



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, April 20, 2017

6:30 PM

Council Chambers

MINUTES ADOPTED BY COUNCIL

A. Call to Order

Meeting was called to order at 6:30 p.m.

Staff Present:

Stephen Coyle, Deputy Director

Megan Meier, Associate Planner

B. Roll Call

Present 1:

*Chairman Kirby Wells, Vice Chairman Chris Holt, Commissioner Steve Harris,
Commissioner Marco Lizarraga, Commissioner John Murphy, and Commissioner
Fred Lopez arriving late.*

Absent 1:

Commissioner Elodia Ortega-Lampkin

C. Pledge of Allegiance

D. Staff and Commissioner Comments

E. Subcommittee Reports

F. Communications from the Public

G. Approval of Minutes

[17-0409](#)

SUBJECT: Planning Commission Minutes

RECOMMENDATION: Staff recommends that the Planning Commission adopt the minutes and Staff notes of the Planning Commission meetings of February 2, 2017 and April 6, 2017.

Attachments:

[A – February 2, 2017 Meeting Minutes](#)

[B – April 6, 2017 Meeting Minutes](#)

A motion was made by Commissioner Lizarraga and seconded by Commissioner Harris to approve the Planning Commission Meeting minutes of February 2, 2017.

The motion was carried by the following vote:

Ayes: Chairman Wells, Vice Chairman Holt, Commissioners Harris, Lizarraga, Lopez and Murphy.

A motion was made by Vice Chairman Holt and seconded by Commissioner

Lizarraga to approve the Planning Commission Meeting minutes of April 6, 2017.

The motion was carried by the following vote:

Ayes: Chairman Wells, Vice Chairman Holt, Commissioners Harris, Lizarraga, Lopez and Murphy.

H. Public Hearing

I. Business Items

[17-0402](#)

SUBJECT: Updating the Downtown Specific Plan: Synoptic Survey Debrief

RECOMMENDATION:

Staff recommends that the Planning Commission listen to live presentations by the Downtown Synoptic Surveyors, local volunteers assisting in a first step in updating the Downtown Specific Plan. Accompanied by slides, each will describe the results of their specific street by street route on-foot, recording their visual and sensory observations of the physical features of each block in the Downtown on forms and with photographs. The outcomes, from the quality of the sidewalks and tree canopies to building facades and historic architecture, include the identification of exemplar streets and blocks, redevelopment opportunities, and areas that require repair or other actions. The surveys, which will be documented in an illustrative report and distributed, will inform the drafting of the new Downtown Design and Development Standards.

Attachments: [A – Synoptic Survey Instructions, Map and Form](#)

J. Staff or Commissioner Comments

K. Adjournment

The meeting was adjourned by 8:34 p.m.

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.