



Willows Planning Commission Regular Meeting

December 20, 2017
Willows City Hall
7:00 p.m.

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

PLANNING COMMISSION

Robert Griffith, Chair
Peggy White, Vice Chair
Shirley Benningfield, Commissioner
Candis Woods, Commissioner
Walter Michael Commissioner

CITY PLANNER

Karen Mantele

MINUTE CLERK

Maria Ehorn

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 18, 2017 and November 15, 2017.

7. NEW BUSINESS/PUBLIC HEARING(S):

- a. **Design Review (File# Dr-17-05) Applicant/Owner: Anil Patel/Same**
452 N. Humboldt Avenue/Assessors Parcel Number 005-370-002/CH (Highway Commercial) zone/Highway Commercial Land Use Designation/Design Review for exterior façade improvements to an existing structure (Motel 6)
- b. **Tentative Parcel Map Extension (File# MSUB-07-04) Applicant/Owner: Kyle & Tanya Persky**
749 & 759 S. Merrill Avenue/Assessors' Parcel Number(s):001-330-017 & 001-017-018/ R-1 (Single Family Residential) zone/Low Density Residential Land Use Designation/Request for one year extension to phased tentative map
- c. **Use Permit (File# UP-17-04) Applicant/Owner: Ken Ridino/Michael Schwenne**
459 N. Tehama Street/Assessor's Parcel Number 005-403-012/CG (General Commercial) zone/General Commercial Land Use Designation/Request to establish a residential use
- d. **Cannabis Land Use Discussion**

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 December 15, 2017.

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 O O C T O B E R 1 8 , 2 0 1 7**

1. **Call To Order:** 7:00 p.m.
2. **Pledge of Allegiance:** Commissioner Woods led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner, Maria Ehorn, Minute Clerk
PRESENT: Griffith, Michael, Benningfield, Woods
ABSENT: White
4. **Agenda Review:** Chair Griffith 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 Griffith introduced the item. No comments were made.
6. **Approval of Minutes:** It was moved by Commissioner Benningfield and seconded by Commissioner Michael to approve the minutes of September 20, 2017.
AYES: Griffith, Michael, Benningfield, Woods
NOES:
ABSENT: White
ABSTENTION:
7. **NEW BUSINESS/PUBLIC HEARING(S):**
 - a. **Design Review (File# Dr-17-03) Applicant/Owner: Nate Sawyer/Northern Valley Indian Health Inc. 207 N. Butte Street/Assessors Parcel Number 002-152-011/Cc (Central Commercial) zone/General Commercial Land Use Designation/Design Review for new façade improvements to existing building**

Chair Griffith introduced the item. Ms. Mantele presented the staff report. A short discussion was had among the Commission and staff regarding the new façade improvements with some clarification being provided by the project manager, Nate Sawyer, who was in attendance.

Chair Griffith opened the public hearing. No comments were made. The public hearing was then closed.

Motion: Commissioner Woods/Second: Commissioner Benningfield

Motion to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows granting approval to Northern Valley Indian Health to install exterior façade improvements to the existing clinic building for property located at 207 N. Butte Street Assessors Parcel Number 002-152-011 with minor changes to the wording of condition number 3 of the Design Review Conditions of Approval.

The motion passed unanimously 4/0 by the following voice vote:
AYES: Griffith, Michael, Benningfield, Woods
NOES:
ABSENT: White
ABSTENTION:
 - b. **Continued Review and Discussion of Draft R-1 Single-Family Design Guidelines**

Chair Griffith introduced the item. Ms. Mantele began where the Commission left off at the last meeting, beginning on page 10 under accessory structures. The Commission discussed and worked on the guideline items remaining and one by one and by consensus decided which items to keep, remove and/or revise. Ms Mantele stated that now that all of the draft guidelines have been discussed and she will bring those guidelines that the Commission has agreed upon during this review, back to the Commission in a month or so to finalize so they can then be forwarded to the City Council for their approval.

8. COMMISSION COMMENTARY:

1. Ms. Mantele let the Commission know there may be probably be an additional Planning Commission meeting on the 8th of November to hear the proposed marijuana ordinance for the City of Willows. There will also be the regularly scheduled Planning Commission meeting on the 15th of November. Discussion was had among the Commission.
2. Chair Griffith asked about the south of town development. Ms. Mantele let the Commission know that the City did get an extension on the EDA grant and what the process is from here on.
3. Commissioner Benningfield asked about the status of the commercial coach placement at 411 S Tehama Street. Ms. Mantele provided the information.
4. There was some discussion regarding the Cal Ag project located west of town.

9. ADJOURNMENT: 8:25 pm

ROBERT GRIFFITH – Chair

Maria Ehorn – Minute Clerk

**MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD NOVEMBER 15, 2017**

1. **Call To Order:** 7:00 p.m.
2. **Pledge of Allegiance:** Commissioner White led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner, Maria Ehorn, Minute Clerk
PRESENT: Griffith, Michael, Benningfield, Woods, White
ABSENT:
4. **Agenda Review:** Chair Griffith 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 Griffith introduced the item. No public comments were made.
6. **Approval of Minutes:** It was the consensus of the Commission to carry over approval of the minutes of October 18, 2017 until the next meeting due to a date error in the title.
7. **NEW BUSINESS/PUBLIC HEARING(S):**

- a. **Design Review (File# Dr-17-04) Applicant/Owner: Westhaven Inc./GCOE 311 S. Villa Avenue/Assessors Parcel Number 001-071-008/R-1 (Single Family Residential) zone/Low Density Residential Land Use Designation/Design Review for installation of solar panels onto existing structure**

Chair Griffith introduced the item. Ms. Mantele presented the staff report. A short discussion was had among the Commission and staff. Ms. Mantele stated there were representatives from Westhaven Solar in the audience if the Commission had any questions. Mr. Harrod from Westhaven Solar Co. spoke clarifying which building the solar panels will be going on which was the northern GCOE building. He stated that there will be another project on the south building but that building is under the jurisdiction of the Division of the State Architect.

Motion: Commissioner Benningfield/Second: Commissioner Woods

Motion 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-17-04) to GCOE to install roof mounted solar panels to an existing county office building for property located at 311 s. Villa Avenue Assessors Parcel Number 001-071-007

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

AYES: Griffith, Michael, Benningfield, Woods, White

NOES:

ABSENT:

ABSTENTION:

- b. **Use Permit (File# UP-17-03) Applicant/Owner: Alvin Singh/Shahab Tehrani 1239 W. Wood Street/Assessors Parcel Number 005-370-022/ CH (Highway Commercial) zone/Highway Commercial Land Use Designation/Use Permit to allow a retail sales and service business within an existing commercial building**

Chair Griffith introduced the item. Ms. Mantele presented the staff report. A short discussion was had among the Commission and staff which included conversation regarding parking availability with other uses on the site.

Chair Griffith opened the public hearing at 7:21 pm. No public comments were made. The public hearing was then closed at 7:22 pm.

Motion: Commissioner Michael/Second: Commissioner White

Motion 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-17-03) to Alvin Singh of Endless Wireless to establish a retail sales and service business within an existing commercial building for property located at 1239 W. Wood Street Assessors Parcel Number 005-370-022.

Ms. Mantele reminded the applicant that there is a ten (10) day appeal period following the Planning Commission decision on the Use Permit.

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

AYES: Griffith, Michael, Benningfield, Woods, White

NOES:

ABSENT:

ABSTENTION:

c. Three-month Commission review – Use Permit (UP#17-02) Safari Motel, 251 S. Tehama Street/APN: 003-061-009

Chair Griffith introduced the item. Ms. Mantele presented the staff report and also gave a brief status update. Discussion was had among the Commission and staff regarding the status, upkeep and the required conditions of approval, including length of stay, for the motel. Ms Mantele introduced a letter from Angel Hernandez, the applicant, which requested the Commission consider removing the condition to require motel users no longer than a seven day stay. The Commission discussed with Staff the status of complying with the conditions of approval, and after discussion unanimously decided to not approve the request until all of the condition of approval are met, including complying with the TOT condition.

Motion: Commissioner White/Second: Commissioner Michael

Motion was made to extend the Use Permit (UP#17-02) for the Safari Motel for another six months (until May 2018) with all of the conditions of approval still in force.

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

AYES: Griffith, Michael, Benningfield, Woods, White

NOES:

ABSENT:

ABSTENTION:

8. COMMISSION COMMENTARY:

1. Commissioner Benningfield noted she liked how Northern Valley Indian Health building was coming along.
2. Commissioner Michael asked staff if they knew when the Safari Motel may be coming in for a sign review. Ms. Mantele stated she had spoken with Mr. Hernandez regarding that subject today.
3. Commissioner Woods asked about the status of the signs under the sign program at 311 N Butte Street complex. Ms. Mantele provided an update on the status and stated she would contact the business and property owner again.
4. Chair Griffith asked about the projects south of town. Ms. Mantele gave a short update on the EDA grant status.
5. Ms. Mantele stated the next regular meeting is scheduled for December 20, 2017. There was some discussion of the possible change of meeting dates due to holiday schedules. She also gave a brief overview of possible upcoming items for the next meeting.

9. ADJOURNMENT: 7:55 pm

ROBERT GRIFFITH – Chair

DRAFT

Planning Commission Agenda Report:

December 20, 2017

Project: Design Review (file# DR-17-05) Request to install exterior façade improvements to an existing motel
Applicant(s)/Owner: Anil Patel/Cross Roads Inn Inc.
Project Location: 452 N. Humboldt Avenue
Parcel No: 005-370-002
Zoning: Highway Commercial (CH)
General Plan Highway Commercial

Project Description:

The applicant Anil Patel has submitted a planning application requesting design approval for proposed exterior façade improvements to the Motel 6 office building and entrance. The applicant desires to enhance the look of his motel in keeping with the other surrounding motels and businesses in the area where cultured stone is used as an accent on a building. The proposed work includes wrapping the existing planter boxes (located at the front entrance of the Motel), with cultured stone of a varied brown-tone color scheme. Additionally the proposal is to wrap the three 18” square columns located within the planter boxes with cultured stone as well. Cultured stone will also be placed along the lower 1/3rd of the office building on the west, north and east sides. The proposal includes repainting the office portion of the motel with a light tan color on the west, north and east sides. There is an existing roof overhang from the office building to the columns which will have the trim fascia boards painted a darker brown color to accent the new stone and office color. No additions or exterior modifications are proposed.

Review Process:

This matter is before the Planning Commission pursuant to Section Chapter 2.45.030 (Architectural Design Review) of the City of Willows Municipal Code.

Zoning/General Plan:

The project site is zoned Highway Commercial. Zoning to the north, south, and west is the same and west of the site the zoning is R-3 (a multi-family apt. complex)
The General Plan Land Use Designation for this parcel is Highway Commercial, which allows for commercial uses.



Design Review/Project Analysis:

Materials and Colors Used. The cultured stone proposed to be used is a Coronado Honey Ledge/golden harvest brown tone color scheme. The stone will be attached to the three columns which support the roof overhang, which two of the columns are approximately 7.5feet in height and the middle one is 11 feet in height.

Parking: No parking is affected by this project as the work is being done in the entry way. Users of the motel will be able to park in the rear of the building during construction work.

Signage: No new signage is proposed with the project.

Landscaping: There are existing plantings within the planters. However if the plants die off, new plantings will be installed per the applicant.

Lighting. No additional lighting is proposed with the project. However if any new lighting is installed it shall meet the City of Willows code requiring no light glare upon adjacent properties.

The project was reviewed internally by the building department for comments which proposed conditions are reflected with those comments.

Environmental Review and Analysis

The project (exterior façade improvements to an existing structure) has been reviewed pursuant to the California Environmental Quality Act (CEQA). City staff has determined that the proposal is exempt from further CEQA pursuant to CEQA Section 15301, Class 1, Existing Facilities.

Staff Recommendation:

Staff recommends adoption of the attached resolution recommending Design Review approval for Exterior Façade Improvements for Motel 6 (Anil Patel) for property located at 452 N. Humboldt Street, Assessors Parcel Number 005-370-002, subject to the conditions of approval as shown in Attachment #2 and Attachments 3-5 (site, floor and elevation plans)

1. Adopt the Resolution approving the Design Review applications with conditions
2. Deny the Design Review applications with findings for denial

Attachments:

1. Draft Planning Commission Resolution
2. Proposed Conditions of Approval
3. Site Plan
4. Elevations
5. Floor Plan
6. Color Palette

Submitted by:



Karen Mantele
Principal Planner

PC RESOLUTION NO. _____-2017

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE# DR-17-05) TO ANIL PATEL OF MOTEL 6 TO INSTALL EXTERIOR FAÇADE IMPROVEMENTS TO AN EXISTING MOTEL FOR PROPERTY LOCATED AT 452 N HUMBOLDT AVENUE, ASSESSORS PARCEL NUMBER 005-370-002

WHEREAS, the applicant, Anil Patel, has filed for Design Review approval to install cultured stone around the existing planter boxes, three columns, and lower office building, paint the office building and fascia trim; and,

WHEREAS, City of Willows Municipal Code Section 2.45.030 states that all new exterior physical improvements to commercial buildings require Design Review approval, and,

WHEREAS, the Planning Commission did, on December 20, 2017, 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 design review proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1, Existing Facilities.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review project proposal to install exterior façade improvements, to include wrapping existing planter boxes, three columns and lower office building, and painting the office building and fascia trim are consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Design Review file# DR-17-05, subject to the attached conditions of approval set forth in Attachment #2, and site, floor and elevation plans Attachments 3-5.

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 20th day of December, 2014, by the following vote, to wit:

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

APPROVED: _____
Robert Griffith, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

**DESIGN REVIEW CONDITIONS OF APPROVAL FOR
MOTEL 6/ANIL PATEL
FOR PROPERTY LOCATED AT 452 N. Humboldt Avenue
APN; 005-370-002**

PC approval date: _____, 2017

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 - installation of cultured stone to existing planter boxes, install cultured stone to columns, and install cultured stone to the lower 1/3 of the office building, and painting the office building an approved earthtone color, and paint trim of roof overhang a dark brown color, all as submitted with application.
4. The Architectural Design Review approval shall expire in one year unless otherwise stipulated by the Planning Commission. The applicant may apply to the City 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. All contractors/sub-contractors doing work on the project shall obtain a City business license prior to commencing operation. (Contact Finance Department).
6. 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.

Building Department

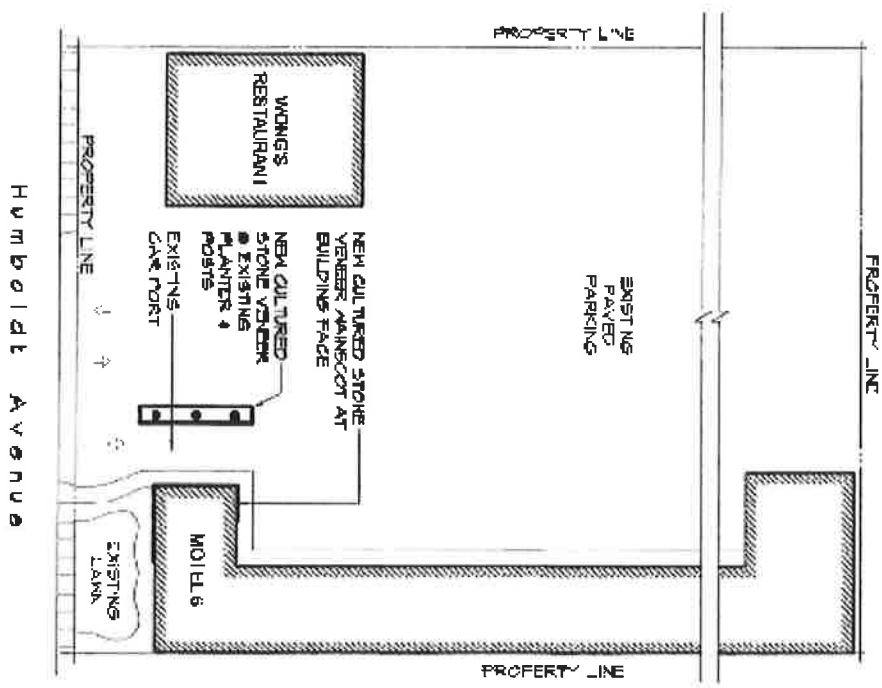
7. The applicant shall submit a completed building permit application, along with 3 complete sets of construction plans and pay the applicable plan review fees.
8. Applicant shall submit product installation details for the proposed cultured stone products, water proofing, underlayment, etc.
9. The plans and the project shall comply with all Federal, State and Local codes and ordinances.

SITE PLAN

Mathew Amaro Designs
 453 N. Mendota Avenue, Wilton, California 95709 Phone: (925) 480-2212

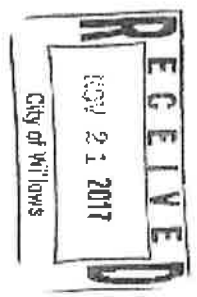
MOTEL 6 EXTERIOR REMODEL
 ANIL PATEL
 452 N HUMBOLDT AVE
 WILTON, California APN: 005-570-002

Pg. **1**
 of 3

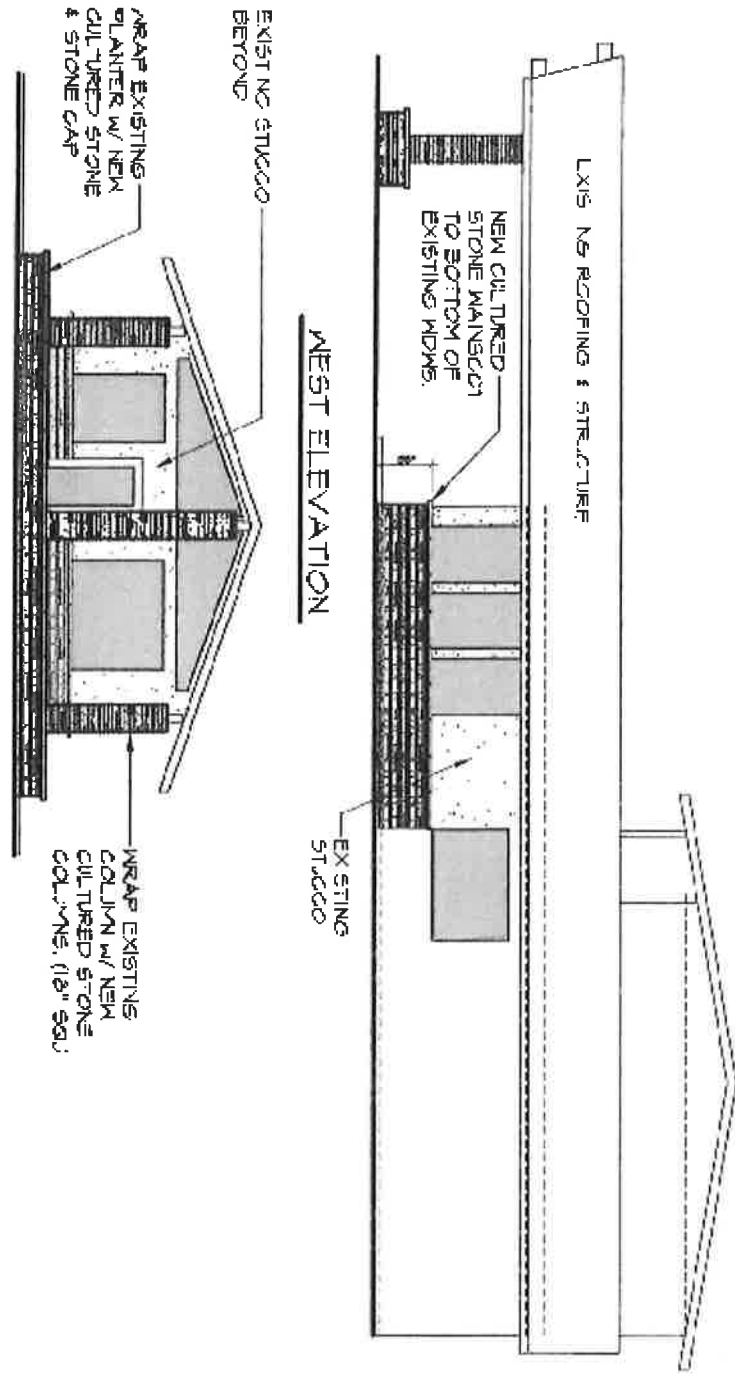


SITE PLAN
 1"=20'

Date: 11-21-17



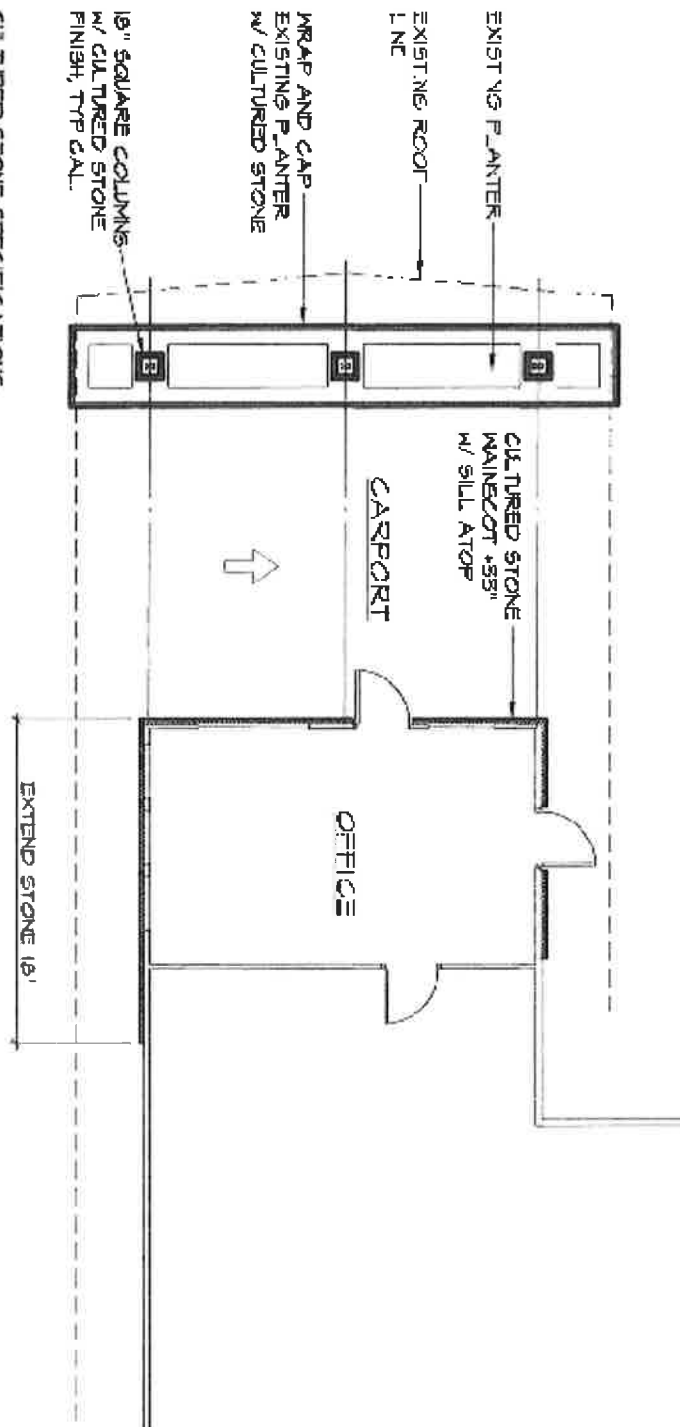
ELEVATION



NORTH ELEVATION
EXTERIOR ELEVATIONS
 1/8" = 1'-0"

<p>Mathew Amaro Designs 455 N. Sandrock Avenue, Wilmette, California 94095 Phone: 925-255-5812</p>	<p>MOTEL 6 EXTERIOR REMODEL FOR ANIL PATEL 452 N HUBBOLDT AVE. MILWAUKEE, CALIFORNIA APN: 035-370-002</p>	<p>Date: 11-21-17</p> <p>PG. 3 of 3</p>
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FLOOR PLAN



CULTURED STONE SPECIFICATIONS

WTR: CORONADO STONE PRODUCTS
WWW.CORONADO.COM

MAINECOT COLUMN AND PLANTER
STYLE: CORONADO HONEY LEVÉE
COLOR: GOLDEN HARVEST

PLANTER CAP
STYLE: 14" X 24" PLASTONE WALL CAP
COLOR: BURN

MAINECOT SILL
STYLE: CHISELED STONE SILL
COLOR: BURN

FLOOR PLAN
1/8"=1'-0"

Date: 11-21-17

Mathew Amaro Designs

MOTEL 6 EXTERIOR REMODEL
for
ANIL PATEL
452 N HUBBARD AVE. APT. 005-570-002
WILSON, California

PG. 2
of 3

COLOR PALETTE



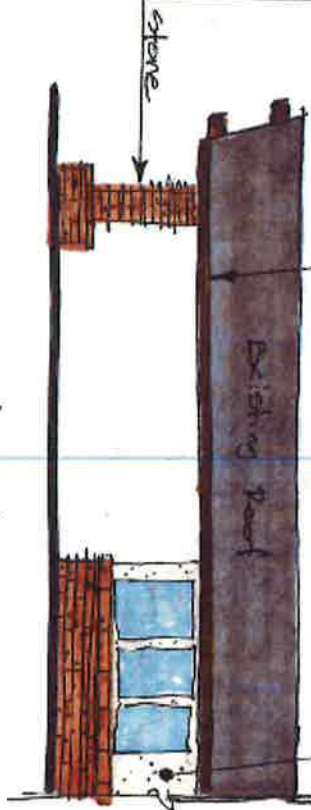
Swire Coffee



Sienna Brn.

Wall above stone

Trim, Fascia



Color Schematic



Matthew Amaro Designs

MOTEL 6 EXTERIOR REMODEL
 for
 ANIL PATEL
 452 W HERRINGTON AVE
 AND 605-970-0022

Planning Commission Agenda Report:**December 20, 2017**

Project: One year time extension for a Tentative Parcel Map (File #MSUB-07-04)
 Applicant(s)/Owner: Kyle & Tanya Persky/same
 Project Location: 749 & 759 S. Merrill Avenue
 Parcel No(s): 001-330-017 & 001-330-018
 Zoning: R-1 (Single Family Residential)
 General Plan: Low Density Residential

Project Description

On November 1, 2017, the applicants submitted a letter requesting a one-year time extension to an approved phased tentative map, which map would subdivide two lots totaling 2.97 acres into fourteen (14) lots to allow construction of single family residences per Subdivision Map Act Section 66452.13. The current map is shown for development into four phases. At this time the property owners desire to market this phased map and to do so will need to gain approval to extend the life. The project site is located at the corner of South Merrill Avenue and Elm Street and adjacent to the Glenn Colusa Irrigation District on the south.

Background

In November of 2006 the original tentative map was brought before the Planning Commission for their review. The tentative map was approved at that meeting. Per the Subdivision Map Act this approval granted the parcel map 24 months extension by right, resulting in the expiration date of November 1, 2008.

In September of 2007 the property owner requested to amend the approved tentative map by breaking up the project into four phases. This request was taken to the Planning Commission and was granted approval.

In September of 2008 the Planning Commission approved a one year extension to the tentative map approving it until November 1, 2009.

Based on the economic climate in 2008, 2009, 2010, 2011 and 2013 the California Legislature passed bills automatically extending the expiration date of tentative parcel maps subject to specific conditions. The purpose of the state extensions was to grant additional time for maps to record that were in effect at the time of each bill's passing. As a result of the automatic extensions this map was allowed to be extended until November 1, 2016.

In October of 2016, the applicant filed a written request to allow a one-year extension to the phased tentative map prior to the November 1st deadline. The Commission heard and approved the request to extend the map for one year until November 1, 2017. This was the second one-year extension that has been granted this phased map.

Environmental Review and Analysis

The project has been reviewed pursuant to the California Environmental Quality Act (CEQA) through a Mitigated Negative Declaration which was adopted by the Planning Commission in 2006 with the initial

Tentative Map application approval. Staff has determined that the proposal is exempt from further any further CEQA review.

Notice of this public hearing was published in the local newspaper prior to the public hearing. No public comments have been received by Staff prior to preparation of this report.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending approval of a one-year time extension to Tentative Parcel Map (file# MSUB-07-04) for Kyle & Tanya Persky for property located at 749 & 759 S. Merrill Avenue, Assessors Parcel Numbers 001-330-017 and 001-330-018, with all conditions of approval for the four phases applicable.

PLANNING COMMISSION OPTIONS:

- 1) Recommend approval of the map extension request as described
- 2) Deny the map extension request with appropriate findings for denial

Attachments:

1. Draft Planning Commission Resolution
2. Letter of request
3. Phased tentative map
4. Area map

Submitted by:



Karen Mantele
Principal Planner

PC RESOLUTION NO. _____-2017

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING APPROVAL FOR A ONE YEAR TIME EXTENSION TO A PHASED TENTATIVE MAP FILE NUMBER MSUB-07-04 FOR KYLE & TANYA PERSKY FOR PROPERTY LOCATED AT 749 & 759 S. MERRIL AVENUE, ASSESSORS PARCEL NUMBERS 001-330-017 & 001-330-018

WHEREAS, the applicants Kyle & Tanya Persky have filed a written request to allow a one year time extension to phased tentative map file # MSUB-07-04; and,

WHEREAS, Sections 66452.13 and 66452.6(e) of the Subdivision Map Act allows for an additional 12 month extension on this tentative map; and,

WHEREAS, the Planning Commission did, on December 20, 2017, 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 map extension request, 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 project map was reviewed under the California Environmental Quality Act (CEQA) through a Mitigated Negative Declaration which was adopted by the Commission for the initial project.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the one-year extension request to extend the map for an additional 12 months is consistent with the City of Willows General Plan, the City of Willows Municipal Code, the Subdivision Map Act, and hereby approves the request for a one year time extension until November 1, 2018, at which such time the phased map will expire, as all extensions available to this map will have been exhausted.

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 20th day of December, 2017, by the following vote, to wit:

AYES: _____

NOES: _____

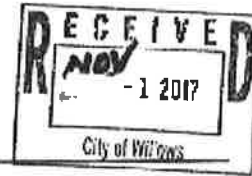
ABSENT: _____

ABSTAIN: _____

APPROVED: _____
Robert Griffith, Chairperson

ATTEST: _____
Recording Secretary, Maria Ehorn

Letter of Request



Tanya Persky

2209 Olson Drive, Lodi, CA 95242

October 30, 2017

City of Wilcox
Planning Department
c/o Karen Monteale
201 N. Layton St.
Wilcox, CA 95562

Dear Ms. Monteale,

I have included the planning application for a one year extension of the tentative plan map, which is set to expire 1/1/2017 for parcels located at 749 & 759 S. Maril Ave., Wilcox, CA. The APN's for these two parcels are 001-330-017 & 001-330-18.

Please let me know if any additional information is needed to move forward.

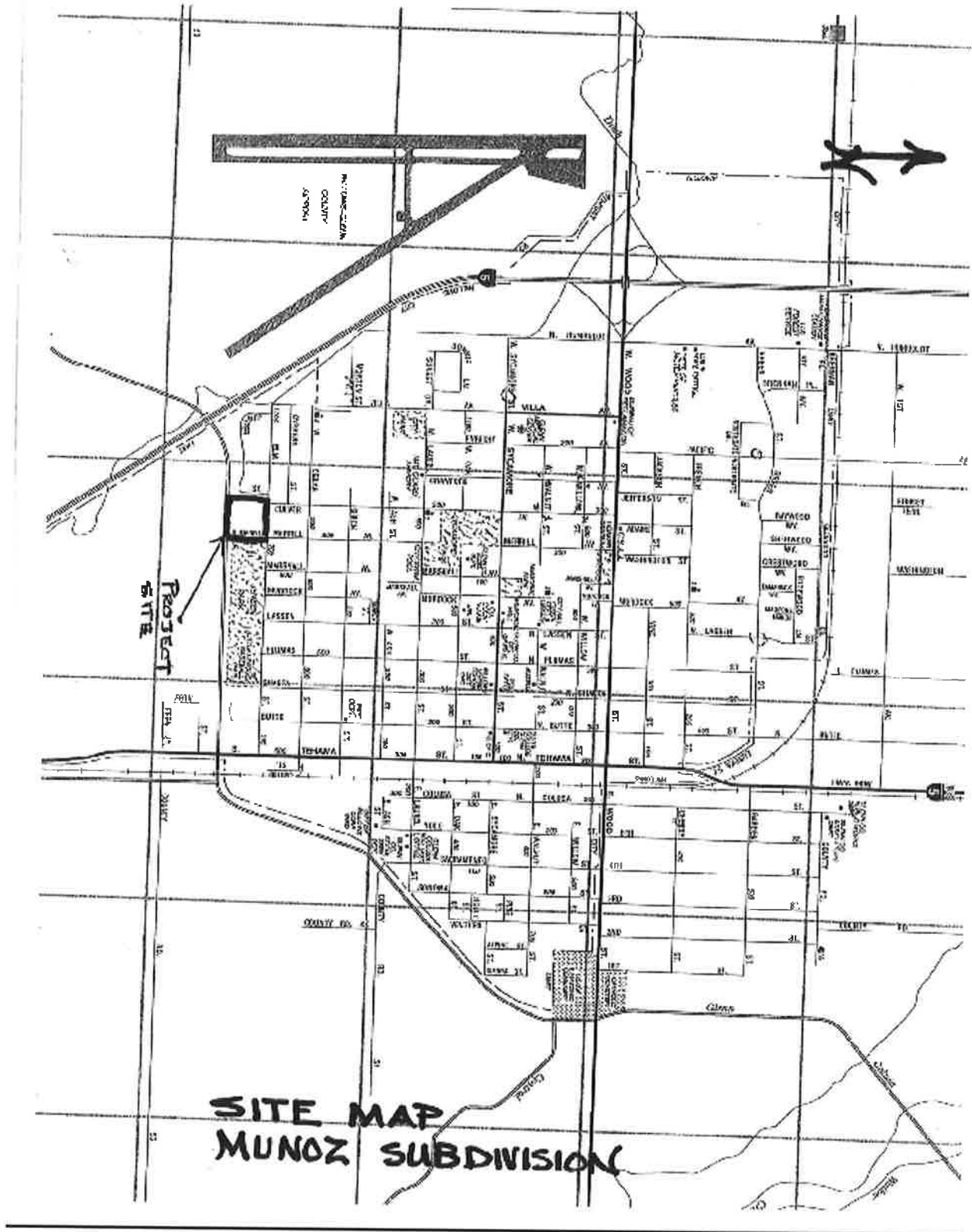
Sincerely,

Tanya Persky

Phone: 530-570-9217

Email: mapapp@salibchoo.com

Area Map



Planning Commission Agenda Report:**December 20, 2017**

Project: Conditional Use Permit (File #UP-17-04) /Request to allow establishment of a residential use
 Applicant(s)/Owner: Ken Ridino/Michael Schwenne
 Project Location: 459 N. Tehama Street
 Parcel No: 005-403-012
 Zoning: General Commercial (CG)
 General Plan General Commercial

Project Description

The applicant, Ken Ridino, has submitted a planning application for a Use Permit, a request to establish a residential use (duplex) within an existing structure (approximately 920 SF per Assessors' Office) on a 7,500 SF lot at the corner of Vine and N. Tehama Street. The proposal is to utilize the front studio in the building (Tehama Street side) as an office for his business and utilize the one-bedroom in the rear of the structure (Vine Street side) for his residential use. There is an unenclosed porch off the rear of the back unit. There is a fence around the property, and a two car garage in the rear of the lot accessible off of Vine Street.

Review Process

This matter is before the Planning Commission pursuant to Section 18.60.030(1), 18.111.090(8) and 18.135 of the City of Willows Municipal Code.

Zoning/ General Plan Consistency

The project site is zoned General Commercial (CG), which allows various permitted uses. Section 18.60.030(1) allows for "*All uses permitted in any residential zones*" with a Conditional Use Permit. Zoning to the north, south and east is the same as the project site. Zoning to the west is R-1.

The General Plan Land Use designation for this site is General Commercial pursuant to the City's General Plan Land Use Map. The designation provides for a variety of retail business and service related uses with no mention of residential uses, however the zoning code allows for residential uses with Conditional Use Permit approval.

Zoning Consistency

The applicant is applying for this use under the newly adopted code section 18.111.090(8) which states *(8) Residential use exemption for existing structure(s). Existing single-story structure(s) located within the CC (Central Commercial) or CG (General Commercial) zoning districts may be allowed for use as a residential unit(s) by way of a conditional use permit. No enlargement, extension, reconstruction, or structurally alteration may be permitted to the structure. The Planning Commission is authorized to approve, conditionally approve or deny a request subject to appeal provisions of WMC 18.135.060.*

Parking requirements have been met with the construction of a two car garage in the rear of the lot.

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

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 15301, Class 1 Existing Facilities.

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 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 18.135.030 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 500 feet of the subject property were sent notice of the hearing.

STAFF RECOMMENDATION:

Staff recommends adoption of the attached resolution recommending Use Permit approval to establish a residential use within an existing single-story structure, subject to the conditions of approval as shown in Attachment #2., and site and floor plans Attachments #4 & #5.

PLANNING COMMISSION OPTIONS:

- 1) Recommend approval of the Use Permit 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. Applicants' letter of request
4. Site Plan
5. Floor Plan

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**

PC RESOLUTION NO. _____-2017

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING USE PERMIT APPROVAL (FILE # UP-17-04) TO KEN RIDINO TO ESTABLISH A RESIDENTIAL USE (DUPLEX) WITHIN AN EXISTING STRUCTURE FOR PROPERTY LOCATED AT 459 N. TEHAMA STREET, ASSESSORS PARCEL NUMBER 005-403-012

WHEREAS, the applicant, Ken Ridino has filed a planning application for a Conditional Use Permit to establish a residential use within an existing single story structure, and,

WHEREAS, City of Willows Municipal Code Section 18.60.030(1) allows for a residential use in the General Commercial zone upon first securing Use Permit approval from the Planning Commission, and

WHEREAS, City of Willows Municipal Code Section 18.111.090(8) allows for an existing single-story structure located within the CG zone to be used for residential use with an approved Use Permit; and

WHEREAS, notice of the Planning Commission meeting held on December 20, 2017, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 500 feet were sent; and,

WHEREAS, the Planning Commission did, on December 20, 2017, 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 15301, Class 1 Existing Facilities; 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,

- a. Residential uses are allowed with a Conditional Use Permit within the General Commercial Zoning District per WMC section 18.60.030(1); and
- b. Willows Municipal Code Section 18.60.030(1) allows for a residential use within an existing single-story structure within the General Commercial zone upon first securing Use Permit approval from the Planning Commission; 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 property is located within the General Commercial designation.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Use Permit proposal to establish a residential use within an existing structure is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Use Permit File# UP-17-04, subject to the attached conditions of approval set forth in Attachment #2; and site plan and floor plan, Attachments #4 & #5.

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 20th day of December, 2017, by the following vote, to wit:

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

APPROVED: _____
-Robert Griffith, Chairperson

ATTEST: _____
Maria Ehorn, Recording Secretary

**USE PERMIT CONDITIONS OF APPROVAL
FOR
Ken Ridino
FOR PROPERTY LOCATED AT
459 N. Tehama Street/APN; 005-403-012**

PC approval date: _____, 2017

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 (establishing a residential use) is not made on the project subject to the permit 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. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
6. Any building mounted and 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.

Building Department.

7. The applicant will be responsible to pay the current sewer rates as they apply to multi-family.

Fire Department

8. Addressing shall comply with WMC Section 15.15.100.
9. Each unit shall comply with the California Fire Code regarding smoke detectors.
10. Any changes or modifications shall be under a building permit and shall meet California Fire Code.

Applicants Letter of Request

December 5, 2017

To: City Of Willows Planning Department:

RE: Proposed Use of property located at 459 N. Tehama St. Willows, CA

Intended Use Declaration.

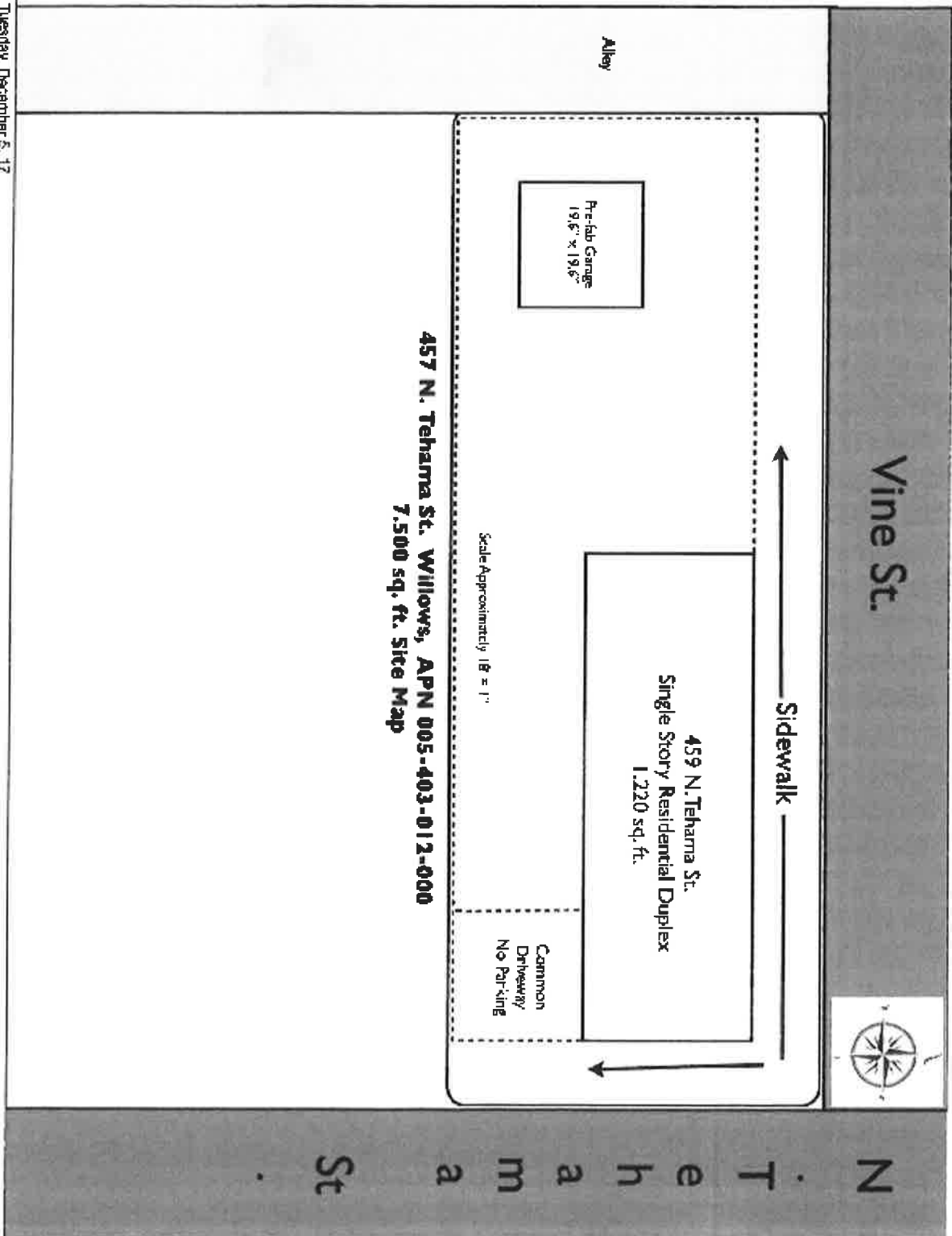
Upon closing of escrow, I Ken L. Ridino intent to occupy the dwelling located at 459 N. Tehama St in Willows California as my primary home.

I am submitting a conditional use permit to attain the right to utilize said property as a residential duplex which the Planning Commission of Willows has once approved.

My intended use for the property is as my primary residence and a home based business. I will be using the front studio space as my office. My business is buying, refurbishing, delivery and set-up of In-home hospital beds.

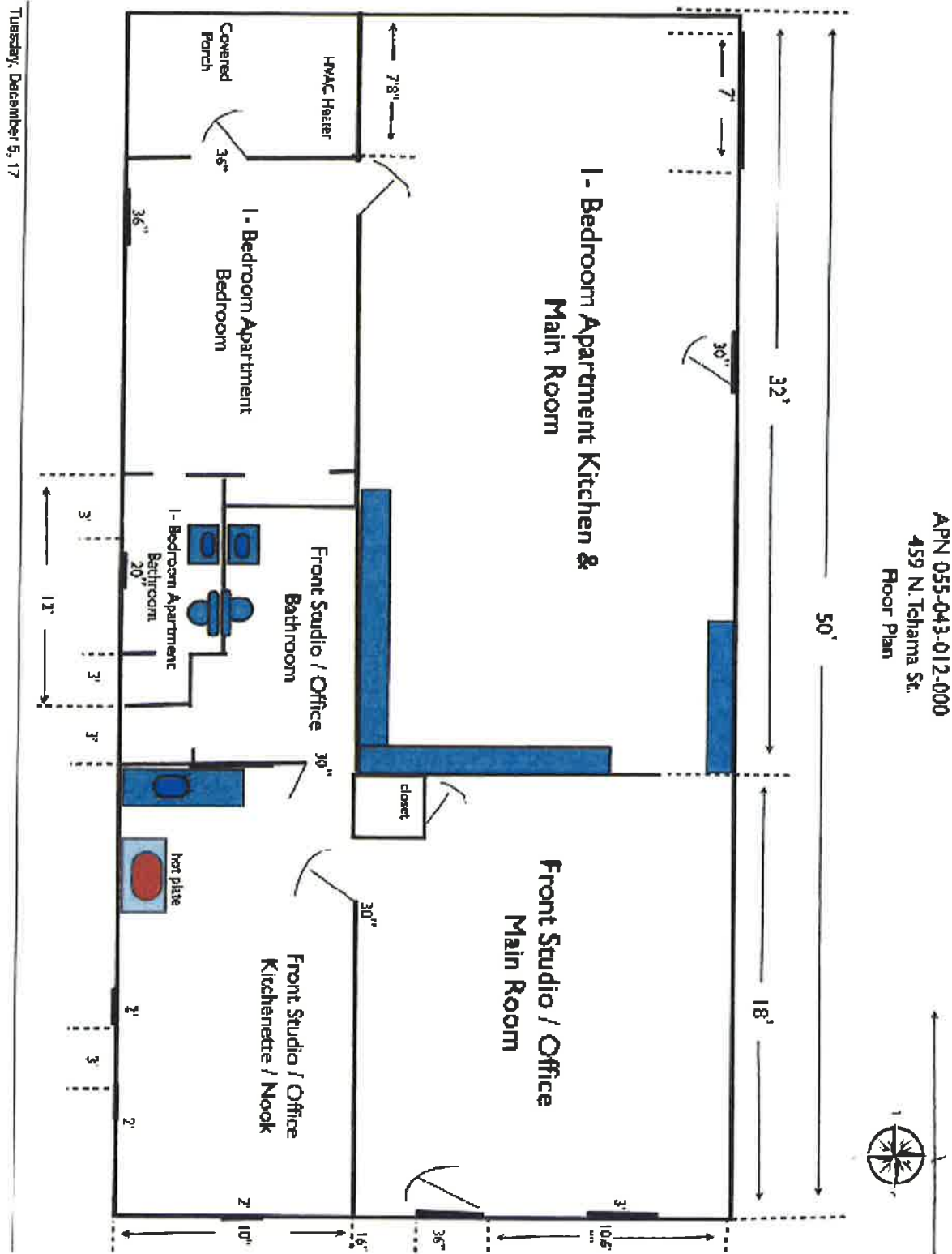
Ken L. Ridino

Site Plan



Tuesday, December 5, 17

Floor Plan



Tuesday, December 5, 17

Planning Commission Agenda Report:**December 20, 2017****TO:** Planning Commissioners**FROM:** Karen Mantele. Principal Planner**SUBJECT:** Cannabis Land Use discussion on establishing zones for cannabis dispensaries**BACKGROUND**

Following several years of propositions and legislation pertaining to medical and non-medical marijuana use, cultivation and sales in California, a public meeting and discussion was held in April 2017 at which the City Council gave staff direction to prepare an ordinance regulating cannabis in the City of Willows, following Council's expressed guidelines.

At a publicly noticed City Council meeting on October 24, 2017, a draft ordinance was provided, reviewed and discussed.

At a publicly notice City Council special meeting on November 1, 2017, the Council reviewed and discussed the draft ordinance brought before them from the City Attorney.

Thereafter, on November 14th, 2017 a noticed public hearing was held in which the City Council introduced for first reading an ordinance entitled "*An Ordinance of the City Council of the City of Willows repealing Willows Municipal Code Chapter 9.20 ("Medical Marijuana"), adopting new Chapter 9.20 ("Cannabis"), repealing Chapter 8.10.010 ("Definitions"), adopting new Chapter 8.10.010 ("Definitions"), and amending Chapter 8.10.020 ("Nuisance") to regulate cannabis, use, cultivation, sales and other cannabis activities in the City of Willows,*" (hereafter the "Ordinance").

On the evening of November 28, 2017, the Ordinance came before the Council for final adoption. The Council enacted the Ordinance, which established the maximum number of Retail/Dispensary Cannabis Licenses that may be issued in the City of Willows, pursuant to Chap. 9.20.070 of the Willows Municipal Code, in order to prevent excessive concentrations of such businesses, as permitted by State law. In addition, the resolution established general guidelines regarding permitted locations of such businesses, and directed the Planning Commission to establish zones in which such businesses are allowed uses. (See attached City Council Resolution).

As part of the new cannabis ordinance that will go into effect on December 28, 2017 is a 1000' setback restriction from certain uses; schools, parks, and licensed day cares. Attached for your reference is a map showing where these uses are located within the City, and a list of those uses.

Per the City Council direction within the Resolution, the Planning Commission shall determine the zoning district(s) in which a dispensary will be allowed to be located. A map of the City is attached for reference with regards to two zoning districts, ML (Light Manufacturing) and MH (Heavy Manufacturing). The map indicates the boundaries of the CC (Central Commercial/Downtown District) for reference.

STAFF RECOMMENDATION:

Staff recommends the Commission discuss the possible zone(s) in which a dispensary maybe allowed within the City of Willows and provide comments and direction to staff.

Attachments:

1. City Council Resolution of November 28, 2017
2. Map of existing parks, schools, licensed day cares within City
3. Zoning Map with Industrial Zones within the City

Submitted by:



Karen Mantele
Principal Planner

City Council Resolution

RESOLUTION NO. 32-2017

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
ESTABLISHING THE MAXIMUM NUMBER OF RETAIL/DISPENSARY
CANNABIS BUSINESS LICENSES PERMITTED IN THE CITY OF WILLOWS**

WHEREAS, the City Council of the City of Willows, pursuant to Chapter 9.20.070 has authorized the establishment of retail and dispensary businesses selling both medical and non-medical cannabis within the City of Willows; and

WHEREAS, in 1996 "The Compassionate Use Act" of 1996 was enacted by Proposition 215 enabling persons who are in need of cannabis for medical purposes to obtain and use it without fear of State criminal prosecution; and

WHEREAS, on November 8, 2016 California voters approved Proposition 64, the "Adult Use of Marijuana Act", which established a licensing and regulatory framework for the cultivation, manufacture, transportation, storage, distribution, and sale of recreational cannabis, and which recognized the authority of local jurisdictions to either ban or regulate certain activities related to the cultivation, manufacture, transportation, storage, distribution, delivery, and sale of recreational cannabis; and

WHEREAS, on June 27, 2017 Governor Brown signed SB 94, a bill which among other things established a new statutory framework which reconciled the MCRSA and AUMA and regulating medical and non-medical cannabis use, possession, cultivation and commercial activities in the State of California (referred to as "MALCRSA"); and

WHEREAS, on November 28, 2017 the City Council of the City of Willows enacted "An Ordinance of the City Council of the City of Willows Repealing Willows Municipal Code Chapter 9.20 ("Medical Marijuana"), Adopting New Chapter 9.20 ("Cannabis"), Repealing Chapter 8.10.010 ("Definitions"), Adopting New Chapter 8.10.010, and Amending Chapter 8.10 ("Nuisance") to Regulate Cannabis, Use, Cultivation, Sales, and Other Cannabis Activities in the City of Willows" (hereafter the "Cannabis Ordinance"); and

WHEREAS, the City Council of the City of Willows, pursuant to Chapter 9.20.070 of the Cannabis Ordinance has authorized the establishment of retail and dispensary businesses selling both medical and non-medical cannabis within the City of Willows; and

WHEREAS, Chapter 9.20.070 of the Cannabis Ordinance requires the City Council to adopt a resolution establishing the maximum number of Retail/Dispensary Cannabis Business licenses that may be issued within the City of Willows in order to prevent excessive concentrations of such businesses, and to set other special conditions that may be necessary and appropriate for the regulation of such businesses; and

WHEREAS, the City Council finds and determines that the adoption of this Resolution is exempt from environmental review pursuant to California Environmental Quality Act Guidelines

Section 15061(b)(3) in that there is nothing in this Resolution or its implementation that could have a foreseeable significant effect on the environment,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOWS:

1. That, pursuant to Chapter 9.20.070 of the Willows Municipal Code, the City Council of the City of Willows hereby orders that the number of Retail/Dispensary Cannabis Licenses issued to conduct such business in the City of Willows shall not exceed two (2); and
2. That no such Retail/Dispensary Cannabis License shall be issued for any business location, and no such license holder may conduct business in any location, nearer than one thousand (1,000) feet to any church, elementary school, middle school, high school, licensed daycare or preschool facility, playground or parks; and
3. That the City of Willows Planning Commission is hereby directed to establish, in accordance with the terms of this Resolution, in which zones of the City of Willows Retail/Dispensary Cannabis Licensed business may operate as a permitted use.

CC
direction
to PC

PASSED AND ADOPTED by the City Council of the City of Willows this 28th day of November, 2017, by the following vote:

AYES: Williams, Mello, Yoder, Vice-Mayor Warren & Mayor Hansen
NOES: None.
ABSTAIN: None.
ABSENT: None.

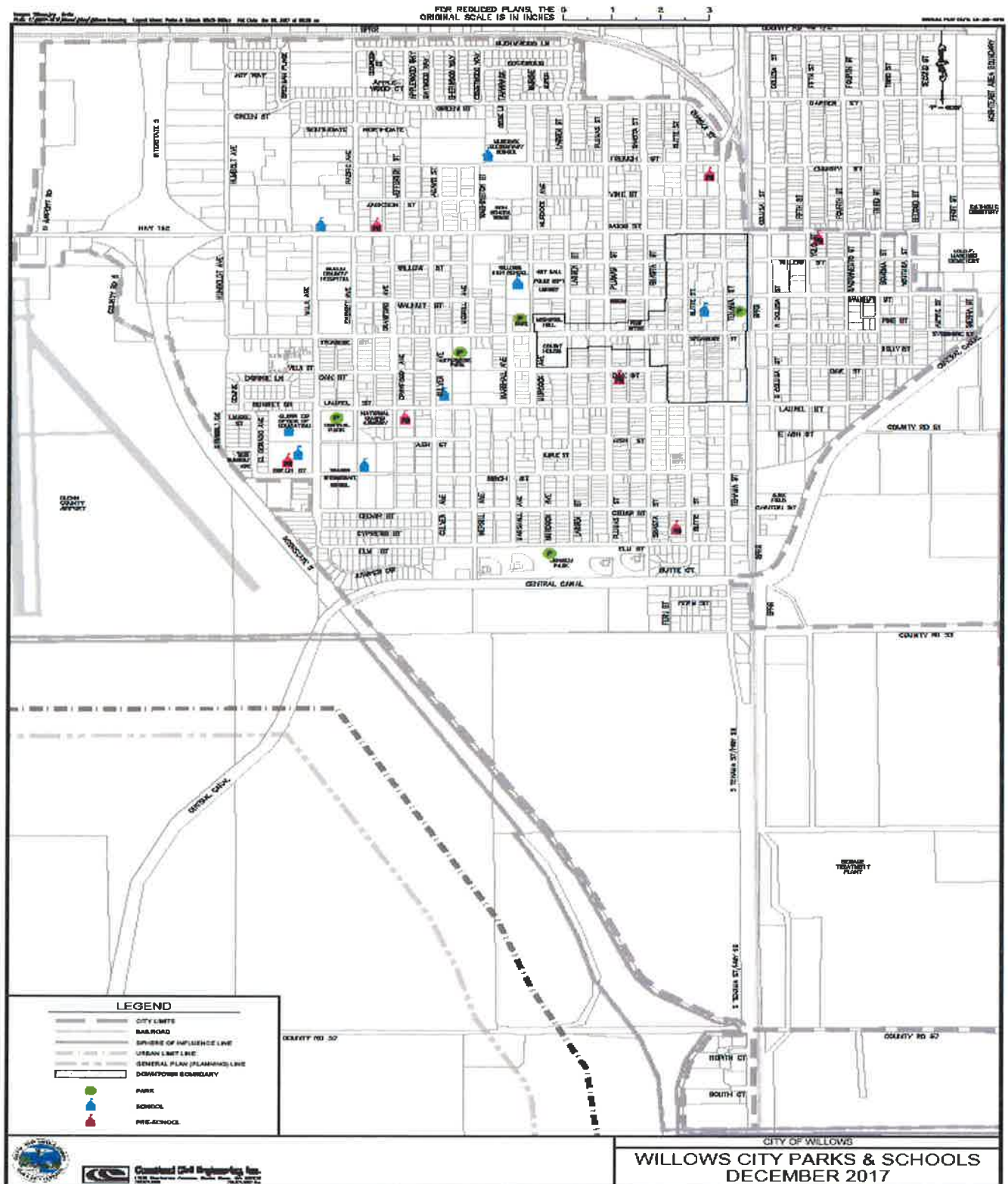
ATTEST:

APPROVED:

ROBYN JOHNSON, CITY CLERK

GARY HANSEN, MAYOR

Parks/Schools/Licensed Day Care Map



PRESCHOOLS

Tehama Extended Day Head Start

545 North Tehama Street #2, Willows, CA 95988

Tehama Extended Day Head Start is a private center-based preschool in Willows, CA. [learn more](#)

Institution Type: Private

Tehama Street Children's Center-Extended Day

545 N. Tehama Street, Willows, CA 95988

Tehama Street Children's Center-Extended Day is a private center-based preschool in Willows, CA. [learn more](#)

Institution Type: Private

Tehama Children's Center Early Head Start

545 N Tehama St, Willows, CA 95988

Tehama Children's Center Early Head Start is a public center-based preschool in Willows, CA. [learn more](#)

Institution Type: Public

Butte Street Head Start

649 1/2 S. Butte, Willows, CA 95988

Butte Street Head Start is a private center-based preschool in Willows, CA. [learn more](#)

Institution Type: Private

Joyful Noise Preschool

154 N Lassen St, Willows, CA 95988

Joyful Noise Preschool is a private center-based preschool in Willows, CA. [learn more](#)

Institution Type: Private

Blessed Beginnings Christian Preschool

950 West Laurel, Willows, CA 95988

Blessed Beginnings Christian Preschool is a private center-based preschool in Willows, CA. [learn more](#)

Institution Type: Private

Villa Avenue Head Start

451 S Villa Ave, Willows, CA 95988

Villa Avenue Head Start is a public center-based preschool in Willows, CA. [learn more](#)

Institution Type: Public

Sunshine Preschool

434 E Wood Street, Willows, CA 95988

SCHOOLS

Murdock Elementary

655 W French Street

Willows, CA 95988

Willows Intermediate School

1145 W Cedar Street

Willows, CA 95988

Willows High School

203 N Murdock Ave

Willows, CA 95988

Willows Community High School
823 W Laurel Street
Willows, CA 95988

Walden Academy
1149 W Wood Street
Willows, CA 95988

Success One! Charter School
451 S Villa Ave
Willows, CA 95988

Willowglen School
306 N Villa Ave
Willows, CA 95988

PARKS

Sycamore Park
800 W Sycamore Street
Willows, CA 95988

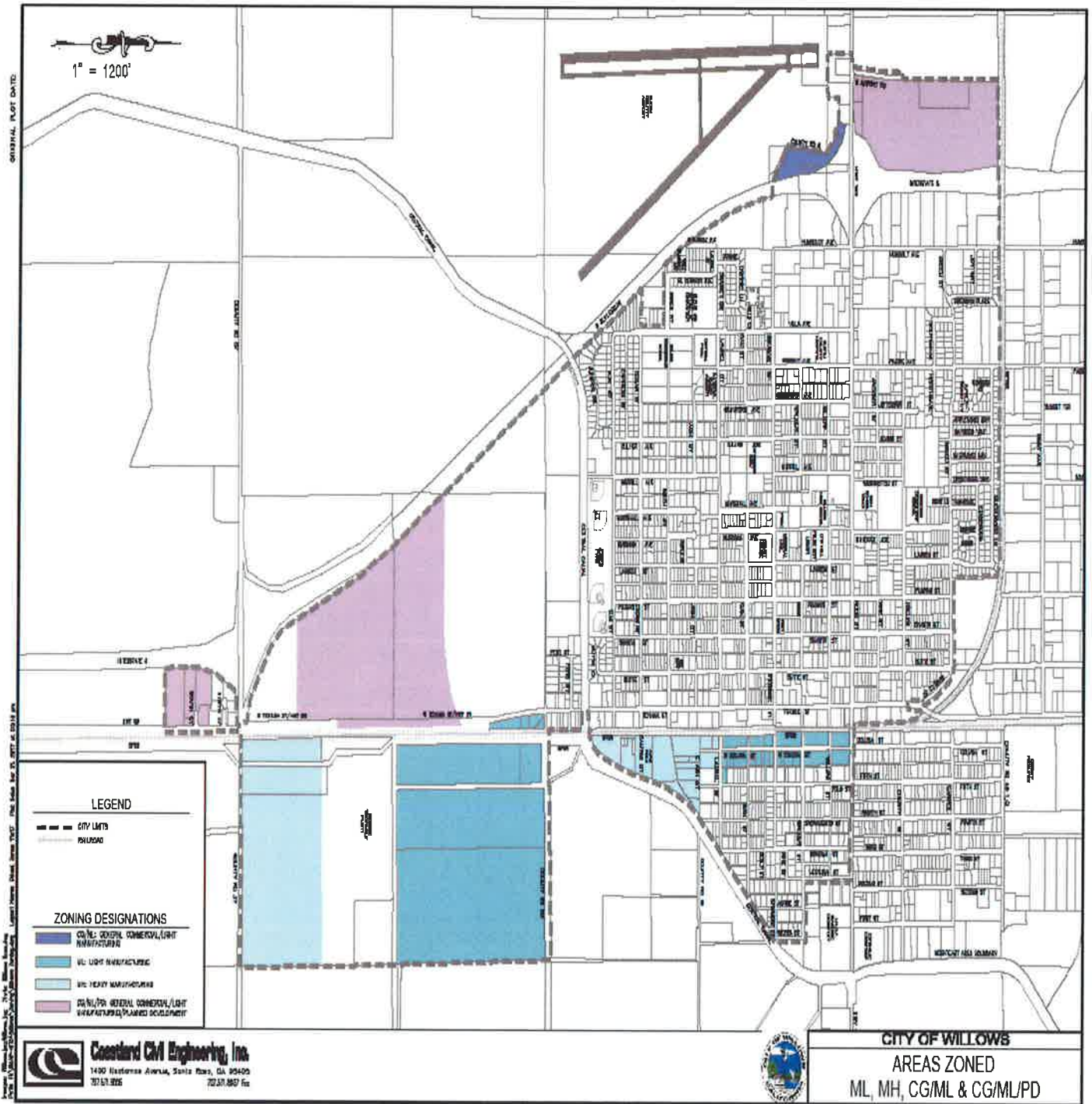
Central Park
1150 W Laurel Street
Willows, CA 95988

Jensen Park
380 Elm Street
Willows, CA 95988

Memorial Park
No address found
N side of Sycamore Street, between N Marshall Ave & N Murdock Ave

Southern Pacific Railroad Park
130 N Tehama Street
Willows, CA 95988

Zoning Map showing ML/MH or combing ML zones



RESOLUTION NO. 32-2017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING THE MAXIMUM NUMBER OF RETAIL/DISPENSARY CANNABIS BUSINESS LICENSES PERMITTED IN THE CITY OF WILLOWS

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WHEREAS, in 1996 “The Compassionate Use Act” of 1996 was enacted by Proposition 215 enabling persons who are in need of cannabis for medical purposes to obtain and use it without fear of State criminal prosecution; and

WHEREAS, on November 8, 2016 California voters approved Proposition 64, the “Adult Use of Marijuana Act”, which established a licensing and regulatory framework for the cultivation, manufacture, transportation, storage, distribution, and sale of recreational cannabis, and which recognized the authority of local jurisdictions to either ban or regulate certain activities related to the cultivation, manufacture, transportation, storage, distribution, delivery, and sale of recreational cannabis; and

WHEREAS, on June 27, 2017 Governor Brown signed SB 94, a bill which among other things established a new statutory framework which reconciled the MCRSA and AUMA and regulating medical and non-medical cannabis use, possession, cultivation and commercial activities in the State of California (referred to as “MAUCRSA”); and

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WHEREAS, Chapter 9.20.070 of the Cannabis Ordinance requires the City Council to adopt a resolution establishing the maximum number of Retail/Dispensary Cannabis Business licenses that may be issued within the City of Willows in order to prevent excessive concentrations of such businesses, and to set other special conditions that may be necessary and appropriate for the regulation of such businesses; and

WHEREAS, the City Council finds and determines that the adoption of this Resolution is exempt from environmental review pursuant to California Environmental Quality Act Guidelines

Section 15061(b)(3) in that there is nothing in this Resolution or its implementation that could have a foreseeable significant effect on the environment,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOWS:

1. That, pursuant to Chapter 9.20.070 of the Willows Municipal Code, the City Council of the City of Willows hereby orders that the number of Retail/Dispensary Cannabis Licenses issued to conduct such business in the City of Willows shall not exceed two (2); and
2. That no such Retail/Dispensary Cannabis License shall be issued for any business location, and no such license holder may conduct business in any location, nearer than one thousand (1,000) feet to any church, elementary school, middle school, high school, licensed daycare or preschool facility, playground or parks; and
3. That the City of Willows Planning Commission is hereby directed to establish, in accordance with the terms of this Resolution, in which zones of the City of Willows Retail/Dispensary Cannabis Licensed business may operate as a permitted use.

PASSED AND ADOPTED by the City Council of the City of Willows this 28th day of November, 2017, by the following vote:

AYES: Williams, Mello, Yoder, Vice-Mayor Warren & Mayor Hansen

NOES: None.

ABSTAIN: None.

ABSENT: None.

ATTEST:

APPROVED:

ROBYN JOHNSON, CITY CLERK

GARY HANSEN, MAYOR