



**SUMMARY MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD FEBRUARY 20, 2019**

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. **Call to Order:** 7:00 p.m.
2. **Pledge of Allegiance:** Commissioner White led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner; Maria Ehorn, Minute Clerk
Commissioners:
PRESENT: White, Woods, Hansen, Griffith, Michael
ABSENT:
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.
Commissioner Michael spoke at this time to present his letter of resignation from the Planning Commission to the members the Planning Commission, public and staff, effective immediately. Mr. Michael then left the meeting.
6. **Approval of Minutes:** Approval of minutes of the regular Planning Commission meeting held on January 16, 2019.
Action:
Discussion among the Commission regarding the minutes of January 16, 2019 with the consensus to amend the minutes of January 16, 2019 as stated and to bring them back to the next meeting for approval.
7. **NEW BUSINESS/PUBLIC HEARING(S):**
 - a. **General Plan Amendment (File #GPA-19-01) Applicant: City of Willows / Add text to the General Plan Safety Element, specifically to Part II, (6)(c) / Multi-Jurisdiction Hazard Mitigation Plan.**
Chair Griffith introduced the item. Ms. Mantele presented the staff report. A brief question and answer session was had between Commission and Staff.
Chair Griffith asked if there were any comments from the public. Doug Ross spoke regarding the public having access to agendas and documents other than via the web prior to public meetings.
Action:
Motion: Commissioner White/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 recommending the City Council adopt the Glenn County Multi-Jurisdiction Hazard Mitigation Plan as the official Hazard Mitigation Plan of the City and amend the General Plan Safety Element to incorporate the Multi-Jurisdictional Hazard Mitigation Plan.
The motion passed unanimously 4/0 by the following voice vote:
AYES: White, Woods, Griffith, Hansen
NOES:
ABSENT:
ABSTENTION:
 - b. **Conditional Use Permit (File# UP-19-01) Belter Land Development LLC: applicant/Property Owner/Request to allow residential use within existing structure.**
Chair Griffith introduced the item. Ms. Mantele presented the staff report.

Chair Griffith opened the public hearing at 7:30 p.m. Susie Moss and Bo Xio asked for clarification on the above item. Randahl King asked about the zoning and vacating the use. Ms. Mantele gave a little more information on the text amendments. Chair Griffith and Commissioner Woods also provided information. A brief discussion took place.

Chair Griffith then closed the public hearing at 7:17 p.m. Hearing no comments, Chair Griffith closed the public hearing at 7:17 pm.

Action:

Motion: Vice Chair Hansen/Second: Commissioner White

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 to Belter Land Development LLC (File #UP-19-01) to re-establish a residential use within an existing structure for property located at 354 W Wood Street located in the Entryway Zone Assessors Parcel Number 002-141-011.

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION:

- c. **Design Review (File#DR-19-01) Applicant/Owner: Halcyon Solar/Glenn Hospitality Inc./457 N. Humboldt Avenue; APN: 017-330-018/CH (Highway Commercial) zone/ Highway Commercial Land Use Designation/Super 8 Motel/Design Review approval to Install roof mounted solar equipment**

Chair Griffith introduced the item. Ms. Mantele presented the staff report. Commissioner Woods commented on the above item, Attachment 2 typo, which staff will correct.

Chair Griffith opened the public hearing to public comment at 7:46 pm. Hearing no comments, Chair Griffith then closed the public hearing at 7:47 pm.

Action:

Motion: Commissioner Woods/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 granting design review approval (File #DR-19-01) to Super 8 Motel to install roof mounted solar panels to an existing commercial building

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION:

- d. **Design Review (File #DR-19-02) Applicant/Owner: Halcyon Solar/Cross Roads Inn, Inc./452 N. Humboldt Avenue; APN: 005-370-002/CH (Highway Commercial) zone/ Highway Commercial Land Use Designation/Motel 6/Design Review approval to Install roof mounted solar equipment.**

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

Chair Griffith opened the public hearing at 7:56 pm. Hearing no comments, Chair Griffith closed the public hearing at 7:56 pm.

Action:

Motion: Commissioner White/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-19-02) to Motel 6 to install roof mounted solar panels to an existing commercial building located at 452 N Humboldt Avenue Assessor's Parcel number 005-370-002.

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

AYES: White, Woods, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION:

8. COMMISSION COMMENTARY:

- a. Commissioners gave reports on activities and various meetings they attended.
- b. Ms. Mantele gave brief update/status of upcoming and ongoing projects.
- c. Ms. Mantele stated the next scheduled Planning Commission meeting will be March 20, 2019.

ADJOURNMENT: 8:06 p.m.

BOB GRIFFITH – Chair

Maria Ehorn – Minute Clerk