

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING

WEDNESDAY, AUGUST 17, 2016

The meeting was called to order at 7:00 pm by Chair White.

PLEDGE OF ALLEGIANCE:

Commissioner Benningfield led the Pledge of Allegiance.

ROLL CALL:

Karen Mantele, Planner, Maria Ehorn, Minute Clerk

Present: White, Benningfield, Griffith, Woods, Michael

Absent: None

AGENDA REVIEW: Chair White asked if there were any changes to the agenda by staff or Commissioners. Staff requested the Commission to hear item 7b prior to item 7a. Commissioner Michael moved to hear item 7b prior to item 7a. Commissioner Griffith seconded the motion.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

PUBLIC COMMENT: Chair White introduced the item. No comments were made.

APPROVAL OF MINUTES: It was moved by Commissioner Benningfield and seconded by Commissioner Woods to approve the Minutes of the Planning Commission Meeting held July 20, 2016.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

PUBLIC HEARING(S)/NEW BUSINESS:

- b. **Conditional Use Permit (File #UP-16-05) and Design Review (File #DR-16-07) Applicant/Owner: Jim Thompson/Larry Pastorino**

222 W. Sycamore Street/Assessors' Parcel Number: 002-172-006/Central Commercial Zone/General Commercial Land Use Designation/Establish a mobile food unit business and install and 18' x 20' shade structure for business.

Chair White introduced the agenda item. Ms. Mantele presented the agenda report to the Commission. Since the preparation of the staff report 3 letters have been received from Dale and Holly Myers, Willie and Missy Beavers, and Linda Robert and asked to be read to the commission and entered into the minutes. Staff then read all 3 letters.

Chair White opened the public hearing.

Jim Thompson of Thunderhill spoke regarding the area needing more new businesses. He stated they brought the truck in to supplement hours for existing employees in order to be able to make them full time employees.

Matt Amaro read a prepared statement regarding how the process works and how it is a difficult task without a food truck ordinance. He stated he is neither for nor against Use Permit 16-05 and Design Review 16-07 but would like to see more businesses come to the downtown area, and felt that the carport structure could meet design review requirements and did not like the idea of a portable outhouse on a downtown lot. He suggested that maybe Thunderhill could work with an existing business owner to allow the employees use of their rest room.

Mr. Thompson stated the porta-potty would be for the employees only but is open to striking a deal with an existing business for use of their rest room. Mr. Thompson stated he does not have to have the shade structure and could put up umbrellas instead. Commissioner Michael inquired as to what the hours of business would be. Mr. Thompson stated Monday through Friday, 10:00 am to 2:00 pm.

Larry Pastorino spoke stating he purchased the property in the 70's with a building on it which was demolished and would like a chance to make the property better, and maybe even going further and building a restaurant there as the property has a great potential for a restaurant location.

Dale Myers spoke saying as a current downtown business owner in the area he would like to maintain the downtown historical status and that downtown is not the place for mobile food truck business. He also felt that a mobile food unit with a porta-potty should not be allowed in the area instead of a brick and mortar business.

Chair White hearing no other comments closed the public hearing.

Discussion was held among the Commissioners and staff regarding allowing the food truck, shade structure, porta-potty, parking and possible compromises as far as the codes will allow. Commissioner Benningfield asked about the previous use permit applications for food trucks considered by the Planning Commission and why the one applied for at this same location was denied. Ms. Mantele stated that according to the meeting minutes it seemed there were similar concerns as tonight such as detracting from the quaintness of the area and parking issues.

Commissioner Griffith moved to approve the next resolution in line entitled, A Resolution of the Planning Commission of the City of Willows Granting Use Permit and Design Review Approval (File #UP-16-05 & File #DR-16-07) to Jim Thompson of Thunderhill Grill & Catering to Allow Establishment of a Mobile Food Unit on a Vacant Lot and Allow Placement of an Open Covered Canopy Structure for Property Located at 222 W Sycamore Street Assessors Parcel Number 002-172-006 with amendments as follows: Strike “and allow placement of an open covered canopy structure” from title, amend conditions of approval: #7 to review in 6 months instead of a year, strike condition #8, add to condition #11 requiring an arrangement to be made to comply with the state code for restroom facilities prior to the use being put in place, and strike conditions #12, #13 and #14. The motion was seconded by Commissioner Michael.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

Staff reminded the public that all use permits have a 10 day appeal period.

a. Design Review (File #DR-16-06) Applicant/Owner: Anil Patel/Glenn Hospitality, Inc.

457 N. Humboldt Street/Assessor’s Parcel Number: 017-330-018 Commercial Zone/General Commercial Land Use Designation/Remove existing porte cochère and replace with commercial grade canvas awning.

Chair White introduced the agenda item. Ms. Mantele presented the agenda report to the Commission.

Mr. Patel explained why he chose the color he did for the awning as it is the Super 8 color. A short discussion ensued regarding the canopy color and lighting. Mr. Patel stated they are going to use the existing electrical circuit for LED lighting under the canopy.

Commissioner Michael moved to approve the next resolution in line entitled, A Resolution of the Planning Commission of the City of Willows Granting Design Review Approval (File #DR-16-06) to Anil Patel of Super 8 Motel to Remove a Damaged Porte Cochère and Install a Canvas Awning to an Existing Motel for property located at 457 N. Humboldt Street Assessors Parcel Number 017-330-018. The motion was seconded by Commissioner Griffith.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

b. Design Review (File #DR-16-04) Applicant/Owner: Cameron Johnson/AMG & Associates LLC

1245 W. Sycamore Street/Assessor’s Parcel Number: 001-051-011/RP (Residential Professional Zone/Office Professional Land Use Designation/Construct a new 2-story/24 unit multi-family residential apartment complex on vacant lot with site improvements.

Chair White introduced the agenda item. Ms. Mantele presented the agenda report to the Commission. Ms. Mantele stated that the applicant needed design review approval prior to being able to apply for funding for construction of the apartments.

A short discussion ensued among the commissioners regarding liking the overall design of the project and the applicant following the multi-family guidelines from the City.

Matt Amaro spoke commending the applicant for a nice design layout. He would like to see the detention pond stay grass covered and something more durable other than vinyl siding that is proposed.

Ms. Mantele stated she would like to amend condition of approval #9 to include applicant to submit a final landscaping plan for staff review once all of the detention pond calculations are in.

Commissioner Griffith moved to approve the next resolution in line entitled, A Resolution of the Planning Commission of the City of Willows Granting Design Review Approval (File #DR-16-04) to AMG & Associates LLC for Construction of Two Apartment Buildings Totaling 24 Multiple Family Residential Units, a Community Building, a Tot Lot, Fencing and Site improvements for Property Located at 1245 W. Sycamore Street, Assessors Parcel Number 001051-011 with amendment as follows: Amend condition #9 that a final landscape plan shall be submitted for staff review and approval. The motion was seconded by Commissioner Woods.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

COMMISSION COMMENTARY:

1. Commissioner Griffith stated he has pulled his application for city council.
2. Commission and staff discussed that the next meeting will be September 21, 2016. Ms. Mantele stated for the next regular meeting she has a use permit coming up for additional signage along Humboldt and anticipates a design review application for new construction of a commercial building that will probably be at the October meeting. Also, she had sent out an email regarding the state planning commission conference which usually takes place in December. If any of the commissioners would like to go to contact her and the city clerk will arrange it.
3. Commissioner Michael asked if there were continuing education funding and was wondering about the Planning Commission academy and if anyone had gone. Staff replied there is continuing education funding and that most have been to the academy. Ms. Mantele said as soon as she is notified of the next one she will let the planning commission know. Also he will not be at the September meeting as he has a conflicting meeting.
4. Commissioner Woods asked staff the status of the Mercado project. Matt Amaro replied on behalf of the applicant stating that it was a long drawn out process in getting the project designed but is expecting approval of the project any day now. Commissioner Woods also asked the status of the Round Table Pizza project. Ms. Mantele stated that the project is moving along and progress is being made. Commissioner Woods stated she thinks it is vital that the City is willing to help people through the process and try to give them every opportunity to be successful. Ms. Mantele stated she and the city manager are working on possible text amendments that will help to alleviate a requirement in the code for residential use in a couple of zones and anticipates bringing the item before the Planning Commission in October.

ADJOURNMENT: Meeting adjourned at approximately 8:58 pm.

Peggy White – Chair

Maria Ehorn – Minute Clerk