



**SUMMARY MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD MARCH 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.

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

1. Call to Order: 7:00 p.m.

2. Pledge of Allegiance: Commissioner Griffith led the pledge of allegiance.

3. Roll Call:

Staff:

Karen Mantele, Planner; Maria Ehorn, Minute Clerk

Commissioners:

PRESENT: Griffith, Hansen, Woods, White, Owens

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. Gary Evans was in attendance and gave a brief update on the 601 N Tehama Street project. A brief exchange was had.

6. Approval of Minutes: Approval of minutes of the regular Planning Commission meeting(s) held on January 16, 2019 (Corrected) and February 20, 2019.

Action:

Motion: Vice Chair Hansen/Second: Commissioner White

Moved to approve the minutes of the January 16, 2019 meeting.

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

AYES: Griffith, Hansen, Woods, White, Owens

NOES:

ABSENT:

ABSTENTION:

Action:

Motion: Commissioner Woods/Second: Vice Chair Hansen

Moved to approve the minutes of the February 20, 2019 meeting.

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

AYES: Griffith, Hansen, Woods, White, Owens

NOES:

ABSENT:

ABSTENTION:

7. NEW BUSINESS/PUBLIC HEARING(S):

a. General Plan Annual Progress Report / A review and discussion regarding the City of Willows General Plan Year End Review for period from January 1, 2018 to December 31, 2018.

Chair Griffith introduced the item. Ms. Mantele presented the staff report. A question and answer session was had between Commission and Staff.

Chair Griffith asked if there were any comments from the public. No comments were made.

Action:

Consensus: Consensus of Commission

Consensus of the Commission to forward the report with any amendments to the City Council, and thereafter direct staff to send the report to the Governor’s Office of Planning and Research, and the State Department of Housing and Community Development, as required by Government Code Section 65400(b).

Consensus was unanimous 5/0

- b. Design Review (File#DR-19-03) Applicant/Owner: Gary Evans/same/Site 126-132 W. Sycamore Street; APN: 003-051-007/CC (Central Commercial) zone/ General Commercial Land Use Designation/ /Design Review for exterior facade improvements to an existing commercial building.**

Chair Griffith introduced the item. Ms. Mantele presented the staff report. A discussion was had between the Commission and Staff. Mr. Evans was in the audience and spoke regarding the above item.

Chair Griffith opened the public hearing at 7:36 p.m.

Hearing no comments, Chair Griffith closed the public hearing at 7:36 pm.

Action:

Motion: Commissioner Woods/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 design review approval (File# DR-19-03) to Gary Evans to make exterior facade improvements to an existing commercial building for property located at 126-132 W. Sycamore Street Assessors Parcel Number 003-051-007.

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

AYES: White, Woods, Hansen, Griffith, Owens

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 April 17, 2019.

ADJOURNMENT: 7:54 p.m.

BOB GRIFFITH – Chair

Maria Ehorn – Minute Clerk

