus and **seconded** by Commissioner Lohman to approve the minutes of the September 19, 2007 meeting, as presented. Ayes: All Motion Carried.

NEW BUSINESS: PUBLIC HEARING

JAMES & NANCY HUTSON-DESIGN REVIEW (DR07-06)

APN: 002-083-005 410 WEST WOOD STREET

City Planner Karen Mantele presented this item to the commission stating, that this project was a Design Review request to construct a 1,500 square foot commercial building on a 14,025 square foot lot at the corner of West Wood street and North Plumas street. Ms. Mantele indicated that this property is located in an RP Entryway overlay zone, and that the Wood Street guidelines are applicable. Ms. Mantele continued to explain to the commission that this zoning permits a number of uses, and that the intended use of this office is permitted within the zoning. Discussion commenced on the structure of the building as well as the colors. The applicant, Jim Hutson explained to the commission that he intends to match the new building with the current building. Ms. Mantele continued to explain to the Commission that the applicant proposes no new signage. Ms. Mantele also stated that she received a comment back from California Water Service, and they wanted to add a condition of approval. California Water Service was concerned with the multiple structures on the single lot, and wanted a backflow testing devise installed, and it would be tested on a yearly basis.

Commissioner Titus had a question pertaining to the parking spaces. The Staff Report stated that there are eight (8) parking spaces, but the site plan states that there are twelve (12). Ms. Mantele confirmed that there would be twelve (12) parking spaces.

Commissioner Woods was concerned with the current Wood Street entrance. Commissioner Woods asked if it was one way or two way direction. Ms. Mantele stated to Commissioner Woods that it was an ingress and egress. Mr. Hutson stated that it was currently wide enough for two-way traffic. Commissioner Woods also wanted to know that if this entrance was going to be a problem? Ms. Mantle stated to Commissioner Woods that there was nothing in the code that prevents this from happening.

Mr. Hutson asked if there was any code that permitted him from putting speed bumps in his parking lot. Ms. Mantele stated that since he is doing this on his private property, he could put them there if he would like.

Chairperson Domenighini stated that the current setbacks are 12 feet. He stated that he liked the fact that the buildings were closer to Wood Street, with the Parking Lot in the back.

Commissioner Titus made a **motion** to approve Findings of Fact A-E. Commissioner Woods **seconded** this motion. Aye All Motion Carried.

Commissioner Lohman made a **motion** to approve Conditions of Approval 1-28 with the addition of conditions 29 and 30. Commissioner Titus **seconded** this motion. Ayes All Motion Carried.

Commissioner Woods made a **motion** to approve Design Review (DR07-06). Commissioner Titus **seconded** this motion. Ayes: All Motion Carried.

ITEMS INTRODUCED BY PLANNING COMMISSION OR ADMINISTRATIVE STAFF FOR DISCUSSION PURPOSES ONLY:

City Manager Steve Holsinger discussed the scope proposal to complete the AB1600 Nexus study that was recently submitted by Pacific Municipal Consultants. Mr. Holsinger stated that this topic was one the priorities that came from the Joint City Council/ Planning Commission meeting. Mr. Holsinger continued to explain that the current General Plan is 26 years old, and would really like to update this. Mr. Holsinger further explained that 3 out of the 4 existing fees are district specific, and he would really like these fees to be City wide. It was also stated that the Wastewater Treatment Plant will not be included in this Nexus Study.

Commissioner Woods asked Mr. Holsinger if the fees that are collected are restricted to certain categories. Mr. Holsinger stated that these funds are very restricted and the City has five (5) years to use the funds as capital improvement. Mr. Holsinger also stated that the funds cannot be used for ongoing maintenance.

Mr. Holsinger stated to the Commission that at the next City Council Meeting a PMC representative will be present to discuss the Nexus Study. Mr. Holsinger further stated that he will provide updates on the Nexus Study to the Planning Commission.

Ms. Mantele updated the Planning Commission stating that she had a request from Subway proposing a Monument Sign. Ms. Mantele stated that she is a little apprehensive about placing the sign in the proposed spot because it will be in the way of traffic.

Discussion ensued regarding the November 28th Planning Commission meeting. Ms. Mantele stated to the Commission that Higgins Mini Storage, Hampton (Taylor 88), and the Storage Containers/Burn Down Letters will be on this agenda.

Ms. Mantele stated that she had an applicant interested in the Daughtery's building. Ms. Mantele explained that the applicant proposed housing upstairs and retail downstairs. No further discussion on this topic.

COMMISSION COMMENTARY

ADJOURNMENT: The meeting was adjourned at 8:24 p.m.

LARRY DOMENIGHINI, Chair

Mallorie Vasquez, Minute Clerk