



PLANNING COMMISSION AGENDA

May 16, 2013

CITY COUNCIL CHAMBERS

6:30 PM

DRAFT MINUTES

1. Call to order
2. Roll Call
Commissioners Present: Murray, Lopez, Murphy, Wurzel, Holt, Wells, Lizarraga

Staff Present: Ken Hiatt, Community Development Director; Cindy. Norris, Principal Planner; Dan Sokolow, Senior Planner/Housing and CDBG Coordinator; Heidi Tshcudin, General Plan Project Manager; Jeff Goldman, AECOM Housing Consultant; Mathew Gerken, AECOM, Housing consultant; Bruce Grove, RBF Planning Consultant
3. **Approval of Minutes for April 18, 2013**
Ayes: Lopez,, Holt, Wells, Murray, Murphy, Lizarraga, Wurzel
No's:
Abstain:
4. **Director's Report:** This an opportunity for the Community Development Department's Director or designee to provide the Commission with information on any items other than those listed on the Agenda.
 - *Introduce Ken Hiatt, new Community Development Director*
 - *Change of regular schedule back to 2 meetings a month to be held open, 1st and 3rd; availability for June 6? (Commissioners Wurzel and Kirby indicated that they are not available on the 6th)*
 - *Joint Planning Commission and City Council workshop on June 11, 2013 at the Community and Senior Center*
 - *Number of reports coming out in advance of the joint workshop that will provide a great amount of information: Workshop summary report; Community Survey Report; Existing Conditions Report.*
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.
None

7. **Subcommittee Reports:**

Commissioner Holt stated that he had attended the General Plan Steering Committee #2 in which the Housing Element had been a topic for the group.

PUBLIC HEARING:

8. **Draft Housing Element 2013 – 2021:** That the Planning Commission make the following recommendations to the City Council: 1) Receive the Draft 2013 Housing Element; 2) Direct staff to transmit the document to the State Department of Housing and Community Development (HCD) for review and comment; and 3) Commence preparation of appropriate environmental impact analysis on the Draft 2013 Housing Element in preparation for adoption later this year.

Applicant:	City of Woodland
Staff Contact:	Cindy Norris, Principal Planner, and Heidi Tschudin, General Plan Project Manager
Recommended Action:	Receive the Draft and Recommend the actions outlined above to the City Council

Motion: Commissioner Lizarraga made a motion that the Planning Commission recommends to the City Council that the Council review the draft housing element, direct staff to submit the document to the Department of Housing and Community Development and commence preparation of appropriate environmental review, which was seconded by Commissioner Murray.

Ayes: Commissioners: Wells, Lopez, Murray, Holt, Murphy, Wurtzel, and Lizarraga

Nos: Commissioner:

NEW BUSINESS:

9. **Review of the proposed City of Woodland Capital Improvement Program (CIP) for 2013/14 – 2016/2017:** The 10-year Capital Improvement Programs (CIP) that presents a balanced ten-year spending plan. The Capital Budget represents the first year of the CIP and identifies projects for which appropriations will be requested. The CIP and associated Capital Budget are typically re-evaluated, updated and presented to the City Council annually. Pursuant to Government Code 65401, a finding of conformity with the General Plan is required for new projects.

Applicant:	City of Woodland
Staff Contact:	Lynn Johnson, Senior Management Analyst
Recommended Action:	Finding of conformity with the General Plan

Motion: Commissioner Lizarraga made a motion that the Planning Commission make a finding that the proposed new project for the 2013/14 – 2016/2017 CIP are consistent with the General Plan, which was seconded by Commissioner Wells.

Ayes: Commissioners: Wells, Lopez, Murray, Holt, Murphy, Wurtzel, and Lizarraga

Nos: Commissioner:

10. **Woodland Commerce Center Draft Environmental Impact Report Circulation:** The Draft EIR for Woodland Commerce Center is a program level analysis for annexation, a General Plan Amendment to formally change the City's corporate boundaries, a Tentative Subdivision Map (TSM) to subdivide the site into approximately 15 parcels for future development, and a Development Agreement to extend the life of the Tentative Subdivision Map beyond the limits established in the California Subdivision Map Act, and to provide for other provisions. The DEIR public review period started on Friday, April 26, 2013, and will end on Monday, June 10, 2013. The Notice of Public Comment Meeting/Notice of Availability of the Draft EIR was published in the Daily Democrat newspaper on Thursday, April 25, 2013. A public comment meeting will be held on

Thursday, May 30, 2013, in the City Council Chambers from 5:30 – 7:00 p.m. to receive comments from the public on the Draft EIR.

Applicant:	City of Woodland
Staff Contact:	Dan Sokolow, Senior Planner
Recommended Action:	Informational Review and to receive comments from Planning Commissioners on the Draft EIR

The Commissioners offered comments on the draft.

OLD BUSINESS: NONE

11. Adjournment

The Planning Commission of the City of Woodland encourages all parties interested in a matter scheduled to be reviewed, discussed and acted on at a meeting, to participate in the public discourse, which may include the submission of written comments and materials. The Planning Commission notifies the public that those materials received less than 24 hours before a meeting date and time may not be able to be considered completely. Further, the Planning Commission encourages interested parties to attend the meeting to discuss any matter of concern and to explain their comments more fully.