



**MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD JULY 18, 2018**

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

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

3. **Roll Call:** Karen Mantele, Planner; Maria Ehorn, Minute Clerk.

Commissioners:

PRESENT: White, Woods, Michael, Hansen, Griffith

ABSENT:

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 Commissioner Hansen and seconded by Vice Chair Michael approve the minutes of June 20, 2018.

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

AYES: White, Michael, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION: Woods

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

- a. **Advisory Request** for a possible establishment of a Child Care Facility on parcel at 444 S Butte Street/APN 002-291-001/General Commercial Zoning District.

Chair White introduced the item. Ms. Mantele presented the staff report. A brief discussion was had among the Commission and staff regarding if the use would fit into the present zoning. Ms. Hamilton, the day care provider, was in the audience and spoke before the Commission giving a brief history of her day care business and her plans at the new location.

It was the consensus of the Commission that the use is allowed with a use permit and Ms. Hamilton may go forward with applying for a use permit for her day care business.

Motion: Commissioner Griffith/Second: Commissioner Michael

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

AYES: White, Woods, Michael, Hansen, Griffith

NOES:

ABSENT:

ABSTENTION:

- b. **Review and Consideration of Draft R-1 (Single Family Dwelling) Design Guidelines**

Chair White introduced the item. Ms. Mantele presented the staff report with a slide show of styles of homes.

There was a discussion among the commission and staff and it was the consensus of the commission was to move the guidelines forward to the City Council.

8. **COMMISSION COMMENTARY:**

- a. Commissioners gave reports on activities and various meetings they attended.

9. Ms. Mantele reported on the status of several ongoing projects. Ms. Mantele stated she did not have any items for the Commission for the August meeting and recommended the next regular meeting be scheduled for September 19, 2018.

ADJOURNMENT: 8:01 p.m.

PEGGY WHITE – Chair

Maria Ehorn – Minute Clerk