



**MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD JUNE 20, 2018**

1. **Call to Order:** 7:00 p.m.
2. **Pledge of Allegiance:** City Council Member Williams led the pledge of allegiance.
3. **Roll Call:** Karen Mantele, Planner; Maria Ehorn, Minute Clerk.

Commissioners:

PRESENT: White, Griffith, Michael, Hansen

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 public comments were made.
6. **Approval of Minutes:** It was moved by Vice Chair Michael and seconded by Commissioner Griffith approve the minutes of May 23, 2018 as amended.

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

AYES: White, Griffith, Michael, Hansen

NOES:

ABSENT: Woods

ABSTENTION:

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

a. **Zoning Text Amendments (File# ZTA-18-01) Applicant: City of Willows**

City initiative to modify the text of the Municipal Code: Sections 18.60.030; 18.65.070; & 9.20.070(1)

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

Chair White opened the public hearing. No comments were made. Chair White then closed the public hearing.

Motion: Commissioner Griffith/Second: Commissioner Michael

It was moved by Commissioner Griffith and seconded by Commissioner Michael to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows recommending the City Council approve zoning text amendments to the Municipal Code/Zoning Ordinance regarding zoning districts where retail cannabis use is allowed as presented on Exhibit A with other text remaining unchanged.

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

AYES: White, Griffith, Michael, Hansen

NOES:

ABSENT: Woods

ABSTENTION:

b. **Use Permit (File# UP-18-03) Applicant/Owner: Ana Camacho/Aida Corpuz**

610 S. Tehama Street/Assessors Parcel Number 002-312-002/ CG General Commercial) zone/General Commercial Land Use Designation/Use Permit to allow establishment of a bar and cocktail lounge business within an existing commercial building

Chair White introduced the item. Ms. Mantele presented the staff report. Staff read a letter from a neighbor regarding a complaint of loud noise coming from the business into the record. The Commission had brief discussion and a few questions for staff. Ms. Mantele stated the Sheriff's office reported several complaints since the end of 2017 regarding loud noise and patrons not wanting to leave. Staff also gave a brief history of the use and applications for projects at this location.

Chair White opened the public hearing. Mark Ponciano, spoke regarding the loud noise. The applicant, Ana Comacho, spoke to the commission and gave a brief narrative regarding what her plans are.

Chair White closed the public hearing.

There was a discussion among the commission and staff and the consensus of the commission was to add a Conditions of Approval (COA) reiterating the Use Permit will be granted with a six (6) month review.

Motion: Commissioner Michael/Second: Commissioner Hansen.

Motion to approve the next resolution in line entitled, a Resolution of the Planning Commission of the City of Willows approving a six (6) month Use Permit (File #UP-18-03) for Ana Camacho to establish a bar and cocktail lounge business within an existing commercial building 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, Griffith, Michael, Hansen

NOES:

ABSENT: Woods

ABSTENTION:

Ms. Mantele reminded the applicant that there is a ten (10) day appeal period following the Planning Commission decision on the use permit.

8. COMMISSION COMMENTARY:

- a. Commissioners gave reports on activities and various meetings they attended.
- b. Ms. Mantele stated the next meeting will be July 18, 2018. The single-family design guidelines draft should be ready to look at and possibly an advisory request at the next meeting. Staff also reported that the Economic Development Agency (EDA) infrastructure project is going out to bid this month. Staff gave an update on ongoing projects.

9. ADJOURNMENT: 7:55 p.m.

PEGGY WHITE – Chair

Maria Ehorn – Minute Clerk