



Willows Planning Commission Regular Meeting

PLANNING COMMISSION
Peggy White, Chair
Walter Michael, Vice Chair
Jose Hansen, Commissioner
Candis Woods, Commissioner
Robert Griffith, Commissioner

CITY PLANNER
Karen Mantele

MINUTE CLERK
Maria Ehorn

November 14, 2018
Willows City Hall
7:00 p.m.

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

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. PUBLIC COMMENT

Members of the public wishing to address the Commission on any item(s) not on the agenda may do so at this time when recognized by the Chair; however, no formal action will be taken unless a majority consensus of the Commission directs staff to place the item on a future agenda. Public is advised to limit discussion to one presentation per individual. While not required, please state your name and address for the record. (Oral communications will be limited to three minutes)

6. **APPROVAL OF MINUTES:** Minutes of Planning Commission meeting(s) held on October 17, 2018.

7. **NEW BUSINESS/Public Hearing**

(a) **Administrative Use Permit (File# AUP-18-06) and Design Review (File# DR-18-03) Applicant/Owner: Sunworks Solar/Kumar Hotel Inc. /545 N. Humboldt Avenue/Assessors Parcel Number 017-330-029/ CH Highway Commercial) zone/Highway Commercial Land Use Designation/Temporary Storage Container Use and Design Review Request to install two solar carport canopies**

(b) **Design Review(File #DR-18-04) Applicant/Owner: BRR Architecture/Walmart Stores Inc 470 N. Airport Road/Assessors Parcel Number: 017-210-052: CG/ML/PD zoning district; Commercial Industrial land use designation/Request to install a metal canopy structure for OGP program**

Comments from the public are welcome. The Chair will allow an opportunity for comments related to Public Hearings and each action item on the agenda. Please limit comments to three minutes per topic, and one comment per person per topic. Once comments conclude, please allow the Commission the opportunity to continue its consideration of the item without interruption.

8. **COMMISSION COMMENTARY**

9. **ADJOURNMENT**

CERTIFICATION: Pursuant to Government Code § 54954.2 (a), the agenda for this meeting was properly posted on or before November 9, 2018.

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


MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD OCTOBER 17, 2018

1. **Call to Order:** 7:00 p.m.
2. **Pledge of Allegiance:** Commissioner Michael led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner; Maria Ehorn, Minute Clerk.

Commissioners:

PRESENT: White, Woods, Michael, Hansen, Griffith

ABSENT:

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.
5. **Public Comment:** Chair White introduced the item.
6. **Approval of Minutes:** It was moved by Commissioner Hansen and seconded by Commissioner Michael approve the minutes of September 19, 2018.

The motion passed unanimously 4/0 by the following voice vote:

AYES: White, Michael, Hansen, Woods

NOES:

ABSENT:

ABSTENTION: Griffith

7. NEW BUSINESS/PUBLIC HEARING(S):

- a. **Review of Conditions for Use Permit (File# UP-18-03) Applicant/Owner: Ana Camacho/Aida Corpuz**
610 S. Tehama Street/Assessors Parcel Number 002-312-002/CG General Commercial Zone/General Commercial Land Use Designation/Use Permit Conditions Review.

Chair White introduced the item. Ms. Mantele presented the staff report. Ms. Camacho was in attendance and addressed the Commission providing information on how they are reducing the noise levels and the reason why the business has not progressed as planned. A discussion was had by the Commission and Ms. Camacho regarding the Commissions concerns on whether or not to revoke the use permit.

Chair White opened the public hearing. Doug Ross spoke briefly.

Chair White then closed the public hearing.

It was moved by Commissioner Griffith and seconded by Chair White to revoke the use permit.

Motion: Commissioner Griffith/Second: Commissioner White

The motion did not pass and a voice vote was taken to revoke the Use Permit resulting in a 3/2 by the following voice vote:

AYES: Woods, Michael, Hansen,

NOES: White, Griffith

ABSENT:

ABSTENTION:

- b. **Use Permit (File #UP-18-04) Applicant/Owner: Lori & Manuel Rodrigues/David & Marilee Doolittle**
Assessor's Parcel Number: 002-311-013, 669 S. Tehama Street, General Commercial zoning district, General Commercial Land Use Designation/Request to establish a used car sales business.

Chair White introduced the item. Ms. Mantele presented the staff report. Chair White opened the public hearing. David Doolittle, the property owner, addressed the Commission and gave some brief information on the history and

proposed use of the property. Mr. Rodrigues was also in attendance and provided information on his processes for selling used cars.

Chair White then closed the public hearing.

It was moved by Commissioner Griffith and seconded by Commissioner Woods to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows approving Use Permit (File #UP-18-04) for Manual Rodrigues allowing establishment of a used car sales business for property located at 669 S. Tehama Street, Assessor's Parcel Number 002-311-013.

Motion: Commissioner Griffith/Second: Commissioner Woods

The motion passed unanimously 5/0 by the following voice vote:

AYES: White, Woods, Michael, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION:

8. COMMISSION COMMENTARY:

- a. Commissioners gave reports on activities and various meetings they attended.
- b. Ms. Mantele reported on the status of several ongoing projects and possible other items to come before the Commission. Ms. Mantele suggested the next regular meeting be scheduled for November 14, 2018 due to the Thanksgiving holiday. The consensus of the Commission was to change the date to November 14, 2018.

ADJOURNMENT: 7:47 p.m.

PEGGY WHITE – Chair

Maria Horn – Minute Clerk

Planning Commission Agenda Report:**November 14, 2018**

Project: Administrative Use Permit (File #AUP-18-06) Temporary Storage Container and Design Review (File# DR-18-03) Install Solar Carports for Holiday Inn Express

Applicant(s)/Owner: Sunworks Solar Power/Kumar Hotels, Inc

Project Location: 545 N. Humboldt Avenue

Parcel No: 017-330-029

Zoning: Highway Commercial (CH) zoning

General Plan: Highway Commercial

Project Description

The applicant, Sunworks Solar Power, on behalf of the property owner, has submitted a Planning Application, requesting Design Review approval from the Commission to install two (2) solar carport canopies in the west parking lot of the Holiday Inn Express Hotel. The two carports; a smaller carport 20.5' x 207.5' covering the 17 parking spaces along the northern property line to the west of the Hotel; and the second carport 33.833' x 180' covering the 40 parking spaces located within the middle of the lot behind the hotel to the west. A total of approximately 10,343 square feet will be covered with the two carport canopies with approximately 460 solar modules installed. No loss of parking will result with the installation of the carport canopies. The carport structures will serve as supports for the solar panels and also will provide shade parking thereafter. Three existing light fixtures are proposed to be removed as well as 19 existing trees. The project is expected to affect the parking for eight (8) weeks, wherein Hotel users will be able to park on the most western edge of the parcel in an existing graveled area as shown on the site plan.

As part of the project, the applicants propose to place an 8'x40 metal storage container on the western end of the lot to store supplies and materials for the project. The areas where the storage container and the 2 carports will be located will be fenced with 6 foot high chain-link construction fencing during the construction project.

Review Process:

This matter is before the Planning Commission pursuant to Chapter 2.45, Sections 18.130 and 18.110.110(6) of the City of Willows Municipal Code.

Zoning/ General Plan Consistency:

The project site is zoned Highway Commercial which is intended to be applied along main roads and highway frontages in order to provide necessary services for the traveling public and allows for various permitted uses including motels and hotels. The project site is an existing Hotel built in 2009.

Zoning to the north & south, are the same as the project site. Vacant lots sit to the north of the project site and a retail services commercial building sits south of the project site. East of the site is a multi-family apt. complex and property zoned R-3.

The Highway Commercial zoning district is silent on lot coverage; therefore these carports are not held to a requirement. Required setbacks have been met as this district has no side yard setback requirements to meet.

The General Plan Land Use designation for this site is Highway Commercial pursuant to the City's General Plan Land Use Map.



Looking east from the parking lot



Area where hotel customers can park

Design Review Analysis (pursuant to Section 2.45.060):

Competent Design: The two structures which will support the solar panels are designed by professionals in order to provide a competent design.

Relationship between Structures within the Development and between Structures and Site: The Hotel is an existing stucco structure built in 2009. The two new carport structures will be located in the rear of the existing Hotel and will not detract from the site. The maximum building height for this district is 35 feet. The proposed carport structures on the south structure would be approximately 14-15' high, and the northern structure would be approximately 12' high; therefore the two structures meet this requirement.

Relationship between Development and Neighborhood: The proposed project is to construct two new carport canopies and place solar panels on them. Several other businesses within the City have added solar panels to either carport canopies or onto roofs. The carports are also located in the rear of the parcel and not as visible from the roadway for the neighborhood.

Materials and Colors Used: The supporting structure will be steel columns with a canopy. The applicant has submitted a selection of colors for the canopy for the Commission to decide upon.

Wall, Fences or Screening: As stated earlier, a 6 foot chain-link construction fence is being proposed around the storage container and the two carport structures.

Surface Water Drainage: Water from the structures shall be 100% retained on site. As this is an existing developed site, water storage had been accounted for and any water runoff from the solar carport project should not be an issue. However a condition to install down spouts is included within the draft conditions.

Drives, Parking and Circulation: There are approximately 73 parking spaces on the subject parcel; several are in front of the Hotel and along the western side of the building. None of the handicap parking spaces will be affected by this project. As stated earlier parking for customers will be affected for approximately eight weeks. A fire lane and traffic route will remain open during construction.

Lighting: Nineteen new LED lighting fixtures will be installed underneath the canopy carport structures. The lighting will be a low profile design optimized for LED. This type of lighting gives the performance of a traditional 4-foot fluorescent fixture in a smaller profile design. No lighting shall project out onto adjacent property. The light standards on the east and west ends of the parking areas will remain however those within the area to be covered by the solar carports will be removed.

Landscaping: The project will remove 19 trees from the areas now where parking stalls are located. Due to the lot size and current accommodations for oversized vehicles with trailers on the west end of the property, there are no plans for replacement of landscaping; however the Commission can discuss this part of the proposal. Trees on the east and west ends of the parking areas will remain as well as the shrubs/bushes within the parking areas.

Administrative Use Permit Analysis (Pursuant to Section 18.130)

The applicant proposes to place an 8'x40' metal storage container on the site for use during the construction project. Temporary use of a storage container is allowed per Section 18.130.040 (Action by the hearing officer) which states "*The city manager or designee shall grant or deny the application and may require changes or impose conditions of approval as are necessary to carry out the purpose of this title. The city manager or designee may refer any application to the planning commission for review and determination, as provided in WMC 18.135.010. The decision of the hearing officer shall become effective 10 days after the date of decision unless a written appeal is received.*" The request to allow a temporary storage container on site is required to be approved by way of an Administrative Use Permit via the code Section referenced. However as the Administrative Use Permit code states above, the city manager or designee may refer the request to the Planning Commission. Since the storage container is part of the project, it is in the best interest to bring this request forward to the Commission in conjunction with the Design Review request for approval of the container.

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 Administrative Use Permit 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 18.130.030 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 subject property were sent notice of the hearing. As of the date of preparation of this report no written public comments have been received.

Environmental Review and Analysis

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). Staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Code Section 15303, Class 3, New Construction or Conversion of Small Structures.

STAFF RECOMMENDATION:

Staff recommends the Commission adopt the attached resolution recommending Design Review and Administrative Use Permit approval to Solar Sunworks to construct two new carport canopies and allow placement of a metal storage container during construction, subject to the conditions of approval as shown in Attachment #2, and site plan/elevations as shown on Attachments #3.

PLANNING COMMISSION OPTIONS:

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

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval
3. Project Site Plan
4. APN map
5. Solar Color choices

Submitted by:



Karen Mantele
Principal Planner

**THE APPLICANT IS REMINDED THAT THERE IS A 10 (TEN) DAY APPEAL PERIOD
FOLLOWING THE PLANNING COMMISSION DECISION**

PC RESOLUTION NO. _____-2018

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE #DR-18-03) TO SUNWORKS SOLAR FOR INSTALLATION OF TWO SOLAR CARPORT CANOPIES AND ADMINISTRATIVE USE PERMIT APPROVAL (FILE #AUP-18-06) FOR A TEMPORARY STORAGE CONTAINER FOR PROPERTY LOCATED AT 545 N. HUMBOLDT AVENUE, ASSESSORS PARCEL NUMBER 017-330-029

WHEREAS, the applicant, Sunworks Solar, has submitted a Planning Application for Design Review approval for two new solar carport canopy structures per Municipal Code Section 2.45.030; and,

WHEREAS, the applicant, Sunworks Solar, has submitted a Planning Application for Administrative Use Permit approval for temporary placement of an 8' by 40' metal storage container per Municipal Code Section 18.110.110(6) and

WHEREAS, notices of the Planning Commission meeting held on November 14, 2018, were 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 November 14, 2018, 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 find that the proposed use is consistent with the purposes of the district in which the site is located, as a temporary storage container is allowed per Section 18.110.110(6) within a commercial zone pursuant to provisions of Chapter 18.130 WMC; 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 the 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 property is located within the Highway Commercial designation, which allows for service related businesses.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to install two new solar carport canopies and the Administrative Use Permit proposal to temporarily place a storage container on the lot during construction, is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves the Design Review and Administrative Use Permit request, subject to the attached conditions of approval set forth in Attachment #2; and site plan and elevations set forth in Attachments #3.

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 14th day of November, 2018, by the following vote, to wit:

AYES
NOES
ABSTAIN
ABSENT

APPROVED: _____
Peggy White, Chairperson

ATTEST: _____
Maria Ehorn, Recording Secretary

Design Review (File# DR-18-03 & AUP-18-06)
CONDITIONS OF APPROVAL FOR
SUNWORKS SOLAR
For property located at
545 N. Humboldt Avenue/APN; 017-330-029 (Holiday Inn Express)

PC approval date: _____, 2018

General

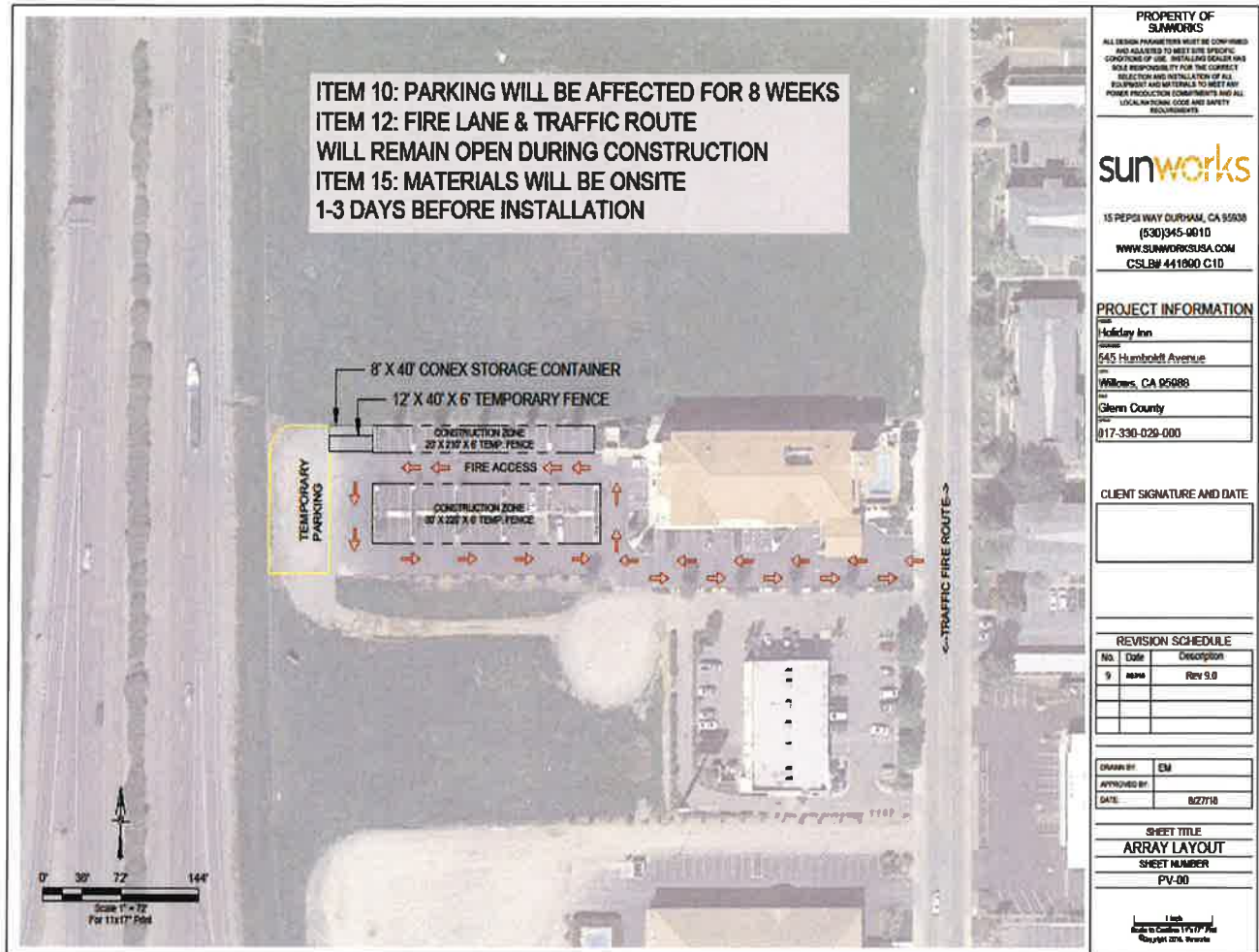
1. That the applicant/developer shall enter into a Pass Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
3. The developer shall adhere to the design and specification of the Architectural Design Review approval which allows for installation of two solar carport canopies to said property.
4. This Administrative Use Permit shall expire when the project receives a certificate of occupancy or the building permit expires, whichever occurs first.
5. Screening for the storage container shall be via a 6-foot construction fence which shall be removed at the end of the project.
6. Approval is granted for the Temporary Storage Container for a period not to exceed 12 months.
7. No advertising shall be located on the storage container.
8. On-site parking for hotel users during construction shall be provided on the west end of the subject parcel.
9. 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.
10. All new site lighting shall not create glare or hazard onto adjoining properties/streets. All lighting must meet the City Standards.

11. In the event that archaeological remains or artifacts are uncovered during construction activities, work shall be stopped and a qualified archaeologist shall survey the site. The archaeologist shall submit a report with recommendations on the disposition of the site. Disposition may include, but is not limited to, excavation and documentation, capping the site, or leaving the site in an open space area. The recommendations of the archaeologist shall be incorporated in the project.
12. Downspouts shall be added to the side of the canopy structures.

Building Department

13. The applicant shall submit a completed building permit application with 3 complete sets of plans, calculation, specifications, etc for review. Appropriate plan review fees shall be paid at time of Building Permit submittal.
14. All work shall comply with current Federal, State and local codes and ordinances and be shown on plans.
15. All of the conditions of approval shall be shown on the set of plans prepared for review.
16. All contractors/sub-contractors shall obtain a City business license prior to commencing operation. (Contact Finance Department).
17. The work shall not commence until all applicable permits have been issued.
18. The applicant/contractor shall provide for all necessary field inspections as prescribed in code section 18.125.100.
19. Working hours are 7am to 6 pm Monday thru Friday no Saturday, Sunday or Holiday work allowed.

Project Site Plan



ITEM 10: PARKING WILL BE AFFECTED FOR 8 WEEKS
 ITEM 12: FIRE LANE & TRAFFIC ROUTE
 WILL REMAIN OPEN DURING CONSTRUCTION
 ITEM 15: MATERIALS WILL BE ONSITE
 1-3 DAYS BEFORE INSTALLATION

PROPERTY OF
SUNWORKS
 ALL DESIGN PARAMETERS MUST BE CONFIRMED
 AND ADAPTED TO MEET SITE SPECIFIC
 CONDITIONS OF USE. INSTALLING SOLAR WAS
 SOLE RESPONSIBILITY FOR THE CORRECT
 SELECTION AND INSTALLATION OF ALL
 POWER PRODUCTION EQUIPMENTS AND ALL
 LOCAL, NATIONAL, CODE AND SAFETY
 REQUIREMENTS.

sunworks
 15 PEPSI WAY DURHAM, CA 95008
 (530)345-0010
 WWW.SUNWORKSUSA.COM
 CSLB# 441900 C1D

PROJECT INFORMATION
 Holiday Inn
 645 Humboldt Avenue
 Willows, CA 95686
 Glenn County
 917-330-020-000

CLIENT SIGNATURE AND DATE

REVISION SCHEDULE

No.	Date	Description
9	none	Rev 5.0

DRAWN BY: EM
 APPROVED BY:
 DATE: 8/27/18

SHEET TITLE
ARRAY LAYOUT
 SHEET NUMBER
 PV-00

1 inch
 As-built Drawing (PDF) File
 Copyright © 2018 Sunworks

PV221



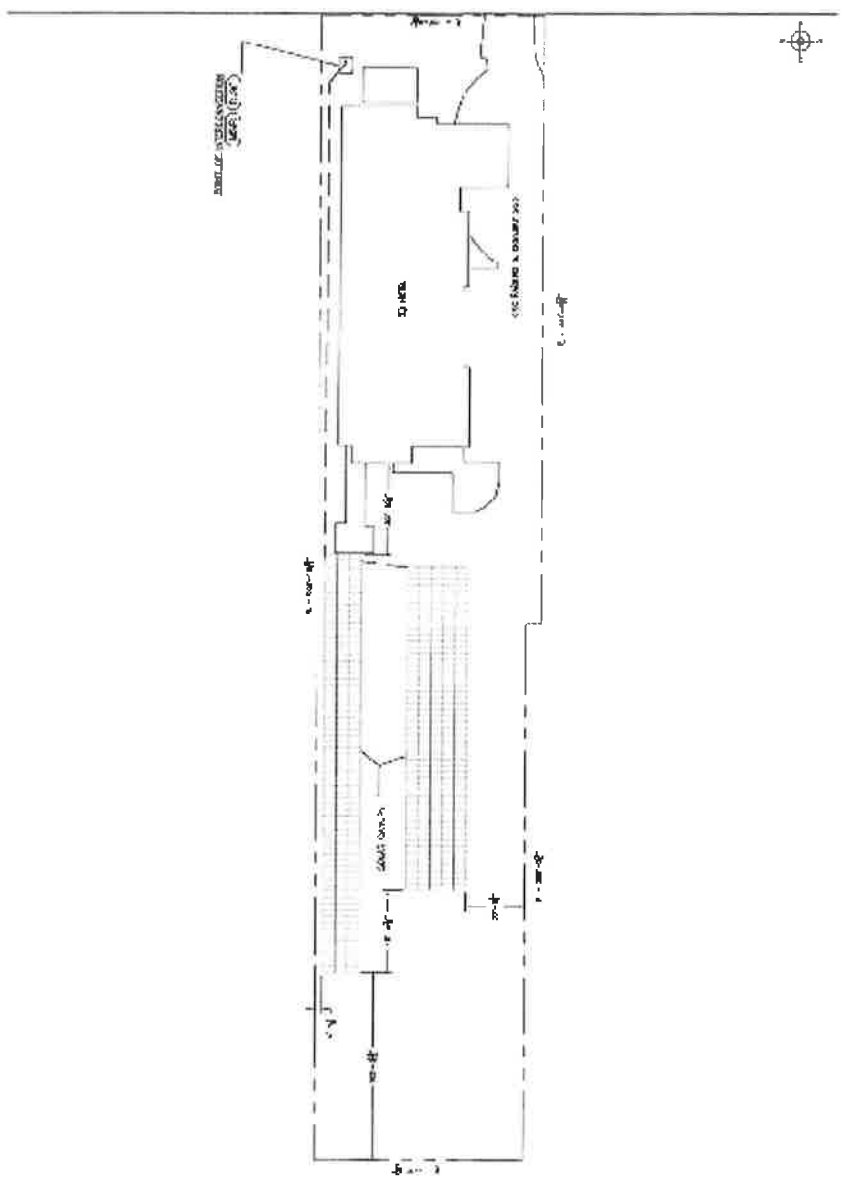
Signed on 11/7/2017

sunworks
A SunEd Group
10000 Sunbelt Blvd
Columbia, MD 21046

PROJECT INFORMATION
PROJECT NAME: HOLIDAY INN
ADDRESS: 275 NORTH HUNTERS AVENUE
CITY: COLLEGE PARK, MD
STATE: MARYLAND
COUNTY: PRINCE GEORGES
PROJECT NO: PV221

PHOTOVOLTAIC ARRAY
SITE PLAN
DATE: 11/07/2017
SCALE: AS SHOWN

PV221



PHOTOVOLTAIC ARRAY SITE PLAN
SCALE: 1" = 30' - 0"

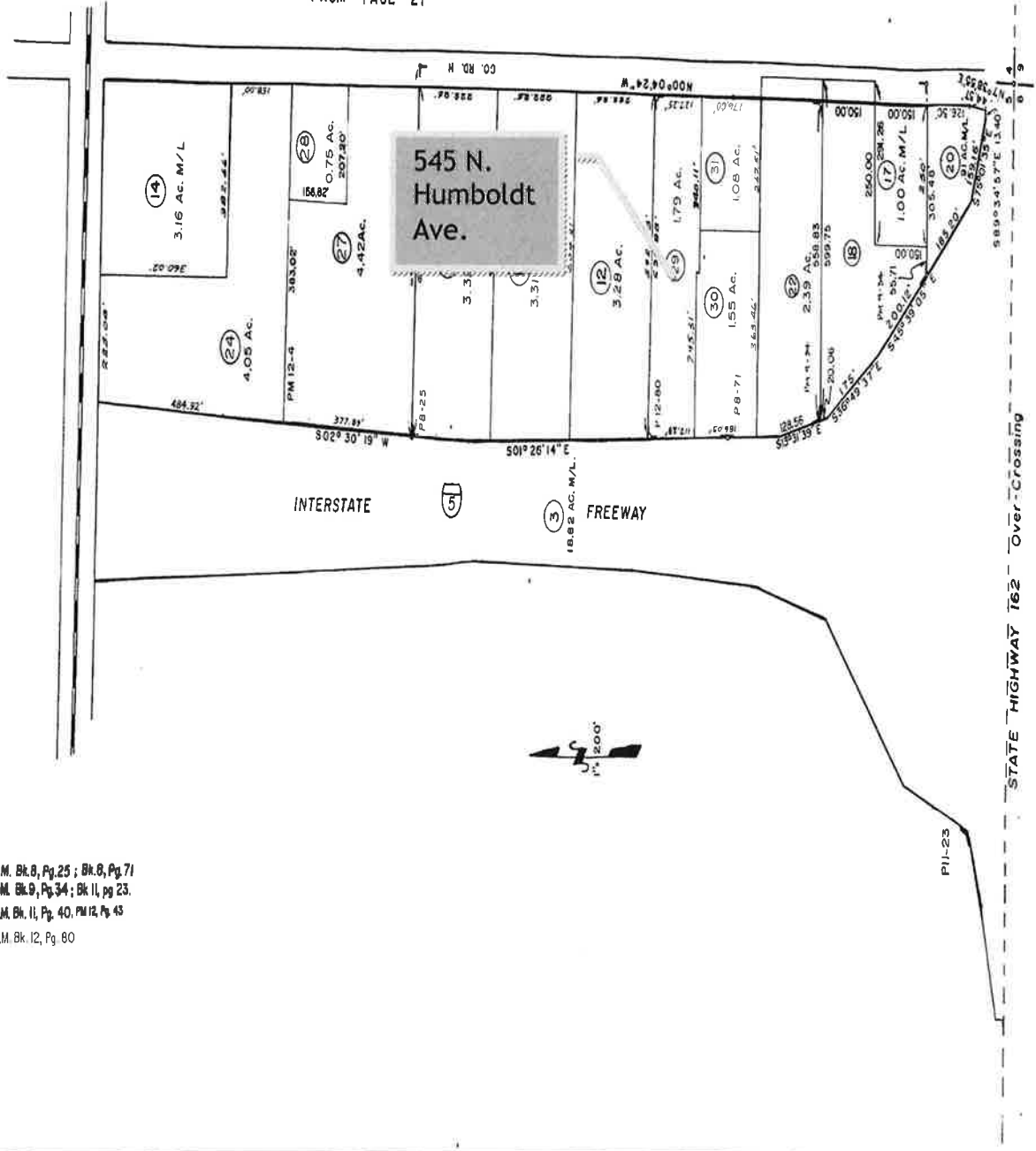
APN MAP

This map is for assessment purposes only. All acreages are more or less

POR SEC. 5 T19N R3W
FROM PAGE 21

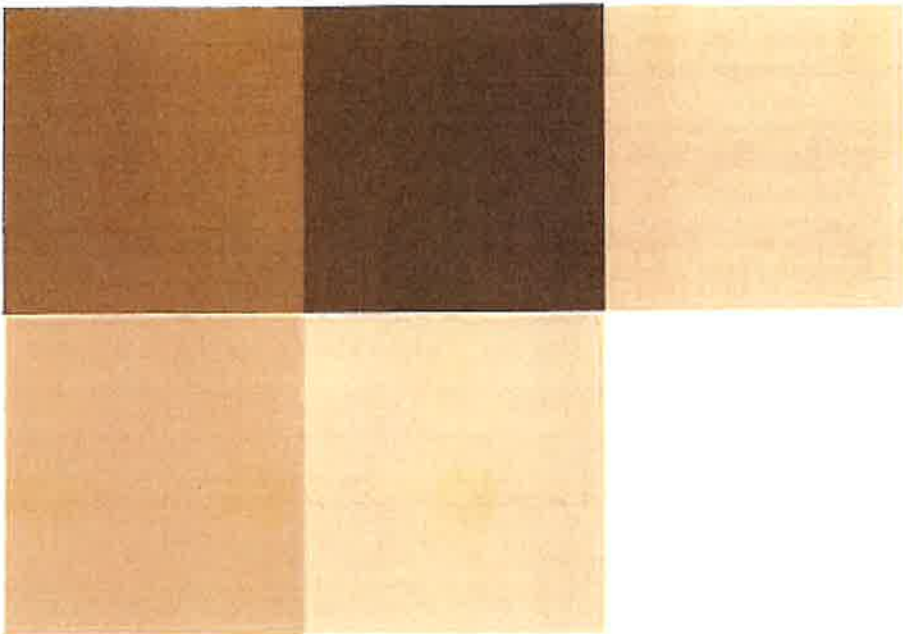
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SY 8-7-89
2-28-95



P.M. Bk. 8, Pg. 25 ; Bk. 8, Pg. 71
P.M. Bk. 9, Pg. 34 ; Bk. 11, pg. 23.
P.M. Bk. 11, Pg. 40, PM 12, Pg. 43
P.M. Bk. 12, Pg. 80

Solar Carport Color Selections



Just a few options for solar carport color

Planning Commission Agenda Report:

November 14, 2018

Project: Design Review (File# DR-18-04) Install metal structure/canopy for OGP (On-line Grocery Pickup) program and signage

Applicant(s)/Owner: BRR Architecture/Walmart Store Inc.

Project Location: 470 N. Airport Road

Parcel No: 017-210-052

Zoning: General Commercial/Light Industrial/Planned Development (CG/ML/PD))

General Plan Commercial Industrial Combining

Project Description

The applicant, BRR Architecture, on behalf of the property owner, has submitted a Design Review Planning application for Commission review and approval. The project is to install a metal structure with a canvas canopy over 13 existing parking spaces to implement Walmart's On-line Grocery Pickup (OGP) program. The structure will be placed on the west side of the Walmart building, but not attached to the building. The proposal also includes replacing an existing door on the west side of the building with a new OGP Associate access door in the same opening. The existing egress door will be converted to the OGP service door. Associates will deliver goods to OGP customers through this door. The door will remain emergency egress doors with panic hardware on the interior. Associates will use a card and reader system to open the door from the outside. New directional signs will be placed in the parking lot and identification signs will be placed at the head of the 10 OGP parking stalls. The existing 13 stalls will be widened to result in 10 parking spaces.

Review Process

This matter is before the Planning Commission pursuant to Chapter 2.45.030(2)(1) of the City of Willows Municipal Code.

Zoning/General Plan Consistency

The parcel is zoned General Commercial/Light Industrial/Planned Development (CG/ML/PD). The commercial building was upgraded to a Super Walmart in 2008 and is in compliance with the zoning district. Zoning to the north is the same zoning as the subject parcel. Interstate 5 is to the east, County property to the west and Hwy 162 to the south.

The General Plan Land Use designation for this site is Commercial Industrial Combining pursuant to the City's General Plan Land Use Map.

Project Analysis for Design Review (pursuant to Section 2.45.060)

Relationship between Structures within the Development and between Structures and Site: The proposal is to install a metal canvas canopy structure over existing parking spaces. There are several large trees located just west of the proposed site which will aid in blocking the canopy.

Relationship between Development and Neighborhood: The proposed project would add a structure to an area where parking and landscaping exist. With the right color of canvas canopy covering, the project should not be out of character for the neighborhood. The structure will be approximately 18 feet wide and 14 feet high from grade.

Drives, Parking and Circulation: This project will result in a reduction in parking spaces on the west side of the building. Thirteen parking spaces will be restriped and widened and converted into 10 wider parking spaces for the OGP program to operate from. Six of the ten parking spaces will be covered with the canopy and four will be uncovered. The reduction in parking by 3 will not result in any parking impact as the Walmart site has more than the required amount of parking spaces for the use.

Materials and Colors Used: The proposed material for the awning is commercial grade canvas material which material shall comply with the Fire Code. The canvas is a highly durable, dimensionally stable material with a 10 year warranty. The material is a satin finish, waterproof material protecting against bad weather and UV and is exceptionally dirt and mold resistant due to its PVDF surface treatment. The applicant has submitted three colors of the metal structure for the Commission to choose from. (See Attachment 4.

The Architectural Design code calls out for earthtone colors as a preferred pallet. Section 2.45.060(4) states *Other colors and materials may be accepted if the applicant can demonstrate that they are appropriate to the style, are appropriate accent colors, and are harmonious with the site or compatible with the character of the neighborhood*. The desired color for the structure is the orange brand color; however other color options have been given as a choice.



Area where canopy is proposed

Signage: New signs will be installed at the OGP parking stalls, and several directional signs within the parking lot at three locations.

The project was reviewed internally by City departments for comments/conditions which are reflected in the attached proposed conditions of approval.

Environmental Review and Analysis:

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA). Staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Code Section 15303, New Construction or conversion of small structures, Class 3.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending Design Review approval for BRR Architecture on behalf of the property owner, to install a canvas covered canopy and signage for the Walmart OGP program, subject to the conditions of approval as shown in Attachment #2 and proposed canopy as shown in Attachment #3.

PLANNING COMMISSION OPTIONS:

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

Attachments:

- 1. Draft Planning Commission Resolution
- 2. Proposed Conditions of Approval
- 3. Proposed canopy structure
- 4. Canopy Structure Color Choices
- 5. Site Plan

Submitted by:



Karen Mantele
Principal Planner

PC RESOLUTION NO. _____-2018

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE # DR-18-04) TO WALMART STORES INC TO INSTALL A CANVAS CANOPY STRUCTURE AND SIGNAGE FOR THE OGP PROGRAM FOR PROPERTY LOCATED AT 470 N. AIRPORT ROAD ASSESSORS PARCEL NUMBER 017-210-052

WHEREAS, the applicant, BRR Architecture on behalf of Walmart Store Inc. has filed a Design Review planning application to obtain approval for the installation of a canvas covered structure for the Walmart OGP Program with associated signage; and

WHEREAS, Municipal Code Section 2.45.030 requires all exterior new physical improvements shall require Design Review approval; and

WHEREAS, the Planning Commission did, on November 14, 2018, 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, New Construction or Conversion of Small Structures, Class 3.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to install a canvas covered canopy and new signage for the Walmart OGP Program is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Design Review File #DR-18-04, subject to the attached conditions of approval set forth in Attachment #2; and proposed canopy as shown on Attachment #3.

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 14th day of November, 2018, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

APPROVED: _____
Peggy White, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

**DESIGN REVIEW CONDITIONS OF APPROVAL FOR
WALMART STORE INC/OGP PROGRAM
For property located at 470 N. Airport Road
APN; 017-210-052**

PC approval date: _____, 2018

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. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
3. The developer shall adhere to the design and specification of the Architectural Design Review approval for the installation of a canvas covered canopy structure as depicted on the plans (attachment 3).
4. 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.
5. Any debris as a result of the project shall be disposed of properly to an approved waste disposal site.
6. Dust prevention must be emphasized to avoid unnecessary annoyance to persons living or working in the area. Working hours shall be restricted to the hours of 7:00 a.m. to 6 p.m., Monday through Friday unless approved by the City Manager.
7. All contractors/sub-contractors shall obtain a City business license prior to commencing operation. (Contact Finance Department).

Building Department

8. The proposed canvas awning shall conform to the requirements in the California Fire Code regarding certification.
9. The applicant/contractor shall submit a completed building permit application with a detailed scope of work and 3 sets of plans, calculations, and specifications for review.

10. All work shall comply with current Federal, State and Local codes and ordinances and be shown on the plans submitted for review.
11. Conditions of approval shall be shown on plans submitted for review.
12. The applicant/owner shall be responsible for the payment of plan review and building permit fees.
13. Working hours are 7am to 6 pm Monday thru Friday no Saturday, Sunday or Holiday work allowed.

Proposed Canopy Structure



Sherwin Williams 6885
"Knockout Orange"

Brand color for OGP program –
Preferred Choice



Sherwin Williams 7017
"Dorian Gray"

Second Choice



Sherwin Williams 6082
"Cobble Brown"

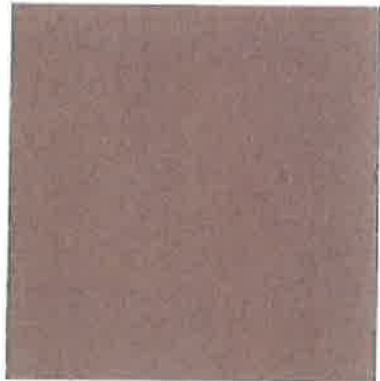
Third Choice



Canopy Structure Color Choices



Sherwin Williams 6082
"Cobble Brown"



Sherwin Williams 7017
"Dorian Gray"



Sherwin Williams 6885
"Knockout Orange"

**Brand color for OGP
program – preferred
choice**





WILSON, CA 5000 #2053 - Proposed Canopy Hamr Co on Apr 018
 Oct 06 - 1, 2018
 IRR

Site Plan

SITE PLAN

HWY 167

City of Aurora

Current:



Proposed:



OGP EXTERIOR DOOR:

Existing bypass doors will be converted to the tie-in service floor. If the same opening, Associates will deliver goods to OGP customers through these doors. The doors will remain in place with bypass doors with panic hardware on the interior. Associates will use a card and reader system to open the doors from the outside.

SITE AERIAL IMAGE



General Information
 APN: 077-027-0000
 Site address: 4200 W. 100th St
 City: Aurora, CO 80015
 Planning district: 11
 1. 480.501.1500 - 480.2.2222

12 existing spaces (red dashed lines) will be resituated and underutilized, resulting in 10 total spaces, 6 of which will be covered with canopy (red dashed lines) and 4 uncovered spaces.

