

PLANNING COMMISSION

Peggy White, Chair
Robert Griffith, Vice Chair
Shirley Benningfield, Commissioner
Candis Woods, Commissioner
Walter Michael, Commissioner

CITY PLANNER
Karen Mantele

MINUTE CLERK
Maria Ehorn



201 North Lassen Street
Willows, CA 95988
(530) 934-7041

PLANNING COMMISSION MEETING AGENDA
Wednesday August 17, 2016
7:00 p.m.

1. **Call to Order - 7:00 p.m.**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Agenda Review:** (Requested Changes by Commissioners or Staff?)
5. **Public Comment:** Persons wishing to speak on a matter *not on the agenda* may be heard at this time; however, no action will be taken unless placed on a future agenda. (***Public Comments are generally restricted to three minutes.***)
6. **Approval of Minutes:** Minutes of Planning Commission meeting held July 20, 2016
7. **Public Hearing(s)/New Business**
 - a. **Design Review (File #DR-16-06) Applicant/Owner: Anil Patel/Glenn Hospitality, Inc**
457 N. Humboldt Street/Assessors' Parcel Number: 017-330-018/Highway Commercial Zone/General Commercial Land Use Designation/Remove existing port co chere and replace with commercial grade canvas awning onto an existing motel
 - b. **Conditional Use Permit (File# UP-17-05) 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 an 18' x 20' shade structure for business
 - c. **Design Review (File# DR-16-04) Applicant/Owner: Cameron Johnson/AMG & Associates LLC**
1245 W. Sycamore Street/Assessors' 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
8. **Commission Commentary**

9. **Adjournment**

CERTIFICATION: Pursuant to Government Code § 54954.2 (a), the agenda for this meeting was properly posted on or before August 12, 2016.

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall or the Willows Public Library at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org. In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING

WEDNESDAY, JULY 20, 2016

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

PLEDGE OF ALLEGIANCE:

Commissioner Griffith led the Pledge of Allegiance.

ROLL CALL:

Karen Mantele, Planner, Maria Ehorn, Minute Clerk

Present: White, Griffith, Woods, Michael

Absent: Benningfield

AGENDA REVIEW: Chair White asked if there were any changes to the agenda by staff or Commissioners. Staff and Commission had no changes to the agenda.

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

APPROVAL OF MINUTES: It was moved by Commissioner Griffith and seconded by Commissioner Michael to approve the Minutes of the Planning Commission Meeting held May 18, 2016.

AYES: White, Griffith, Michael

NOES: None

ABSENT: Benningfield

ABSTENTION: Woods

7:05 pm Commissioner Benningfield entered the meeting.

PUBLIC HEARING(S)/NEW BUSINESS:

- a. **Design Review (File #DR-16-05) Applicant/Owner: United Sun Energy/Douglas Moss 836 W. Wood Street/ Assessor's Parcel Number: 001-192-005/Entryway Zone/Entryway Land Use Designation/Install solar panels onto roof of existing commercial building.**

Chair White introduced the agenda item. Ms. Mantele presented the agenda report to the Commission. A short discussion was held regarding the conditions of approval, specifically the number of plans required.

Commissioner Benningfield 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-16-05) to United Sun Energy to Install Roof Mounted Solar Panels to an Existing Commercial Building for Property Located at 836 W. Wood Street Assessor's Parcel Number 001-192-005. The motion was seconded by Commissioner Woods.

AYES: White, Benningfield, Griffith, Woods, Michael

NOES: None

ABSENT: None

ABSTENTION: None

COMMISSION COMMENTARY:

1. Commissioner Benningfield asked Commissioner Michael about the hospital project progression. Commissioner Michael stated that the project is still going forward and believes the project is out to bid right now. The demo permits have been obtained and it looks like September for starting. He also stated that it looks like the Colusa hospital will reopen in the spring of next year.
2. Commissioner Woods asked about the Use Permit #16-02, garage project status for Schewenne. Staff stated plans have been submitted and are in the plan check process and moving forward. Commissioner Woods also asked about the Semper Fitness gym project status. A short discussion ensued. Staff stated it is not open yet but the project is still moving forward.
3. Commissioner Griffith asked about Basin Street project status. Ms. Mantele stated she has weekly phone conferences with all involved and the project is moving along with plans hopefully to be ready by end of

August for EDA review and hopefully looking at spring for groundbreaking. She is also processing the gateway tentative map. Proposals for this site at this time include a hotel, a gas station, a sit down restaurant, and a fast food restaurant. It looks as though the project may come before the Planning Commission by the end of the year. A short discussion regarding the area restaurants was had.

4. Ms. Mantele stated she has met with Jodi Samons, Glenn County Community Development Director, and City Manager, Wayne Peabody, regarding development within the City and the County. Ms. Samons is helping to put together a database of information on vacant properties to make response time for inquiries from interested parties quicker.
5. Ms. Mantele stated a Design Review application came in for a canopy for one of the hotels on Humboldt. Also, the new multi-family apartment complex project will probably be on the next meeting agenda. Ms Mantele updated then Commission on the Round Table project building design change. The applicant would like to do stucco, in earth tones, instead of installing stone around the building, with a darker color on the bottom portion and a lighter color above. Discussion about the monument sign has been had with the applicant such as size, etc. They also still need to submit a landscaping plan prior to the landscaping going in.
6. Commissioner Michael said he was approached concerning a food truck ordinance. A short discussion ensued. Commissioner Michael also asked about the Façade Improvement fund area limitations and if the Eastside Gym was outside of the area limit. Staff noted that the building is outside of the area limit and therefore not eligible for funding.
7. Ms. Mantele stated that a new tattoo business may be coming in to be located on Walnut Street next to Bubbas. Commissioner Woods asked about the Studio 6 status. Staff stated that the City did meet with the property owner last week and discussed remedies on what to do with the property. A discussion was held regarding the hotels/motels around town. Also, a new sign change application has come in for Best Western.
8. Commissioner Benningfield asked if the Zumba business was ready. Ms. Mantele said she stopped by the building and also tried to contact the owner but was unable to get a response and therefore does not know the current status. Commissioner Michael offered to look into the status. Commissioner Benningfield also stated she stopped by the new doughnut shop. It was very cute and busy.
9. Chair White stated she was glad to see the fire damaged building Plumas Street was down. Also, the dilapidated building on the south west corner of Shasta and French streets was gone.
10. Commission and staff then discussed the next meeting be set for August 17, 2016.

ADJOURNMENT: Meeting adjourned at approximately 7:42 pm.

PEGGY WHITE– Chair

Maria Ehorn – Minute Clerk

Planning Commission Agenda Report:

August 17, 2016

Project: Design Review (File# DR-16-06) Remove existing port co chere and Install new canvas awning onto an existing Super 8 Motel

Applicant(s)/Owner: Anil Patel/Glenn Hospitality

Project Location: 457 N. Humboldt Street

Parcel No: 017-330-018

Zoning: Highway Commercial (CH)

General Plan General Commercial

Project Description

The applicant, Anil Patel, has submitted a Design Review Planning application for Commission review and approval. The project is to remove an existing port co chere (covered structure) that has been damaged by vehicles that were too high and install a commercial grade canvas awning. The new awning will be attached to the commercial building (motel) over the main door and 2 small windows of the motel lobby entrance. The new awning will be 24'6" long, 3 feet high on both ends with a 4' high projection in the middle of the awning (8' feet wide) to offset the doorway. The awning will project out 4 feet on both ends and project out 6 feet in the center are of the awning over the driveway area. The awning will be approximately 84 inches (7 feet) high from grade.

Review Process

This matter is before the Planning Commission pursuant to Chapter 2.45.030(2)(l) of the City of Willows Municipal Code.

Zoning/General Plan Consistency

The parcel is zoned Highway Commercial which motels are a permitted use. This motel is an existing commercial use and is in compliance with the zoning district. All of the surrounding uses are commercial in nature and same zoning.

The General Plan Land Use designation for this site is General Commercial pursuant to the City's General Plan Land Use Map. Motels are an allowed use within this Designation.

Project Analysis for Design Review (pursuant to Section 2.45.060)

Relationship between Structures within the Development and between Structures and Site: The proposal is to remove a damage covered structure and install a new commercial grade awning onto the south side of the existing motel entrance. Replacing the damaged porte co chere with a new canvas awning will make the appearance of the motel more pleasing to the public and travelers and allow sufficient clearance height.

Relationship between Development and Neighborhood: The proposed project would not be out of character for the neighborhood, as there are other motels with different types of covered structures within the vicinity.

Drives, Parking and Circulation: This project does not affect the driveway, parking or circulation of the motel business.

Materials and Colors Used: The proposed material for the awning is commercial grade canvas material which material shall comply with the Fire Code. The color proposed is Buttercup (*a brand color for Super 8*). The Architectural Design code calls out for earthtone colors as a preferred pallet and canary yellow as a color that is not so considered, but does not say excluded. Section 2/45.060(4) states *Other colors and materials may be accepted if the applicant can demonstrate that they are appropriate to the style, are appropriate accent colors, and are harmonious with the site or compatible with the character of the neighborhood* As stated earlier, this selected color is a brand color for the Super 8 motel flag and the applicant desires to use it for the new awning..

The project was reviewed internally by City departments for comments/conditions which are reflected in the attached proposed conditions of approval.



Existing Structure

Environmental Review and Analysis:

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). Staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Code Section 15301, Existing Facilities, Class 1.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending Design Review approval for Anil Patel of Super 8 Motel to remove a damaged covered structure awning and install a commercial grade canvas awning to the existing commercial building, subject to the conditions of approval as shown in Attachment #2 and proposed awning as shown in Attachment #3 and #4.

PLANNING COMMISSION OPTIONS:

- 1) Recommend approval of the Design Review proposal and subject to Conditions of Approval as described in Attachment 2
- 2) Deny the Design Review application with appropriate findings for denial

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval

3. Proposed Canvas Awning
4. Sketch of New Awning size

Submitted by:



Karen Mantele
Principal Planner

PC RESOLUTION NO. _____-2016

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 CO CHERE AND INSTALL A CANVAS AWNING TO AN EXISTING MOTEL FOR PROPERTY LOCATED AT 457 N. HUMBOLDT STREET ASSESSORS PARCEL NUMBER 017-330-018

WHEREAS, the applicant, Anil Patel of Super 8 Motel has filed a Design Review planning application to obtain approval for the removal of a damaged porte co chere (covered structure) and install a commercial grade canvas awning to the south side of an existing commercial building (Super 8 Motel); and,

WHEREAS, the Planning Commission did, on August 17, 2016, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS, Municipal Code Section 2.45.030 requires all exterior functional changes to a building shall require Design Review approval; and

WHEREAS, the Planning Commission has reviewed all evidence submitted in connection with the application, including public testimony, staff report, supporting documentation, City codes and regulations, and all other relevant documents and evidence which are part of the record of proceedings; and,

WHEREAS, the Planning Commission finds that the proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 Existing Facilities, Class 1.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to remove a damaged covered structure and install a canvas awning to an existing motel is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Design Review File #DR-16-06, subject to the attached conditions of approval set forth in Attachment #2; and proposed awning as shown on Attachments #3 and #4.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 17th day of August 2016, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

APPROVED: _____
Peggy White, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

**DESIGN REVIEW CONDITIONS OF APPROVAL FOR
SUPER 8 MOTEL
For property located at 457 N. Humboldt Street
APN; 017-330-018**

PC approval date: _____, 2016

General

1. That the applicant/developer shall enter into a Pass Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
3. The developer shall adhere to the design and specification of the Architectural Design Review approval for the removal of a damaged covered structure and install a commercial grade canvas awning to an existing commercial building as depicted on the plans (attachments 3 & 4).
4. The Architectural Design Review approval shall expire in one year unless otherwise stipulated by the Planning Commission. The applicant may apply to the Building Official for an extension of not more than one year from the original date of expiration, if he finds that there has been no substantial change in the factual circumstances surrounding the originally approved design. Substantial changes and any further extension beyond one year shall require Planning Commission approval.
5. Any debris as a result of the project shall be disposed of properly to an approved waste disposal site.
6. Dust prevention must be emphasized to avoid unnecessary annoyance to persons living or working in the area. Working hours shall be restricted to the hours of 7:00 a.m. to 6 p.m., Monday through Friday unless approved by the City Manager.
7. All contractors/sub-contractors shall obtain a City business license prior to commencing operation. (Contact Finance Department).

Building Department

8. If approved the applicant/contractor shall submit an application for demolition of the existing porte co chere.
9. The proposed canvas awning shall conform to the requirements in the California Fire Code regarding certification.
10. The applicant/contractor shall submit complete plans and structural frame calculations/attachment details designed by a licensed professional.

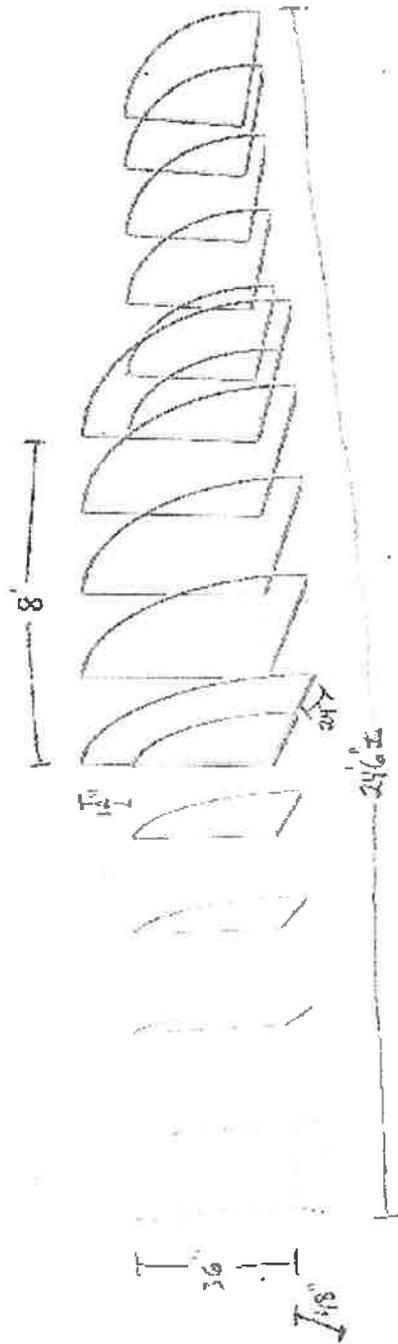
11. All applications/submittals are subject to Building Department review prior to field work commencing.

12. The submitted plans shall comply with all applicable Federal, State and Local codes and ordinances.

Color Photos of Awning



Sketch of Awning



Center frame 48" h x 72" d x 96" w
Side frames approx 36" h x 48" d x 11"
attachment via 3/8" x 4"-5" Long Bolts @ 32" centers.
to awning Z brackets.

Planning Commission Agenda Report:**August 17, 2016**

Project: Use Permit (File #UP-16-05) and Design Review (File# DR-16-07)
Request to establish a mobile food business and Install a metal canopy for shade/eating

Applicant(s)/Owner: Jim Thompson for Thunderhill Grill & Catering/Larry Pastorino

Project Location: 222 W. Sycamore Street

Parcel No: 002-172-006

Zoning: Central Commercial (CC)

General Plan: General Commercial

Project Description

The applicant, Jim Thompson on behalf of Thunderhill Grill & Catering, has submitted an application for Commission review and approval for a Use Permit to establish a mobile food unit business on a vacant lot within the Central Commercial/Downtown district and a Design Review application for a 18' x 20' open covered canopy structure to be used for providing seating and shade for the customers of the business. The proposal is to serve and sell food out of the mobile business Monday through Friday from 10:00 am to 2 pm. The mobile unit will leave the site daily after hours of operation and return the next day. The applicant proposes to place base rock on the vacant lot and fill in any potholes that exist. A lockable handicap accessible portable restroom will be placed near the back (south) side of the lot for public use. Additionally the applicant proposes to place planter boxes along the front of the lot facing Sycamore Street to add curb appeal.

Review Process

This matter is before the Planning Commission pursuant to Chapter 2.45.030(2)(1) of the City of Willows Municipal Code and Section 18.55.030(9).

Zoning/General Plan Consistency

The parcel is zoned Central Commercial which purpose is where there is or will be a concentration of retail sales and service uses within a defined commercial center attractive to pedestrian shoppers. Section 18.55.030(9) allows for mobile business operations with an approved Use Permit. All of the surrounding uses are commercial in nature and same zoning.

The General Plan Land Use designation for this site is General Commercial pursuant to the City's General Plan Land Use Map. Service related businesses are an allowed use within this Designation.

Use Permit:

The proposal is a request to allow the establishment of a mobile food business on a vacant lot within the Downtown Central Commercial district. This use is allowable as stated earlier under Section 18.55.030(9) (Conditionally Permitted Uses) with an approved Use Permit. The retail use portion of the proposal is allowable and permitted under Section 18.060.020(1) and therefore not required to get a use permit for that type of use. Per code Section 18.135.050 findings of fact must be made to approve a conditional use permit.

Background on Mobile Food Units:

In 1985 and 1991, the Planning Commission heard and approved a Use Permit application for a mobile food truck at the corner of N. Tehama Street and W. Willow. These are no longer in operation.

In April of 2003 the Commission responded negatively to an advisory request for a mobile food truck in the Highway Commercial (CH) District.

In February of 2006 the Planning Commission heard a Use Permit application to consider placement of a mobile food unit on this same vacant parcel (222) on Sycamore Street within the CC district. This request was denied by the Planning Commission.

In July of 2006, the Planning Commission approved a Use Permit to operate a mobile food unit at a vacant lot on the corner of S. Tehama and E. Walnut. This Use Permit was not acted upon as the applicant could not meet the Rail Road conditions of the lease.

In February of 2007, the Planning Commission approved a Use Permit to operate a mobile food unit on a vacant lot on the corner of N. Tehama Street W. Willows and (*adjacent to the Ink Well*). This unit is no longer in operation.

In September of 2014, the Planning Commission approved a Use Permit to operate a mobile food unit on a lot on the corner of Wood Street and Tehama Street (*adjacent to the Last Stand*). Per the condition of approval, this use was reviewed one year after approval of the use was approved and at the Commissions discretion subject to a review if need be, according to the condition of approval placed upon it.

There is one existing mobile food truck which operates daily on the parcel located at the NW corner of Tehama and Oak Street (*located in the CC district*) which has been operating at this location for many years and was not subject to any type of review by the City prior to placement. Staff has considered this to be a nonconforming “grandfathered” use. This unit is still in operation.

The Planning Commission in the past has determined that requests of this nature would be considered on an individual basis through the Conditional Use Permit process. The Commission had concerns in the past on permitting mobile food trucks only in areas where permanent restaurants were not immediately available. In the downtown district there are two existing permanent eating establishments.

Findings of Fact

Based upon the facts and conclusions contained within this staff report the following findings must be made in order to approve the applicant’s Use Permit request:

1. That the use is consistent with the purposes 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.

These findings are addressed within the attached Draft Resolution.

Environmental Review and Analysis:

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). Staff has determined that the proposal is exempt from further environmental review pursuant to CEQA Section 15311, Class 11, Accessory Structures. A finding has been incorporated into the draft resolution.



View of vacant lot looking north

Project Analysis for Design Review (pursuant to Section 2.45.060)

Relationship between Structures within the Development and between Structures and Site: The proposal is to place an 18' x 20' covered open structure (canopy) at the front of the lot to be used for customer shaded eating/seating purposes. This structure will require a building permit prior to placement.

Relationship between Development and Neighborhood: The proposed project would not be out of character for the neighborhood, as there are service related businesses including mobile food units within the Central Commercial and General Commercial Zones.

Drives, Parking and Circulation: This project is not required to provide on-site parking per Section 18.120.060 of the WMC as it is located within the Downtown District. Sufficient parking is available off site on Sycamore Street adjacent to the subject parcel. An alley is located adjacent to the subject site and a condition is incorporated into the Conditions of Approval which prevents sight obstruction of any sort regarding placement of planter boxes along the northern edge of the parcel.

Materials and Colors Used: The proposed covered canopy is a metal roof structure supported by poles on four ends. A building permit is required prior to placement of the canopy.

The project was reviewed internally by City/County departments for comments/conditions which are reflected in the attached proposed conditions of approval. The Glenn County Air Pollution Control District commented that the generators on food trucks are normally too small to require any APCD permits or mitigations. The applicant already has received a permit from the County Health Department.

In accordance with Section 18.135.030 notice of this public hearing was published in the local newspaper ten (10) days prior to the public hearing and all property owners as indicated on the latest secured Assessor's records within 400 feet of the subject property were sent notice of the hearing. As of the date of preparation of this report no written public comments have been received.

Environmental Review and Analysis:

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). Staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Code Section 15301, Existing Facilities, Class 1.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending Use Permit and Design Review approval for Thunderhill Grill & Catering to allow establishment of a mobile food business on a vacant lot and allow installation of an 18' x 20' covered open structure (canopy), subject to the conditions of approval as shown in Attachment #2, mobile unit photos on Attachment #4, site layout Attachment 5, and covered structure on Attachment #6.

PLANNING COMMISSION OPTIONS:

- 1) Recommend approval of the Use Permit and Design Review requests and subject to Conditions of Approval as described in Attachment 2.
- 2) Deny the Use Permit and Design Review requests with appropriate findings for denial.

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval
3. Applicants Project Description
4. Photos of Food Unit
5. Site Plan Layout
6. Proposed Shade Cover
7. APN map

Submitted by:



Karen Mantele
Principal Planner

THE APPLICANT IS REMINDED THAT THERE IS A 10 (TEN) DAY APPEAL PERIOD FOLLOWING THE PLANNING COMMISSION DECISION ON THE USE PERMIT PURSUANT TO Chapter 18.135.060

PC RESOLUTION NO. _____-2016

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING USE PERMIT AND DESIGN REVIEW APPROVAL (FILE # UP-16-05 AND #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

WHEREAS, the applicant, Jim Thompson on behalf of Thunderhill Grill & Catering, has filed a Conditional Use Permit planning application to allow establishment of a mobile food unit on a vacant commercial lot which is located within the CC zoning district, and

WHEREAS, the applicant, Jim Thompson on behalf of Thunderhill Grill & Catering, has filed a Design Review planning application to allow placement of an 18' x 20' open covered structure (canopy) for the business located on a vacant commercial lot within the CC zoning district; and

WHEREAS, notice of the Planning Commission meeting held on August 17, 2016, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 400 feet were sent; and

WHEREAS, the Planning Commission did, on August 17, 2016, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS, the Planning Commission has reviewed all evidence submitted in connection with the application, including public testimony, staff report, supporting documentation, City codes and regulations, and all other relevant documents and evidence which are part of the record of proceedings; and,

WHEREAS, the Planning Commission finds that the proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Existing Facilities, Class 1; and

WHEREAS, the Planning Commission does find that the proposed use is consistent with the purposes of the district in which the site is located, as Section 18.55.030(9) allows for mobile food unit uses with an approved Use Permit; and;

WHEREAS, the Planning Commission does find 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, as this site is located within the downtown commercial area on a vacant lot and the conditions of approval to allow the use has been included in the approval of this project to ensure the safety and welfare of the public are met; and

WHEREAS, the Planning Commission does find that the proposed use is in conformance with the General Plan, as the property is located within the General Commercial designation, which allows for retail businesses and service related businesses.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to allow establishment of a mobile food unit business and placement of an open covered structure canopy is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Use Permit File# UP-16-05 and Design Review File #DR-16-07, subject to the attached conditions of approval set forth in Attachment #2; and photos as shown on Attachments #4, #5 & #6.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 17th day of August 2016, by the following vote, to wit:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED: _____
Peggy White, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

**DESIGN REVIEW CONDITIONS OF APPROVAL FOR
THUNDERHILL GRILL & CATERING
For property located at 222 W. Sycamore Street
APN; 002-172-006**

PC approval date: _____, 2016

General

1. That the applicant/developer shall enter into a Pass Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
3. If the use (establishment of a mobile food service unit) is not made on the project subject to the permit within one (1) year after the date of granting the permit, then without further action, the permit shall be null and void and such use shall not be made of the property except upon the granting of a new permit.
4. This use permit is void one (1) year after the use permitted by such permit is discontinued.
5. All plans for additional uses, which are not covered by this review, shall be submitted to the City Manager/Planning Commission for review and approval prior to use.
6. The applicant shall remove daily any trash associated with the use of the lot for a mobile food unit.
7. Term of Use Permit shall be for one year from date of approval, with a review thereafter by the Commission.
8. The developer shall adhere to the design and specification of the Architectural Design Review approval for the placement of the covered canopy structure as depicted on the plan. (Attachment #5).
9. The Architectural Design Review approval shall expire in one year unless otherwise stipulated by the Planning Commission. The applicant may apply to the Building Official for an extension of not more than one year from the original date of expiration, if he finds that there has been no substantial change in the factual circumstances surrounding the originally approved design. Substantial changes and any further extension beyond one year shall require Planning Commission approval.
10. Placement of the planter boxes along the front of the lot facing Sycamore Street shall not obstruct sight clearance at the alley that abuts Sycamore Street.

Building Department

11. Restroom facilities shall be available on site at all times the mobile food unit is in operation. A copy of the maintenance agreement for the ADA restroom shall be provided to the City prior to operation of the business.

12. The applicant shall submit a completed building permit application for the 18' x 20' metal roofed canopy.
13. . Current California based structural engineering shall also be submitted along with 3 complete sets of plans, calculations and details for the canopy structure.
14. Plan Review deposit fees are require at the time building plans are submitted for review.
15. The accessible path of travel to the restroom shall comply with the current California Building Code. Applicant to submit details for review.
16. Designate the required percentage of accessible seating areas. Submit details for review.
17. All improvements temporary and permanent shall occur on site. Provide a scaled detailed site plan for review, showing improvements, property dimensions and the distance to property lines.
18. The proposed project shall comply with all of the current applicable Federal, State and Local codes and ordinances.
19. All conditions shall be completed prior to occupancy/use and verified by city staff.
20. Indicate where and how waste products from use of the mobile food unit as well as the public will be collected and disposed of.
21. The applicant shall at all times operate the mobile food unit in accordance with the California Uniform Facilities Law.

Applicant's Project Description

To whom it may concern:

Thunderhill Grill and Catering has an agreement with Larry Pastorini for a monthly lease on his property at 220 W. Sycamore St. This agreement only goes into effect once the planning board has made its approval. This is an empty lot. Our intent is to do business with our food truck on that location Monday through Friday during lunch hours.

We would like to get the business going as soon as possible. We will come in and clean up the lot of any weeds and debris. We will also fill in any pot holes that may be deemed hazardous. As we continue with business we would like to add some planters along the sidewalk side of the property for beautification and eventually some scoured tables and some shade area also with planters and plants.

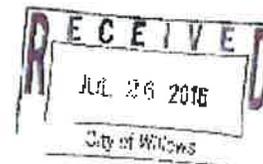
A couple of examples of similar set ups are below.



Before doing business I would have a lockable portable restroom unit with hand wash sink and handicap accessibility placed near the back of the lot. This unit would be locked during non-business hours. I would prefer this over asking an adjoining business in case we happen to be open and they are not. Small one owner businesses must leave at times to take care of things. By us having our own restroom it would insure that it is always available when we are there. The unit would be maintained regularly and not be unsightly.

Thank you for your consideration.

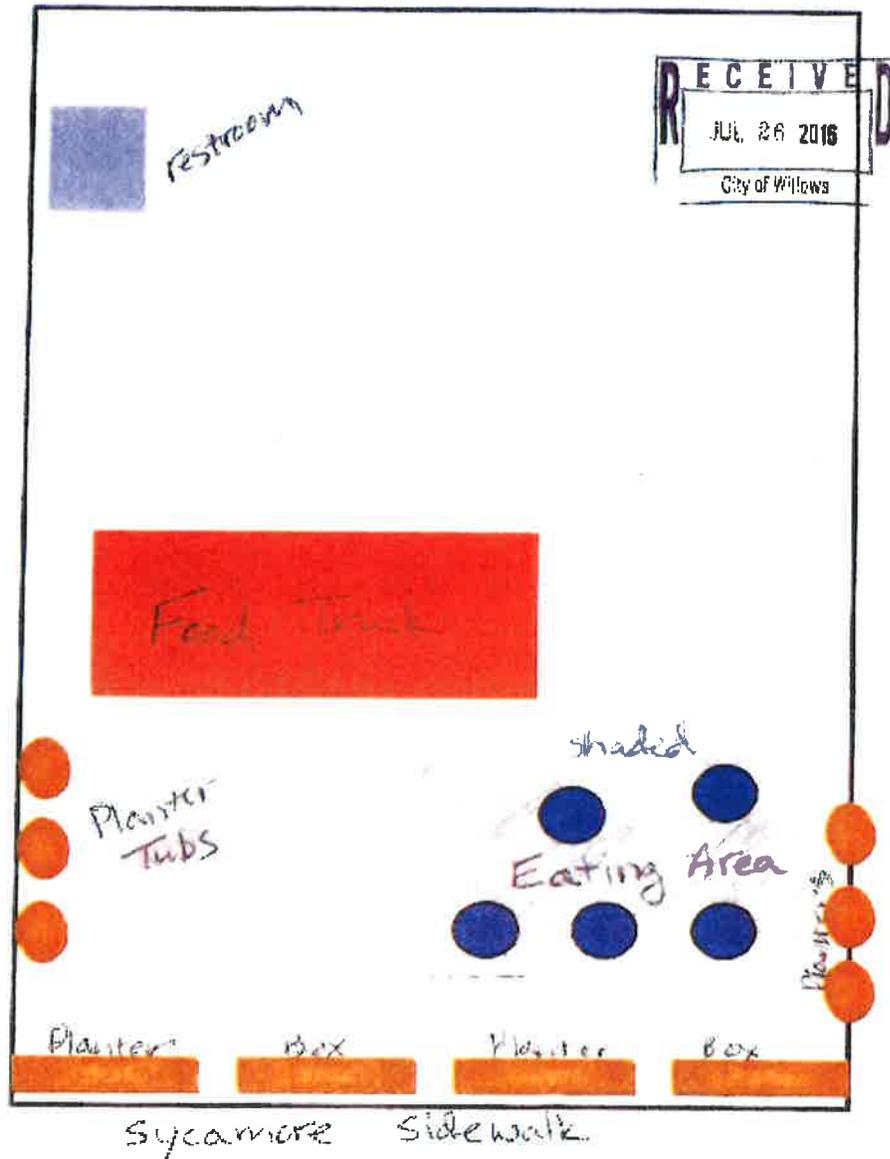
Jim Thompson
Thunderhill Grill and Catering



Photo's of Food Truck



Site Plan Layout



PROPOSED SHADE COVER



Planning Commission Agenda Report:**August 17, 2016**

Project: Design Review (File# DR-16-04) New Construction of a 24 unit multi-family apartment complex and site improvements

Applicant/Owner: Cameron Johnson/AMG & Associates LLC

Project Location: 1245 W. Sycamore Street

Parcel No: 001-051-011

Zoning: RP (Residential Professional)

General Plan Office Professional

Project Description

The applicant, Cameron Johnson on behalf of AMG & Associates LLC, has submitted a Design Review application for Commission's consideration for new construction of a 24 unit multi-family apartment project on a 1.65 acre vacant parcel. The proposal includes two 2-story buildings each with (8) two-bedroom units (*approximately 6,952 SF*), (16) three-bedroom units (*approximately 16,256 SF*). A 1,830 SF community shared building will also be part of the project. Of the 24 units, 8 will be adaptable units, all on the ground floor, 3 accessible units and 1 sensory impaired unit. The project will include a tot lot located next to the community building and a covered picnic table area with a BBQ, and a Pergola, 49 parking spaces with 27 spaces covered (including 3 accessible), 20 standard spaces plus 2 accessible spaces, and 18 bicycle spaces @ 3 locations. Landscaping is proposed throughout the site as well as a proposed detention basin/recreation area on the SW corner of the site, adjacent to Sycamore Street. A six foot wooden fence is proposed on the north, west, and east sides of the property and a 42" high wooden fence along the front (south side). A lighted monument sign is proposed for the entrance to the site but not a part of this review.

Review Process:

This matter is before the Planning Commission pursuant to Section Chapter 2.45.030 of the City of Willows Municipal Code. This project is subject to the Multi-family Residential Design Guidelines, adopted by the City Council on January 13, 2015.

Zoning/General Plan:

The 1.65 acre parcel is zoned RP (*Multiple Residence-Professional Office District*) which section 18.45.020(1) allows for multiple family dwellings and apartments as a permitted use. One purpose of this district is intended to reserve areas appropriate for mixed residential uses. The maximum height of the proposed buildings for this project as shown on the project site plan, sheet A1.1, is 29 feet 10³/₈th inches. This zone allows heights of 30 feet without a use permit. The height of the community building is 17' 11³/₈th inches and as an accessory building, is allowed a maximum height of 25 feet. Minimum yard setbacks have been adhered to per these district regulations. The project does not exceed the maximum building coverage per this district.

The General Plan Land Use Designation for this parcel is Office Professional which designation allows for a density of 16 to 30 units per acre. The density ratio for this project is 14.55 units per acre, under the allowable General Plan Density.

Multi-Family Residential Guidelines:

This 24 unit multi-family apartment complex design has made efforts in meeting the goals of the Guidelines by designing the project to be compatible with the existing neighborhood in providing an

optimum design. South west of the project site is the newly constructed Senior Apartment complex which has similar exterior treatments proposed for this project.

Design Review Project Analysis:

Competent Design: The plans for the proposed design of the project were designed by an architectural firm. The proposed plan is to construct two 2-story structures, one on the most western property line and the second one on the southeastern property line. The community building will be located on the upper NE corner of the parcel adjacent to the tot lot and BBQ area.

Relationship between Structures within the Development and between Structures and Site

Staff has been working with the applicant on several design layouts for the structures. The site is small in size however the design of the structures allows for easy movement throughout the site.

Relationship between Development and Neighborhood

The project will be a compliment to the existing environment and neighborhood. Similar style buildings are located SW of the project site on the newly constructed senior apartments.

Materials and Colors Used

The project proposes to install cement stucco on the lower portion of the buildings (a texture heavy sand) with cultured stone (Limestone Chardonnay) set in mortar bed along the edges of the buildings. Horizontal vinyl siding is proposed for the area above the stucco in a "Colonial Ivory" color. Shingle/shake style vinyl siding is proposed above the horizontal vinyl siding in an "Autumn Red" color. White vinyl windows are proposed for all windows. Architectural gable ends will offset the second story area of the buildings. Batten and Boarding will be placed below the gable area in the color of "Autumn Red" to match the shingle/shake. A composition fiberglass shingle roof is proposed in the color of "Weathered Wood". There will be 42" tall condenser units placed on the grade which will be screened by a wall to match the stucco.

Parking/Signage /Landscaping:

Per code section 18.45.040(8) Off street parking shall be provided in amount in accordance with the regulations of Chapter 18.120. The project proposes 49 parking spaces, including 5 handicap parking spaces, with 27 of these covered (including 2 handicap spaces). The number of parking spaces required for the number of units is met (*2 spaces for units with more than two or more bedrooms=48 parking spaces*) with one extra parking space. The covered parking structures will Bicycle parking is provided at three locations on the site allowing for 18 bicycle spaces. The MFR design guidelines state that

The proposed lighted monument sign is not part of this review as the exact location is only approximate. A condition is incorporated in the proposed conditions of approval for the applicant to submit a sign permit for review and approval by the City prior to placement.

Landscaping is proposed with this project. This zone requires a minimum of 30 percent open space that shall be landscaped. The project proposes 38.22% landscaped area thereby exceeding the requirement. The landscape proposal includes a mix of trees, shrubs, perennials and ground covers as depicted on the Landscape plans submitted for the project. Trees along the front of Sycamore Street will provide screening of the detention basin. Irrigation is required and shown on the Landscape Irrigation plans.

Lighting

Any lights used to illuminate the parking spaces or driveways shall be designed and located so that direct rays are confined to the property where the parking area is located.

Wall, Fences or Screening: A six foot high wooden fence is proposed to be placed around the north, west and east sides of the project site, and 42” high wooden fence along the front entrance.

Surface Water Drainage

A detention basin/recreation area is proposed on the SW corner of the parcel. The applicant stated the reasoning for the basin and the location is that the natural grade drains that way and also in order to achieve maximum density they had to place it there based on the parking layout, setbacks, site functionality, etc. Depending on the results of the hydrology analysis will dictate how deep it needs to be and if it will need to be fenced, or if it can remain shallow and we can use it as a soccer field/play area. Preliminary grading and drainage plans have been submitted with the application, however conditions have been incorporated into the project conditions of approval which require drainage calculations, etc to be reviewed and approved by the City Engineer.

Drives, Parking and Circulation

One driveway is proposed for ingress/egress into the project site which will have to meet ADA requirements. Parking code requires for Multi-Family Dwellings two-covered parking spaces for each dwelling unit with two or more bedrooms. Parking requirements for this project equate to 48 and 49 total spaces are proposed. The MFR guidelines suggest that carports and parking areas should be located and/or screened so that headlights do not shine into living areas. A total of four 48” high tall screen walls are incorporated into the design of the project (two at each building) at the patio areas of those units so as to prevent headlights from shining into the lower units. Circulation is sufficient to meet the Fire Department requirements.

Utility Service

The City owned sewage lift station located on the north side of Sycamore Street, 170 feet west of the intersection of Villa Street. This facility pumps sewage from the end of a gravity flow sewer main up to the top of another line so the sewage can then gravity flow the rest of the way to the City’s Waste Water Treatment Facility. The proposed project will utilize this life station to address sanitary sewer needs. Cal Water Service will provide the water for the project.

Exterior Lighting

All lighting must meet the City Standards. All building mounted and site lighting shall be shielded lights, down lights, and or full cut off lights so that the bulb is not visible from off-site and light does not create glare or hazard onto adjoining properties/streets. All lighting shall not extend beyond the property boundaries. A photometric plan is conditioned to be submitted for City Engineer review and approval.

The project was reviewed internally by the city departments and local and state agencies for comments/conditions which proposed conditions are reflected with those comments.

Environmental Review and Analysis

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). City staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Section 15194.

STAFF RECOMMENDATION:

Staff recommends the Commission discuss the project as submitted and if approve, adopt the attached resolution recommending Design Review approval for construction of two 2-story buildings comprising 24 multiple family residential units, a community building, a tot lot, fencing, parking and associated site improvements, subject to the conditions of approval as shown in Attachment #2.

PLANNING COMMISSION OPTIONS:

- 1) Recommend approval of the Design Review proposal and subject to Conditions of Approval as described in Attachment 2.
- 2) Deny the Design Review application with appropriate findings for denial.

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval
3. Sample Building Elevations (color)
4. Proposed site plan
5. Site Photos

Submitted by:

Karen Mantele
Principal Planner

PC RESOLUTION NO. _____-2016

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 TOTALLY 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 001-051-011

WHEREAS, the applicant, Cameron Johnson on behalf of AMG & Associates LLC, has filed a Design Review planning application to construct 24 multi-family residential units and a community building and associated site improvements on said property, and,

WHEREAS, City of Willows Municipal Code Section 2.45.030 states that all new construction shall have Design Review approval; and

WHEREAS, the Planning Commission did, on August 17, 2016 , hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS, the Planning Commission has reviewed all evidence submitted in connection with the application, including public testimony, staff report, supporting documentation, City codes and regulations, and all other relevant documents and evidence which are part of the record of proceedings; and,

WHEREAS, the Planning Commission finds that the proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section CEQA Section 15194 Affordable Housing Exemption; and

WHEREAS, the Planning Commission finds that the proposal to construct covered parking for 27 of the 48 required parking spaces is adequate as sufficient parking is available for all users with a covered space for every unit to also include 3 covered handicap spaces.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to construct two buildings consisting of 24 multi-family residential units and a community building is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and the Multi-Family Residential Design Guidelines, and hereby approves Design Review (File #DR-16-04), subject to the attached conditions of approval set forth in Attachment #2; and site plan set forth in Attachment #4.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 17th day of August, 2016, by the following vote, to wit:

AYES _____
NOES _____
ABSTAIN _____

ABSENT _____

APPROVED: _____
Peggy White, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

Design Review File #DR-16-04
CONDITIONS OF APPROVAL FOR
AMG & ASSOCIATES, LLC
For property located at
1245 W. Sycamore Street/APN: 001-051-011
PC approval date: _____, 2016

General

1. That the applicant/developer shall enter into a Pass Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
3. The developer shall adhere to the design and specification of the Architectural Design Review approval which allows the property owner to construct two 2-story buildings comprised of 24 multi-family apartment residential units, a separate community building, a tot lot, a six foot high wooden fence along on the west, north and east sides, a 42" high wooden fence along the southern side, 49 parking spaces to include 27 covered spaces and 22 uncovered spaces. The covered carports should be similar in materials, color and detail as the principal structures of the development. An occupancy permit shall not be issued in part or whole for any of the project subject to design review unless and until the work specified in the design review approval has been completed. All four sides of the buildings shall be of the same quality materials.
4. The Architectural Design Review approval shall expire in one year unless otherwise stipulated by the Planning Commission. The applicant may apply to the Building Official for an extension of not more than one year from the original date of expiration, if he finds that there has been no substantial change in the factual circumstances surrounding the originally approved design. Substantial changes and any further extension beyond one year shall require Planning Commission approval.
5. The developer shall adhere to the design color schemes and site improvements and specifications of the Architectural Design Review approval as approved by the Commission. All proposed colors and building materials shall be consistent with Municipal Code Section 2.45.060(4) of the Architectural Board of Design Review.
6. All exterior lighting shall be installed shall be designed and to meet safety requirements and minimize glare onto adjacent property or residential areas. All lighting must meet the City Standards. All building mounted and site lighting shall be shielded lights, down lights, and or full cut off lights so that the bulb is not visible from off-site and light does not create glare or hazard onto adjoining properties/streets. Cut sheets shall be submitted with building plans.
7. All conditions required by the Planning Commission shall be completed and installed prior to use of the site.
8. Any and all proposed signage (monument sign) shall be reviewed and approved by the Planning Department prior to installation and shall meet the City of Willows Comprehensive

Sign Law, Section 18.125. A sign application and scaled drawings shall be submitted for staff review and approval.

9. All landscaping shall be maintained in good condition and any dead or dying plants, shrubs, or trees shall be replaced with new healthy stock of a size comparable to the one subject for replacement.
10. A lighting intensity (photometric) analysis shall be provided with the building permit application for city review and approval to determine the proposed lighting levels on the property and the adjacent properties.
11. In the event that archaeological remains or artifacts are uncovered during construction activities, work shall be stopped and a qualified archaeologist shall survey the site. The archaeologist shall submit a report with recommendations on the disposition of the site. Disposition may include, but is not limited to, excavation and documentation, capping the site, or leaving the site in an open space area. The recommendations of the archaeologist shall be incorporated in the project.
12. A trash enclosure shall be required which shall be fully enclosed by a CMU block wall with a durable, metal gate on the fourth side in order to screen the bins. Lighting shall be provided for night time security and use.
13. 49 On-site parking spaces shall be provided, to include 27 covered spaces, and 22 uncovered spaces.
14. All contractors/sub-contractors shall obtain a City business license prior to commencing operation (Contact Finance Department).

Building Department:

15. A pre-construction meeting shall take place between the City Building Official, Planning Director and the General Contractor for the project to review the conditions of approval for the project as well as to discuss the construction process that will be part of the job. Any and all sub-contractors that are available shall attend the meeting. The City shall be furnished a list of the sub-contractors.
16. All of the conditions of approval shall be shown on the set of plans prepared for review.
17. The applicant shall submit a completed building permit application, including estimated plan check review fees.
18. The applicant shall submit 6 complete sets of plans, calculations and specifications to the City of Willows Building Department for review.
19. The project site is within the area that requires Development Impact Fees, the amount subject to the date of plans submittal and are due prior to building permit issuance.
20. The plans submitted for review shall comply with all of the applicable Federal, State and Local codes and ordinances in affect at the time of plan submittal.

21. The project is responsible for paying Willows Unified School District Development fees prior to building permit issuance. (WUSD contact number 530-934-6600). Proof of payment is required.
22. Note, due to the distance and the elevation of the most remote units the water supply system may not be adequate to provide the minimums required to operate all water fixtures. Project may need a booster system.
23. Include a current soils report with the building plan submittal. The findings in the report shall be incorporated into the plans.
24. Applicant shall allow 30 day review time for the initial plan submittal.
25. The physical location of the proposed project is 1245 W. Sycamore Street. All plans shall make reference to this address on the plans.

Fire Department

26. A full set of plans will need to be submitted for final approval.
27. Cal Water will need to be notified of the project and utility right away will need to be granted for fire lines.
28. Fire Sprinklers drawings will need to be submitted (deferred is ok) to the building department which will contract out for review.
29. Fire Department Connections to the sprinkler system will be required to have a hydrant within 50' WMC: 15.15.110. Hydrants will be required to have crash protection approved by fire chief.
30. Water flow calculation of new hydrants will need to be supplied to the fire department.
31. Elevators will meet current fire/building code standards.
32. Premise Identification will meet CFC along with WMC 15.15.100, all building will be required to be labeled along with all rooms to be labeled.
33. Property to have Knox box placed per fire chief approval with a master key of the property.
34. Building/fire plans will need to meet the most current fire/building/NFPA codes.
35. All fire FDC/Standpipes and control room to be labeled.

36. Access roads will be required to be red curbed and signed no parking.

Cal Water Service

37. Per comments received California Water can serve the project.

Engineering/Public Works Department:

General Conditions

38. Developer shall design and construct all improvements and facilities shown on the site plan in accordance with the Willows Municipal Code (WMC) and the City of Willows Design and Construction Standards. Approval of a site plan and preliminary grading and drainage plan depicting improvements that do not conform to the WMC or City Standards does not constitute approval of an exception to the WMC or City standards unless explicitly stated herein or in another City Resolution.
39. The developer shall be responsible for all City plan check and inspection costs. The developer shall deposit with the City upon the initiation of plan check services. The amount of the initial deposit shall be determined by the City Engineer. Additional funds may be required based upon the actual plan check and inspection costs.
40. All proposed utilities, both on-site and along project frontages, shall be placed underground, or to the satisfaction of the City Engineer. This does not include surface mounted transformers, pedestal mounted terminal boxes and meter cabinets.
41. Unless otherwise explicitly permitted, all existing wells, septic tanks and/or underground fuel storage tanks shall be abandoned under permit and inspection of Glenn County Department of Health Services or other designated agency. If there are none, the project engineer shall provide a letter describing the scope of this search done to make this determination.
42. The proposed mail station shall be approved by the United States Postal Service prior to onsite improvement plan approval.

Improvement Plans and Construction Conditions:

43. Improvement plans shall be prepared and submitted by a California Registered Civil Engineer for the construction of all necessary and required on-site and off-site improvements including grading, water, sanitary sewer, storm drain facilities, roadway improvements, curbs, gutters, sidewalks, parkway strips, walls, fences and lighting. All design and construction shall conform to the City of Willows Design and Construction Standards, as applicable.
44. A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted for review. The report shall address, at a minimum, potential for liquefaction, expansive soils and seismic risk. The improvement plans shall incorporate all design and construction criteria recommended in the Geotechnical Report.
45. All private utilities (water, sewer and storm drains) shall be clearly labeled "Private" on the improvement plans.

46. Improvements plans shall include an erosion control plan. Erosion control measures shall include hydroseeding of all exposed soil within 60 days of completion of grading if not landscaped.
47. No grading or other construction shall be performed until the improvement plans have been approved and signed by the City Engineer. Encroachment Permits and Building Permits will not be issued prior to the approval of the improvement plans.
48. Prior to any construction activity that would result in a land disturbance of one acre or larger, the developer shall provide evidence that a Notice of Intent has been submitted and received by the Regional Water Quality Control Board (RWQCBD) for a General Construction Activity Storm Water Permit and include the project's WDID number on the plans. A copy of the project Storm Water Pollution Protection Plan shall be submitted to the City. To apply for coverage under the General Permit the property owner must submit Permit Registration Documents electronically prior to construction. Detailed information on the Permit can be found on the State Water Board website
http://www.waterboards.ca.gov/water_issues/programs/stormwater/gen_const.shtml.
49. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer. It shall be accompanied by an engineering and geological opinion as to the safety of the site from hazards of land slippage, erosion, settlement, and seismic activity. Additionally, if field conditions warrant installation of any subdrains, the location, size and construction details must be provided to the City for review and approval prior to construction.
50. All streets, curbs, gutters, sidewalks or other public facilities damage in the course of construction associated with this development shall be the responsibility of the Developer and shall be repaired to the satisfaction of the City at the Developer's expense.
51. The applicant shall submit a proposed haul route for all trucking associated with this project to the City Engineer for review and approval prior to commencement of construction.
52. Prior to approval of improvement plans, it shall be demonstrated that the trash enclosure is of sufficient size to serve the development and its placement will provide for adequate sight distance for vehicular and pedestrian traffic.
53. The proposed fence location shall be shown on the improvement plans. The southeast portion of the fence shall be located to provide adequate access to the existing sewer lift station and appurtenant facilities.
54. The following are conditions of approval and shall be noted on the project grading and improvement plans:
 - a. In the event that archaeological remains or artifacts are uncovered during construction activities, work shall be stopped and a qualified archaeologist shall survey the site. The archaeologist shall submit a report with recommendations on the disposition of the site. Disposition may include but is not limited to, excavation and documentation, capping the site, or leaving the site in an open space area. The recommendation of the archaeologist shall be incorporated in the project.

- b. The contractor shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by the City Engineer.
- c. If any hazardous waste is encountered during the construction of this project, all work shall be immediately stopped and the Glenn County Environmental Health Department, the Fire Department, the Police Department, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies.
- d. Prior to final preparation of the subgrade and placement of base materials, all underground utilities shall be installed and service connections stubbed out behind the sidewalk. Public utilities, Cable TV, sanitary sewers, and water lines, shall be installed in a manner which will not disturb the street pavement, curb, gutter and sidewalk, when future service connections or extensions are made.
- e. Dust control must be maintained to the City's satisfaction.
- f. Working hours shall be restricted to the hours of 7:00 a.m. to 6 p.m., Monday through Friday. Alternate days shall be approved by special request of the City Manager

43. Roadway Improvements

- a. All internal private driveways within the development shall be designed such that they can support a fully loaded emergency vehicle (70,000 lbs. +) per Section 15.15.090 of the Willows Municipal Code (WMC) and garbage trucks. The project engineer shall include calculations with the submittal of the improvement plans showing the structural section design for all private and public roadways.
- b. Where new roadway improvements abut existing paving, the existing pavement section shall be saw-cut and reconstructed to provide adequate conforms. The limits of such reconstruction shall be as determined by the City Engineer.
- c. Pavement markings and signage shall be provided on all private streets as necessary and as required by the City Engineer. Signage restricting parking and red painted curbing shall be installed for all onsite curbs that are not identified parking spaces. "No Parking - Fire Lane" curb painting and necessary signage shall be installed restricting parking in any area other than identified parking stalls. Speed limit signs and other regulatory and informational signs and pavement markings shall be installed at locations determined by the City Engineer.
- d. Street and on-site lighting shall be designed to meet safety requirements and minimize glare. Lighting standards and luminaries (including design, spacing, and locations) shall be approved by the City Engineer. All lighting must have shields as specified in the City Standards. With the submittal of the improvement and building plans, the applicants engineer shall include a photometric analysis showing levels of light throughout the site to ensure that proper safety lighting is included.

- e. Ramps for disable persons meeting the most recent standards shall be provided at all driveways and intersections. Sidewalk warps shall be provided as necessary to allow a clear four-foot wide walkway at all locations, including areas where mailboxes, streetlights, and fire hydrants obstruct sidewalks.
- f. All onsite driveways and isles shall have a minimum width of 26 feet and all parking stall dimensions shall meet the City's standards. The developer's engineer shall include truck turning template radii with the submittal of the improvement plans on all turns within the development demonstrating there is sufficient room to turn fire apparatus and garbage trucks through all turns.
- g. Sidewalk, curb, gutter, driveway cuts, and paving shall be repaired/replaced along the project frontage where determined necessary by the city engineer and shall connect to and conform with existing improvements to the east and west. All improvements shall be per City Standards. Modifications to the existing driveway cuts to the east and west may be required for ADA compliance as determined by the City Engineer. Pavement restoration shall include conform grinding and overlay as determined necessary by the City Engineer.
- h. An encroachment permit will be required for all work within existing City right-of-way. Bonds will be required with the encroachment permit that will be sufficient to cover all improvements proposed in the permit.
- i. Accessible sidewalk ramps per current ADA standards shall be provided on both curb returns at the main driveway entrance on W. Sycamore Street. Additionally, a cross walk shall be striped for pedestrian crossing the driveway at this location, and a stop sign shall be erected for traffic leaving the development such that vehicles stop before the crosswalk.
- j. Landscaping and entry signage at the main driveway entrance along W. Sycamore Street shall be designed such that they do not interfere with sight distance of drivers leaving the development. The applicants engineer shall provide sufficient graphical evidence with the submittal of the improvement plans showing that the required sight distance is being met for the speed limit on W. Sycamore Street.
- k. The proper number of onsite handicapped parking stalls shall be installed to meet current code requirements at locations adjacent to each building as determined by the City's Building Official.
- l. The CC&R's or equivalent document for this development shall be submitted to the City for review and approval prior to the approval of the improvement plans. This document shall provide for maintenance of all private onsite facilities including, but not limited to, all landscaping improvements (including frontage improvements along W. Sycamore Street), tree trimming to ensure that all trees adjacent to access drives on the property are maintained to a minimum height of 14 feet to ensure adequate clearance for emergency vehicles and garbage trucks, all utilities, all fencing, all stormwater & drainage facilities (including the detention pond), and any other private facility associated with the project.

- m. The improvement plans shall include/show all utilities and the connections to existing facilities. Locations of utility connections to city-owned facilities shall be reviewed and approved by the City.

44. Water and Sanitary Sewer Improvements:

- a. Sewer grades must be designed such that ultimate finished floors are a minimum of 12" above upstream public manhole or clean-out rim elevations. Inadequate elevation differentials or grade on private laterals, as determined by the City, must be mitigated by either raising finished floor elevation(s) or installing privately owned and operated sewer lift station(s) with grinder/ejector pump(s) on site.
- b. All onsite and offsite water improvements must be coordinated with and approved by Cal Water prior to the approval of the improvement plans. All plans for the water system shall be included in the overall improvement plan set for the City. If Cal Water requires any easement onsite, all easements shall be fully approved prior to the approval of the improvement plans. Agreement on who will maintain what portions of the onsite water facilities shall be provided to the City prior to the issuance of the certificate of occupancy.
- c. A separate metered water service specifically for landscaping shall be provided for all onsite and offsite landscaping. Said service shall have adequate backflow prevention per code.
- d. The location of all onsite and offsite fire hydrants shall be subject to review and approval by the City's Fire Department.
- e. Drain lines from the trash enclosure shall be connected to the sanitary sewer system as the City will not allow wash-down of the garbage area to be flushed into the storm drain system. The trash enclosure shall be covered and designed to direct storm water away from the enclosure pad as storm water will not be allowed to enter into the sanitary sewer system.
- f. Depending on the location and spacing of utility cuts in the existing pavement on West Sycamore Street, trench repair may involve paving/overlay of areas in between all utility trenches as determined by the City engineer and prior to acceptance of the public improvements.

45. Drainage and Stormwater Improvements:

- a. All project related flooding impacts shall be mitigated by the project developer. Drainage improvements shall be designed in accordance with the Design Criteria utilizing the rationale method and any applicable adopted City drainage plans.

The applicant shall submit for review and approval, drainage plans and hydraulic calculations prepared by a Registered Civil Engineer. The drainage plans and calculations shall include a hydrology map and indicate the following conditions before and after development:

Quantities of water, water flow rates, major water courses, drainage areas and patterns, diversions, collection systems, flood hazard areas, sumps and drainage courses. Hydrology shall be per current City Standards.

- b. Post-development off-site flows for the 25 and 100-year storms shall not exceed pre-development flows. For the detention pond for this development, the developer's engineer shall submit calculations showing the inflow and outflow hydrographs, the amount of storage required, and verification that the storage required in the calculations is shown on the plans. The detention pond shall be considered private and be privately maintained. Maintenance of the detention pond shall be included in any CC&R's or maintenance documents submitted to the City for review and approval prior to the approval of the improvement plans.
- c. Site grading and drainage improvements shall be shown on the improvement plans, including existing and proposed top of curb elevations and back of walk elevations. Drainage patterns for the site, including the proposed Tot Lot and patterns at the project boundaries shall be identified and shown. Any drainage impacts to neighboring properties shall be mitigated.
- d. Design and installation of stormwater quality and management shall be in accordance with all applicable codes.

Boundary Line Conditions:

- 46. Property lines shall be shown on the project improvement plans. If it is determined by the City Engineer that a public utility easement is needed for the existing sewer lift station and appurtenances, said easement shall be offered for dedication to the City by separate instrument prior to issuance of a certificate of occupancy.
- 47. If any portion of this project requires the dedication of right-of-way or easements for the installation of any of the improvements, the developer shall secure all necessary rights-of-way and easements for both onsite and offsite improvements prior to the approval of the improvement plans. Rights-of-way and easements shall be dedicated by separate instrument. The developer shall prepare all necessary legal descriptions and deeds and shall submit said documents to the City for review and approval. All easements or right-of-way dedications must be recorded prior to signature of the improvement plans.
- 48. Improvement plans shall indicate any impacts to vegetation on adjacent property. Any impacts shall require mitigation necessary to satisfy the adjacent property owner and written approval from the impacted property owner prior to issuance of a certificate of occupancy.

Final and/or Release of Securities Conditions:

- 49. All improvements shown on the Improvement Plans shall be completed and those constructed as public shall be accepted by the City.
- 50. All punch-list work shall be completed and any outstanding inspection fees or other charges shall be paid.
- 51. Developer shall provided sufficient surety guaranteeing the public improvements for a period of one year by posting a maintenance bond with the City.

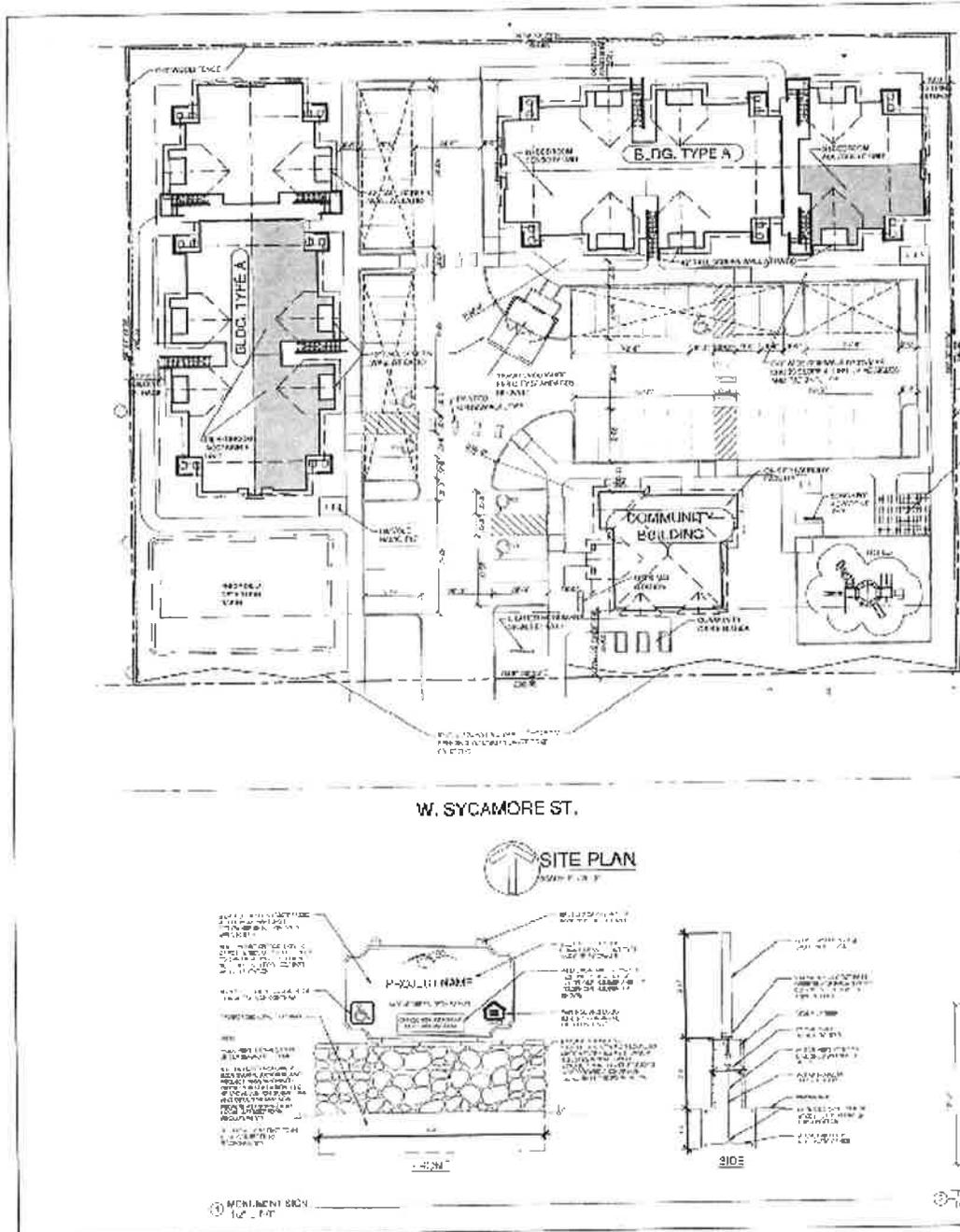
52. A complete set of *As-Built* or Record improvement plans showing all substantial changes from the original plans shall be certified by the Civil Engineer of record and submitted to the City Engineer prior to acceptance of the public improvements.
53. Prior to acceptance of the work, the developer shall provide a written statement signed by his or her engineer certifying that they observed the work during construction and that site grading and all private site improvements have been completed in accordance with the improvement plans approved by the City Engineer.
54. Prior to acceptance of the work, the developer shall provide a written statement signed by his or her geotechnical engineer certifying that they observed the work and reviewed testing results, and that all of work was performed in accordance with the recommendations included in the Soils Investigation/Geotechnical Report or other recommendations necessitated by field conditions.

COLOR ELEVATIONS





PROPOSED SITE PLAN



SITE PHOTOS

