

**ACTION MINUTES
CITY OF WOODLAND
PLANNING COMMISSION
THURSDAY, NOVEMBER 1, 2007**

VOTING MEMBERS PRESENT: Wurzel; Dote; Murray; Sanders; Barzo;
Spesert

VOTING MEMBERS ABSENT: Gonzalez

STAFF MEMBERS PRESENT: Munowitch; Hanson; Stillman; McLeod;
Norris

The meeting was called to order at 7:03 PM.

1. Approval of Minutes: None
2. Director's Report:
 - a. Development Services functions of the City have been reorganized. Public Works Development Services is now part of Community Development Department in order to look at business practices and improve operations.
 - b. The next Planning Commission meeting on 11/15/07 will be a study session (workshop) for the City Center Lofts project. Commissioners will discuss design, use, parking and downtown impact. Staff will then bring the project back to Planning Commission for a formal review at a later date.
 - c. The Planning Commission meetings for next two months are scheduled for 12/6/07, 12/20/07, 1/3/08 and 1/17/08. Staff will assess applications coming forward to determine need for meeting dates. Due to the holidays, staff requested a survey of the Commissioner's availability and preferences of these dates.
 - Commissioner Sanders: Not available on 12/20/07 or 1/3/08.
 - Commissioner Spesert: Not available on 12/20/07.
 - Commissioner Sanders: 1/3/08 is enough for a quorum.
 - d. Commissioner Barzo: Announced that Jack Mahan has passed away. Mr. Mahan was a City of Woodland Planning Commissioner for 4-6 years. Mr. Mahan was a contributor towards Springlake development and Springlake Specific Plan.
3. Public Comment: This is an opportunity for the public to speak to the Commission on any item other than those listed on the Agenda. The Chairman may impose a time limit on any speaker.
 - a. None.
4. Communication: Commission Statements and Requests: This is an opportunity for the Commission members to make comments and announcements to express concerns or to request Commission's consideration of any items a Commission member would like to have discussed at a future Commission meeting.

- Commissioner Wurzel: Met with Developers of City Center Lofts before the last Planning Commission meeting but did not make comment. There is a one-on-meeting scheduled with the developers (Neighborhood Partners) of the “Lot O project”. These are the Letter Lots within Reynen & Bardis Communities, the affordable housing component.
- Commissioner Murray: Would like to reintroduce Bed and Breakfasts. Thought that could bring up again or introduce within the city-wide plan.

5. Subcommittee Reports: None

PUBLIC HEARING

6. **Country Oaks Tentative Subdivision Map No. 4851.** Request for approval for a Tentative Subdivision Map and a Planned Development Conditional Use Permit to divide existing 5.65 acre parcel into thirty-eight (38) parcels at 1341 East Gum Avenue in the R-1/PD Zone.

Applicant/Owner:	Spare Time, Inc. (Larry Gilzean)
Environmental Document:	Mitigated Negative Declaration
Staff Contact:	Paul L. Hanson, AICP, Senior Planner
Recommend Action:	Conditional Approval

COMMENTS

- Paul Hanson: The staff report has been amended. A copy of the Environmental Checklist & Initial Study and Mitigation Monitoring Plan were provided to the Commissioners tonight. The map and not the design will be reviewed tonight. Reports will be prepared for the arbors, environmental report and traffic study. Condition #2 states that two-story homes will be allowed in the interior lots of the map.
- Commissioner Wurzel: What are the alterations to Lots 25 & 26?
- Paul Hanson: The map will expand to include the alley. The neighbors agreed to this change so the map will include the alley and fence line.
- Larry Gilzean, Spare Times Inc: Spare Time plans to sell off lots to developers. There will be no design review now as the developers will deal with design review.
- Brian Bonino, Civil Engineer: City utilities run through the alley. Water lines will be removed but the storm drain will remain.
- Commissioner Wurzel: The Conditional Use Permit is for 9 months and demolition only. Are the applicants prepared?
- Brian Bonino, Civil Engineer: The applicants agree with the City about demolition of the existing structures.
- Commissioner Wurzel: Was market analysis done? How long will the lot remain empty with the market the way it is now?
- Brian Bonino, Civil Engineer: No market analysis has been done.
- Commissioner Dote: Is the alley an easement for City and storm drain?

- Brian Bonino, Civil Engineer: The easement is fully contained within Country Oaks portion. The fence line would not.

PUBLIC COMMENTS

- Steve German, 1543 E. Gum Avenue: Requests one-story homes next to existing homes, keep the existing trees, change the chain-link-fences and provide pest control before demolition.
- Mel Thoma, 1345 E. Gum Avenue: Country Oaks is now in poor condition. Trees and weeds need to be kept under control.
- Art Williams, 1721 Lopes Court: The fencing is chain-link now. The trees hang into his yard. Vandalism continues to be an issue. He called regarding activity today as the site is dangerous. He hopes that the problems will not continue.
- Christine Shewmaker: Plant Biologist and Woodland Resident. Stated that greenhouse gases effect global warming. Hopes that greenhouse gases are included in the Environmental Impact Report and CO2 omissions due to construction and continued use by homes be studied and compared to preexisting usage. Hopes 10%-15% proposed solar homes. Requests that trees are maintained until development, greenhouse gases are studied and mitigation proposed.
- Art Williams, 1721 Lopes Court: The prior developer was planning mitigation to the City for 8 new tennis courts. Dan Gentry says that there is no money now. The demolition will include taking 16 tennis courts. Requests mitigation money for tennis courts.
- Kim German, 1543 E. Gum Avenue: Concerned about the swimming pool loss. Requests that City do something about it. Also concerned about congestion & air quality on E. Gum and that the existing trees are not cared for now.
- Paul Hanson: Condition #5 discusses traffic control and rat control prior to demolition. Condition #6 requires the applicant to keep the location more secure during the 9 months. Security might include a night guard. Applicant will replace the chain fence and the air quality mitigation will be similar to Springlake.

COMMENTS

- Barry Munowitch: Country Oaks is a private recreation facility. Therefore, the tennis courts are currently private property. The applicant is not required to provide replacement courts or maintain the tennis courts for public access.
- Commissioner Wurzel: Asked about mitigation for the loss of the tennis courts.
- Barry Munowitch: Since the tennis courts are private, there is no requirement to mitigate their loss by providing public facilities.
- Commissioner Wurzel: Issue #14 within the Mitigated Negative Declaration is regarding recreation. States that impact fees include mitigation for loss of the tennis courts. States that there is a potentially significant impact. After staff discussion, the impact is actually not significant.
- Commissioner Spesert: Impact fees mitigate creation of new units on recreation for the city and not loss of 16 tennis courts due to Country Oaks being private property.
- Commissioner Wurzel: Request that Item #14 of the Initial Study be amended.
- Barry Munowitch: Issues #14A and #14B of the Initial Study. to state “less than significant”. Amendment is ok.

- Commissioner Murray: By approving, Commission is approving 38 units?
- Barry Munowitch: Yes, map is for 38 units.
- Commissioner Murray: Request care for property.
- Commissioner Barzo: No comments.
- Commissioner Dote: Concerned for housing product. Concerns with density and setbacks.
- Commissioner Spesert: Request further explanation of two-story homes.
- Paul Hanson: Condition #2 allows for neighbor privacy. Second story windows to be frosted.
- Commissioner Spesert: Concerned that this condition affects designs of homes in the future.
- Paul Hanson: Condition is providing for neighbors.
- Commissioner Sanders: Acknowledge the loss of recreation center. Mitigation to provide more recreation opportunities for the City in the future. No problems with project. Request applicant help mitigate issues of pest control and security.
- Paul Hanson: Conditions have been written. Condition #5 discusses pest control and condition #6 discusses security.
- Commissioner Sanders: Happy to see this project go-forward.

RECOMMEND APPROVAL

It was moved by Commissioner Barzo and seconded by Commissioner Murray and unanimously approved, that the Planning Commission recommends approval of the Country Oaks Tentative Subdivision Map No. 4851, based on the identified findings of fact and subject to the identified conditions of approval, by taking the following actions:

- Determine that the project, as conditioned, is consistent with the General Plan.
- Determine that the project, as conditioned, is consistent with the Zoning Ordinance.
- Determine that the project, as conditioned, is consistent with the Community Design Standards.
- Adopt the Mitigated Negative Declaration for the project, pursuant to the requirements of CEQA.
- Approve Tentative Subdivision Map #4581, subdividing APN 066-122-060 totaling 5.65 acres into 34 single family lots, 4 half-plex lots and dedication of public street right-of-way in the residential zone.
- Approve the Planned Development Conditional Use Permit for Tentative Map #4581.

Commissioner Barzo: Motion read as written with changes.

Paul Hanson: Public Works Condition #48 should be changed to read “prior to tentative approval of map”.

Commissioner Sanders: Also, change to the Initial Study issue #14 (Recreation)

Commissioner Wurzel: Revised motion to change the language from “potentially significant” to “less than significant” impact within the Mitigation Measure #7 as stated in the staff report.

7. **Budget Car Rental Conditional Use Permit.** Request for a Conditional Use Permit to establishment a satellite car rental office with an inventory of eleven cars (APN: 0027-310-62). The subject site is located at 2000 E. Main Street on the corner of CR 102 and E. Main Street in the Highway Commercial (C-H/EOZ) Zone.

Applicant/Owner: RHL Design Group Inc. / Tim Colin, Colin Enterprise.
Environmental Document: Categorical Exemption
Staff Contact: Jimmy A. Stillman, Associate Planner
Recommend Action: Conditional Approval

COMMENTS

- Jimmy Stillman: Revised recommended Condition of Approval provided to Commissioners to amend for 18 parking stalls. Staff will work with applicant to allow 18 stalls.
- Commissioner Wurzel: Applicant to stripe stalls as their own? Does the City have any obligation to enforce use of parking stalls?
- Barry Munowitch: No, parking stalls will be there for the applicant to utilize and not for their specific use. If parking continues to be a problem, staff will bring back to Planning Commission for review of Conditional Use Permit.
- Robert Pracard, RHL Design Group.: Location is a satellite office for Budget. 70 feet behind business would allow a center island to create more parking stalls if needed. Also, they can add 4 spots in the southwest corner of the rear lot.
- Commissioner Barzo: Parking stalls will create less interference for other businesses.
- Commissioner Sanders: Budget should consider allowing private car parking in rental car slots if needed.
- Tom Olsson, Avis Real Estate Department: Not typical for customers to leave their own cars. Try to provide car parking away from retail businesses.

RECOMMEND APPROVAL

It was moved by Commissioner Barzo and seconded by Commissioner Spesert and unanimously moved, that the Planning Commission approves the Budget Car Rental Conditional Use Permit, based on the identified findings of fact and subject to the identified conditions of approval, by taking the following actions:

- Confirmation of finding of exemption from the provisions of CEQA. This project is considered categorically exempt, Class 1 – Existing Facilities §15301 of the Public Resources Code.
- Determine that the project, as conditioned, is consistent with the General Plan.
- Determine that the project, as conditioned, is consistent with the Zoning Ordinance.
- Approve the Conditional Use Permit permitting a satellite car rental office at, 2000 E. Main Street in the Highway Commercial (C-H) Zone.

Commissioner Barzo: Motion read as written with change to title of Revised COA to state date of November 1, 2007.

8. Affordable Housing Ordinance (6A) and Spring Lake Affordable Housing Plan Update. The City is proposing changes to the Inclusionary Housing Ordinance (6A) and the Spring Lake Affordable Housing Plan. These changes will make the program easier to implement for city staff and the housing developers as well as clarifying some outranking issues.

Applicant:	City of Woodland
Environmental Document:	Categorical Exemption
Staff Contact:	Jamie McLeod, Associate Housing Analyst
Recommend Action:	Conditional Approval

COMMENTS

- Commissioner Wurzel: Questioned the use principle and interest only. It is important to open the window of opportunity for affordable housing. Is the issue the number of people not qualifying or the number of applicants?
- Barry Munowitch: The use of Principle, Interest, Taxes and Insurance (PITI) lowers the return that developers get on affordable units. To increase the “window” of potential buyers, open up to moderate income. If not enough low income applicants, then open to lower end of 80-120%.
- Commissioner Dote: Asked how are the homes marketed and what outreach done?
- Jamie McLeod: Yes, there are monthly affordable housing meetings held by the City to add people to the list. The City also places ads and assists people who come to the office for information. In City of Woodland, City partners with developers to market the affordable homes. Market affordable homes for 210 days then go to market rate. There is right of refusal in City in which the City can purchase the home and continue to market as affordable. Start at 83-85% before move up to 120%.
- Commissioner Murray: How does the lottery work?
- Jamie McLeod: Have a list of those already qualified and who can afford payments. Invite applicants to see the home then announce the lottery date. Lottery process includes pulling balls with numbers on them, similar to bingo.
- Commissioner Barzo: Do you maintain the eligibility list? How updated?

- Jamie McLeod: Yes, the list is maintained. City has a consultant that deals with the applicants and updates every 6 months. City also advised the applicants to provide new information if there are changes. Applicants are removed from the list if they get a home, income is over the requirements or they walk away from the program.
- Commissioner Barzo: If an applicant is not qualified now, how do they get their names on the list?
- Barry Munowitch: Meetings are used to add people to the eligibility list.
- Commissioner Spesert: Concerned about the prices of homes? 3-4 bedroom homes cost compared to 2-bedroom homes.
- Jamie McLeod: The number of qualifying persons per home is bedroom count plus one. Larger homes then consider larger family size. Approximate cost is \$20,000 more per bedroom.
- Commissioner Spesert: Concerned about mandating larger homes. May be forcing moderate income and pricing lower income people out.
- Barry Munowitch: There is a greater demand for the larger units from the affordable community. People tend to have larger families.
- Commissioner Spesert: Are they qualifying?
- Jamie McLeod: City helps applicants by securing funds from State, etc. to get families into these homes.
- Commissioner Spesert: The intent is to go after low income demographic and stay focused on low rather than moderate income side.
- Barry Munowitch: The pool of low income people who meet the underwriting requirements by the banks is not very great. Federal standards set wage earner standards per family. It is a graduated figure out of the Federal government that sets median income for 2, 3, 4 person families and further. Amount of money that able to devote to housing payment is set at 35% of area median income and is set by area standards.
- Jamie McLeod: Consultant is an education provider and works with people to get them qualified.
- Commissioner Wurzel: Concerned with sales price calculations. Lower mortgage amount would qualify more people. Concerned with leaving as Principle and Interest (PI) now with band-aids on the problems and visit the issue of PITI later. Wish could lower the sales prices. Such a narrow “window” so can’t move the product and developers still make money. On the resale side, there are the same standards of PI. Concerned that City needs to market on their own without the Developers assistance at resale. Also, concerned about gain system on assessed value and putting the issue on backs on County of Yolo. Has a different approach on how to lower the tax burden.
- Jamie McLeod: City of Woodland is the only jurisdiction that uses PI but also partner with the developers. If went with PITI to the developers, it would not be good.
- Commissioner Wurzel: Not good because City would receive push back from the developers?

- Jamie McLeod: Based on the subcommittees request, make these major changes to program first allowing moderate income consideration and then could go to PITI.
- Barry Munowitch: City is constantly marketing, continue to work with consultants and the program will continue.
- Commissioner Sanders: Could be a problem if bring a lot of affordable homes to market now in this current market knowing that will go to market rate.
- Jamie McLeod: Most have is 12 units on market at once.
- Commissioner Sanders: If possible, prevent in the future lots of units going to market at once.
- Barry Munowitch: Clarification of tonight’s vote. Planning Commission is to make a recommendation to City Council. Council is the final authority on this issue.

RECOMMEND APPROVAL

It was moved by Commissioner Murray and seconded by Commissioner Dote that the Planning Commission recommends City Council approval of the Affordable Housing Ordinance (6A) and Spring Lake Affordable Housing Plan Update.

AYES:	Dote, Murray, Sanders, Barzo, Spesert
NOES:	Wurzel
ABSENT:	Gonzalez

Motion is approved.

NEW BUSINESS:

- 9. Update Regarding Proposed Revisions Regarding Downtown Parking and Implementation of the Parking Management Plan.** Report to the Planning Commission on the current state of downtown parking including recommended future actions to amend parking standards, implement in-lieu fees and to evaluate parking management practices. The proposed amendments will implement strategies contained in the City of Woodland’s Downtown Parking Management Plan.

Applicant:	City of Woodland
Staff Contact:	Cindy Norris, Senior Planner
Recommend Action:	Consideration of proposed amendments to parking standards and a parking in-lieu fee for new development and recommendation on next steps, including City Council review, consideration and adoption.

COMMENTS

- Commissioner Barzo: Need mandatory bicycle parking. Woodland is not bicycle friendly. Now there is no bicycle parking downtown. City needs to look at other modes of transportation that are environment and family friendly.
- Commissioner Murray: Have the courts made a decision yet?
- Barry Munowitch: Yolo County Court is a State court project and is the number 1 priority of the proposed State FY08-09 budget. If funding is approved, the first studies will begin January 2009. It could be 2014 before the new court house is built. It will be a 16 court room facility. The design and location is not yet determined. Possible joint use designs. The funding mechanism not yet set. Also, looking at potential lease of parking.
- Commissioner Sanders: Glad there is a parking problem. This is not a public hearing?
- Barry Munowitch: Yes, this is not a public hearing. Staff is requesting direction for Planning Commissioners. Later there will be a formal request with recommendation to take to City Council.
- Commissioner Dote: Pleased to see 2001 parking plan being used.
- Barry Munowitch: Preference is to encourage peripheral parking and not paid parking.
- Commissioner Barzo: Want the City to take a proactive look at parking by using bicycles. Also, like to see City look at security for bicycle parking.
- Commissioner Sanders: Do we have a bicycle plan already? Should look at bicycle plan in conjunction with parking plan.
- Commissioner Wurzel: Staff report is excellent work. Thanked Cindy Norris for preparing the staff report. Understands the difficulty at looking at other jurisdictions.
- Cindy Norris: Bicycles were included in the staff report. Excellent suggestion for bicycles from Commissioner Barzo.

There being no further business, the meeting was adjourned at 9:11 PM.

Respectfully submitted,

Barry Munowitch, AICP
Assistant City Manager