

PLANNING COMMISSION

Kerri Warren, Chair
Candis Woods, Vice Chair
Shirley Benningfield, Commissioner
Peggy White, Commissioner
Robert Griffith, Commissioner

CITY PLANNER
Karen Mantele

MINUTE CLERK



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

PLANNING COMMISSION MEETING AGENDA
Wednesday October 15, 2014
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. **Approval of Minutes:** None
6. **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.***)
7. **New Business/ Public Hearing(s)**
 - a. **Use Permit (#UP-14-09) Design Review (#DR-14-06) Applicant/Owner:** Nelson Lui/Cal Water Service, Co.

Assessors' Parcel Number(s) 002-242-001 (455 Cedar Street); 005-180-008 (830 Pacific Avenue); 001-121-010 (151 W. Cty Rd 53); and 001-051-006 (1331 W. Sycamore Street) first 3 in R-1 zoning district, other in R-3 zoning district / Low Density Residential/Multi Family Residential Land Use Designations/Request to allow installation of new ion exchange filtration treatment technology systems (contained within nine 8'x20'x9'high storage containers) with site improvements to be located at four locations within the City of Willows
 - b. **Request to Modify Condition of Approval for Design Review (#DR-14-02) Applicant/Owner:** John Joyce/St Monica's Catholic Church

Assessors' Parcel Number: 005-370-010; 1149 W. Wood Street; R-1 zoning district; Low Density Residential Land Use Designation/Request to modify Condition #10 to move/construct a fence approximately 100 feet north to northern property line and add fence along eastern property line
8. **Commission Commentary**

9. **Adjournment**

CERTIFICATION: Pursuant to Government Code § 54954.2 (a), the agenda for this meeting was properly posted on or before October 10, 2014.

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

Planning Commission Agenda Report:**October 15, 2014**

Project: Conditional Use Permit (File #UP-14-09) and Design Review (File DR-14-06)/Install nine storage containers at 4 sites with site improvements for installing new ion exchange filtration systems

Applicant(s)/Owner: Nelson Lui/California Water Service Company

Project Location(s): 455 Cedar St/826 Pacific Ave/151 W Cty Rd 53/1331 Sycamore St

Parcel No(s): 002-242-001/005-187-008/001-121-020/001-051-006

Zoning: R-1 (on first 3 sites), R-3 on last site

General Plan: Low Density Residential and Multi-family Residential

Project Description

The applicant, Nelson Lui on behalf of California Water Service Company, has submitted a Planning application for a Use Permit to allow nine (9) storage containers on residential parcels and Design Review for the site improvements proposed for each site. The project entails installing new ion exchange filtration treatment systems, to be contained within the proposed nine 8'x20'x9' high storage containers, in order to remove hexavalent chromium (aka chromium-VI) from the drinking water. Cal Water intends to comply with the new State MCL requirement to bring the chromium-VI levels into compliance which old requirement states chromium-VI levels are 50 parts per billion. The new MCL for chromium-6 is 10 parts per billion. The new treatment technology to bring down the chromium levels are housed in these containers which are slightly larger than what is currently existing. New landscaping is proposed at all four sites in order to screen the equipment from public view. Lighting will be installed at each site, but will only be used at night in an emergency. No hazardous materials are used in the process, however some hazardous waste will be naturally generated. This waste will be stored in a safe, dual walled tank at each site, which will be collected and transported for appropriate disposal by a specifically equipped truck several times a year. There will be changes in noise levels, odor and lighting with this project. The new filtration equipment is automated. There will be little change in the Cal Water employees at the well sites. Truck traffic will be light, mainly because of the efficiency of the system. Twice a year a truck will deliver sodium chloride, which is the essential and harmless ingredient in the chromium-VI treatment process. This unloading will take less than an hour. The State Water Resources Control Board will be issuing a water supply permit for this project to California Water Service Company. Installation for this project is set to begin this coming winter.

Review Process

This matter is before the Planning Commission pursuant to Section(s) 18.110.110, 18.135 and Chapter 2.45 of the City of Willows Municipal Code.

Zoning

There are four project sites; three are in R-1 zoning districts and one is located in an R-3 zoning district. Permanent storage containers are allowed within R zones with an approved Conditional Use Permit. Surrounding zoning for the most part is residential with RP to the west on Cedar Street site.

General Plan Consistency

The General Plan Land Use designation for three sites is Low Density Residential and the fourth site Land Use Designation is Multi-family residential. These four sites have been in operation for many years.

Project Analysis for Design Review (pursuant to Section 2.45.060)

Competent Design: The site development plans submitted for this project have been prepared by an engineering firm, and include elevations for the design of the four sites, the proposed color schemes and landscaping. The containers shall meet all the minimum yard requirements for the zones, as well as meeting the accessory building height requirement.

Relationship between Structures within the Development and between Structures and Site: These well sites are existing and will be developed in concert with the existing structures. The proposal to install storage containers to house the equipment will blend in as much as possible, with new landscaping in areas to provide screening of the containers from the public view.

Relationship between Development and Neighborhood: The proposed project is designed in order to blend into the existing site and surroundings to the extent possible.

Materials and Colors Used: The storage containers will be beige in color with no additional wording or advertising on them.

Wall, Fences or Screening: Fencing will be part of the proposed project as well as landscaping to provide screening of the new containers and equipment. See specific screening details with each site as discussed below.

Surface Water Drainage: All on-site surface water shall be 100% retained on site. Conditions of approval have been incorporated into Attachment 2 under Engineering Department to maintain that the water is contained and drains properly.

Drives, Parking and Circulation: Parking is not an issue with this project as each site has sufficient on-site parking and/or off-site parking to meet the service needs for service technicians.

Signs: The proposal does not include any new signage.

Exterior Lighting: The project proposes new lighting standards on each site. All lighting shall be installed so as not to reflect glare onto adjacent property. The conditions of approval reflect this requirement.

Landscaping: Landscaping is proposed for the each site. The landscaping has been designed so that the new containers and equipment will be screened from the public view.

INDIVIDUAL SITE SPECIFICS:

Site # 4- 455 Cedar Street – R-1 zone

Two (2) storage containers are proposed to be installed at this site, with additional chain link fencing proposed along the north and eastern boundaries. Proposed landscaping will be planted along this fencing and along a portion of the southern fence. Additionally the proposal includes adding a new light standard, a new gate adjacent to the existing pump house, new sidewalk in front of gate, and artificial turn in a small area to the west of the pump house. This site requires a new proposed bag filters, brine tank, brine waste collection, waste tank, and a brine waste connection. The location of the storage containers meets the setback requirements.

Site #7 – 826 Pacific Avenue – R-1 zone

Two (2) storage containers are proposed to be installed at this site, as well as chain link fencing along the northern, eastern, and southern property boundaries. Proposed landscaping will be planted along a portion of the south fencing. Additionally this site will have a new light standard, a new 60K generator, a waste tank, brine tank, panel board, sunshade structure for the brine and waste tanks, bag filters, and replacing the transformer. The proposal also includes widening the asphalt entrance. The location of the storage containers meets the setback requirements.

Site #8 – 151 West County Road 53 – R-1 zone

Three (3) storage containers are proposed to be installed at this site, with landscaping to be planted along the existing chain link fence. This site also includes two new light standards, waste tank, sunshade structure for the brine and waste tanks, panel board, bag filters, brine waste connection and a new 150KW generator. Additionally they propose to replace the transformer. The location of the storage containers meets the setback requirements.

Site #9 – 1331 W. Sycamore Street – R-3 zone

Two (2) storage containers are proposed to be installed at this site, which site is located on the Sycamore Apartments complex parcel. Proposed landscaping will be planted along the southern chain link fence, and crepe myrtle trees (4) planted along the western fence line. Two existing trees will be removed on the site. This site also includes a new light standard, waste tank, sunshade structure for the brine and waste tanks, bag filters, new bollards, brine tank, and brine waste connection. This site includes extending the on-site asphalt area and a new sidewalk along the storage containers. The location of the storage containers meets the setback requirements.

The project was reviewed internally by city departments and County for comments/conditions which attached proposed conditions of approval reflect those comments.

Environmental Review and Analysis

The project has been reviewed by the California Department of Health Services pursuant to the California Environmental Quality Act (CEQA). The environmental review determined that the proposal is exempt from further CEQA pursuant to CEQA Code Section 15303, Class 3 New Construction or Conversion of Small Structures. A Notice of Exemption has been filed with the Office of Planning and Research on July 10, 2014.

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 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.

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 four subject properties were sent notice of the hearing. As of the date of preparation of this report no written public comments have been received.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending Use Permit/Design Review approval for INSTALLATION OF NINE STORAGE CONTAINERS WITH ON-SITE IMPROVEMENTS subject to the conditions of approval as shown in Attachment #2.

PLANNING COMMISSION OPTIONS:

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

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval
3. Site Plan for site 4, 7, 8, 9
4. Color Chart for systems

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. _____-2014

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING USE PERMIT AND DESIGN REVIEW APPROVAL (FILE # UP-14-09 AND #DR-14-06) TO CALIFORNIA WATER SERVICE COMPANY FOR INSTALLATION OF NINE STORAGE CONTAINERS WITH ON SITE IMPROVEMENTS FOR PROPERTIES LOCATED AT 455 CEDAR STREET/826 PACIFIC AVNEUE/151 W CTY Rd 53/1331 SYCAMORE STREET ASSESSORS PARCEL NUMBER(S) 002-242-001/005-187-008/001-121-020/001-051-006

WHEREAS, the applicant, Nelson Lui, on behalf of California Water Service Company, has filed a Conditional Use Permit/Design Review planning application to install nine storage containers with site improvements at four sites within residential zones; and,

WHEREAS, City of Willows Municipal Code Section 18.110.110(1) allows for storage containers in residential zones upon first securing Use Permit approval from the Planning Commission; and,

WHEREAS, notice of the Planning Commission meeting held on October 15, 2014, 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 October 15, 2014, 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 15303, Class 3, New Construction or Conversion of Small Structures; and,

WHEREAS, the Planning Commission does finds that the proposed use is consistent with the purposes of the district in which the site is located, as storage containers are allowed with a Conditional Use Permit within Residential zones per WMC section 18.110.110(1); 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 conditions of approval incorporate provisions which project will not be detrimental to the public health, safety or welfare; and,

WHEREAS, the Planning Commission does find that the proposed use is in conformance with the General Plan, as the properties are located within the Low Density Residential (3 sites) and Multi-Family Residential designations, which sites have been used as water well sites for many years.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the California Water Service Company Use Permit and Design Review proposal to place nine storage containers within residential zones and site improvements are consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Use Permit UP-14-09 and Design Review DR-14-06, subject to the attached conditions of approval set forth in Attachment #2; and,

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 15th day of October, 2014, by the following vote, to wit:

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

APPROVED: _____
Kerri Warren, Chairperson

ATTEST: _____
Recording Secretary

**USE PERMIT/DESIGN REVIEW CONDITIONS OF APPROVAL
FOR
CALIFORNIA WATER SERVICE COMPANY CHROMIUM VI PROJECT
FOR PROPERTIES LOCATED AT**

455 Cedar St/826 Pacific Ave/151 W Cty Rd 53/1331 Sycamore St;
002-242-001/005-187-008/001-121-020/001-051-006

PC approval date: _____, 2014

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. If the use is not made on the subject sites 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.
3. This use permit is void one (1) year after the use permitted by such permit is discontinued.
4. 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.
5. Any and all signage for the business shall be approved by the Planning Department prior to installation.
6. Landscaping shall be designed so that it will provide screening to the extent possible in order to screen from public view.
7. All landscaping shall be maintained in good condition and any dead or dying plants, bushes, or trees shall be replaced with new healthy stock of a size compatible with the remainder of the growth at the time of replacement.
8. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
9. The developer shall adhere to the design and specification of the Architectural Design Review approval.
10. 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. Any further extension beyond one year shall require planning commission approval.
11. All 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. All lighting must meet the City Standards.
12. An Occupancy Permit shall not be issued in part or whole for any building until work specified in the design review approval has been completed, including landscaping. If for any valid reason full compliance cannot be made a cash bond shall be posted for the work to be completed within a reasonable period of time as determined by the City Manager or his authorized representative.

Building Department.

13. All of the conditions of approval shall be shown on the set of plans prepared for review.
14. The applicant shall submit for review a completed building permit application, accompanied by 4 complete sets of plans and a plan review deposit. (Based on project cost)
15. All buildings, awnings, shade structures and electrical facility's and the like shall be designed in accordance with the most current applicable Federal, State and Local codes and ordinances.(submit for review)
16. See the City of Willows Municipal Code of Ordinances for fence locations and height.
17. See the City of Willows Municipal Code of Ordinances chapter 18 for proper zoning setbacks.
18. Stand by generators also require the approval of Air Pollution Control.(emissions)
19. Site lighting shall not leave the site submit a photo metric plan to planning for review.
20. See CBC Sec. 105.2.3 for exceptions.
21. The conditions of approval shall become part of the plan sets.
22. The applicant/contractor/developer shall arrange a meeting with city staff prior to commencing construction discuss all the conditions of approval.

Fire Department

23. A knox box shall be installed per Fire Chief approval (WMC Section 15.15.130)
24. All buildings shall be addressed and meet all WMC 15.15.100 criteria and be reviewed by the Fire Department for approval.
25. Shall provide fire extinguishers in accordance with 2013 CFC at each site.

County Air Pollution Control District

26. Update the Hazardous Materials Business Plan information in the California Environmental Reporting System (CERS) for each site to include the hazardous waste tank locations and quantities.
27. Obtain/maintain EPA I#'s for all sites where waste will be generated. If generating over 100 kg of RCRA hazardous waste per month a federal EPA ID# is required.
28. Follow all RCRA hazardous waste tank requirements. There are increase tank requirements for facilities that generate over 1000kg of hazardous waste per month.
29. For the installation of a fuel burning generator the applicant must submit, or cause to be submitted, a completed Authorization to Construct application to the District. Applications are available in our office and on our website, www.countyofglenn.net.

Engineering Department:

General Conditions

30. Developer shall design and construct all improvements and facilities shown on any approved site plan, or other documents submitted for permit approval, in accordance with the Willows Municipal Code

(WMC), the City of Willows Design and Construction Standards. Approval of a use permit 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.

31. The developer shall be responsible for all City plan check and inspection costs. The developer shall deposit funds 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 actual plan check and inspection costs.
32. All proposed electric, telephone, or other utility provided to this property shall be constructed underground. This does not include surface mounted transformers, pedestal mounted terminal boxes and meter cabinets.
33. Tree removal shall be in accordance with City ordinances and Planning Department requirements. Trees proposed to be removed shall be indicated on plans and removal approved by the City.
34. Plans shall be provided for existing and proposed facilities. Existing facilities and landscaping to be removed shall be called out on plans.

Improvement Plan and Construction Conditions:

35. 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 water, sanitary sewer, storm drain facilities, roadway improvements, curbs, gutters, sidewalks, driveways and lighting. All design and construction shall conform to the City of Willows Design and Construction Standards, as applicable.
36. Each construction site shall meet state regulations with respect to storm water/water quality regulations. Appropriate measures should be included on the drawings to indicate erosion and sediment control.
37. Roadway Improvements:
 - a. Driveways shall be constructed in accordance with City Standard S-4.
 - 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. Any improvements taking place within the City's right-of-way shall need an encroachment permit. With the encroachment permit, the contractor or applicant shall be responsible for posting adequate surety guaranteeing the work.
38. Water and Sanitary Sewer Improvements:
 - a. No connection to City Sanitary Sewer will be allowed.

Drainage Improvements:

- a. If the installation of facilities at any of the proposed sites increases the impervious surfaces of the area and increases runoff, the applicant shall submit drainage calculations showing the increase in runoff. Calculations shall be completed utilizing the rationale method and any applicable adopted City drainage plans.

If applicable, 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 indicate the following conditions before and after development:

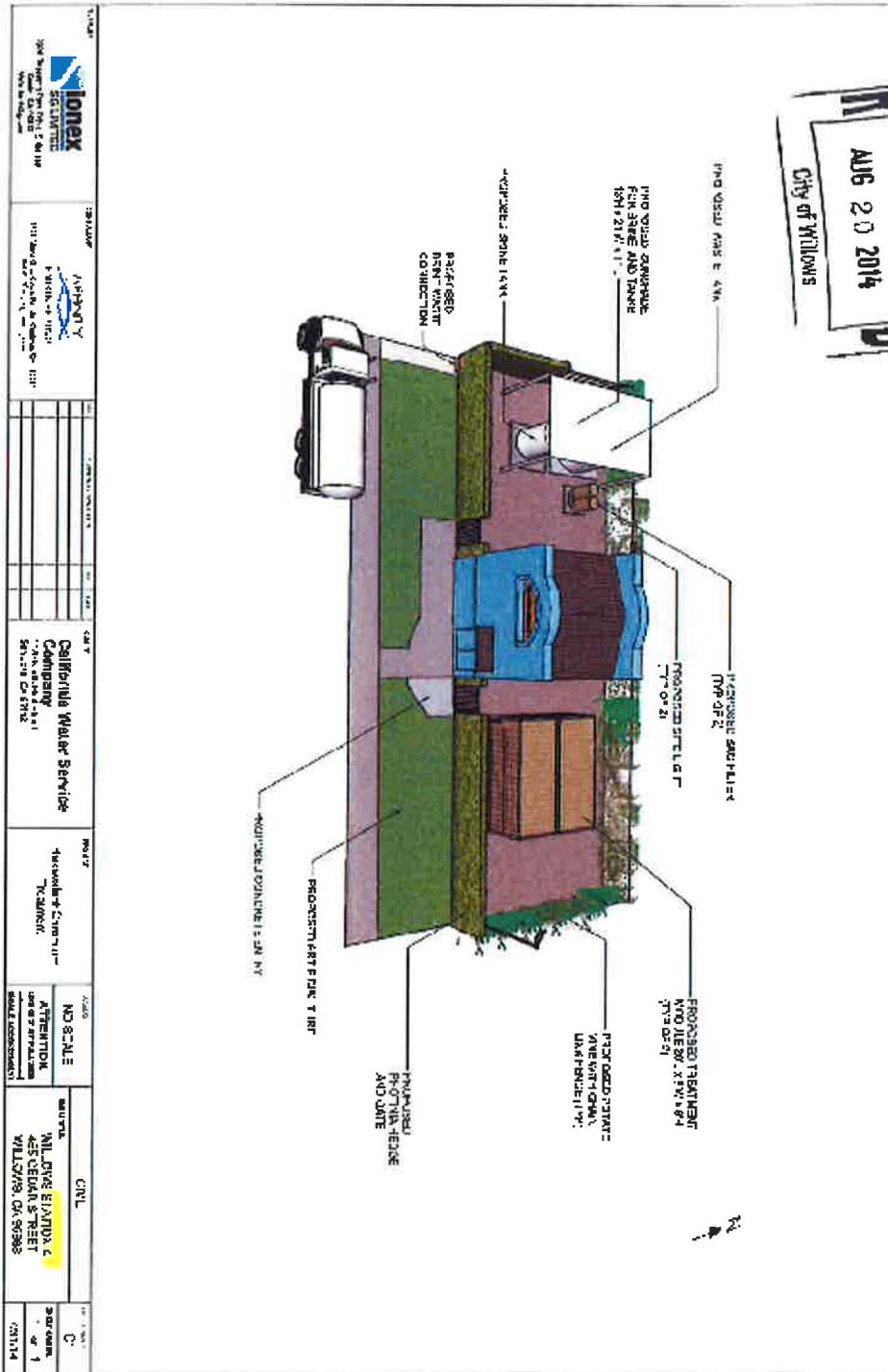
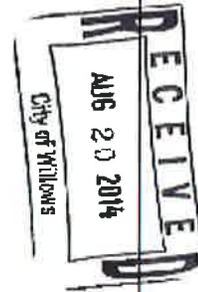
Quantities of water, water flow rates, major water courses, drainage areas and patterns, diversions, collection systems, flood hazard areas, sumps and drainage courses. Hydrology shall be per current Sonoma County Water Agency Standards.

- b. Post-development off-site flows shall not exceed pre-development flows
- c. *No connection to City Storm Drain will be allowed*

Construction Conditions:

- 39. 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. An Encroachment Permit is required for any work within the City's rights of way.
- 40. The applicant 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.
- 41. 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.
- 42. 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.
- 43. Dust control must be maintained to the City's satisfaction.
- 44. Working hours shall be restricted to the hours of 7:00 a.m. to 6 p.m., Monday through Friday.
- 45. The applicant shall provide sufficient surety guaranteeing the public improvements for a period of one year.
- 46. 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.

Development Site Plan



<p>3000 Highway 101, Suite 200 Willows, CA 95986</p>	<p>California Water Service 4450 Central Expressway Willows, CA 95986</p>	<p>4450 Central Expressway Willows, CA 95986</p>	<p>NO SCALE ATTENTION: USE OF MATERIALS AND DIMENSIONS TO BE DETERMINED BY CONTRACTOR</p>	<p>CIVIL MILDRIVE ENGINEERS & ARCHITECTS 445 CEDAR STREET WILLOWS, CA 95986</p>	<p>0 1 03114</p>
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Cal Water Services Color Chart

Dixon and Willows Ionex Water Treatment Systems

Paint Color



- 1. Proposed Treatment Module
- 2. Pre Filters
- 3. Above Grade Piping
- 4. Brine Waste Disposal Connection Box

6085 Chrome Yellow



- 1. Skid Structure
- 2. 24" IG Tank
- 3. Brine Waste Tank

Federal Standard 595
2093 White



1. Light Pole

Federal Standard 590
5708 Black



Picture of Components to show Material Type



SG LLC
A Severn Group Company

2020 Research Park Drive, Suite 100
Clark, California 94709
916-471-1100 FAX 916-471-1101
www.ionex.com

Planning Commission Agenda Report:**October 15, 2014**

Project: Request to modify condition #10- fence relocation
(File # DR-14-02)

Applicant(s)/Owner: John Joyce/St. Monica's Catholic Church

Project Location: 1149 W. Wood Street Willows

Parcel No: 005-370-010

Zoning: R-1 (Single Family Dwelling)

General Plan Low Density Residential

Project Description:

The applicant, St. Monica's Catholic Church, has submitted a letter requesting modification of Condition #10, which condition was part of the Design Review approval granted to the Church on April 26, 2014. The request is to construct the required 6 foot chain link fence along the very northern and eastern property boundaries rather than along the northern boundary of the fire access road to the western boundary fence as the condition states. (See full request letter attached)

Background:

On April 26, 2014 the Planning Commission heard and approved a Design Review application submitted by the Church in order to accommodate the Walden School Academy expansion. At the April meeting the Commission had discussions about the project and specifically about the safety of the students. As a result of their discussions, they added a condition which read " *Install a 6 foot chain link fence along the northern side of the proposed fire access road to the western boundary fence*".

There is existing fencing on the very northern boundary, as well as a shorter 4 foot fence along the eastern boundary and a 6 foot wooden fence along the west side of the parcel (adjacent to the Apartment complex). Additionally there are two gates on either side of the existing classroom building, providing security for the students.

Mr. Joyce, acting on behalf of the Church, is requesting the Commission consider allowing them to move the fence in order to use the property for organized sporting events in the future. The letter states that the Walden Academy agreement does not provide for the use of this property, and that when school is in session, there will be playground monitors who will limit the playground area use.

STAFF RECOMMENDATION:

Staff recommends the Commission review the request and determine whether or not to grant the request.

PLANNING COMMISSION OPTIONS:

- 1) Approve the request to construct a 6 foot fence on the northern and eastern property boundary
- 2) Deny the request with appropriate findings for denial

Attachments:

1. Applicant letter
2. Site Plan

Submitted by:

Karen Mantele
Principal Planner

Applicants' letter of Request

1129 WEST WOOD ST

PHONE 924-2374

St. Monica's Church
 WILLOWS, CALIFORNIA 95988

October 2, 2014

Karen Mantele, Principal Planner
 City of Willows
 201 North Lassen Street
 Willows, CA 95988

Re: St. Monica School Expansion
 UP 14-01

Dear Ms. Mantele:

Condition #10 of our use permit requires the construction of a 6 foot chain link fence along the northern side of the proposed fire access road. The owners of the adjacent properties requested this fence to protect their properties because their existing fences do not provide much protection from vandalism. We agreed to construct this chain link fence.

We hereby request reconsideration of the location of the fence as it was approved. We would like to construct the fence along our northern and eastern property lines. This will require more length of fence, but it will provide easier access to the remainder of the church property for maintenance, and possible future use of the property.

The church may want to use that property for organized sporting events in the future. At that time, we would want a fence at the property line more adequate than the existing fences. We feel that placing the fence on the property lines will provide protection to the adjacent property owners, and take care of everyone's needs with just one fence.

Our agreement with Walden Academy does not provide for the use of this property by Walden. When the school is in session, there will be playground monitors who will limit the playground area as we proposed in our use permit application.

We request the City's consideration of this request.

Sincerely,

 John Joyce

C: Rev. Giovanni Gamas
 Sean Whitney

Site Plan

