



Willows Planning Commission Regular Meeting Agenda

October 19, 2022, 6:00 pm

Willows City Hall
201 N Lassen Street
Willows, CA 95988

Planning Commission
Pedro Bobadilla, Chair
Candis Woods, Vice Chair
Kelly Burt, Commissioner
Lorri Pride, Commissioner
Rose Marie Thraikill-Pellizzari
City Planner
Karen Mantele

Minute Clerk

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CHANGES TO THE AGENDA**

5. **PUBLIC COMMENT & CONSENT CALENDAR FORUM**

All matters on the Consent Calendar are considered routine and are approved by one motion and vote unless Commission Members or the City Planner first requests that a matter be removed for separate discussion and action. Individuals wishing to address the Commission concerning Consent Calendar items or regarding matters that are not already on the agenda are invited to make oral comments of up to three minutes at this time. Please address your comments to the Chairman and Commission members, and not to staff and/or the audience. By State law, the Commission is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the Commission, please mail it to the City Planner at 201 North Lassen Street, Willows, CA 95988 or email it to: kmantele@cityofwillows.org

a. **Minutes Approval**

Recommended Action: Approve minutes of the September 21, 2022, Regular Planning Commission Meeting
Contact Karen Mantele, City Planner, kmantele@cityofwillows.org.

6. **PUBLIC HEARING**

- a. **Use Permit - File#UP-22-04/Recommended Action:** Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider the adoption of the attached resolution entitled:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING USE PERMIT APPROVAL (FILE# UP-22-04) TO GREGORIO RODRIGUEZ TO ESTABLISH A MOBLE FOOD BUSINESS FOR PROPERTY LOCATED AT 125 W. WILLOW STREET, ASSESSORS PARCEL NUMBER 003-021-01

Contact Karen Mantele, City Planner, kmantele@cityofwillows.org

- b. **Design Review - File#DR-22-03/Recommended Action:** Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider the adoption of the attached resolution entitled:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE# DR-22-03) TO EUSEBIO CASTILLO OF PMB CONSTRUCTION TO CONSTRUCT NINETEEN METAL CARPORT STRUCTURES FOR STORAGE FOR PROPERTY LOCATED AT 219 N COLUSA STREET, ASSESSORS PARCEL NUMBER 003-033-001

Contact Karen Mantele, City Planner, kmantele@cityofwillows.org

- c. **Use Permit- One Year Review -/File#UP-21-02/**Recommended Action: Staff recommends Commission receive the staff report, attachments, discuss and upon conclusion, consider the adoption of the attached resolution entitled:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING EXTENSION OF USE PERMIT (FILE#UP-21-02) TO KALE GIESBRECHT (K&J BBQ) FOR PROPERTY LOCATED AT 244 E. CEDAR STREET, ASSESSORS PARCEL NUMBER 002-302-005

Contact Karen Mantele, City Planner, kmantele@cityofwillows.org

7. **REGULAR BUSINESS/DISCUSSION & ACTION CALENDER**

Way-finding Signage

Recommended Action: Staff recommends Commission receive the staff report, and Commissioner Woods update

Contact Karen Mantele, City Planner, kmantele@cityofwillows.org

8. **COMMENTS & REPORTS**

- a. Commission reports/Comments
- b. Staff Update/Comments

9. **ADJOURNMENT**

This agenda was posted on October 13, 2022

Tara Rustenhoven, Deputy City Clerk

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall or the Willows Public Library at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org.

In compliance with the Americans Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132).

The public should contact the City Clerk's office at 530-934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting.



Draft Action Meeting Minutes Of the Willows Planning Commission Regular Meeting September 21, 2022

Planning Commission
Pedro Bobadilla, Chair
Candis Woods, Vice Chair
Kelly Burt, Commissioner
Lorri Pride, Commissioner
Rose Marie Thraikill-Pellizzari,
Commissioner
City Planner
Karen Mantele

Minute Clerk

1. **CALL TO ORDER** Chair Bobadilla (6:00pm)
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
Commissioners Present: Chair Bobadilla, Vice Chair Woods, Commissioners Burt, Pride
Commissioners Absent: Thraikill-Pellizzari
4. **CHANGES TO THE AGENDA** No changes to the Agenda
5. **PUBLIC COMMENT & CONSENT CALENDAR FORUM**
No comments received
 - a. **Minutes Approval**
Action:
Approved minutes of the August 17, 2022 Planning Meeting
Moved/Seconded: Vice Chair Woods; Commissioner Pride
6. **REGULAR BUSINESS/DISCUSSION & ACTION CALENDAR**
 - a. **Way-finding Signage**
Action: Vice Chair Woods gave a report; bring back item at next meeting
7. **COMMENTS & REPORTS**
 - a. Commission reports/Comments
 - b. Staff Reports/Comments
8. **ADJOURNMENT:** 6:35 pm



Date: October 19, 2022
To: Planning Commission
From: Karen Mantele, Principal Planner
Subject: Use Permit/File#DR-22-04/Establish Mobile Food Unit Business/125 W. Willow St.

Recommendation:

Staff recommends receiving the Staff Report and if appropriate, adopt the draft resolution and conditions for the project.

Rationale for Recommendation:

Proposed use is permitted in zone with conditional use permit approval from the Planning Commission.

Discussion & Analysis:

The central commercial or CC district is to be applied in the established central business district or similar areas where there is or will be a concentration of retail sales and service uses within a defined commercial center attractive to pedestrian shoppers. The subject parcel is located within this district on the corner of N. Tehama and Willow Streets and bordered on the west by an alley. This parcel was granted a use permit in 2007 to operate a mobile food unit.

Section 18.55.030(9) Conditionally Permitted Uses in the CC zone, allows for mobile business operations. Mr. Rodriguez has made application to allow his 25-foot-long mobile food unit to be parked on subject parcel (which he has purchased) to establish his mobile business (*aka Tacos El Norawa*). Days of operation will be seven days a week, with proposed hours of operation from 9am to 9pm. The business will employ three people.

There is an existing 10' X 20' shade structure on the parcel from a past mobile operation which will be utilized for the customers. There is an existing electrical pole on site for the mobile unit to use.

Parking will be provided on site as shown on the applicant's site plan. Entrance into the subject site is obtained by way of a single car width driveway off W. Willow Street. Entrance or exiting can be obtained on to the site from the adjacent alleyway to the west. There is no access to the lot off of Tehama Street.

An onsite portable toilet will be provided as required by health code.

As a condition of CUP approval, the Commission has a past practice of designating a specific duration for CUP's and requiring interim review to ensure conformance with established conditions. The

Commission may want to consider the term of this CUP as a condition of approval and require the Commissions' periodic review and/or approval prior to renewal.

Fiscal Impact:

There is no cost to the city associated with this recommendation as the project has a PTA on file.

Attachments:

1. Draft Commission Resolution
2. Draft Conditions of Approval
3. Site plan
4. APN map



PC RESOLUTION NO. _____-2022

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING
USE PERMIT APPROVAL (FILE# UP-22-04) TO GREGORIO RODRIGUEZ TO ESTABLISH A
MOBILE FOOD BUSINESS ON PROPERTY LOCATED AT 125 W. WILLOW STREET,
ASSESSORS PARCEL NUMBER 003-021-011**

WHEREAS, the applicant, Gregorio Rodriguez, has filed for Use Permit approval to establish a mobile food business on subject parcel; and,

WHEREAS, City of Willows Municipal Code Chapter 18.55.030(9) allows for mobile food businesses within the Central Commercial zone with Planning Commission approval; and,

WHEREAS, the Planning Commission did, on October 19, 2022, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS, the Planning Commission has reviewed all evidence submitted in connection with the application, including public testimony, staff report, supporting documentation, City codes and regulations, and all other relevant documents and evidence which are part of the record of proceedings; and,

WHEREAS, the Planning Commission finds that the use permit proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311(c), Class 11, Accessory Structures; and

WHEREAS, the Planning Commission finds that the proposed use is consistent with the purposes of the district in which the site is located, as Section 18.55.030(9) allows for mobile food business uses with an approved use permit, and,

WHEREAS, the Planning Commission finds that the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity, as conditions for the project incorporate provisions which project will not be detrimental to the public health, safety or welfare; and,

WHEREAS, the Planning Commission finds that the proposed use is in conformance with the General Plan, as the property is located within the General Commercial designation, which allows for retail business and services, including food businesses.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Use Permit proposal to establish a mobile food business on a vacant lot within the CC zone is consistent with the City of Willows General Plan, the WMC, and hereby approves Use Permit application (File#UP-22-04) subject to the attached conditions of approval set forth in Attachment #2.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 19th day of October 2022, by the following vote, to wit:

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

APPROVED: _____

Pedro Bobadilla, Chairperson

ATTEST: _____

Recording Secretary,

USE PERMIT CONDITIONS OF APPROVAL FOR
GREGORIO RODRIGUEZ
FOR PROPERTY LOCATED AT 125 W. WILLOW Street/ APN: 003-021-011

PC approval date: _____, 2022

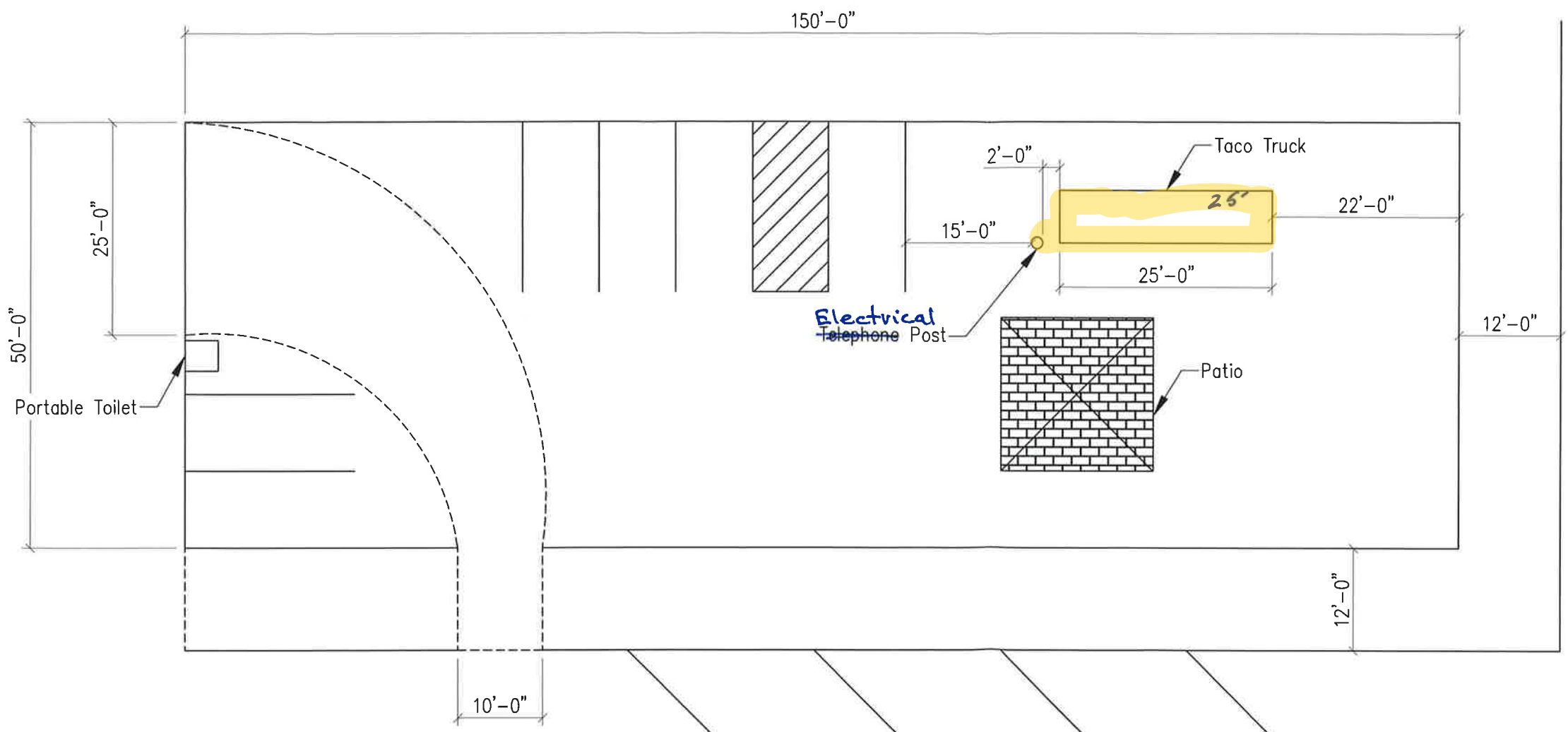
General

1. That the applicant/developer shall enter into a Pass-Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies, and fees of the City of Willows.
3. Any new signage to advertise the business shall obtain sign permit approval from the city prior to installation.
4. The applicant shall remove daily any trash associated with the use.
5. Term of Use Permit shall be for ____ year from date of approval, with annual review thereafter by the Commission.
6. If the use (establishment of a mobile food service unit) is not made on the project subject to the permit within one (1) year after the date of granting the permit, then without further action, the permit shall be null and void and such use shall not be made of the property except upon the granting of a new permit.
7. All plans for additional uses, and or changes to approved use which are not covered by this review shall be submitted to the City Manager/Planning Commission for review and approval prior to use.
8. Upon cessation of the mobile food business, any structures associated with the business shall be removed within 30 days.
9. Accessible restroom facilities shall be available on site, at all times the mobile food unit is in operation. The operator shall keep the restroom facility clean and shall have the restroom pumped on a regular basis to prevent accumulation of too much waste or smell. All pumped sewage must be disposed of in accordance with city regulations.
10. The applicant shall at all times operate the mobile food unit in accordance with the California Uniform Facilities Law.
11. The mobile unit shall have County of Environmental Health Department inspections on an annual basis for the food unit.

12. The existing surface on the site is in poor condition. The applicant shall make such necessary repairs to the surfacing to ensure a solid unyielding surface free of potholes and broken concrete. Additionally, all striping must be refreshed on the site and the disabled parking space shall meet current ADA requirements from both a slope and dimensional standpoint, as well as signage.

Glenn County Planning Environmental Health Department:

13. The applicant will need to plan check and obtain health/food permits from the Glenn County Environmental Health. Otherwise recommend the project for approval. A copy of the permits shall be provided to the city.



N Tehema St

N Tehema St

N Tehema St

W Willow St

W Willow St

W Willow St

REV.	DATE	REASON FOR REVISION

PROJECT:	X
JOB NO:	X
DRAWN BY:	X
CHECKED BY:	X
DESCRIPTION:	X

SHEET:
Taco Truck
Sheet X of X



Date: October 19, 2022
To: Planning Commission
From: Karen Mantele, Principal Planner
Subject: Design Review/File#DR-22-03; New Construction of Metal Carport Storage Units

Recommendation:

Staff recommends receiving the Staff Report and if appropriate, adopt the draft resolution and conditions.

Rationale for Recommendation:

Proposed use is permitted in zone, with approval from the Architectural Design Review Board for the construction of the carports.

Discussion & Analysis:

Chapter 18.70.020(2), Permitted Uses in the ML zone, allow for *Assembly and storage of goods, materials, liquids, and equipment, except storage of flammable or explosive matter or materials which create dust, odors, or fumes*. Mr. Castillo (the applicant) proposes to construct nineteen (19) metal carports on a 1.24-acre parcel. These two areas will equate to approximately 8,010 SF of area. Mr. Castillo intends to use these metal carport structures to house his product, which he is in the business of selling and installing and in a couple years or so, build new buildings on the site. At that time, off-site improvements shall be required.

The project site is located off Colusa Street between Willow and Walnut Streets. Mr. Castillo owns the adjacent property to the north, however that parcel is not part of this development.

The proposal is to place ten (10) metal structures along the western property line (adjacent to the RR tracks) and nine (9) metal structures along the eastern property line (adjacent to Colusa Street). Nine of the buildings will be 24' x 15' x 12 high, and ten of the structures will be 30' x 15' x 12 high. The ML zone regulations have no front, side, or rear yard setback requirements. The maximum building height is 50 feet, and required parking is regulated by the parking code, per Chapter 18.120.020(4) Industrial uses, which requires one parking space for every 2000 SF of gross floor area, plus one space for each two employees on the largest shift.

Entrance to the site for the semi-trucks that will deliver product (1-2 daily), will enter from Willow Street into the property, and exit south onto Walnut Street. The semi-trucks will only be delivering on-site Monday through Friday. The site has a graveled surface.

There is an existing office building along Colusa Street which will be used for the business. The site has existing utilities to it (water and electricity, & sewer to the building). The new structures on that side will be located approximately 50-feet from this building to provide space for parking with additional parking area along the western property line. No new lighting is proposed. The site is completely enclosed with a chain link fence and gate.



Office



View looking north

Fiscal Impact:

There is no cost to the city associated with this recommendation as the project has a PTA on file.

Attachments:

1. Draft Commission Resolution
2. Draft Conditions of Approval
3. Letter from applicant
4. Carport plans
5. Site Plans
6. APN map

PC RESOLUTION NO. _____-2022

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING DESIGN REVIEW APPROVAL (FILE# DR-22-03) TO EUSEBIO CASTILLO OF PMB CONSTRUCTION TO CONSTRUCT NINETEEN METAL CARPORT STRUCTURES FOR STORAGE FOR PROPERTY LOCATED AT 219 N COLUSA STREET, ASSESSORS PARCEL NUMBER 003-033-001

WHEREAS, the applicant, Eusebio Castillo, has filed for Design Review approval for construction of nineteen metal storage structures on subject parcel; and,

WHEREAS, City of Willows Municipal Code Chapter 18.141.030 states that all new buildings, structures and other physical improvements shall have design review approval; and,

WHEREAS, the Planning Commission did, on October 19, 2022, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS, the Planning Commission has reviewed all evidence submitted in connection with the application, including public testimony, staff report, supporting documentation, City codes and regulations, and all other relevant documents and evidence which are part of the record of proceedings; and,

WHEREAS, the Planning Commission finds that the design review proposal is considered exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303, Class 3 New Construction.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Design Review proposal to construct nineteen metal carports for storage, is consistent with the City of Willows General Plan, the City of Willows Municipal Code, and hereby approves Design Review file# DR-22-03 subject to the attached conditions of approval set forth in Attachment #2.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 19th day of October 2022, by the following vote, to wit

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

APPROVED: _____
Pedro Bobadilla, Chairperson

ATTEST: _____
Recording Secretary,

DESIGN REVIEW CONDITIONS OF APPROVAL FOR
EUSEBIO CASTILLO/PMB CONSTRUCTION
FOR PROPERTY LOCATED AT 219 N. Colusa Street/ APN: 003-033-001

PC approval date: _____, 2022

General

1. That the applicant/developer shall enter into a *Pass-Through Agreement* with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies, and fees of the City of Willows.
3. The developer shall adhere to the design and specification of the Architectural Design Review approval to allow construction of nineteen metal carport structures used for storage, as shown on submitted plan.
4. The Architectural Design Review approval shall expire in one year unless otherwise stipulated by the Planning Commission. The applicant may apply to the city for an extension of not more than one year from the original date of expiration, if he/she finds that there has been no substantial change in the factual circumstances surrounding the originally approved design. Substantial changes and any further extension beyond one year shall require Planning Commission approval.
5. All contractors/sub-contractors doing work on the project shall obtain a city business license prior to commencing operation.
6. Any new signage to advertise the business shall obtain sign permit approval from the city prior to installation.

Building Department

7. The applicant shall be responsible for development impact fees payable at time of building permit issuance.
8. The applicant shall submit to the building department a completed building permit application, and 3 complete sets of plans for review and approval by the Building Department. The plans shall show all improvements, including CALGreen. Since this is non-residential construction, it is highly recommended that they have a Civil Engineer or Architect prepare the site plans for this facility since Accessibility requirements apply. The metal building plans will need to be signed and sealed with supporting calculations.
9. A Soils report is required unless the applicant provides justification to the contrary (e.g. presumptive soil bearing values may be used at the discretion of the engineer of record).
10. Note that new additions to a facility require accessibility upgrades (11B-202.4) to primary elements serving that facility. This means that accessibility upgrades to the exiting office

building would be required (up to but not less than 20% of the construction cost of the proposed new buildings) for the primary entrance, accessible route from public way to all buildings, restroom, public telephones, drinking fountains, parking, and signage

11. Applicant shall pay the applicable plan review fees at time of building permit submittal.
12. Project shall comply with all applicable Federal, State, and local codes and ordinances.
13. Working hours are from 7am to 6pm Monday through Saturday. No Sunday or holidays.
14. Conditions of approval shall be on the plans submitted for review.

Fire Department:

15. The building address signing shall comply with WMC 15.15.100.
16. The business will need to have a fire inspection conducted upon completion. Please contact the Fire Chief.
17. A Knox box shall be installed per Fire Chief approval.
18. Shall provide fire extinguishers in accordance with the 2019 CFC.

Glenn County Planning & Community Development Services Agency:

19. When these metal carports are placed in the unincorporated area of Glenn County, they are required to obtain a Glenn County Building Permit and meet the Glenn County zoning code requirements. County staff frequently encounter properties where these buildings have been placed illegally. This applicant is being notified of this requirement and the Agency appreciates the time to ensure that their clients have the proper permits when installation of these buildings occurs.



9/15/2022

Pacific Metal Buildings Inc
219 N Colusa St
Willows, CA 95988

To Whom It May Concern;

This letter pertains to the permit process for the construction of the storage units we would like to build at 219 N Colusa St. Willows, CA.

We are being asked approximately how many trucks would be entering into the property daily. We expect approximately 1-2 trucks.

Please feel free to contact us for any further information.

Thank you,

Stephanie Castillo
Office: 530-438-2777
Email: stephanie@pacificbuildingsinc.com



REGULAR 24'-0" WIDE CARPORT STYLE BUILDINGS



MANUFACTURED BY:



270 Old Highway 99
Maxwell, CA 95955
1-877-604-2777

DESIGN NOTES

1. ALL CONSTRUCTION SHALL BE PROVIDED IN ACCORDANCE WITH IBC 2019, OSHA, AISC 360, AISI 100, ASCE 7-16, AWS D1.3 CODES AND ALL APPLICABLE LOCAL REQUIREMENTS.
2. ALL MATERIALS IDENTIFIED BY MANUFACTURER NAME MAY BE SUBSTITUTED WITH MATERIAL EQUAL OR EXCEEDING ORIGINAL.
3. ALL SHOP CONNECTIONS SHALL BE WELDED CONNECTIONS.
4. ALL STRUCTURAL FIELD CONNECTIONS SHALL BE #12-14 X 3/4" SDS (ESR-2196 OR EQ) WITH-OUT WASHERS.
5. STEEL SHEATHING SHALL BE 29GA. CORRUGATED GALV. OR PAINTED STEEL - MAIN RIB HT. 3/4" (FY=80KSI) OR EQ. CONNECTIONS SHALL BE #12-14 X 3/4" SDS (ESR-2196 OR EQ) WITH NEOPRENE WASHERS.
6. ALL STRUCTURAL LIGHT GAUGE TUBING AND CHANNELS SHALL BE GRADE 50 STEEL (FY = 50 KSI, FU = 65 KSI).
7. STRUCTURAL TUBE 2 1/2" X 2 1/2" - 14GA IS EQUIVALENT TO TS 2 1/2" X 2 1/2" - 12GA AND EITHER ONE MAY BE USED IN LIEU OF THE OTHER.
8. GYPSUM BOARD OR DRYWALL FINISH OR ANY BRITTLE BASE MATERIAL IS NOT ACCOUNTED FOR IN THE DESIGN CRITERIA.
9. ALL DESIGN CRITERIA MUST BE INCREASED TO THE NEXT HIGHER INCREMENT BASED ON THE TABLES ON PAGE 4; NO INTERPOLATION IS ALLOWED.

DESIGN CRITERIA

PREVAILING CODE: CBC 2019 (IBC 2019)
USE GROUP: U (CARPORTS, BARNIS)
RISK CATEGORY: I

1. ROOF DEAD LOAD (D) D = 4 PSF
2. ROOF LIVE/SNOW LOAD (L+S) Lr = 20 - 61 PSF (AS PER SNOW LOAD SEE TABLE 4)

3. SNOW LOAD (S) Pg = 20 - 90 PSF
GROUND SNOW LOAD IMPORTANCE FACTOR Is = 0.8
THERMAL FACTOR Ct = 12
EXPOSURE FACTOR Ce = 1.0
ROOF SLOPE FACTOR Cs = 1.0
WIND LOAD (W) V_{WT} = 105 - 180 MPH

4. BASIC WIND SPEED EXPOSURE C
SEISMIC LOAD (E) D
DESIGN CATEGORY IMPORTANCE FACTOR Ie = 1.00

5. SEISMIC LOAD (E) D
DESIGN CATEGORY IMPORTANCE FACTOR Ie = 1.00

LOAD COMBINATIONS:
1. D + (Lr OR S)
2. D + (0.6W OR +0.7E)
3. D + 0.75 (0.6W OR +0.7E) + 0.75 (Lr OR S)
4. 0.6D + (0.6W OR +0.7E)

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CUSTOMER INFORMATION

OWNER: _____
ADDRESS: _____

DESIGN LOADS

GROUND SNOW: _____
ROOF LIVE LOAD: _____
BASIC WIND SPEED: _____

BUILDING INFORMATION

WIDTH: _____
LENGTH: _____
HEIGHT: _____
FRAME TYPE: A-FRAME REGULAR
 FULL PARTIAL OPEN
ENCLOSURE TYPE: _____

CERTIFICATION VALIDITY NOTICE

DATE OF PLANS EXPIRATION: **08-30-2022**
CERTIFICATION ON THESE DRAWINGS IS VALID FOR ONE YEAR FROM DATE OF ISSUE

DRAWING INFORMATION

PROJECT: 24'-0" WIDE BUILDINGS
LOCATION: STATE OF CALIFORNIA
PROJECT NO.: 232-22-1456
SHEET TITLE: COVER SHEET

SHEET NO.: 1 / 11
DRAWN BY: E.Z. DATE: 5/19/22
CHECKED BY: OAA DATE: 5/19/22

LEGAL INFORMATION

- ANY DUPLICATION OF THIS DRAWING IN WHOLE OR PART IS STRICTLY FORBIDDEN. ANYONE DOING SO WILL BE PROSECUTED UNDER THE FULL EXTENT OF THE LAW. - DRAWINGS VALID UP TO 1 YEAR FROM DATE OF ISSUE.
SEAL: _____



DATE EXPIRES: **12-31-2022**
DATE SIGNED: **05-30-2022**



REGULAR 30'-0" WIDE CARPORT STYLE BUILDINGS

MANUFACTURED BY:



270 Old Highway 99
Maxwell, CA 95955
1-877-604-2777

DESIGN NOTES

1. ALL CONSTRUCTION SHALL BE PROVIDED IN ACCORDANCE WITH IBC 2018, OSHA, AISC 360, AISI 100, ASCE 7-16, AWS D1.3 CODES AND ALL APPLICABLE LOCAL REQUIREMENTS.
2. ALL MATERIALS IDENTIFIED BY MANUFACTURER NAME MAY BE SUBSTITUTED WITH MATERIAL EQUAL OR EXCEEDING ORIGINAL.
3. ALL SHOP CONNECTIONS SHALL BE WELDED CONNECTIONS.
4. ALL STRUCTURAL FIELD CONNECTIONS SHALL BE #12-14 X 3/4" SDS (ESR-2196 OR EQ) WITHOUT WASHERS.
5. STEEL SHEATHING SHALL BE 29GA. CORRUGATED GALV. OR PAINTED STEEL - MAIN RIB HT. 3/4" (FY=80KSI) OR EQ. CONNECTIONS SHALL BE #12-14 X 3/4" SDS (ESR-2196 OR EQ) WITH NEOPRENE WASHERS.
6. ALL STRUCTURAL LIGHT GAUGE TUBING AND CHANNELS SHALL BE GRADE 50 STEEL (FY = 50 KSI, FU = 65 KSI).
7. STRUCTURAL TUBE 2 1/2" X 2 1/2" - 14GA. IS EQUIVALENT TO TS 2 1/4" X 2 1/4" - 12GA AND EITHER ONE MAY BE USED IN LIEU OF THE OTHER.
8. GYPSUM BOARD OR DRYWALL FINISH OR ANY BRITTLE BASE MATERIAL IS NOT ACCOUNTED FOR IN THE DESIGN CRITERIA.
9. ALL DESIGN CRITERIA MUST BE INCREASED TO THE NEXT HIGHER INCREMENT BASED ON THE TABLES ON PAGE 4. NO INTERPOLATION IS ALLOWED.

DESIGN CRITERIA

- PREVAILING CODE: CBC 2019 (IBC 2018)
 USE GROUP: U (CARPORTS, BARNS)
 RISK CATEGORY: I
1. ROOF DEAD LOAD (D) $D = 4 \text{ PSF}$
 2. ROOF LIVE/SNOW LOAD (Lr) $Lr = 20 - 61 \text{ PSF}$
(AS PER SNOW LOAD SEE TABLE 4)
 3. SNOW LOAD (S)
 GROUND SNOW LOAD IMPORTANCE FACTOR $P_g = 20 - 90 \text{ PSF}$
 THERMAL FACTOR $I_s = 0.8$
 EXPOSURE FACTOR $C_e = 1.0$
 ROOF SLOPE FACTOR $C_s = 1.0$
 4. WIND LOAD (W)
 BASIC WIND SPEED $V_{ULT} = 105 - 180 \text{ MPH}$
 EXPOSURE C
 5. SEISMIC LOAD (E)
 DESIGN CATEGORY D
 IMPORTANCE FACTOR $I_e = 1.00$

LOAD COMBINATIONS:

1. $D + (Lr \text{ OR } S)$
2. $D + (0.6W \text{ OR } \pm 0.7E)$
3. $D + 0.75 (0.6W \text{ OR } \pm 0.7E) + 0.75 (Lr \text{ OR } S)$
4. $0.6D + (0.6W \text{ OR } \pm 0.7E)$

DRAWING INDEX

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PURLIN & GIRT SCHEDULES	----	5
SHEATHING OPTIONS	----	6
SIDE WALL FRAMING & OPENINGS	----	7-A, 7-B
END WALL FRAMING & OPENINGS	----	8-A, 8-B
CORNER BRACING DETAILS	----	9
OPTIONAL LEAN-TO ADDITION	----	10
FOUNDATION OPTIONS	----	11-A TO 11-D

DRAWING INFORMATION

PROJECT: 30'-0" WIDE BUILDINGS

LOCATION: STATE OF CALIFORNIA

PROJECT NO.: 232-22-1456
 SHEET TITLE:

COVER SHEET

SHEET NO.: 1 / 11

DRAWN BY: E.Z. DATE: 5/31/22

CHECKED BY: OAA DATE: 5/31/22

LEGAL INFORMATION

- ANY DUPLICATION OF THIS DRAWING IN WHOLE OR PART IS STRICTLY FORBIDDEN. ANYONE DOING SO WILL BE PROSECUTED UNDER THE FULL EXTENT OF THE LAW. - DRAWINGS VALID UP TO 1 YEAR FROM DATE OF ISSUE.

SEAL:



CUSTOMER INFORMATION

OWNER:
 ADDRESS:

DESIGN LOADS

GROUND SNOW:
 ROOF LIVE LOAD:
 BASIC WIND SPEED:

BUILDING INFORMATION

WIDTH:
 LENGTH:
 HEIGHT:

FRAME TYPE: A-FRAME
 REGULAR
 FULL
 ENCLOSURE TYPE: PARTIAL
 OPEN

CERTIFICATION VALIDITY NOTICE

DATE OF PLANS EXPIRATION: **08-30-2022**
 CERTIFICATION ON THESE DRAWINGS IS VALID FOR ONE YEAR FROM DATE OF ISSUE

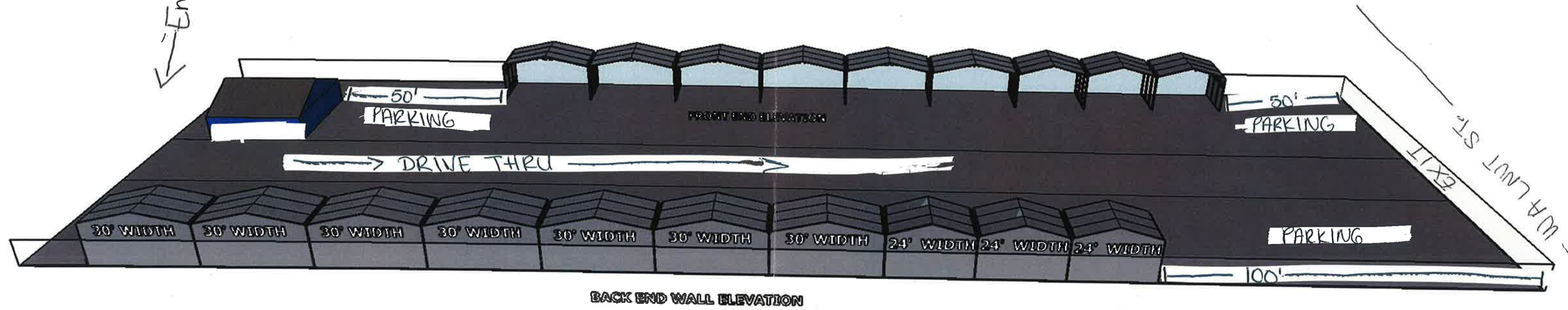
DATE EXPIRES: **12-31-2022**

DATE SIGNED: **05-30-2022**

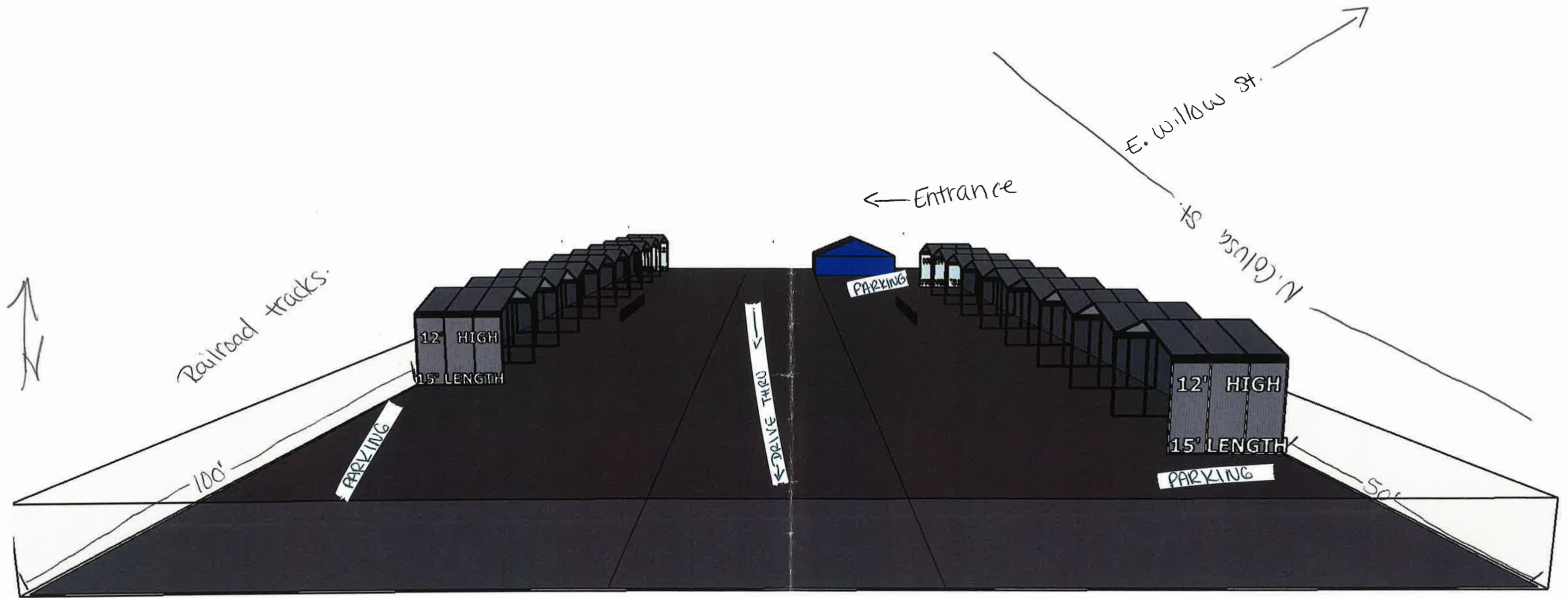
E. Willow St ↑

← Entrance

North Colusa St.



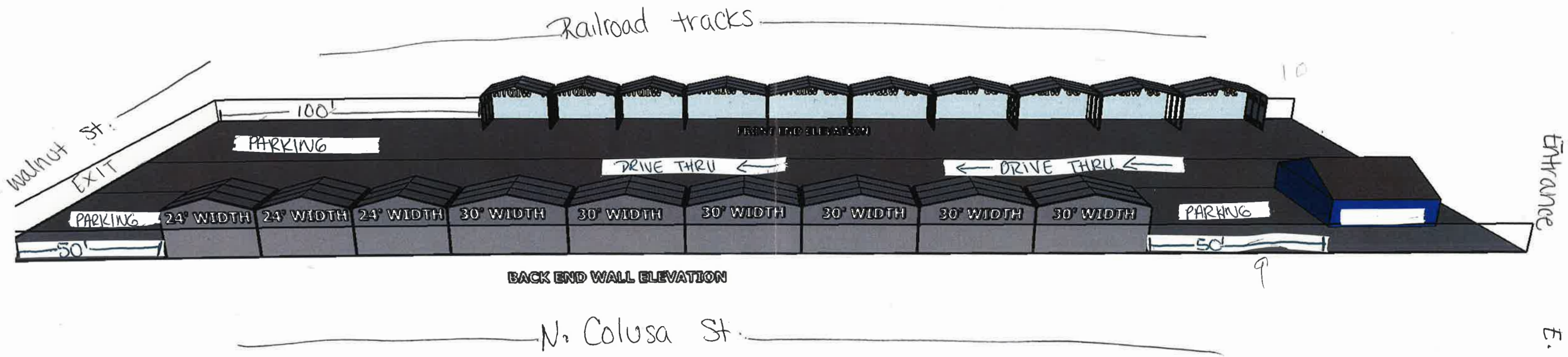
Railroad track



LEFT SIDE WALL ELEVATION

EXIT

WALNUT ST



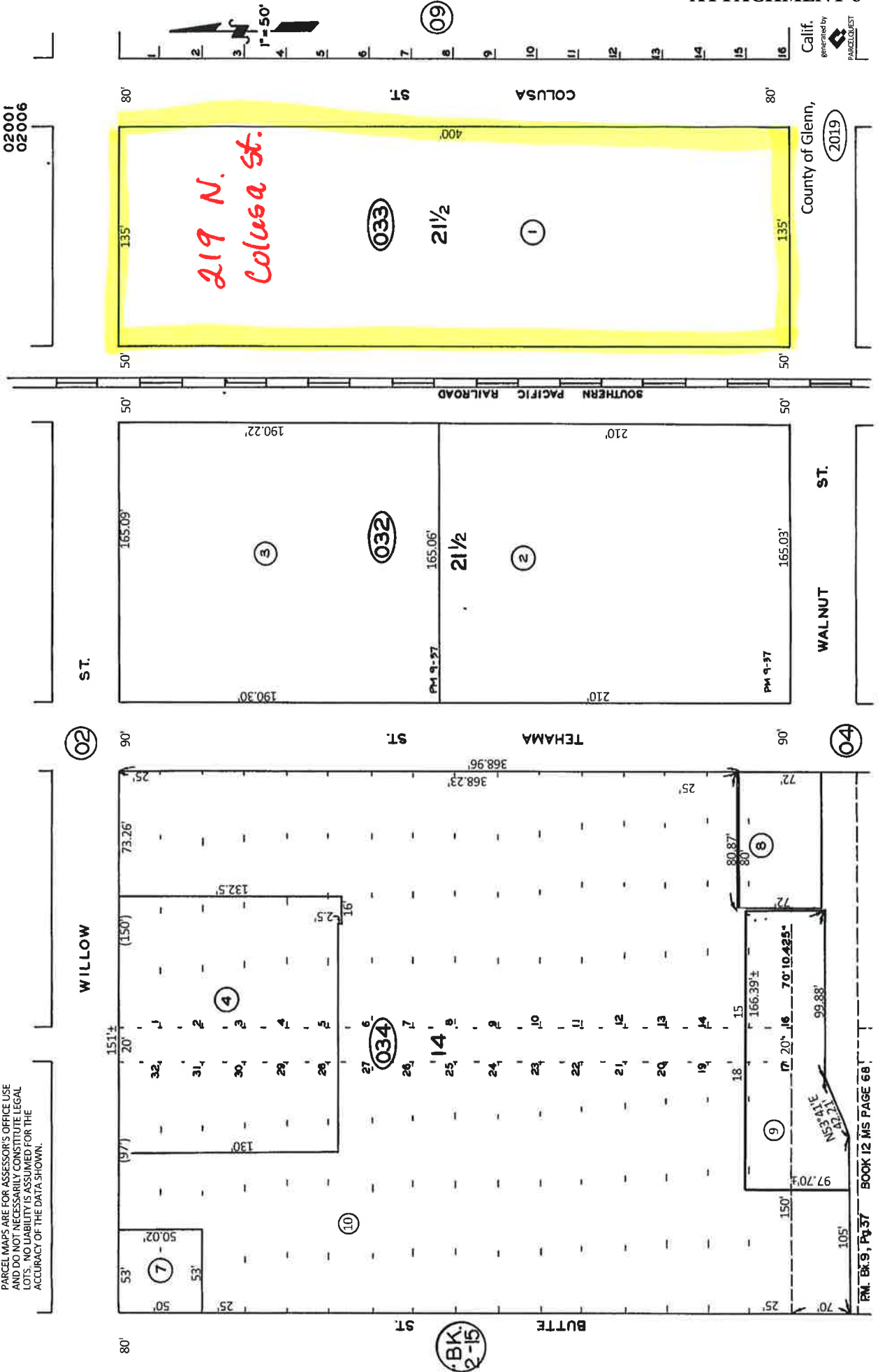
RECEIVED
 SEP 20 2022
 City of Willows

RECEIVED
 SEP 20 2022
 City of Willows

T.C.A. 3-03
02001
02006

WILLOWS

NOTE: ALL INFORMATION SHOWN ON ASSESSOR
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LOTS. NO LIABILITY IS ASSUMED FOR THE
ACCURACY OF THE DATA SHOWN.



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County of Glenn, 2019



Date: October 19, 2022
To: Planning Commission
From: Karen Mantele, Principal Planner
Subject: Use Permit/File#DR-21-02 /One-year review /244 E. Cedar Street

Recommendation:

Staff recommends receiving the Staff Report, discuss, and upon conclusion consider granting an extension of the use permit.

Rationale for Recommendation:

The mobile food business was granted a Use Permit by the Planning Commission on June 16, 2021, with adopted conditions requiring a one-year review.

Discussion & Analysis:

Condition of approval#8 stated the term of this use permit shall be for one year from date of approval, with a review thereafter by the Commission. Therefore, staff is bringing this forward for Commission review and discussion.

Staff has contacted the County Environmental Health Department regarding inspection of the unit. The Department stated that the most recent inspection was June 9, 2022. See attached report.

Staff contacted the County Sheriffs' department to inquire if there have been any incident reports. Staff has not received a response to the inquiry.

Staff made a site visit and didn't see the mobile unit or the portable restroom onsite. Staff contacted Mr. Giesbrecht to inquire about the status of the business. He responded that they have temporarily closed for walnut harvest, and plan to open back up after Christmas. He has cancelled the portable toilet for now until the mobile food operations start up once again, in which they will get the portable toilet back on site.

Fiscal Impact:

There has been minimal staff time associated with this project.

Attachments:

1. Draft Resolution
2. Adopted Conditions of Approval 2021
3. Health Department Inspection Report

4. APN map



Current site photo

PC RESOLUTION NO. ____-2022

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS GRANTING EXTENSION OF USE PERMIT FILE UP-21-02 TO KALE GIESBRECHT (K&J BBQ MOBILE FOOD UNIT) FOR PROPERTY LOCATED AT 244 E. CEDAR STREET, ASSESSORS PARCEL NUMBER 002-302-005

WHEREAS, the applicant, Kale Giesbrecht, had filed a Conditional Use Permit planning application to allow establishment of a mobile food unit on a commercial lot which is located within the CG zoning district, and,

WHEREAS, the City Planning Commission on June 30, 2021, held a public hearing to hear the project and approved said use permit; and,

WHEREAS, the final conditions of approval for the use permit required a one year review by the Commission, and,

WHEREAS, the applicant desires to continue the mobile food business, requesting the Commission extend the use permit; and

WHEREAS, the Planning Commission did hold a public meeting on October 19, 2022 to consider all public oral and written comments, letters, documents, staff reports and all other documents and evidence submitted in connection with the request.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the Use Permit request to extend the use permit that established a mobile food service unit on a portion of a lot within the CG zone is consistent with the City of Willows General Plan, the WMC, and hereby approves the request to extend the Use Permit (File#UP-21-02) for _____ year, subject to the original final adopted conditions of approval set forth in Attachment #2.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on Wednesday, the 19th day of October 2022, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

APPROVED: _____

Pedro Bobadilla, Chairperson

ATTEST: _____

Recording Secretary

**USE PERMIT & DESIGN REVIEW CONDITIONS OF APPROVAL FOR
K&J BBQ MOBILE FOOD UNIT**

For property located at 244 E Cedar Street /APN; 002-302-005

PC approval date: June 30, 2021

GENERAL

1. That the applicant/developer shall enter into a Pass-Through Agreement with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this development.
2. If the use (establishment of a mobile food service unit) is not made on the project subject to the permit within one (1) year after the date of granting the permit, then without further action, the permit shall be null and void and such use shall not be made of the property except upon the granting of a new permit.
3. All plans for additional uses, and or changes to approved use which are not covered by this review shall be submitted to the City Manager/Planning Commission for review and approval prior to use.
4. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies and fees of the City of Willows.
5. The applicant shall remove daily any trash associated with the use of the lot for a mobile food unit.
6. Upon cessation of the mobile food business, the carport and any structures associated with the business shall be removed within 30 days.
7. The applicant shall provide one surfaced handicap parking space on site.
8. Term of Use Permit shall be for one year from date of approval, with a review thereafter by the Commission.
9. Should the hours of operation change from W-F 10:30am to 2:30 pm; provide City Manager with proposed revised hours for review and approval.
10. The developer shall adhere to the design and specification of the Architectural Design Review approval which granted the construction of a new 18'x35' metal carport shade structure, as submitted with application.
- 11.. All contractors/sub-contractors doing work on the project shall obtain a City business license prior to commencing operation.

BUILDING DEPARTMENT

12. If you intend to construct, enlarge, alter, repair, move, demolish, or change the occupancy of the building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by code, or to cause any such work to be done, you shall first make application for a building permit and obtain the required permit.
13. Applicant shall submit a completed building permit application with detailed scope of work, 3 complete sets of plans, calculations, specifications, etc. for review. Appropriate plan review fees shall be paid at time of submittal.
14. All work shall comply with current Federal, State, local codes & ordinances & be shown on the plans submitted for building permit review.
15. The Conditions of Approval shall be shown or attached on the plans submitted for building permit review.
16. Show the proposed electrical and water service for the mobile business.
17. Accessible restroom facilities shall be available on site, at all times the mobile food unit is in operation.
18. If using a generator for the mobile unit, provide County Air Quality clearance for unit and unit shall comply with applicable codes.
19. Show all required handicap accessible features.
20. Indicate where and how waste products from use of the mobile food unit as well as the public will be collected and disposed of.
21. The applicant shall at all times operate the mobile food unit in accordance with the California Uniform Facilities Law.
22. The mobile unit shall have periodic County of Environmental Health Department inspections on an annual basis for the food unit.



Date: October 19, 2022
To: Planning Commission
From: Karen Mantele, Principal Planner
Subject: Façade Improvement Fund/Wayfinding Signs

Recommendation:

Review the staff report, hear Commissioner Woods’ update, and provide direction to staff.

Rationale for Recommendation:

The City Council agreed the use of remaining Façade Improvement Funds should be used for additional signage to guide people to the downtown area of the city.

Background:

The project is to use the remaining balance of Façade Improvement funds (\$4,729.64) for the Wayfinding sign project, as there appears to be no interest in using the balance, and the Council has agreed this is a good use of these remaining funds to place signage directing visitors to the downtown area.

The Commission over the past few months has taken up this project under the Architectural Design Review Board, in conjunction with GWIL (Greater Willows Improvement League). Commissioner Woods has taken the lead in connecting with GWIL members to assist with the project.

Discussion :

Staff has contacted a representative of CalTRans Out Door Advertising (ODA) Permits Division again regarding signage on I-5 to advertise the Historic Downtown District.

Commissioner Woods has informed staff a GWIL meeting was held, which she will provide an update to the Commission/ADRB.

Fiscal Impact:

There is no fiscal impact other than staff time to manage the project.