

MINUTES OF THE WILLOWS PLANNING COMMISSION MEETING

WEDNESDAY, FEBRUARY 15, 2017

1. The meeting was called to order at 7:00 pm by Chair White.

2. **PLEDGE OF ALLEGIANCE:**

Commissioner Benningfield led the Pledge of Allegiance.

3. **ROLL CALL:**

Karen Mantele, Planner, Maria Ehorn, Minute Clerk

PRESENT: White, Benningfield, Griffith, Michael

ABSENT: Woods

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 comments were made.

6. **APPROVAL OF MINUTES:** It was moved by Commissioner Griffith seconded by Commissioner Michael to approve the minutes of December 14, 2016.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

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

a. Election of Planning Commission Chair and Vice Chair

Chair White nominated Commissioner Griffith for Chair and Commissioner Benningfield nominated Chair White for Vice Chair. Nominations were closed and a vote was taken to approve the nominations.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

New Chair Griffith then chaired the meeting.

b. 6-month review of 2016 Use Permit/Design Review (File# UP-16-05 & DR-16-07) for Thunderhill Grill & Catering Mobile Food Truck

Central Commercial zone/222 W. Sycamore Street/APN: 002-172-006

Chair Griffith introduced the agenda item. Ms. Mantele presented the agenda report to the commission. Ms. Mantele stated she had contacted the applicant regarding continuing with the business. The applicant informed staff that they will not be using the downtown lot and were going to abandon the project at that location. The applicant did want to thank the board for all the help and support for the project. It was the consensus of the commission that the Use Permit/Design Review will be discontinued and that staff will inform the applicant of such.

c. Use Permit (File # UP-17-01) Applicant/Owner: Randal Toews/Dean Stoullil Trs, etal.

Assessor's Parcel Numbers 001-360-001 (portions of) & -002/200 County Rd. G/General Commercial/Light Industrial Zone/Commercial Industrial Combing Land Use Designation/Establish an outdoor sales/display business.

Chair Griffith introduced the agenda item. Ms. Mantele presented the agenda report to the Commission. A short discussion was had among the commissioners and staff regarding parking spaces and amount of inventory. Mr. Toews was in attendance and spoke stating there will be approximately 10 – 15 buildings in inventory on the lot at any given time.

Chair Griffith opened the public hearing. Hearing no comments, Chair Griffith closed the public hearing.

Commissioner White moved to approve the next resolution in line entitled, A Resolution of the Planning Commission of the City of Willows granting a use permit (File #UP-17-01) to Randal Toews to establish an outdoor retail sales/display business for sale of storage buildings on property located 200 County Rd. G, assessor's parcel numbers 001-360-001 & 002. The motion was seconded by Commissioner Michael.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

Staff reminded applicants that there is a 10 day appeal period.

d. Tentative Map (File #MSUB-13-01) & Use Permit (File #UP-16-08) Applicant/Owner: Ron Kahn of F.A. Investments

CH Zone/Highway Commercial Land Use Designation/Request to subdivide 8.72 acres into four parcels and request to allow additional height of Pylon sign with Master Sign Program.

Chair Griffith introduced the agenda item. Ms. Mantele presented the agenda report to the Commission. Dr. Timothy Starkweather was in the audience and spoke about the project, where they are at in the process and about the pylon sign. Discussion was had among the Commissioners regarding the project. Commissioner Benningfield had a question regarding Condition of Approval (COA) #23. City engineer, John Wanger, responded to the question and clarified the information. Commissioner White asked about the habitat mitigation and comments made by Fish and Wildlife after the end of the review period. Staff clarified that the Fish and Wildlife had already responded to the request for review in October and since these comments were received after the review period that they would be taken as recommendation only. Also discussed was COA #42. City Engineer, John Wanger, spoke to the commission to make clear what this condition entailed. A consensus of the Commission was to add the statement of "or alternate methods approved by the City Engineer" to COA #42.

The pylon sign was also discussed and the consensus of the Commission was to approve the additional height to 88 feet, the additional square footage of 75 square feet for each the hotel and gas station, to be capped at 275 square feet of signage, use of the pylon sign to advertise a use not located on any of the new parcels or in the city limits and add a condition to the COA's that allows the one pylon pole sign be used to advertise for the four uses in the development.

Chair Griffith opened the public hearing. Doug Ross directed the question to Dr. Starkweather as to whether the businesses depicted on the sign were in fact been confirmed and contracted to coming to town. Dr. Starkweather stated that these would be his first choices but not necessarily the businesses that would end up here. Chair Griffith closed the public hearing.

Commissioner White moved to approve the next resolution in line entitled, with amendments, A Resolution of the Planning Commission of the City of Willows adopting a mitigated negative declaration for the Gateway Center project and approving a minor subdivision map (#MS-13-01) to divide an 8.72 acre parcel into four parcels, and Use Permit (#UP-16-08) to allow an 88 foot high pylon pole sign and additional 75 square feet of signage for the gas station and the motel use and allow a maximum of 275 square feet of off-site signage display for F.A. Investments, LLC for property located northwesterly of the intersection of County Road 57 and County Road 99W (Tehama Street/Route 99) with amending Condition of Approval #42 to include alternatives as approved by the City Engineer, adding an additional finding in the Resolution under the first Use Permit finding to limit off-site pylon signage to 275 square feet, and to add an additional Condition of Approval that the one pole sign will be all the advertising allowed for the four commercial uses, in the City of Willows, Glenn County specifically assessor's parcel number 017-170-033. The motion was seconded by Commissioner Michael.

AYES: White, Benningfield, Griffith, Michael

NOES: None

ABSENT: Woods

ABSTENTION: None

Staff reminded applicants that there is a 15 day appeal period.

8. COMMISSION COMMENTARY:

- a. Interim City Manager, Wayne Peabody, spoke regarding setting the joint meeting between the Planning Commission and City Council. Discussion was held regarding several dates and it was the consensus of the Commission that Wednesday, April 5, 2017 at 5:30 pm would be fine. Mr. Peabody stated there will be 2 items for discussion. The cannabis dispensary ordinance and the special development permit ordinance.
- b. Ms. Mantele stated the next Planning Commission meeting will be March 15, 2017 if there is something to present.
- c. Commissioner Michael spoke about the stormy weather.
- d. Ms. Mantele stated that Commissioners Michael and Griffith will be attending a planning commission seminar.

ADJOURNMENT: Meeting adjourned at approximately 8:27pm.

ROBERT GRIFFITH – Chair

Maria Ehorn – Minute Clerk