



**SUMMARY MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD DECEMBER 19, 2018**

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.

Please visit www.cityofwillows.org for free PodBean recordings.

1. **Call to Order:** 7:00 p.m.
2. **Pledge of Allegiance:** Commissioner Hansen led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner; Wayne Peabody, Interim City Manager; Tara Rustenhoven, City Clerk.
Commissioners:
PRESENT: White, Woods, Hansen, Griffith
ABSENT: Michael
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. No public comments were made.
6. **Approval of Minutes:**

Action:

Motion: Commissioner Woods/Second: Commissioner Griffith

Moved to approve the minutes of October 17, 2018 and minutes of November 14, 2018 with corrections as noted.

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT: Michael

ABSTENTION:

Action:

Motion: Commissioner Griffith/Second: Commissioner Hansen

Moved to approve the minutes of November 14, 2018

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT: Michael

ABSTENTION:

7. **NEW BUSINESS/PUBLIC HEARING(S):**

(a) **Tentative Parcel Map Extension #1 (File# MSUB-13-01) Applicant/Owner: Ron Kahn/FA Investments**

APN: 017-170-033 /CH (Highway Commercial) Zone/Highway Commercial Land Use Designation/Request for one-year extension to approved tentative map

Chair White introduced the item. Ms. Mantele presented the staff report. Interim City Manager, Wayne Peabody, was in attendance and provided information for the Planning Commission regarding the project.

Action:

Motion: Commissioner Griffith/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 approval to FA Investments LLC for a one-year extension to tentative map file number MS-13-01 for property located northwesterly of the intersection of County Road 57 and County Road 99 and at Assessor's Parcel number 017-170-033.

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT: Michael

ABSTENTION:

(b) **Major Use Permit (File# MUP-18-05) and Design Review (File# DR-18-05) Applicant/Owner: Walden Academy/Catholic Church**

1159 W. Wood Street/APN: 005-370-011/R-P (Multiple Residence-Professional Office District) zone/Office Professional Land Use Designation/Request to add 4 modular buildings to augment the existing Walden Academy school; and request for approval of site improvements.

Chair White introduced the item. Ms. Mantele presented the staff report. Commissioner Hansen recused himself from the meeting due to conflict of interest and left the meeting. A brief discussion about entering and exiting ensued.

Chair White opened the public hearing. Someone from the public thanked the Commission for taking the time to consider the expansion of the school.

Chair White then closed the public hearing.

Action:

Motion: Commissioner Woods/Second: Commissioner Griffith

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 and design review approval to Walden Academy Inc. to install four new portable buildings and approval for site improvements for property located at 1159 W. Wood Street, Assessor's Parcel Number 005-370-011.

The motion passed unanimously 3/0 by the following voice vote:

AYES: White, Woods, Griffith

NOES:

ABSENT: Michael

ABSTENTION: Hansen

Commissioner Hansen reentered the meeting.

(c) Review Use Permit (File# UP-18-03) Applicant/Owner: Ana Camacho/ Aida Corpuz

610 S. Tehama Street/Assessor's Parcel Number 002-312-002/ CG General Commercial) zone/General Commercial Land Use Designation/Use Permit

Chair White introduced the item. Ms. Mantele presented the staff report.

Chair White opened the public hearing.

Chair White then closed the public hearing.

No representative for the above review, regarding UP-18-03, was in attendance.

Action:

Motion: Commissioner Woods/Second: Commissioner Hansen

Moved by motion to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows revoking use permit (File #UP-18-03) which was granted to Ana Camacho for property located at 610 S. Tehama Street, Assessor's Parcel 002-312-002.

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT: Michael

ABSTENTION:

8. COMMISSION COMMENTARY:

- a. Commissioners gave reports on activities and various meetings they attended.
- b. Ms. Mantele stated the next scheduled Planning Commission meeting will be January 16, 2019.

ADJOURNMENT: 7:42 p.m.

PEGGY WHITE – Chair

Maria Ehorn – Minute Clerk