

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING

HELD JANUARY 15, 2014

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

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

PRESENT: Benningfield, Carlyle, White, Woods, Warren

ABSENT:

CONSENT AGENDA: Chair Person Warren asked if there were any changes to the agenda. Staff had no changes to the agenda.

PUBLIC COMMENT: None

NEW BUSINESS: Public Hearing(s)

a. Election of Planning Commission Chair and Vice Chair

Chair Person Warren opened up the nominations for Chair. Vice Chair Woods nominated Kerri Warren as Chair. Chair Person Warren asked if there were any other nominations and there were none. The nomination of Kerri Warren for Chair was passed by unanimous consensus.

AYES: Benningfield, Carlyle, White, Woods

Chair Person Warren opened up nominations for Vice Chair. Commissioner Carlyle nominated Candis Woods. Chair Person Warren asked if there were any other nominations and there were none. The nomination of Candis Woods for Vice Chair was passed by unanimous consensus.

AYES: Benningfield, Carlyle, White, Warren

b. Review of Conditional Use Permit for Long Way Home Saloon/Commission One year Review

Assessor's Parcel Number: 002-162-006 222 W. Walnut Street/Central Commercial Zoning District/General Commercial Land Use Designation

Ms. Mantele presented the item to the Commission regarding a review of a Use Permit that was heard by the Commission one year ago for the Long Way Home Saloon, and now up for a review as required in the original approval. There were local concerns at last years' meeting about the night disruption to the neighborhood and whether or not the business was in compliance with ABC conditions, as the reason for the Commission one year review.

Ms. Mantele presented to the Commission a letter received by staff in September 2013 from the State ABC Licensing whereby Jillian Beathe the owner of the Long Way Home Saloon requested a modification of a condition that was placed upon her ABC license. As a result of Ms. Beathe's request, ABC did modify the license conditions by removing one of her conditions on her ABC license that had to do with the exterior advertising signage. The ABC conditions have now been revised modified to reflect that the condition be removed. Staff did contact ABC to see if any complaints had been received or any disciplinary actions had been documented over the last year for the Long Way Home Saloon's. Ms. Mantele was advised by ABC that there were no actions or complaints on file.

Ms. Mantele also advised the Commission that she had gone back over the last year and looked at police reports for the Long Way Home Saloon and three other businesses that served alcohol in the community; The Last Stand Bar & Grill, the Casa Ramos Restaurant and the Old 99 Steakhouse. The Willows Police Department presented reports for every business with the exception of Casa Ramos which had no reporting calls over the last year. The report for the other businesses had a significant decline and the City had not received any complaints or comments from any of the neighbors in regards to any matters of concern for The Long Way Home Saloon. It was concluded that Ms. Beathe and her staff has provided a quieter business for the neighborhood over the last year.

Commissioner Carlyle, Vice Chair Woods and Chair Person Warren expressed appreciation for the compliance to the ABC and the overall proactive cooperation of Ms. Beathe and her staff. All Commission members agreed that all conditions of the Use Permit and ABC were met.

Ms. Mantele advised Ms. Beathe that she would be sending her a letter regarding the decision of the Commission. Ms. Beathe thanked the Commission and advised them that she applied for the modification of the condition to the ABC license in July 2013 and it was not received until December 2013. She wanted the Commission to know that she was not the reason for the delayed response and the Commission members all agreed it was the State.

COMMISSION COMMENTARY:

1. Chair Person Warren congratulated Vice Chair Person Woods appointment and welcomed everyone.
2. Vice Chair Person Woods invited the Commission members to the Economic Forecast meeting in Oroville. She expressed her participation in going to the meeting has always been very enlightening and invited them to attend their schedules permitted it. The Commission members commented on their availability.
3. Ms. Mantele congratulated Vice Chair Woods and welcomed Commissioners White and Benningfield aboard and expressed enthusiasm towards working with a full Commission for the coming years projects. She discussed the annual Planners Conference that will be held at the end of March 2014 which has on the agenda a number of first time Planning Commission items and workshops. Ms. Mantele acknowledged that Commissioner Benningfield had an interest in

attending and that she was attending as well. Vice Chair Woods and Commissioner White also are interested in attending. Ms. Mantele did acknowledge that there were City funds available for the members to attend the training conference and encouraged attendance. Commission members interested in attending should let Ms. Mantele know soon so they can be signed up to attend.

4. Ms. Mantele updated the Commission on progress of pending projects. The plans for O'Reilly's have been submitted. The Dollar Tree is up and running with the opening expected soon. The Willows Senior Apartments Project plans have also been submitted for plan check. There is another project that was submitted for of a tentative map entitled The Gateway Center, for the piece of property known as the Taylor property, located at the intersection of County Road 57 and old Highway 99. It is an 8 acre parcel that was subdivided a few years ago in to two parcels and has now been resubmitted for a 4 parcel split on one of the parcels

Commissioner Carlyle asked if this property was related to the In and Out Burger mentioned in the past and Ms. Mantele acknowledged it was. She stated that the intent of the parcel split is to have four types of uses; one being a hotel, a fast food restaurant, a sit down restaurant and Chevron Emporium Service Station that would also include hook ups for electric cars. One or two of those uses will require a Conditional Use Permit. The applicant is interested in the upgrades that have happened to Thunderhill Raceway which he feels will bring a lot more individuals into the area benefiting the business community.

Ms. Mantele also updated the Commission on the Glenn Medical Center's construction of a new 14 bed hospital. Staff has been meeting with their consultants and a Design Review Application is anticipated within the month or so. Vice Chair Woods asked if they were going to tear down a part of the hospital and reconfigure. Ms. Mantele explained that a portion of the existing hospital would be removed so there are no connecting buildings, which will fit the plans for the 14 bed hospital with emergency room included. The existing older building will be used for the hospital administrative offices and clinics which will allow current off site clinics to be on site.

Ms. Mantele advised that staff has been working and meeting with their consulting firm on the review of the preliminary site plan. The City's building department will not be issuing a building permit as OSHPD is handling all of that. The City will only be required to issue a letter of approval after the review of their application by the Commission, which is a requirement before OSHPD moves forward. Federal funding approval for the project had been obtained so the project is definitely in the works.

Vice Chair Woods asked if anything more was known about the Basin project. Ms. Mantele stated she has not heard anything recently; however Basin is focusing their energy on the DOT/TIGER Grant application at this time. These are federal funds for infrastructure along Tehama and for other aspects of the project. The City is working in conjunction with Basin Street to try to garner these federal roadway funds.

5. Ms. Mantele brought the Commission up to date on the Multi Family Residential Design Guidelines Draft and informed them that Tami McIntyre would be assisting her with formatting them. She asked that the Commission thoroughly review the draft to make sure that they feel comfortable with the text as these will be the guidelines all developers will be looking at. Ms. Mantele explained that the guidelines can be built upon and expanded in the future at the Commission's directive and encouraged them to view the city of Santa Rosa guidelines. She is hopeful that she will be able to present them at the next meeting. She also requested input on photographic illustrations from the Commissioners so that they can be included in the Guideline's format.

6. Chair Person Warren and the Commission set the next meeting for February 19th 2014.

ADJOURNMENT: The Meeting was adjourned at 7:27pm

KERRI WARREN – Chair

Tammara McIntyre- Minutes Clerk