



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: March 17, 2009

SUBJECT: Planning Commission Meeting Minutes:
November 20, 2008, December 4, 2008 and January 15, 2009

Report in Brief

The Planning Commission meeting minutes from November 20, 2008, December 4, 2008 and January 15, 2009 are attached for the Council's review. No action is necessary on this item; the minutes are provided for the City Council's information.

Prepared by: Rachael Smith
Office Manager

Reviewed by: Barry Munowitch, AICP
Assistant City Manager

Mark G. Deven
City Manager

Attachments: Planning Commission Minutes

**APPROVED ACTION MINUTES
CITY OF WOODLAND
PLANNING COMMISSION
THURSDAY, NOVEMBER 20, 2008**

VOTING MEMBERS PRESENT: Lopez; Wurzel; Murray; Sanders; Barzo;
Gonzalez

VOTING MEMBERS ABSENT: Spesert

STAFF MEMBERS PRESENT: MacNicholl; Hanson

The meeting was called to order at 7:00 PM.

1. Director's Report:

- Robert MacNicholl, Planning Manager: He welcomed Fred Lopez as the new Planning Commissioner. He stated Commissioner Lopez has been an active member of the Community for a very long time.
- Robert MacNicholl: He stated due to Commissioner Spesert's work schedule he may have to step down as Commissioner. At this time he has not given a definitive answer.
- Robert MacNicholl: He stated UC Davis Extension is offering a class entitled "*The Role of the Planning Commissioner*" and will be offered on February 6, 2009 at the Sacramento Campus. The City has money available for education purposes for the Commissioners and he feels this is a great opportunity for the Commissioners. He asked those Commissioners who would like to attend to contact Mr. MacNicholl, either by e-mail or by phone, and Staff will make the necessary arrangements for the class.
- Commissioner Wurzel: He questioned whether this was a single session class.
- Robert MacNicholl: He stated it is a single session class that runs from 8:30 – 1:30, Friday, February 6, 2009.
- Robert MacNicholl: He stated Staff would like to give early notice of the Planners Institute, which is run through the League of California Cities. This occurs in March 2009 and is also a great opportunity for the Commissioners. However, he stated Staff is not certain if there will be funding for next year's Planners Institute. Staff will keep the Commissioners updated.
- Robert MacNicholl: He stated the Subcommittee list was distributed to the Planning Commissioners this evening. He suggested the Commissioners review the list for reassignments and/or any new Subcommittee the Commissioners deemed needed. He felt this should be brought back at a later date for the final decision.
- Robert MacNicholl: He announced his retirement. His official retirement date is December 31, 2008, with his last actual date of work being December 19, 2008.

- Robert MacNicholl: He stated Staff provided the report on the City's comments to the Yolo Draft of 2030 Countywide General Plan to the Planning Commissioners this evening for review.
- Commissioner Sanders: He welcomed Commissioner Lopez to the Planning Commission.
- Robert MacNicholl: He reminded the Commissioners, once again to submit their biographies for the webpage.

2. Election of Officers:

- Commissioner Murray: She motioned and Commissioner Gonzalez seconded the nomination of Commissioner Sanders for Planning Commission Chairperson for a second term.
- Commissioner Wurzel: He motioned the nomination for himself as Chairperson.
- Commissioner Barzo: He seconded the motion.
- Cecilia Delevati: She asked for clarifications on the second nominations.
- Commissioner Sanders: He stated Commissioner Murray nominated Commissioner Sanders for Chair, Commissioner Gonzalez seconded the motion; Commissioner Wurzel nominated himself for Chair, Commissioner Barzo seconded the motion.
- Commissioner Barzo: He corrected his motion. He thought his second was for the motion for Commissioner Sanders as Chair.
- Commissioner Sanders: He clarified there was no second motion for Commissioner Wurzel's motion for Chair.

The voting was as followed:

Commissioner Sanders as Chair:

AYES:	Murray; Gonzalez; Barzo
NOES:	Wurzel, Lopez
ABSENT:	Spesert
ABSTAIN:	Sanders

Commissioner Wurzel as Chair:

AYES:	Lopez; Wurzel
NOES:	Sanders; Barzo; Gonzalez; Murray
ABSENT:	Spesert
ABSTAIN:	None

It was carried by a vote of 3-2 that Commissioner Sanders shall be the next Planning Commissioner Chair.

- Commissioner Murray motioned and Commissioner Gonzalez seconded the nomination of Commissioner Barzo for Vice-Chair of the Planning Commission.

- Commissioner Wurzel motioned the nomination of himself as Vice-Chair of the Planning Commission. There was no second motion on the nomination.

The voting was as follows:

Commissioner Barzo for Vice-Chair:

AYES:	Murray; Gonzalez; Sanders; Lopez
NOES:	None
ABSENT:	Spesert
ABSTAIN:	Barzo; Wurzel

It was carried by a 4-2 that Commissioner Barzo shall be the next Vice-Chair of the Planning Commission.

3. Committee Assignments:

- Commissioner Sanders: He questioned whether the Commissioners would like to discuss the Committee Assignments at this time or review them and bring back at a later date.
- Commissioner Murray: She questioned whether Commissioner Spesert would be leaving soon, or would it be within the next few months.
- Robert MacNicholl: He stated Staff has not received a formal resignation from Commissioner Spesert as yet.
- Commissioner Sanders: He stated he would go through the Subcommittee list and which Commissioners would choose the specific Subcommittees to attend.
- Commissioner Wurzel: He questioned whether Staff should review the Subcommittees and decide which committees are still applicable.
- Commissioner Sanders: He stated he had no objection to Commissioner Wurzel's request.
- Robert MacNicholl: He stated he also had no objection to Commissioner Wurzel's suggestion. Staff's intent was to inform the Commission of what Subcommittees were currently active. Staff would like the Commissioners input as to what would be appropriate for Subcommittees that may or may not be currently active.
- Commissioner Gonzalez: She felt Robert MacNicholl should be aware of what Subcommittees should be kept current.
- Commissioner Murray: She felt the Public Arts Subcommittee is a great one, but without Martie Dote, she is the only Commissioner left on the committee.
- Commissioner Lopez: He stated he would fill Commissioner Dotie's vacant position on the Subcommittees until they are reassessed.
- Robert MacNicholl: He stated the City is in a process with LAFCO to begin a study of the Urban Limit Line, so the Urban Limit Line Subcommittee may be needed in the future.

4. Approval of Minutes:

- It was moved by Commissioner Murray, seconded by Commissioner Wurzel to approve the Planning Commission minutes for November 6, 2008 as written.

AYES: Murray; Wurzel; Sanders; Barzo; Gonzalez
NOES: None
ABSENT: Spesert
ABSTAIN: Lopez

5. 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.

- None.

6. 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 Gonzalez: She wanted to welcome Commissioner Lopez. She has worked with Commissioner Lopez in the past and has found him to be very open-minded and fair.
- Commissioner Barzo: He also wanted to welcome Commissioner Lopez. Commissioner Barzo questioned the status of the house at 210 Lincoln Avenue.
- Robert MacNicholl: He stated there has been no response from the owner. The foundation has been poured in preparation for lowering the building. The building permits have been issued. If there is no response from the owners in a reasonable amount of time, the City may be forced to take drastic measures such as demolish the building. The City would like to save the home if at all possible.
- Commissioner Barzo: He questioned whether a nuisance citation could be issued on this property.
- Robert MacNicholl: He stated that may be possible, but Staff would have to review the permit status prior to any decision. Mr. MacNicholl stated Staff would inform Commissioner Barzo of the status of the permit and what actions could be taken.
- Commissioner Murray: She stated she had already welcomed Commissioner Lopez. Commissioner Murray stated she is very sorry to see Robert MacNicholl retire and leave the City. She stated he will leave a very big void. She also commended Mr. MacNicholl for the great work he has done for the City.
- Commissioner Wurzel: He welcomed Commissioner Lopez to the Planning Commission. He also asked all the Commissioners to check their e-mail for the invitation to Mr. MacNicholl’s retirement luncheon. Commissioner Wurzel thanked Staff for providing the Community Development Monthly Status Report and Major Project Summary that the City Council receives on a monthly basis. He is requesting that the Planning Commission also receive the report on a monthly basis.
- Commissioner Lopez: He thanked Robert MacNicholl for the help he has given him in the past years as a member of the community.

- Commissioner Sanders: He echoed everything that has been said regarding Robert MacNicholl.
- Commissioner Barzo: He stated he is the only Commissioner that has seen Robert MacNicholl come and go twice. Commissioner Barzo also stated Mr. MacNicholl was a great person to work with and will be missed.

7. Subcommittee Reports.

- None

NEW BUSINESS:

8. None

PUBLIC HEARING:

9. **Spectrum Capital Parcel Map No. 4960.**

Request for a Tentative parcel map to divide a 12,936 square foot parcel into two (2) parcels at 1003 & 1005 Court Street (APN: 005-643-12) in the Central Business District – Area E1 (CBD-E1).

Owner:	James Corbett/Spectrum Capital
Environmental Document:	Categorical Exemption
Staff Contact:	Paul L. Hanson, AICP, Senior Planner
Recommend Action:	Conditional Approval

DISCUSSION:

- Commissioner Murray: She questioned if 3000 square feet is small for a lot. She asked if it was because the property exists in the state as it is.
- Paul Hanson, Senior Planner: He stated this is a commercial site, there is no specific size needed.
- Commissioner Murray: She questioned since size was not an issue, then the driveway and access were not an issue either.
- Paul Hanson: He stated the driveway and access are off the alley, with both parcels sharing the parking lot.
- Commissioner Gonzalez: She questioned whether there are businesses in the buildings currently.
- Paul Hanson: The Queen Anne is currently empty; the other small one is occupied with a business.
- Commissioner Wurzel: He questioned the justification for the lot split.
- Paul Hanson: He stated the applicant would ultimately like to sell each lot individually.
- Commissioner Gonzalez: She questioned the details in which the Police Department gave for their requirements.

- Paul Hanson: He stated the Police Department has new Staff reviewing the projects. The Police Staff address more of the security ordinance as recommendations not requirements.
- Commissioner Gonzalez: She clarified that the responses from the Police Department were recommendations and not requirements.

PUBLIC COMMENT:

- Chris Lerch, Laugenour and Meikle: He stated he was representing Mr. Corbett. Mr. Lerch stated Mr. Corbett originally restored this property with the intention of selling. Mr. Corbett thought one individual would buy the property, and be a landlord to the other building. This was not the case. Mr. Lerch stated he has had situations in the past where there were shared parking with the proper easement. He stated an attorney will be contacted to write up the agreement with the proper language.

DISCUSSION:

- Commissioner Gonzalez: She questioned what is left on “*The Lands of Bruga*”.
- Paul Hanson: That area is parking for the veterinary office across the street and was done several years ago.

RECOMMEND APPROVAL

It was moved by Commissioner Wurzel and seconded by Commissioner Gonzalez, and unanimously carried, that the Planning Commission approves Spectrum Capital Tentative Parcel Map #4960 dated 10/13/08, based on the identified findings of fact and subject to the terms identified in the Conditions of Approval in the Staff report dated Thursday, November 20, 2008.

AYES:	Wurzel; Gonzalez; Lopez; Murray; Sanders; Barzo
NOES:	None
ABSENT:	Spesert
ABSTAIN:	None

There being no further business, the meeting was adjourned at 7:35 PM.

Respectfully submitted,

Robert MacNicholl
Community Development
Planning Manager

**APPROVED ACTION MINUTES
CITY OF WOODLAND
PLANNING COMMISSION
THURSDAY, DECEMBER 4, 2008**

VOTING MEMBERS PRESENT: Lopez; Wurzel; Murray; Sanders; Barzo

VOTING MEMBERS ABSENT: Gonzalez; Spesert

STAFF MEMBERS PRESENT: Munowitch; MacNicholl; Stillman; Norris

The meeting was called to order at 7:00 PM.

- Commissioner Sanders: He made a change to the agenda and asked Robert (Bob) MacNicholl to come forward for a presentation. He asked Commissioner Wurzel to present Mr. MacNicholl with a Certificate of Appreciation.
- Commissioner Wurzel: He read the following:
“You have strived for excellence in the planning field during a 35 year career and contributed to the success of the Woodland Community Development Department as its first Planning Manager and in Senior and Associate Planner positions during seven years of distinguished public service to the City. Your tenure at Woodland has been marked by a commitment to good urban planning and the ability to work closely and effectively with the Planning Commission, City Council, City Staff, and Woodland Community.” He thanked Bob personally.
- Commissioner Sanders: He stated that they will get the certificate signed by all of the Planning Commission members as some of them are missing tonight and then get the certificate back to Bob. He said that he has very much appreciated Bob helping him and all that he has done for the City. He said that the City is a better place for all his efforts and thanked him.
- Commissioner Barzo: He said that it has been a pleasure to work with Bob as he is very candid and gives a straight answer. He said that his is commendable and if he did not have an answer he would get one. He said that the loss to the City will be felt.
- Commissioner Wurzel: He said that he appreciated Bob’s candid comments and discussions and has learned a lot. He hopes for a full report of his plans for the future.
- Commissioner Murray: She wished Bob lots of happy hours in his garden. She said that having retired herself, this is a wonderful opportunity to enjoy life. She hopes for Bob a long, healthy life and will miss him.
- Commissioner Lopez: He said that he echoes the sentiments of the other Planning Commissioners and Bob will be missed. He said that it has been a pleasure working on projects together.

1. Director's Report:

- Barry Munowitch: He said that he echoes what some of the Planning Commissioners said about Bob. He said that Bob has been in this profession many years and this is his second tour in the City of Woodland. He said that Bob is the first Planning Manager for the City; he worked 18 years with Yolo County and has a stint in the City of Winters. He said that Bob knows and has served this County well. He said that to Woodland, the department and himself, Bob will be missed. He said that Bob has taken the younger folks under his wings, both Planners and Engineers. He again stated that Bob will be missed.

2. Approval of Minutes:

- Commissioner Murray: She requested that in the first sentence after her name, "He" should be changed to "She"
- Commissioner Wurzel: He said that he did not abstain from voting for himself during the elections. He requested that it be noted that he did vote for himself for both.
- Commissioner Sanders: He again thanked Staff for keeping current with the Planning Commission minutes.

It was moved by Commissioner Murray, seconded by Commissioner Wurzel to approve the Planning Commission minutes for November 20, 2008 as written with noted corrections.

AYES:	Lopez; Wurzel; Murray; Sanders; Barzo
NOES:	None
ABSENT:	Gonzalez; Spesert
ABSTAIN:	None

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.

- 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 Barzo: He had no comments or announcements.
- Commissioner Murray: She had no comments or announcements.
- Commissioner Wurzel: He wished everyone a good holiday.
- Commissioner Lopez: He had no comments or announcements.
- Commissioner Sanders: He had no comments or announcements.

5. Subcommittee Reports.
 - None

NEW BUSINESS:

6. **Consideration for Petition for a General Plan Amendment.**

The applicant has submitted a petition before the Planning Commission, requesting acceptance to proceed with a General Plan Amendment and subsequent Rezone, changing the land use designation from Industrial (I) to General Commercial (C-2) for 19 parcels located between Home Depot & County Road 102 with access provided by East Main Street, Hayes Lane and County Road 102.

Applicant/Owner:	John Sambucetti
Staff Contact:	Jimmy A. Stillman, Associate Planner
Recommend Action:	Accept Petition

- Jimmy Stillman, Associate Planner: He presented his staff report. He then thanked Bob for the work he has given to the department. He said that as a young Planner, Bob has been an inspiration. He also said that a 35-year career is something to be admired.

DISCUSSION:

- Commissioner Murray: She asked about how the City is doing with Industrial land versus Commercial land. She asked if there are still lots of industrial buildings.
- Robert MacNicholl, Planning Manager: He said that there are more vacant industrial buildings than in the last decade. He explained that the limitations are due to sites and the economy. He also said that there are constraints due to flood zoning on those properties. He said that overtime that issue will be resolved.
- Commissioner Murray: She asked if this is due to the remapping of the flood zone.
- Robert MacNicoll: He said that it is, in part, due to this.
- Commissioner Wurzel: He asked if the applicant owns all of the parcels being rezoned.
- Jimmy Stillman: He said no, but they have been working as a group of partners to submit the petition.
- Commissioner Wurzel: He discussed it being ok as long as all the owners agree.
- Commissioner Lopez: He asked if Staff has a document showing that all the owners are on the same page. He said that he would like to see all of their names on the application when it is submitted that shows who owns what property and there is a letter of agreement.
- Jimmy Stillman: He said that the department will review to have all the owner information included on the application when submitted.

PUBLIC COMMENT:

- Ken Reiff: He explained that he is presenting for the Sambucetti family and the other property owners. He detailed the ownership of the parcels and past rezoning. He said that there is an agreement with all property owners, except three. He said that now the list of use options is very limited and a change to C-2 will allow more uses. He said that Industrial use is very difficult due to the flood zone. He said that currently in Woodland 2 million of the 12 million square feet of land is vacant. He said that Industrial users want to be located away from retail traffic and they like the access between County Road 102 and Highway 113. He explained that the rezoning will allow the property to redevelop to be consistent between Road 102 and Main Street. It will also allow two access points to the freeway. He said that he can not say right now who will be out there in the future. He explained that they have been working with Staff to ensure that the businesses can be grandfathered in.
- Commissioner Wurzel: He asked if the freeway upgrades will impact these properties.
- Jimmy Stillman: He deferred the question to Bruce Pollard.
- Bruce Pollard, Sr. Civil Engineer: He explained that there will be two phases. He said that the first will be south at Gateway with an on-ramp onto southbound Road 102 and a signal. He said that the second will be to add two lanes to the eastside overpass. He said that this will require reconfiguring the loop and realigning the off-ramp.
- Commissioner Wurzel: He confirmed that it will not affect this quadrant.
- Bruce Pollard: He said that they will do a traffic study and may identify other needed improvements.
- Commissioner Wurzel: He asked if the current circulation will not, then, be impacted by the freeway expansion.
- Bruce Pollard: He said no, to the best of his recollections. He said that it will just involve a signal and some modifications.
- Commissioner Sanders: He said that the on-ramp going north on I-5 is in and the signal at the Hays Lane corner. He said that there should not be any or minimal impact.

DISCUSSION:

- Commissioner Wurzel: He said that when reviewing the zoning map originally, he identified that this was the only quadrant not being utilized. He said that he feels this is the smartest move the City can make to capitalize on the freeway frontage. He said that he is very support of this.
- Commissioner Barzo: He said that this is a good infill project. He said that this will help to accelerate development of that area. He said that he supports it as well.

It was moved by Commissioner Wurzel and seconded by Commissioner Murray, and unanimously carried, that the Planning Commission approves the Sambucetti E. Main Street General Plan Amendment and Rezone petition for further processing by the Planning Commission subject to the following findings:

Findings

- The filing of this petition is consistent with the City approved process for consideration of General Plan Amendments.
- Acceptance of the petition does not imply that the Planning Commission will ultimately approve the project.
- The any necessary fiscal analysis, environmental and technical studies, project review and land use issues will have to be addressed and resolved as the project moves forward through the entitlement review process.

AYES:	Lopez; Wurzel; Murray; Sanders; Barzo
NOES:	None
ABSENT:	Gonzalez; Spesert
ABSTAIN:	None

PUBLIC HEARING:

7. **West Wood Unit 2 Subdivision Application Denial.**

The applicant proposed annexation to the City, a General Plan Amendment, rezoning/rezoning, and to subdivide the property for residential use on the north with continued industrial use on the south. The property would be subdivided into 83 lots comprised of 80 single-family lots, (including six secondary dwelling units) ranging in size from 4,000 square feet (all 8 affordable lots) to 12,041 square feet (Lot 34), two industrial lots (Lot A 34,362 square feet; and Lot B 43,310 square feet), and Lot X (99,198 square feet) for a detention basin to serve both the subject property and existing West Wood Unit 1 (see Attachment 2, Vesting Tentative Map).

Applicant/Owner:	Joe Ripple/Schellinger Brothers
Staff Contact:	Cindy Norris, Principal Planner
Recommend Action:	Denial

DISCUSSION:

- Commissioner Sanders: He noted that the applicant did not appear tonight so this should be a quick agenda item.
- Cindy Norris, Principal Planner: She said that Bob has been a tremendous support and will be sorely missed. She then presented her staff report. She noted that this was previously set for a public hearing in April. She said that the Applicant at that time asked for a continuance in order to review the application further. She said that there has been no action or response from the Applicant since.
- Commissioner Murray: She asked if there is a cost for the Applicant.

- Cindy Norris: She explained that there is an advanced fund agreement and liability account created that Staff charges their time to. She said that the Applicant is currently in arrears by \$37,000 and the City is not able to collect.
- Commissioner Wurzel: He asked for clarification that the Planning Commission is to recommend for denial or denying. He asked if further action would be needed by City Council.
- Cindy Norris: She said that this is the final step and the Planning Commissions action is final.
- Commissioner Lopez: He added that the Planning Commissions action tonight will be terminating the whole deal.
- Barry Munowitch: He confirmed that the Planning Commission action will be final unless the Applicant appeals.
- Commissioner Lopez: He said that when he saw the arrears he knew that this would be killed.
- Commissioner Sanders: He said that he is hopeful that the City can collect.
- Commissioner Murray: She asked if there is a notice to those that come to the office that the City is not doing anything in that section of town until there is an overall plan.
- Cindy Norris: She said that Staff does advise of the growth policy.
- Commissioner Murray: She said that therefore there are limitations.
- Cindy Norris: She said that this application was submitted in 2004 before the growth limit.
- Commissioner Murray: She that due to the urban limit line and the use of agricultural land, this would be defeated on at least two counts. She said that they need to find another land use.
- Cindy Norris: She added that they could also wait for a time that is right some years in the future.
- Commissioner Wurzel: She said that sometime down the line, this could be a great piece of property.
- Robert MacNicholl: He reminded the Commission about College Park. He said that this also came before the Planning Commission and Staff recommended denial for practically the same reasons.

PUBLIC COMMENT:

- None

DISCUSSION:

- Commissioner Sanders: He said that he hopes that they clean up their account with the City. He said that they did good work with West Wood I and when they submitted in 2004 this project looked like it had lots of potential. He asked if this would have fit in with the urban limit line.
- Cindy Norris: She said yes.

It was moved by Commissioner Murray and seconded by Commissioner Wurzel, and unanimously carried, that the Planning Commission recommend the denial of the West Wood II project based on the identified issues, and findings contained in the staff report.

- Commissioner Wurzel: He corrected the motion to state that the Planning Commission will be denying rather than recommending denial.

AYES:	Lopez; Wurzel; Murray; Sanders; Barzo
NOES:	None
ABSENT:	Gonzalez; Spesert
ABSTAIN:	None

There being no further business, the meeting was adjourned at 7:32 PM.

Respectfully submitted,

Rachael Smith
Office Manager

**APPROVED ACTION MINUTES
CITY OF WOODLAND
PLANNING COMMISSION
THURSDAY, JANUARY 15, 2009**

VOTING MEMBERS PRESENT: Wurzel; Murray; Sanders; Barzo; Gonzalez

VOTING MEMBERS ABSENT: Lopez

STAFF MEMBERS PRESENT: Sokolow; Norris

The meeting was called to order at 7:00 PM.

Commissioner Lopez arrived at 7:07 PM.

1. Director's Report:

- Dan Sokolow, Associate Planner: He provided the following reports.
 - a. He provided an update on Casa del Sol. He said that work continues on the community center and work has started on the sites for the 30 new residential units with grading and utility work. The City was awarded a SACOG Community Design Grant for the streetscape improvements (curb, gutter, sidewalk, bus turnout/enclosure, and landscaping) a couple of years ago. In July last year the City Council approved bidding out the streetscape work. Because federal funds are used for the Community Design Grant, FWHA still needs to provide its approval before the City can bid out the streetscape work. The Casa Del Sol project also includes the rehabilitation of the existing 126 residential and CHOC continues to work on closing out the remaining financing needed for this work.
 - b. He also advised that Commissioner Spesert has officially resigned from the Planning Commission and the recruitment process is beginning. He explained that City Council will make the appointment to fill the current vacancy.
 - c. He stated that he emailed the Commissioners the CDD Monthly Status Report. He asked the commissioners if they are comfortable receiving the report via emails or would prefer copies added to their meeting packets.
 - d. He provided an update on the Housing Element. He said that the final draft will still need to be reviewed by the Housing Subcommittee (Commissioner Wurzel and Commissioner Murray). He added that Willdan has a couple of items to complete as well.
- Commissioner Sanders: He said that emails work great. He also asked staff to prepare a certificate for Kevin Spesert in recognition of his service on the Planning Commission and should schedule a time for Mr. Spesert to be present. He added that he is looking forward to the Housing Element

2. Approval of Minutes:

December 4, 2008:

- Commissioner Wurzel: He asked that the minutes be corrected to state “he” rather than “she” on page 6.

It was moved by Commissioner Wurzel and seconded by Commissioner Murray to approve the Planning Commission meeting minutes of December 4, 2008 as written, with the correction indicated on page 6.

AYES: Wurzel; Murray; Sanders; Barzo
NOES: None
ABSTAINED: Gonzalez
ABSENT: Lopez

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 item a Commission member would like to have discussed at a future Commission meeting.
- Commissioner Wurzel: He had no comments or announcements.
 - Commissioner Murray: She asked staff to begin working on the General Plan and Kentucky area Plan as building is down in the City.
 - Commissioner Barzo: He asked for status on the house located at Cleveland and Lincoln.
 - Dan Sokolow: He said that the building permit is due to expire next month. He said that he will provide an update at the next Planning Commission Meeting.
 - Commissioner Barzo: He said that he is concerned that this is a safety issue and that kids can get into this property.
 - Dan Sokolow: He said that he does not think that this is an abatement issue.
 - Commissioner Sanders: He said, yes this is an abatement issue.
 - Commissioner Wurzel: He agreed with Commissioner Sanders. He added that other cities can determine abatement and then assess fines.
 - Commissioner Sanders: He said that if this is abatement, it would be up to the Nuisance Abatement Committee to adjudicate. He asked staff to nudge the property owner and advise them that they will need to move on this.
 - Dan Sokolow: He said that he will first speak with the Chief Building Official.

- Commissioner Gonzalez: She asked if there are only two Planning Commissioners on the Housing Subcommittee. She asked if there is an alternate person.
- Dan Sokolow: He said that he did not know.
- Commissioner Sanders: He asked if Commissioner Gonzalez wanted to be on the Subcommittee.
- Commissioner Gonzalez: She said yes. She would like to be added as an alternate. She then asked if there is assistance available for the elderly regarding hazardous waste materials.
- Dan Sokolow: He said that he was not sure.
- Commissioner Gonzalez: She said that at the last nuisance abatement hearing, some of the people were elderly and had mobility limitations.
- Commissioner Barzo: He confirmed that there were several loads and some of the citizens could hardly walk.
- Dan Sokolow: He said it may be a quantity issue. He thought that the maximum might be five gallons.
- Commissioner Gonzalez: She said that she wants to know if there is assistance available or not.
- Commissioner Lopez: He said that there is none.

5. Subcommittee Reports.

- a. None

NEW BUSINESS:

6. Presentation on Public Art

Applicant/Owner:	Danielle Thomas/Yolo County Arts Council
Staff Contact:	Dan Sokolow, Associate Planner
Recommended Action:	Receive Presentation

DISCUSSION

- Danielle Thomas, Executive Director Yolo County Arts Council: She discussed the vision and goals of the Art Council. She also provided a definition of public art and provided a photo presentation of sample public art in Yolo County that has been supported by Arts Council.
- Commissioner Sanders: He thanked Ms. Thomas for coming to the Commission meeting and said that he appreciates what the Art Council is doing. He said that public art is also important to the Planning Commission.
- Danielle Thomas: She provided handouts to the Commissioners as well.

7. Consideration of Petition for a General Plan Amendment

The applicant has submitted a petition before the Planning Commission, requesting acceptance to proceed with a General Plan Amendment to exempt backup generators used for City of Woodland facilities and the drilling of City of Woodland water wells from the Noise Element of the Woodland General Plan.

Applicant/Owner:	City of Woodland, Public Works Department
Staff Contact:	Dan Sokolow, Associate Planner
Recommended Action:	Accept Petition

DISCUSSION

- Commissioner Sanders: He said that he has lots of experience with generators and he is concerned that looks like staff is looking for a blank check. He said that the fiscal considerations worry him in that the generators could be less expensive but create more noise. He asked what steps the City will take to get the most efficient generators we can.
- Dan Sokolow: He discussed the requirements for decibels and stated that as the noise decreases, the cost increases in increments of \$50,000. He said that he does not know the cost of the generators that the City is planning to purchase. He did confirm that there are cost considerations and he would be happy to follow up on this issue.
- Commissioner Sanders: He provided an example of generators and the noise they produce.
- Commissioner Wurzel: He shared the same concerns as Commissioner Sanders and discussed coming back with a revised noise exemption based on particular standards. He said that there should be some standards and a justification.
- Dan Sokolow: He said that this amendment would be limited to City facilities for generators and drilling wells. He said that he will talk further with Public Works. He said that it would limit to 80 or less decibels, as louder would be harmful.
- Commissioner Barzo: He said that the City Ordinance addresses noise levels.
- Dan Sokolow: He said that there is a noise section of the Woodland Municipal Code, but it does not specify noise levels. Instead, it describes kinds of noise, construction noise and hour guidelines.
- Commissioner Barzo: He said that he thought the standards have already been set.
- Dan Sokolow: He said again that it only includes such guidelines as exemptions, descriptions and hours.
- Commissioner Barzo: He said that wants to see standards for safety and then determine how much above the safety level this is.
- Dan Sokolow: He added that these are outside levels.
- Commissioner Barzo: He said that he knows he has seen something like an ordinance that addresses this.

- Commissioner Murray: She said that there is an article written by Doug Baxter that discusses the importance of communication and notification of the public. She said that it notifies local residents of how long the noise will last.
- Dan Sokolow: He said that the City is doing community outreach. He said there was a neighborhood meeting and a 500 foot notice sent for the elevated water tower project. They address construction periods, noise mitigations, and a contact person for follow up questions.
- Commissioner Lopez: He asked if noise barriers have been considered for the generators.
- Dan Sokolow: He said that these particular generators are portable units with a transfer switch for multiple sites.
- Commissioner Lopez: He said that noise barriers can be portable, are inexpensive and will deflect noise. He talked about OSHA standards and said that there are lots of avenues available. He said that he would like to see this explored more first.

PUBLIC COMMENT: None

DISCUSSION

- Commissioner Wurzel: He asked if the Commission will be taking action to approve the petition with the exemption regarding the noise.
- Dan Sokolow: He said that he can take back to Public Works to discuss the Commissions concerns tonight.
- Cindy Norris, Principal Planner: She said that the petition process says only that there is merit to go forward.
- Commissioner Wurzel: He said that if Commission approves the petition and Staff comes back without addressing their concerns, they can choose to not approve.
- Commissioner Lopez: He talked about the generators not being a permanent fixture.
- Commissioner Gonzalez: She asked how many days the drilling will take place.
- Commissioner Murray: She also asked how long it will go on for.
- Commissioner Gonzalez: She asked if it will go on for weeks.
- Dan Sokolow: He said yes.
- Commissioner Gonzalez: She asked if it will go on for 24 hours a day.
- Dan Sokolow: He gave an example of past well drilling. He said that there were not complaints but mostly inquiries about the drilling.
- Commissioner Sanders: He said that he lives near Gibson and did not hear the drilling.
- Commissioner Gonzalez: She asked about the application process, how the department is applying and budget impacts.
- Dan Sokolow: He said the City is not charging application fees since the project is for the City.

- Commissioner Gonzalez: She asked if commercial locations could use these new standards.
- Dan Sokolow: He again confirmed that this is for City facilities only. It would include water, sewer, storm drain, protection of safety and property; the backbone of the City's critical facilities. He said that if they wanted commercial use, they would have to file their own petition.
- Commissioner Gonzalez: She asked about hospital use and other 24-hour facilities. She asked if they can make amendments to address all of these facilities and then they will not need individual applications.
- Dan Sokolow: He said he did not know.

It was moved by Commissioner Wurzel and seconded by Commissioner Murray and unanimously approved that the Planning Commission accepts the City of Woodland (Public Works Department) General Plan Amendment petition for further processing by the Planning Commission subject to the following findings.

- The filing of this petition is consistent with the City approved process for consideration of General Plan Amendments.
- Acceptance of this petition does not imply that the Planning Commission will ultimately approve the project.
- Any necessary fiscal analysis, environmental and technical studies, project review and land use issues will have to be addressed and resolved as the project moves forward through the entitlement review process.

There being no further business, the meeting was adjourned at 8:08 PM.

Respectfully submitted,

Rachael Smith
Office Manager