



**MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD OCTOBER 18, 2017**

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