

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING

WEDNESDAY, MAY 18, 2016

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

PLEDGE OF ALLEGIANCE:

Commissioner Michael led the Pledge of Allegiance.

ROLL CALL:

Karen Mantele, Planner, Maria Ehorn, Minute Clerk

Present: White, Benningfield, Griffith, Michael

Absent: Woods

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 Michael and seconded by Commissioner Griffith to approve the Minutes of the Planning Commission Meeting held April 20, 2016.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

PUBLIC HEARING(S)/NEW BUSINESS:

- a. **Use Permit (File #UP-16-04) Applicant/Owner: Javier Bravo/JWL Properties 225 N. Tehama Street/Assessors' Parcel Number(s): 003-034-005/Central Commercial Zone/General Commercial Land Use Designation/Establish a Zumba Exercise Business within an Existing Commercial Building.**

Chair White introduced the agenda item. Ms. Mantele presented the agenda report to the Commission, and stated that the applicant and his wife were in the audience.

Chair White opened the public hearing. The applicant, Javier Bravo, spoke stating he is opening the business to help the youth and anyone in the community by getting people off the street and into something good for the community. Commissioner Michael thanked Mr. Bravo for bringing his business to the community. Chair White hearing no other comments closed the public hearing.

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 Approval (File #UP-16-04) To Javier Bravo to Establish a Zumba Exercise Business within an Existing Commercial Building for Property Located 225 N. Tehama Street, Assessors Parcel Number 003-034-005. The motion was seconded by Commissioner Benningfield.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

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

COMMISSION COMMENTARY:

1. Commissioner Michael stated he had seen Commissioner Woods at a training recently. Ms. Mantele stated she is going to forward information via email to the Commissioners regarding workshops that they may like to attend.
2. Ms. Mantele reported that she has received an application for a 24 unit apartment building for affordable housing to be located on the north side of W Sycamore. She stated that the Commissioners should familiarize themselves with the MFR guidelines as these will be applicable to the project. The applicant is applying for a HOME grant and in order for the applicant to receive their funding, the application needs to be done prior to August so staff would like to bring this to the Commission on possibly the July 6, 2016 meeting for review.
3. Ms. Mantele gave a brief update on the Mercado Meat Distribution project stating that their plans have been through their 1st plan check and staff is now waiting for them to make revisions.
4. Commissioner Griffith asked if there was any new developments regarding the Basin Street project. Staff stated the engineer has done the 1st review of the infrastructure plans. At the same time Ms. Mantele is working on the environmental side to get clearances that are necessary to move forward with the project.
5. Commissioner Griffith then asked if there was anything new on the hospital project. Ms. Mantele stated that the project was being reviewed for a current cost estimate prior to being put out for bid and that she would be informed when the plans do go out for bid. Commissioner Michael stated he is on the Board of Directors for the hospital and they should be ready to go out for bid in approximately a month.
6. Commission and staff then discussed having a meeting next month on June 15, 2016. Ms. Mantele stated if no project comes in prior to the date then she would subsequently meet with the Chair to see if there could be any other topics for discussion for a meeting.

ADJOURNMENT: Meeting adjourned at approximately 7:22 pm.

PEGGY WHITE – Chair

Maria Ehorn – Minute Clerk