



ACTION MINUTES OF THE WILLOWS PLANNING COMMISSION REGULAR MEETING HELD OCTOBER 21, 2020

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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 Commissioner.
3. **Roll Call:**

Commissioners Present: Griffith, Hansen, Woods, Muller, Bobadilla

Absent:

Staff Present: Karen Mantele, City Planner, Maria Ehorn, Minute Clerk, Wayne Peabody, Interim City Manager

4. OATH OF OFFICE

- a. City Clerk, Tara Rustenhoven, administered the Oath of Office to Pedro Bobadilla.

5. Public Comment/ Written Communications:

6. Consent Agenda:

- a. Approval of minutes of the Regular Planning Commission meeting held on June 17, 2020.

Action:

Motion: Vice Chair Hansen/Second: Commissioner Woods

Moved to approve the minutes of Regular Planning Commission meeting held on June 17, 2020 as presented.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT:

ABSTAIN:

- b. Approval of minutes of the Regular Planning Commission Meeting held on July 15, 2020.

Action:

Motion: Commissioner Muller/Second: Vice Chair Hansen

Moved to approve the minutes of Regular Planning Commission meeting held on July 15, 2020 as presented.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT:

ABSTAIN:

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

- a. Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider the adoption of the attached resolution for granting Design Review approval (File# DR-20-04) To Francisco Zepeda for the façade elements for a new 786 sf stand-alone Restaurant and site improvements for property located at 115 W. Oak Street (Crazy Taco) Assessors Parcel Number 003-051-015.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE# DR-20-04) TO FRANCISCO ZEPEDA FOR BUILDING FAÇADE ELEMENTS FOR A NEW 786 SF STAND ALONE RESTAURANT AND SITE IMPROVEMENTS FOR PROPERTY LOCATED AT 115 W. OAK STREET (CRAZY TACO) ASSESSORS PARCEL NUMBER 003-051-015.

7:17 pm Chair Griffith opened the public hearing. Bob Faust spoke in favor of the project.

7:18 pm Chair Griffith closed the public hearing.

Motion: Commissioner Muller/Second: Commissioner Woods

Moved by 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-20-04) to Francisco Zepeda for building façade elements for a new 786 sf stand alone restaurant and site improvements for property located at 115 W. Oak Street (Crazy Taco) Assessors Parcel Number 003-051-015 and add to condition #6 as per discussed.

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

AYES: Griffith, Hansen, Woods, Muller, Bobadilla

NOES:

ABSENT:

ABSTAIN:

b. Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider granting use permit approval (File #UP-20-02) to Element 7 Willows, LLC to allow a retail commercial cannabis dispensary for property located at 102 Harvest Drive, Assessors Parcel Number 017-350-005.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING USE PERMIT APPROVAL (FILE# UP-20-02) TO ELEMENT 7 WILLOWS, LLC TO ALLOW A RETAIL COMMERCIAL CANNABIS DISPENSARY FOR PROPERTY LOCATED AT 102 HARVEST DRIVE, ASSESSORS PARCEL NUMBER 017-350-005.

Josh Black, representing Element 7, gave a brief overview of the company and the above project.

7:36 pm Chair Griffith opened the public hearing. Janice Taylor, neighbor of the project area spoke regarding her concerns.

7:38 pm Chair Griffith closed the public hearing.

Motion: Commission Muller/Second: Commissioner Woods

Moved by 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-20-02) to Element 7 Willows, LLC to allow a retail commercial cannabis dispensary for property located at 102 Harvest Drive, Assessors Parcel Number 017-350-005.

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

AYES: Griffith, Hansen, Woods, Muller

NOES:

ABSENT:

ABSTAIN: Bobadilla

c. Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider approving a Home Occupation/Use Permit (File #UP-20-07) for Kaitlen Ballew to allow establishment of a hair salon business (Ballew Salon/Studio)within an existing accessory structure for property located at 650 S. Culver Street Assessors Parcel Number 001-303-001.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS APPROVING A HOME OCCUPATION/USE PERMIT (FILE # UP-20-07) FOR KAITLEN BALLEW TO ALLOW ESTABLISHMENT OF A HAIR SALON BUSINESS (BALLEW SALON/STUDIO)WITHIN AN EXISTING ACCESSORY STRUCTURE FOR PROPERTY LOCATED AT 650 S. CULVER STREET ASSESSORS PARCEL NUMBER 001-303-001.

7:55 pm Chair Griffith opened the public hearing.

7:56 pm Chair Griffith closed the public hearing.

Motion: Commission Muller/Second: Vice Chair Hansen

Moved by motion to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows APPROVING a Home Occupation/Use Permit (File # UP-20-07) for Kaitlen Ballew to allow establishment of a hair salon business (Ballew Salon/Studio)within an existing accessory structure for property located at 650 S. Culver Street Assessors Parcel Number 001-303-001.

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

AYES: Griffith, Hansen, Woods, Muller, Bobadilla

NOES:

ABSENT:

ABSTAIN:

8. COMMISSION/STAFF REPORTS/COMMENTS:

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

9. ADJOURNMENT:

The meeting was adjourned at 8:07 p.m.

Robert Griffith – Chair

Maria Ehorn – Minute Clerk