

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