



**MINUTES OF THE WILLOWS PLANNING COMMISSION
REGULAR MEETING HELD SEPTEMBER 19, 2018**

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

Commissioners:

PRESENT: White, Woods, Michael, Hansen,

ABSENT: Griffith

4. **Agenda Review:** Chair White asked if there were any changes to the agenda by staff or Commissioners. Staff had one small change regarding the R-1 guidelines and which format to present to the City Council.
5. **Public Comment:** Chair White introduced the item. Mark Ponciano spoke regarding the Willows Roadhouse and possible violations of their conditions. A short discussion was had with the consensus of the Commission directing Staff to bring back the Use Permit for review at the October meeting.
6. **Approval of Minutes:** It was moved by Commissioner Woods and seconded by Commissioner Michael approve the minutes of July 18, 2018.

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

AYES: White, Michael, Hansen, Woods

NOES:

ABSENT: Griffith

ABSTENTION:

7. NEW BUSINESS/PUBLIC HEARING(S):

a. Design Review Application (File# DR-18-02)

Applicant/Owner: John McGaughey/Wal-Mart/Assessors Parcel Number: 017-210-052/ 470 N. Airport Road/General Commercial/Light Manufacturing/Planned Development Zoning District/ Commercial Industrial Combining Land Use Designation/Request for Design approval for installation of four electric vehicle charging stations and enclosed equipment area.

Chair White introduced the item. Ms. Mantele presented the staff report. John McGaughey gave information about the project and where the funding comes from. A brief discussion was had among the Commissioners, Mr. McGaughey and staff.

It was moved by Commissioner Hansen and seconded by Commissioner Woods to approve the next resolution in line entitled, a resolution of the Planning Commission of the City of Willows granting Design approval (File # DR-18-02) to Black & Veatch Corp. for installation of four EVC charging stations and enclosed equipment area and fencing for property located at 470 North Airport Road, Wal-Mart site, Assessors Parcel Number 017-210-052 with the color for the fencing be Winchester Grey.

Motion: Commissioner Hansen/Second: Commissioner Woods

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

AYES: White, Woods, Michael, Hansen

NOES:

ABSENT: Griffith

ABSTENTION:

After Item #7 was completed, Ms. Mantele asked the Commission to provide direction on which format of the R-1 Guidelines to use. She then displayed the two R-1 Guideline formats and a brief discussion was had in which it was the consensus of the Commission to use the column style formatting.

8. COMMISSION COMMENTARY:

- a. Commissioners gave reports on activities and various meetings they attended.
- b. Ms. Mantele reported on the status of several ongoing projects and possible other items to come before the Commission. Ms. Mantele stated the next regular meeting is scheduled for October 17, 2018.

ADJOURNMENT: 7:46 p.m.

PEGGY WHITE – Chair

Maria Ehorn – Minute Clerk