



ACTION MINUTES OF THE WILLOWS PLANNING COMMISSION REGULAR MEETING HELD JANUARY 20, 2021

Meeting audio is available at the City of Willows website. This is not a live feature. Audio recordings are posted the succeeding business day following the scheduled Planning Commission Meeting.
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1. Chair Griffith called the meeting to order at 7:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Chair Griffith.

3. **Roll Call:**

Commissioners Present: Griffith, Hansen, Woods, Muller

Absent: Bobadilla

Staff Present: Karen Mantele, City Planner, Maria Ehorn, Minute Clerk,

4. **Public Comment/ Written Communications:** None

5. **Consent Agenda:**

- a. Approval of minutes of the Special Planning Commission meeting held on December 30, 2020.

Action:

Motion: Commissioner Woods/Second: Commissioner Muller

Moved to approve the minutes of Special Planning Commission meeting held on December 30, 2020 with spelling correction as noted.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT: Bobadilla

ABSTAIN:

6. **REGULAR BUSINESS AGENDA/PUBLIC HEARING(S)**

- a. Nominations and Election of Planning Commission Chair and Vice Chair.

Commissioner Woods nominated Commissioner Muller for Chairman and Jose Hansen for Vice Chairman.

Action

Motion: Commissioner Woods/Second: Chair Griffith

Moved to approve the nominations and election of Hilgard Muller for Chairman and Jose Hansen for Vice Chairman.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT: Bobadilla

- b. Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider granting a modification to design review approval (File #DR-20-03) to Jaimac Properties LLC allowing a change of timeframe in which to install site improvements consisting of fifteen carports for the project located at 251 S. Tehama Street, Assessors Parcel Number 003-061-009.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING A MODIFICATION TO DESIGN REVIEW APPROVAL (FILE # DR-20-03) TO JAIMAC PROPERTIES LLC ALLOWING A CHANGE OF TIMEFRAME IN WHICH TO INSTALL SITE IMPROVEMENTS CONSISTING OF FIFTEEN CARPORTS FOR THE PROJECT LOCATED AT 251 S. TEHAMA STREET ASSESSORS PARCEL NUMBER 003-061-009.

Action:

Motion: Vice Chair Hansen /Second: Commissioner Woods

Moved to approve a resolution of the Planning Commission of the City of Willows to Jaimac Properties LLC allowing a change of timeframe in which to install site improvements consisting of fifteen carports for the project located at 251 S. Tehama Street, Assessors Parcel Number 003-061-009 with discussed additional conditions.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT: Bobadilla

ABSTAIN:

7. COMMISSION/STAFF REPORTS/COMMENTS.

- a. Commission Reports/Comments: Commissioners gave comments/reports on activities and various meetings they attended.
- b. Staff Reports/Comments: Karen Mantele gave brief updates/status of upcoming and ongoing projects.

8. ADJOURNMENT:

The meeting was adjourned at 7:46 p.m.

Hilgard Muller – Chair

Maria Ehorn – Minute Clerk