

**MINUTES OF THE WILLOWS PLANNING COMMISSION  
REGULAR MEETING HELD JULY 19, 2017**



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  
PRESENT: Griffith, White, Woods, Michael, Benningfield  
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. No comments were made.
6. **Approval of Minutes:** It was moved by Commissioner Michael and seconded by Commissioner Woods to approve the minutes of June 21, 2017.  
AYES: Griffith, White, Woods, Michael, Benningfield  
NOES:  
ABSENT:  
ABSTENTION:
7. **NEW BUSINESS/PUBLIC HEARING(S):**
  - a. **Continued Review and Discussion of Draft R-1 Single-Family Design Guidelines**  
Chair Griffith introduced the item. Ms. Mantele presented the guideline items starting with "preserving views". The Commission discussed and worked on the guideline items one by one and by consensus decided which items to keep, remove and revise.
8. **COMMISSION COMMENTARY:**
  1. Commissioner Benningfield asked about the Safari Motel status. Ms. Mantele stated she and the City Manager met with the applicant and that they went over the conditions for staying open. Discussion was then had between the commissioners and staff.
  2. Commissioner Michael commented on the rice straw fiber board plant project and Nancy's Airport Café.
  3. Commissioner Woods stated she had driven by the Butte Street complex and the plastic signs are still up at the furniture store. Staff stated that she has spoken with the property management and the frames are being made and will be up soon.
  4. Chair Griffith stated he attended the 100<sup>th</sup> anniversary at the Bayliss Carnegie Library. He said it was very enjoyable.
  5. Ms. Mantele announced the next planning commission meeting will be August 16, 2017.
9. **ADJOURNMENT:** 8:10 pm

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**ROBERT GRIFFITH – Chair**

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**Maria Ehorn – Minute Clerk**