



City of Woodland

Meeting Minutes - Final Planning Commission

City of Woodland Planning
Commission
c/o Community
Development Department
300 First Street
Woodland, CA 95695
530-661-5820

Thursday, July 2, 2015

6:30 PM

Council Chambers

MINUTES ADOPTED BY COUNCIL

A. Call to Order

Meeting was called to order at 6:32 pm

Staff Present:

Cindy Norris, Principal Planner

Erika Bumgardner, Senior Planner

B. Roll Call

Present: 6

Chairman Kirby Wells, Vice Chairman Holt, Commissioner Steve Harris,

Commissioner Marco Lizarraga, Commissioner Fred Lopez, and Commissioner John

Murphy

Absent: 1

Commissioner Elodia Ortega-Lampkin

C. Approval of Minutes

No minutes presented.

D. Directors Report

E. Public Comment

None provided

F. Communications

Commissioner Murphy provided communications

Chairman Wells provided communications

- requested that an item be placed on the agenda to discuss having the Planning Commission say the pledge of allegiance at each meeting.

- requested that an item be placed on the next agenda addressing Planning Commission Meetings and re-scheduling meetings that are adjacent to a holiday closure.

G. Subcommittee Reports

H. Public Hearing

[14-794](#)

Woodland Tractor Parcel Map No. 5074 (PLNG 15-00024). The project includes a request for a tentative parcel map to divide a 9.33 acre parcel into two parcels of 3.33 acres and 6 acres. The property is located at 95 West Kentucky Avenue in the Industrial Zone.

Location: 95 West Kentucky

Applicant/Owner: Jeff Huckins/Woodland Tractor & Equipment Co., Inc.

Environmental Report: Class 15 Categorical Exemption (CEQA Guidelines, §15315)

APN: 027-440-012-000

Project Planner: Erika Bumgardner, AICP, Senior Planner

Staff Recommendation: Conditional Approval

Attachments: [1. Planning Commission Resolution including Exhibits a. & b.](#)
 [2. General Application](#)

*A motion was made by Commissioner Lizarraga and seconded by Vice Chairman Holt to open and continue hearing of this item; Woodland Tractor Parcel Map No. 5074 (PLNG 15-00024) a request for a tentative parcel map to divide a 9.33 acre parcel into two parcels of 3.33 acres and 6 acres to the July 16, 2015 Planning Commission Meeting. The motion was carried by the following vote:
Ayes: Chairman Wells, Vice Chairman Holt, Commissioners Harris, Lizarraga, Lopez and Murphy*

I. New Business

[14-854](#)

SUBJECT: Potential Zoning Ordinance Amendments

DATE: July 2, 2015

RECOMMENDATION:

Staff recommends that the Planning Commission:

1. Review the staff report which provides a concept idea for possible zoning amendments for future consideration; and
2. Provide input to Staff for these Zoning Ordinance amendments concerning possible updates; and
3. Request that Staff forward a recommendation to City Council

concerning the initiation of minor Zoning Ordinance amendments and request that the City Council authorize staff to work with the Zoning Subcommittee and Planning Commission to evaluate and identify needed code amendments and prepare final Zoning Ordinance amendment recommendations.

Commission decided that a Zoning Subcommittee member will be selected as a liaison to work with staff on scheduling. Commission further decided that the first task be evaluation and clean up of "rear yard" definition(s). (Zoning Subcommittee members were appointed at the June 18, 2015 meeting) Commissioners Holt, Lizarraga and Lopez.

Staff commented that work can begin after authorization of this item by the City Council upon approval of the Planning Commission Work Program.

J. Old Business

[14-855](#)

SUBJECT: Review of Planning Commission Roles, Responsibilities and Functions and Preliminary Work Program

DATE: July 2, 2015

RECOMMENDATION:

Staff recommends that the Planning Commission:

1. Receive an overview by staff on:
 - a. Roles, responsibilities and functions of the Planning Commission.
 - b. Review of application types and review authority (Attachment "1")
 - c. Review of past project reviews and possible future application reviews.
 - d. Review of the draft 2015-2016 preliminary work plan (Attachment "2")
2. Provide input and direct staff to work on a draft work program and staff report for City Council consideration.

Attachments: [ATT 1 - Application Types and Review Authority](#)
 [ATT 2 - Draft 2015-2016 PC Work Program](#)

Work Program; bring a final refined draft back to the Planning Commission for approval, which will then be incorporated into a final report for the City Council.

K. Adjournment

Meeting was adjourned at 7:30 pm.

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.