

**MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING**

**WEDNESDAY, SEPTEMBER 21, 2016**

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

2. **PLEDGE OF ALLEGIANCE:**

Chair White led the Pledge of Allegiance.

3. **ROLL CALL:**

Karen Mantele, Planner, Maria Ehorn, Minute Clerk

Present: White, Benningfield, Griffith

Absent: Woods, Michael

4. **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.

AYES: White, Benningfield, Griffith

NOES: None

ABSENT: Woods, Michael

ABSTENTION: None

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

6. **APPROVAL OF MINUTES:** It was moved by Commissioner Griffith and seconded by Commissioner Benningfield to approve the Minutes of the Planning Commission Meeting held August 17, 2016.

AYES: White, Benningfield, Griffith

NOES: None

ABSENT: Woods, Michael

ABSTENTION: None

7. **PUBLIC HEARING(S)/NEW BUSINESS:**

**a. Conditional Use Permit (File #UP-16-06) Applicant/Owner: Suresh Patel/B&S Hospitality Inc.**

475 N. Humboldt Avenue/Assessors' Parcel Number: 017-330-022/Highway Commercial Zone/Highway Commercial Land Use Designation/Request of additional pole and identity signage.

Ms. Mantele recommended opening the public hearing and then to continue the hearing to the October 19, 2016 meeting. Ms. Mantele noted as per requirements, the legal notice had been published in regards to this application. Subsequently, after the notice was posted, the applicant could not provide certain requested items in a timely manner in order to prepare a staff report. As a result there was no staff report. Chair White then introduced the agenda item. Chair White opened the public hearing. Commissioner Griffith moved to continue the hearing until the October 19, 2016 meeting. The motion was seconded by Commissioner Benningfield.

AYES: White, Benningfield, Griffith

NOES: None

ABSENT: Woods, Michael

ABSTENTION: None

**b. Tentative Parcel Map Extension (File #MSUB-07-04) Applicant/Owner: Kyle & Tanya Persky**

749 & 759 S. Merrill Avenue/Assessor's Parcel Number: 001-330-017 & 001-330-018/R-1 (Single Family Residential) zone/Low Density Residential Land Use Designation/Request for one year extension to parcel map.

Chair White introduced the agenda item. Ms. Mantele stated the second parcel number listed on the agenda to be corrected to read 001-330-018. She then presented the agenda report to the Commission. Chair White opened the public hearing. No comments were heard. Chair White then closed the public hearing.

Commissioner Benningfield moved to approve the next resolution in line entitled, A Resolution of the Planning Commission of the City of Willows granting approval for a one year time extension to parcel map file number MSUB-07-04 for Kyle & Tanya Persky for property located at 749 & 759 S. Merrill Avenue, assessor's parcel numbers 001-330-017 & 001-330-018. The motion was seconded by Commissioner Griffith.

AYES: White, Benningfield, Griffith

NOES: None

ABSENT: Woods, Michael

ABSTENTION: None

Staff will notify the applicants of the approved 1 year extension.

**8. COMMISSION COMMENTARY:**

1. Commissioner Benningfield asked about the Thunderhill food truck and if staff has heard any more about the parking lot being fixed. Staff will contact and follow through with the applicant regarding the conditions of approval.
2. Commissioner Griffith asked about the new Northern Valley Indian Health building. Staff stated that the item is in review right now and will more than likely be on the next Planning Commission meeting agenda for design review.
3. Ms. Mantele reported she had received a Design Review application for construction of a new commercial building for Wunsch's Chiropractic office.
4. Commissioner Griffith inquired about the projects on the south end of town. Ms. Mantele said that the projects were moving along and she is hoping to bring them before the commission by December this year.
5. Ms. Mantele stated she got a request for a possible flea market for outside sales. She is also working on some future text amendment changes to the code.

**9. ADJOURNMENT:** Meeting adjourned at approximately 7:17 pm.

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PEGGY WHITE – Chair

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Maria Ehorn – Minute Clerk