



**6:00 PM, WEDNESDAY, SEPTEMBER 21, 2011**  
**CITY HALL COUNCIL CHAMBERS**  
**300 FIRST STREET**

- 1 Roll Call**
- 2. Review and approval of the draft minutes from July 20, 2011 and September 7, 2011**
- 3. Secretary's Report**
- 4. Public Comments:** This is an opportunity for the public to speak to the Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.
- 5. Commission and Staff Comments:** This is an opportunity for Commission Members and Staff 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.
- 6. Ordinance 12A and CEQA Review Regarding 801 Main Street**  
That the Commission Review and Discuss Information concerning the general project review process as it relates to 801 Main Street – The Electric Garage
- 7. Discussion Concerning 1021 Lincoln Avenue**  
That the Commission Review a comment letter received regarding 1021 Lincoln Avenue – The Sanitary Dairy
- 8. Commission Appointments**  
In accordance with Procedures and Rules of the Commission, Section 301, the Chairperson and Vice-Chairperson shall be elected annually.
- 9. Adjournment:**



**6:00 PM, WEDNESDAY, JULY 20, 2011**

**CITY HALL COUNCIL CHAMBERS**

**300 FIRST STREET**

**DRAFT MINUTES**

**1 Roll Call 6:00 PM**

*Present: Ford, Brookshear and Aulman*

*Absent: Orlins*

**2. [Review and approval of the draft minutes from April 20, 2011](#)**

*Motion: Commissioner Brookshear made a motion to approve the minutes, which was seconded by Commissioner Ford.*

**3. Secretary's Report**

- *Introduction of the new Community Development Director, Nick Ponticello*
- *Staff let the Commission know that the HPC section of the web site would be updated in this next month*

**4. Public Comments:** This is an opportunity for the public to speak to the Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

**5. Commission and Staff Comments:** This is an opportunity for Commission Members and Staff 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 Ford stated that the Commission had received an email notice from Dino Gay regarding comments on the electric garage building and concern with regard to demolition. Staff provided a brief history of studies that have been done with regard to the building and that it has been determined that the building has significance to the downtown. Further, that any future request for demolition or impact as the result of a project would require that further studies and an EIR be prepared. Staff offered to put this item on a future agenda for more in depth discussion. The discussion was set for the next regular meeting on September 21, 2011.*

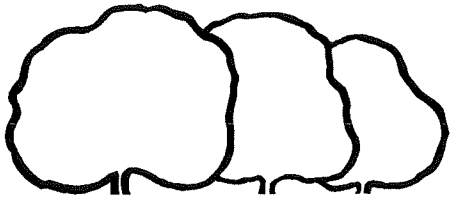
**6. Heritage Home Awards**

Next Steps

- Plaques ordered and received
- Determination of Award Meeting Date  
Possible dates: August 31; September 1 (just before holiday); September 7  
Stroll Fashion Follies – September 10
- Final Submittal of Write ups
- Notification of recipients of presentation date
- Presentation Discussion

*The Commission determined that the award meeting date will be on September 7, 2011 when the full Commission will be available and this would be just before the Stroll.*

**7. Adjournment: 6:24 PM**



# City of Woodland

## HISTORICAL PRESERVATION COMMISSION COMMUNICATION

SUBJECT: Ordinance 12A and CEQA Review  
Regarding 801 Main Street – Electric  
Garage.

DATE: September 21, 2011

PREPARED BY: Cindy A. Norris, Principal Planner

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### RECOMMENDED ACTIONS

That the Historic Preservation Commission Review and Discuss Information Concerning the Project Review Process as it relates to 801 Main Street – Electric Garage

### BACKGROUND INFORMATION:

In 1996 the Redevelopment Agency funded a historic resource survey of the Downtown. The building at 801 Main Street was listed as a contributor to the Downtown District. However, in 1998, when the City submitted an application to the State Office of Historic Preservation for consideration for National Register designation for the Downtown District, the building at 801 Main Street was removed from any list based on owner request. When the Downtown Specific Plan was updated in 2002 the building at 801 Main Street was included and listed in the plan as a contributing building to the Historic District. The building is located in the A3 District, the Core Expansion District. (**Attachment "A"**).

On May 5, 2010 the City's Redevelopment Agency was authorized to release a Request for Proposals for a Downtown Multi-Plex Theater. In the proposal two sites were identified for consideration. The site at 801 Main Street was one of those sites.

On November 15, 2010 the City received an application submittal for a proposed downtown theater complex at 801 Main Street which was submitted by Dave Corkill from Cinema West. The application was determined to be incomplete for processing on December 10, 2010.

### SITE HISTORY (801 MAIN STREET):

In April 2010 Mead and Hunt prepared a Historical Evaluation of the Electric Car Garage Company at 801 Main Street for the Redevelopment Agency. Mead and Hunt used information from prior surveys and other relevant sources to prepare an assessment of the historic significance of the building. (**Attachment "B"**). This assessment will be the starting point for any future evaluations that are conducted on this building and site. The purpose for the study was to make the determination as to whether or not there is historic merit to the building for input to be used in future reviews.

The building occupies a one-half block lot at the corner of Main and Third Streets on the north east corner. It is single story, wood-frame, single wall construction. A majority of the space of the interior was recently occupied by an automotive service garage.

The building was constructed in two distinct phases. The eastern portion was constructed in 1912 and appears to have stamped metal cladding on the front and side elevation. The western half of the building was added in 1918 doubling the size of the garage building. Subsequent alterations include replacement of the front cladding, construction of a stepped parapet, and replacement of the front showroom windows. Without the Mission Revival style parapet, the building currently has the appearance of a vernacular commercial building.

The Electric Garage was founded by Elmer Armfield, William Dahler and Hampton Roberts and was the first automotive garage in Woodland. It originally sold and repaired Studebaker electric wagons that were manufactured in Placerville. The business later expanded to sell Cadillac and La Salle brand automobiles. At its height in the 1920s, the company employed thirty-one workers, making it the largest employer in the City. By 1925, Woodland had established itself as a major automobile sales center in Yolo County with eight dealerships located in the downtown commercial district. The Electric Garage is one of only three buildings in the district that recall this aspect of Woodland's history.

#### **FUTURE REVIEW OF PROPOSED CHANGES:**

##### **Ordinance 12A- Historical Landmarks, Districts and Resources**

To assist in review of Ordinance 12A, staff has prepared a summary evaluation of the key components to the ordinance which are included in the table found in **Attachment "C"**.

Ordinance 12A sets forth the duties and responsibilities of the Historical Preservation Commission,(HPC), including setting forth a process by which the Commission provides review and recommendation with regard to demolitions, alterations, and other actions which may affect the exterior appearance of a designated landmark, or any structure in a designated historical district.

Article IV of the Ordinance outlines a permit review process. *Section 12A-4-3, Procedure upon Application*, states that once an application for alteration is filed that the HPC shall, "cause an appropriate level of review to be conducted pursuant to the California Environmental Quality Act." The Ordinance also sets forth, in *Section 12A-4-4 Criteria for Evaluating Application*, the six criteria that the Commission can use to guide their review of each alteration permit. Staff has prepared a Permit Alteration Application form (Attachment "F"). This application is used in those instances when alteration or demolition is the focus of a review in the downtown district. In a few cases, the city does receive a request for demolition that is separate from any other action or entitlement request. But a single demolition request does not occur very often and is not encouraged. Most often, a request for demolition is accompanied by a concurrent request and application for future development, such as an exterior alteration, an addition to an existing building, or the proposed removal of an existing building and replacement with a new development. In those cases, the review for demolition is combined with the whole of the action being requested, including the future

entitlement reviews. When this occurs, the Historical Preservation Commission would provide input with regard to the historical resource to whichever body, the Planning Commission or Council, has final approval authority over the requested entitlements.

In order to ensure that the Commission is fully informed of future entitlement applications that may involve assessment of Historical Resources, it is recommended that staff ensure that the Commission is included on all early project scoping lists and included as an “agency” receiving notification of the preparation of any environmental document.

### **California Environmental Quality Act (CEQA) Review of Historical Resources**

The standard for assessing the effect of any proposed project on historical resources is set forth in CEQA: “A project that may cause a substantial adverse change in the significance of a historical resource is a project that may have a significant effect on the environment.” As such, it is clear that any proposal that would request to alter or demolish the building would first require the preparation of an Environmental Impact Report that assessed the possible impact, possible alternative and possible feasible mitigations. (**Attachments “C” and “D”**)

CEQA is considered essentially an informational tool for both a public agency and the public. The main purposes of CEQA are defined in CEQA Guidelines 15002 as follows:

1. To inform governmental decision makers and public about the potential, significant environmental effects of proposed activities.
2. Identify ways that environmental damage can be avoided or significantly reduced.
3. Prevent significant avoidable damage to the environment by requiring changes in projects through the use of alternatives or mitigation measures when feasible.
4. Disclose to the public the reasons why a governmental agency approved the project in the manner the agency chose if significant environmental effects are involved.

A lead agency in assessing a proposed project under CEQA has an obligation to disclose and inform. Decision makers should have full information provided to them of the results and impacts that would result from a possible decision. CEQA does not prevent an agency from approving a project that would result in impacts to the environment. But if an agency chooses to do so they must disclose fully the reasons, and benefits that would be expected if the project were to go forward in a statement of Overriding Considerations. CEQA essentially provides a decision making entity with three possible actions:

1. That the project as approved will not have a significant impact; or
2. That impacts have been eliminated or substantially lessened where feasible; or
3. It has been determined that any remaining significant effects are unavoidable and acceptable due to overriding concerns.

### **Next Steps**

Should this or any future application move forward that included alteration or demolition of the building at 801 Main Street, further detailed analysis of the building and site would be required as part of the project review and CEQA. In addition, assessment of the possible adaptive re-use of the

building would be necessary. It is likely that this would need to be performed by an architect or other professional familiar with structural and safety code requirements to provide not only possible uses but cost and feasibility to provide for that re-use.

**Conclusion**

The Historical Preservation Commission is a key review body in the assessment of historical resources for the City. Their input is essential in developing recommendations for alternatives and mitigations that may be considered as part of the overall project review process. In some cases, alteration or demolition reviews will come to the commission directly for assessment. However, in other cases, where a larger set of entitlements is part of the whole package, the HPC review and assessment has occurred later in the process, as part of review prior to review by the approving body. To ensure that the HPC is adequately informed, the Commission will be included on all early project scoping lists and included as an “agency” receiving notification of the preparation of any environmental document that impacts an identified or potential historical resource.

**Attachments:**

- A. Downtown Woodland National Register Historic District Map Approved July 13, 1999
- B. Summary of Historic Review Information for 810 Main Street.
- C. Background and Summary Table of the Review Process Under Ordinance 12A and CEQA
- D. CEQA Information as prepared by Commissioner Cheryl Brookshear
- E. Project flow chart including CEQA Review
- F. Alteration Permit Application

# ATTACHMENT A

United States Department of the Interior  
National Park Service

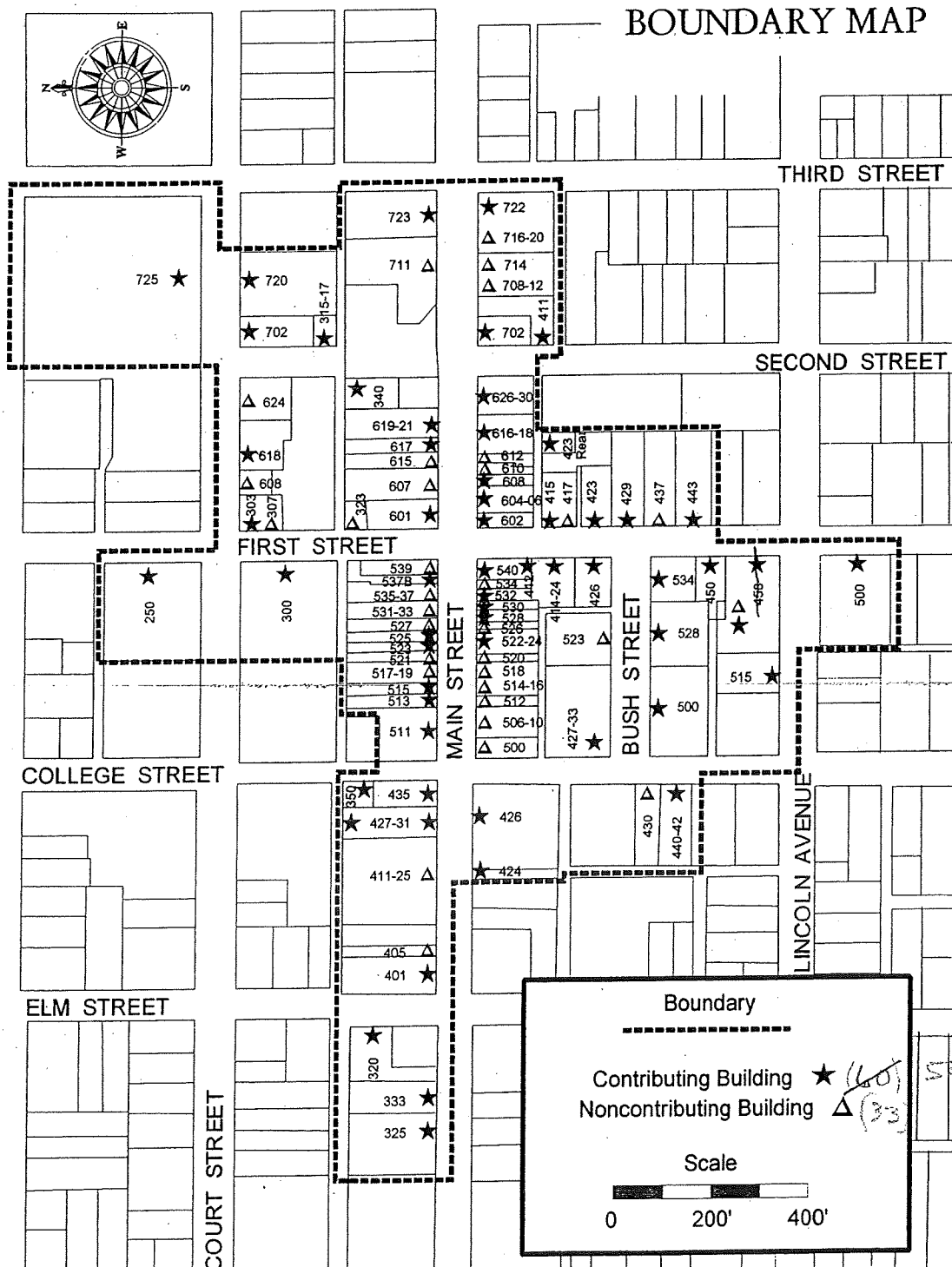
NATIONAL REGISTER OF HISTORIC PLACES  
CONTINUATION SHEET

Additional Documentation Page 55

Downtown Woodland Historic District  
name of property

Yolo Co., CA

county and State



## **ATTACHMENT B**

## Summary of Historic Review for 801 Main Street – Electric Garage

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| <p><b>Background for the Electric Car Garage including the historic surveys in 1982 and 1996, the 1999 National Register Application and owner request for removal from the district, and the 2002 Downtown Specific Plan</b></p> <p>While the building was identified as a contributor to the National Register District, it was not included in the application and designation due to the property owner's objections.</p> | <ul style="list-style-type: none"> <li>• 801 Main Street is not currently listed on the Office of Historic Preservation Directory of Properties Data file for Yolo County.</li> <li>• In 1996, the City Redevelopment initiated survey of the downtown identified the building at 801 Main Street as a contributing resource to the National Register District.</li> <li>• In 1998, the building at 801 Main Street was NOT included in the application for National Register Status for the Historic Downtown District.</li> <li>• The building at 801 Main Street is NOT included in the National Register District Boundaries.</li> <li>• The reason the building was not included is that at the time of application, the owner of the Electric Car Garage, Lonny Pritchard, submitted a letter to the City requesting that the structure not be included on the list.</li> <li>• As part of the 2002 update to the Downtown Specific Plan, 801 Main Street was included within the boundaries of the Downtown District and is identified as a building contributing to the Historic District (Figure 2.1).</li> </ul> |
| <p><b>Mead and Hunt Historical Evaluation in April 2010</b></p> <p>The building at 801 Main St is a potential contributor to the Downtown Historic District and its removal could have a cumulative impact on the integrity of the downtown, as one of three remaining former auto dealerships, but removal would not render the National Register District ineligible.</p>                                                   | <ul style="list-style-type: none"> <li>• 801 Main Street was the first automobile garage in Woodland and is associated with Woodland's leadership in automotive retail prior to World War II in Yolo County. It is one of three buildings left in the district that recall this important aspect of Woodland's commercial history.</li> <li>• The auto dealership at 333 Main was approved for demolition through the CEQA process.</li> <li>• The remaining former auto dealership is located at 427-433 College/519 Bush Street.</li> <li>• The Electric Car garage was determined to have sufficient integrity to clearly convey its original purpose and commercial function as an auto showroom and to contribute to the historical district.</li> <li>• The survey determined that as a potential contributor to the National district that it would also be a potential California register eligible</li> </ul>                                                                                                                                                                                                     |

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|  | <p>structure. Removal of a contributing structure can have a cumulative effect on the integrity of the district, but removal would not render the Downtown Historic District ineligible.</p> <ul style="list-style-type: none"><li>• Per CEQA PRC 21084, a project that may cause a significant adverse change in the significance of a historical resource is a project that may have a significant effect on the environment.</li><li>• The possible demolition of the Electric Car Garage building has the potential to substantially degrade the quality of the environment by eliminating an important example of a major period in California History.</li></ul> |
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# ATTACHMENT C

## Background and Summary of Review Process Ordinance 12A and CEQA (9.15.11)

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| <p><b>Ordinance 12A – Historical Landmarks, Districts and Resources</b></p><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><br><p>Section 12A-4-6 Special Considerations section provides possible actions the HPC may take upon review of an application for alteration or demolition.</p> | <ul style="list-style-type: none"> <li>• <b>Section 12A-3-2 G(4)</b> (<i>Procedure for designation of historic landmarks, historical districts, and historical resources</i>) – A proposal affecting commercial and public building properties cannot be considered (for designation) unless accompanied by written consent of the majority of the affected property owners.</li> <li>• <b>Article IV. Permit System</b></li> <li>• <b>Section 12A-4-1 (b)</b> – No person shall demolish a designated historical resource without first obtaining approval from the Historical Preservation Commission, unless the Chief Building Official certifies that such demolition is required for public safety....</li> <li>• <b>Section 12A-4-2 - ....</b>shall file an application with the Community Development Department upon a form prescribed by the city. Application shall include all necessary information required by the rules of the historical preservation commission</li> <li>• <b>Section 12A-4-3 (a)</b> – Upon the filing of an application, the Historical Preservation Commission shall cause an appropriate level of review to be conducted pursuant to the California Environmental Quality Act (CEQA). After such review has been completed, the Secretary of the Historical Preservation Commission shall set the matter for hearing and shall give written notice to the applicant and shall cause publication of notice in a newspaper of general circulation in the City of the date, time, and place of the hearing.....</li> <li>• <b>Section 12A -4-4 – Criteria for evaluating application</b></li> <li>• <b>Section 12-4-6 – Special Considerations</b></li> <li>• (a)If an application affects the exterior appearance of a structure or proposes to move, remove or demolish a structure which the Commission considers will be a great loss to the city, the Commission shall attempt to work out an economically feasible plan for the preservation of</li> </ul> |
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|                                                                                              | <p>the structure.</p> <ul style="list-style-type: none"> <li>• (d) If the Commission considers the structure valuable for the period of architecture it represents and important to the neighborhood in which it exists the commission may nevertheless approve the application if any of the following circumstances exist: <ol style="list-style-type: none"> <li>1. The structure is a deterrent to a major improvement program which substantially benefits the city;</li> <li>2. The site is required for public use which will be more beneficial to the public than the building which is the subject of the application, and there is no feasible alternative location for the public use;</li> <li>3. The proposed application is necessary to construct a project of special merit;</li> <li>4. Denial of the proposed application will result in unreasonable economic hardship to the owner, and it is not feasible to preserve or restore the building, taking into consideration the economic feasibility of alternatives to the proposal, and balancing the interest of the public in preserving the historic resource or portion thereof and interest of the owner of the building in its utilization.</li> <li>5. Retention of the structure is not in the interest of the majority of inhabitants of the city.</li> </ol> </li> <li>• <b>Section 12A-4-9 – Appeal</b> – Any person dissatisfied with any action of the Historic Preservation Commission on a request for building or demolition permit may appeal the decision to the City Council any time within ten days.</li> </ul> |
| <p><b>City Application Review Process and Role of Historical Preservation Commission</b></p> | <ul style="list-style-type: none"> <li>• A project application that includes submittal for project in addition to demolition or alteration of a historic structure will typically require either staff level or Planning Commission review and approval.</li> <li>• If CEQA review is part of the application process, the Planning Commission is the project approval body.</li> <li>• The Historical Preservation Commission would become a recommending body to the Planning</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|                                                                                                                                                                                                                                                                            | Commission specifically on the CEQA review of the historical resource.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>CEQA Requirements</b></p> <p>If there is evidence that an action or project may cause a substantial adverse change in the significance of an historical resource then an EIR shall be prepared to assess the impacts, the alternatives and feasible mitigations.</p> | <p><b>CEQA as an Informational Tool for Decision Makers</b></p> <ul style="list-style-type: none"> <li>• <b>CEQA Guidelines Section 15002</b> <ol style="list-style-type: none"> <li>1. To inform governmental decision makers and public about the potential, significant environmental effects of proposed activities.</li> <li>2. Identify ways that environmental damage can be avoided or significantly reduced.</li> <li>3. Prevent significant avoidable damage to the environment by requiring changes in projects through the use of alternatives or mitigation measures when feasible.</li> <li>4. Disclose to the public the reasons why a governmental agency approved the project in the manner the agency chose if significant environmental effects are involved.</li> </ol> </li> </ul> <p>An EIR is prepared when the public agency finds substantial evidence that the project may have a significant effect on the environment.</p> <p>“Significant Effect on the Environment” is defined as a substantial adverse change in the physical conditions which exist in the area affected by the proposed project.</p> <p>Further, when an EIR identifies a significant effect, the government agency approving the project must make findings on whether the adverse environmental effects have been substantially reduced, or if not, why not.</p> <p><b>CEQA Guidelines Section 15064.5 – Determining the Significance of Impacts on Historical and Unique Archeological Resources.</b></p> <ul style="list-style-type: none"> <li>• (a) Definition of Historical Resources <ol style="list-style-type: none"> <li>1. A resource listed in, or determined to be eligible by the State Historical Resources Commission, for listing in the California Register of Historical Resources.</li> <li>2. A resource listed in a local register</li> <li>3. Any object that the local agency determines to be historically significant.</li> </ol> </li> </ul> |

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|  | <ul style="list-style-type: none"> <li>• (b) A project with an effect that may cause a substantial adverse change in the significance of an historical resource is a project that may have a significant effect on the environment. <ol style="list-style-type: none"> <li>1) Substantial adverse change in the significance of an historical resource means physical demolition, destruction, relocation, or alteration of the resource or its immediate surroundings such that the significance of an historical resource would be materially impaired.</li> <li>2) Generally a project that follows the Secretary of the Interior's Standards for the Treatment of Historic Properties, shall be considered as mitigated to a level of less than significant impact.</li> <li>3) A lead agency shall identify potentially feasible measures to mitigate significant adverse changes in significance of an historical resource.</li> </ol> </li> </ul> <p><b>CEQA Guidelines 15065 – Mandatory Findings of Significance</b></p> <ul style="list-style-type: none"> <li>• (a) A lead agency shall find that a project may have a significant effect on the environment and thereby require an EIR where there is substantial evidence of physical impact either individually or cumulatively.</li> </ul> <p><b>CEQA Process – for an EIR</b></p> <ul style="list-style-type: none"> <li>• “NOP” – Notice of Preparation to responsible agencies</li> <li>• Scoping and early consultation</li> <li>• “NOC” – Notice of Completion and Public Review of the Draft EIR (45 days if State Clearing House review)</li> <li>• Response to comments and preparation of the Final EIR</li> <li>• Decision whether to approve <ol style="list-style-type: none"> <li>1. The project as approved will not have a significant impact</li> <li>2. Impacts have been eliminated or substantially lessened where feasible; or</li> </ol> </li> </ul> |
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|  | <p>3. Determined that any remaining significant effects are unavoidable and acceptable due to overriding concerns.</p> <ul style="list-style-type: none"><li>• “NOD” - Notice of Determination is filed within 5 days of approval. Filing starts a 30-day statute of limitations on court challenges to the approval under CEQA.</li></ul> |
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**CHAPTER 12A.**  
**HISTORICAL LANDMARKS, DISTRICTS**  
**AND RESOURCES.\***

**Sections:**

**Article I. General Provisions.**

- 12A-1-1. Purpose.

**Article II. Historical Preservation Commission.**

- 12A-2-1. Creation.  
12A-2-2. Composition.  
12A-2-3. Appointment and removal.  
12A-2-4. Terms of members.  
12A-2-5. Powers and duties.  
12A-2-6. Procedures.

**Article III. Designation of Historical Landmarks, Historical Districts and Historical Resources.**

- 12A-3-1. Standards for designation of historical landmarks, historical districts and historical resources.  
12A-3-2. Procedure for designation of historical landmarks, historical districts and historical resources.  
12A-3-3. Appeal.

**Article IV. Permit System.**

- 12A-4-1. When permit required.  
12A-4-2. Application for permit.  
12A-4-3. Procedure upon application.  
12A-4-4. Criteria for evaluating application.  
12A-4-5. Commission restricted to exterior features only.  
12A-4-6. Special considerations.  
12A-4-7. Limit on application within one year.  
12A-4-8. Exceptions from regulations.  
12A-4-9. Appeal.

**Article V. Enforcement.**

- 12A-5-1. Regulations enforced by building official.

**Article VI. Penalties.**

- 12A-6-1. Violation is a nuisance and may be abated.  
12A-6-2. Criminal penalty for violation.  
12A-6-3. Remedies are cumulative.

**Article VII. Procedure for Demolition Permit Applications Affecting Buildings With No Historical Designation.**

- 12A-7-1. Demolition review required.  
12A-7-2. Demolition.  
12A-7-3. Determination of historic potential.

**Article I. General Provisions.**

**Sec. 12A-1-1. Purpose.**

This chapter is adopted to preserve areas and specific structures and objects in the city which reflect elements of its cultural, social, economic, political and architectural history; to promote their use for the education and welfare of the residents of the city; to encourage tourists to visit the city; to stabilize and improve property values in historic areas, structures and objects for the ultimate aesthetic and economic benefit of the city; and to provide increased availability to building owners of various construction code, financing aids and tax benefits permitted under state and federal laws when buildings have designated historical landmark status or lie within a designated historical district. (Ord. No. 1004, § 2 (part).)

\* Prior ordinance history: Ordinance 796 as amended by Ordinances 861 and 935; and Ordinances 807 and 1002.

## **Article II. Historical Preservation Commission.**

### **Sec. 12A-2-1. Creation.**

There hereby is created a historical preservation commission. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-2-2. Composition.**

The historical preservation commission shall consist of seven members with a demonstrated interest, experience, or related professional qualifications in historic preservation. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-2-3. Appointment and removal.**

Members of the historical preservation commission shall be appointed by the council to serve at the council's pleasure pursuant to section 2-1-37 of the City Code derived from Ordinance No. 935 § 2. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-2-4. Terms of members.**

The term of office for each member shall be for four years beginning on January 1st and ending on December 31st, or when his successor is appointed and qualified, whichever last occurs. The members first appointed shall qualify themselves by lot so that three members serve until December 31, 1982, and four members serve until December 31, 1984. If a member of the commission is absent without cause for three successive regular meetings of the commission, the office becomes vacant automatically and the commission immediately shall notify the council thereof. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-2-5. Powers and duties.**

The historical preservation commission shall have the following powers and duties:

- (a) To undertake a comprehensive historic resources inventory and maintain a historic register;
- (b) To establish various criteria, guidelines and standards to carry out the intent of this ordinance;
- (c) To recommend to the city council the designation of historical landmarks and historical districts;

(d) To participate in administering regulations pertaining to historical landmarks and historical districts;

(e) To recommend to the city council ways to fund and to otherwise make financially feasible the protection of historical landmarks and historical districts in the city;

(f) To recommend to the council the means to implement the historic preservation element of the General Plan and this chapter by developing information and programs to increase awareness of, preservation of, and use of historical landmarks and historical districts in the city;

(g) To perform such other duties as the city council may direct. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-2-6. Procedures.**

The historical preservation commission shall hold regular meetings during each calendar year at such time and place in the city as the commission may fix by resolution. In addition the commission shall adopt rules for conduct of its meetings in accordance with law and prepare and maintain a public record of its transaction on matters within its jurisdiction. (Ord. No. 1004, § 2 (part).)

## **Article III. Designation of Historical Landmarks, Historical Districts and Historical Resources.**

### **Sec. 12A-3-1. Standards for designation of historical landmarks, historical districts and historical resources.**

(a) A building, structure, object, or particular place may be designated for preservation as a landmark if it meets one or more of the following criteria:

- (1) Historical Importance. The building, structure, object, particular place, vegetation or geology, has character, interest of value, as part of the development, heritage or cultural characteristics of the city, state or nation; or is the site of an historic event with an effect upon society; or is identified with a person or group of persons who had some influence

on society; or exemplifies the cultural, political, economic, social or historic heritage of the community.

(2) Architectural Importance. The building, structure, object, or particular place exemplifies the environment of a group of people in an era of history characterized by distinctive architectural style; or embodies those distinguishing characteristics of an architectural type specimen; or is the work of an architect or master builder whose individual work has influenced the development of the area; or contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.

(b) An area may be designated as an historical district which it includes at least two designated historical landmarks in such proximity that they create a setting historically or culturally significant to the local community, the state, or the nation, sufficiently distinguishable from other areas of the city to warrant preservation by such means. Such districts may include structures and sites that individually do not meet criteria for landmark status but which geographically and visually are located so as to be part of the setting in which the other structures are viewed.

(c) The city council shall approve and maintain a historical resources list. A building, structure, or object may be included on the list as a historical resource if, in the determination of the city council, it satisfies the historical preservation commission's historical resources inventory study list evaluation criteria. (Ord. No. 1004, § 2 (part); Ord. No. 1310, § 3 (part).)

**Sec. 12A-3-2. Procedure for designation of historical landmarks, historical districts, and historical resources.**

(a) The historical preservation commission by resolution may recommend to the city council designation of a landmark or historical district, or an addition to the historical resources list, upon compliance with the following procedure:

(1) Information concerning the proposal shall be filed with the community development department and shall include:

(A) The assessor's parcel map number for the site;

(B) A description detailing the special aesthetic, cultural, architectural, or engineering interest or value of an historic nature;

(C) A map outlining the subject area;

(D) Sketches, drawings, photographs or other descriptive material showing what is to be preserved;

(E) A statement of condition of the structure, object, or particular place;

(F) In the case of a proposed addition to the historical resources list, such other information as may be necessary for the commission to determine whether the proposal satisfies the commission's historical resources inventory study list evaluation criteria.

(G) Such other information as reasonably may be requested by the commission.

(2) The proposal shall be considered at a public hearing. Notice of the time, place and purpose of such hearing shall be given by the secretary of the commission in a newspaper of general circulation in the city and by mail to each owner of property subject to the proposed designation.

(3) Recommendation of designation of all or part of the proposal shall be based on enumerated facts which show that the standards contained in this article for such designation have been met.

(4) Commercial and Public Building Properties. A proposal affecting commercial and public building properties cannot be considered unless accompanied by written consent of a majority of the affected property owners.

(5) Residential Buildings. A proposal affecting residential building properties cannot be considered unless accompanied by written consent of all of the affected property owners.

(b) Upon receipt of the recommendation from the historical preservation commission, the city council shall approve, modify, or disapprove the recommen-

dation upon compliance with the following procedure:

(1) A public hearing on the matter shall be scheduled for the next regular meeting consistent with demands of the agenda. Notice of the time, place and purpose of such hearing shall be given by the city clerk in a newspaper of general circulation in the city and by mail to each owner of property subject to the proposed designation not less than ten calendar days prior to the date of hearing.

(2) Approval of the recommendation of designation shall be by resolution of the city council. The city clerk shall give written notice of such designation to each owner of property subject to the designation. (Ord. No. 1004, § 2 (part); Ord. No. 1310, § 3 (part).)

#### **Sec. 12A-3-3. Appeal.**

Any person dissatisfied with any action of the historical preservation commission on an historical district or landmark designation, or designation as a historical resource, may appeal the decision to the city council, at any time within ten days after the rendition of the decision by the historical preservation commission (unless additional time is granted by the commission). No conflict of interest shall exist solely by reason of the filing of an appeal by the city council, an individual city council member, or the city manager. The appeal is taken by filing a notice of appeal with the secretary. Upon filing of the notice of appeal and, except where an appeal is taken by the city council, a city council member, or the city manager, payment of a filing fee, the secretary must, within ten days, transmit to the city clerk all exhibits, notices, affidavits, orders, and other papers and documents on file together with the finding of the historical preservation commission.

(1) The city council shall hold a hearing upon said appeal after giving written notice to applicant and by causing a notice thereof to be published at least once in a newspaper of general circulation within the city at least ten days prior to said hearing by the city council.

(2) No official action, such as the issuance of a building permit, license or other type of permit,

shall be taken while an appeal or proceedings for designation are pending. (Ord. No. 1004, § 2 (part); Ord. No. 1261, § 2 (part); Ord. No. 1310 § 3 (part).)

### **Article IV. Permit System.**

#### **Sec. 12A-4-1. When permit required.**

(a) No person shall demolish, remove, move, or make alterations which affect the exterior appearance of, or cause excavations which affect the exterior appearance of, a designated historical landmark, or undertake the same with respect to any structure located in a designated historical district, without first obtaining approval from the historical preservation commission; excepting therefrom maintenance or repair work that does not change the design, material or exterior appearance thereof, or work authorized by the building official upon written approval of the community development department for protection of public safety.

(b) No person shall demolish a designated historical resource without first obtaining approval from the historical preservation commission, unless the chief building official certifies that such demolition is required for the public safety due to an unsafe or dangerous condition. For purposes of this article, "demolish" shall include the following: clear buildings from a site, tear down, dismantle, raze or break to pieces. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 4 (part).)

#### **Sec. 12A-4-2. Application for permit.**

A property owner who desires to construct, alter, move, remove, or demolish a designated historical landmark or any structure within a designated historical district, or who desires to demolish a designated historical resource, shall file an application with the community development department upon a form prescribed by the city. The application shall include all necessary information required by the rules of the historical preservation commission. When the application is filed, it shall be referred to the historical preservation commission. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 4 (part).)

**Sec. 12A-4-3. Procedure upon application.**

(a) Upon the filing of an application, the historical preservation commission shall cause an appropriate level of review to be conducted pursuant to the California Environmental Quality Act ("CEQA"). After such review has been completed, the secretary of the historical preservation commission shall set the matter for hearing and shall give written notice to the applicant and shall cause publication of notice in a newspaper of general circulation in the city of the date, time, and place of the hearing. The commission shall hold a public hearing and shall make its decision within six months from the date the application is filed with the community development department if an EIR is required or within three months if a negative declaration is required or if the proposal is determined to be exempt from CEQA. Approval of the application shall require an affirmative vote of a majority of the commission members present. If the commission fails to act within the foregoing time periods, the application shall be considered approved unless the applicant and the commission agree to an extension of time.

(b) At the conclusion of the hearing, the commission shall make its decision and shall file a certificate of approval with the building official, or deny the application. No person may do any work upon a designated historical landmark or any structure within a designated historical district, or proceed to demolish a designated historical resource, which is the subject of an application, and the building official may not issue a building permit, until the commission files a certificate of approval.

(c) Approved work shall be completed within one year from the date of approval unless substantially undertaken before such period has elapsed and diligently pursued thereafter. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 4 (part).)

**Sec. 12A-4-4. Criteria for evaluating application.**

In reviewing and acting upon each application, the commission shall consider to the extent applicable, the following criteria:

(1) The historic value and significance, or the architectural value and significance, or both, of the designated historical landmark, the structure within a designated historical district, or the designated historical resource, and its relation to the historic value of the surrounding area;

(2) The relationship of the exterior architectural features of the structure to the rest of the structure itself and to the surrounding area;

(3) The general compatibility of the exterior design, arrangement, texture and material which is proposed by the applicant;

(4) Plans for structures which have little or no historical value or plans for new construction for their compatibility with surrounding structures;

(5) Conformance with guidelines and standards adopted by the commission;

(6) Conformance with the Woodland area general plan. (Ord. No. 1004, § 2; Ord. No. 1310 § 4 (part).)

**Sec. 12A-4-5. Commission restricted to exterior features only.**

The commission shall consider and pass upon only the exterior features of a designated historical landmark (unless the applicant voluntarily requests that interior features be included), or new structures upon sites located within a designated historical district, and may not consider interior arrangement therein. (Ord. No. 1004, § 2; Ord. No. 1310 § 4 (part).)

**Sec. 12A-4-6. Special considerations.**

(a) If an application affects the exterior appearance of a structure or proposes to move, remove, or demolish a structure which the commission considers will be a great loss to the city, the commission shall attempt to work out an economically feasible plan for the preservation of the structure.

(b) If the commission is satisfied that the proposed construction or alteration will not materially impair the historic or architectural value of the structure, it shall approve the application.

(c) If the commission finds that the retention of the structure constitutes a hazard to public safety

and the hazard cannot be eliminated by economic means available to the owner, the commission shall approve the application for demolition.

(d) If the commission considers the structure valuable for the period of architecture it represents and important to the neighborhood in which it exists, the commission may nevertheless approve the application if any of the following circumstances exist:

(1) The structure is a deterrent to a major improvement program which substantially benefits the city;

(2) The site is required for a public use which will be of more benefit to the public than the building which is the subject of the application, and there is no feasible alternative location for the public use;

(3) The proposed application is necessary to construct a project of special merit;

(4) Denial of the proposed application will result in unreasonable economic hardship to the owner, and it is not feasible to preserve or restore the building, taking into consideration the economic feasibility of alternatives to the proposal, and balancing interest of the public in preserving the historic resource or portion thereof and the interest of the owner of the building in its utilization;

(5) Retention of the structure is not in the interest of the majority of inhabitants of the city.

(e) The commission may approve the moving of a structure of historical or architectural value as an alternative to demolition. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 4 (part).)

#### **Sec. 12A-4-7. Limit on application within one year.**

No application for the same or substantially similar work may be filed within one year after the commission has rejected it. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 4 (part).)

#### **Sec. 12A-4-8. Exceptions from regulations.**

The regulations contained herein which require approval by the historical preservation commission do not apply to painting, routine maintenance or repair of a designated historical landmark or a struc-

ture within a designated historical district, or of a designated historical resource. (Ord. No. 1004, § 2; Ord. No. 1310 § 4 (part).)

#### **Sec. 12A-4-9. Appeal.**

Any person dissatisfied with any action of the historical preservation commission on a request for building or demolition permit may appeal the decision to the city council, at any time within ten days after the rendition of the decision by the historical preservation commission (unless additional time is granted by the commission). The appeal is taken by filing a notice of appeal with the secretary. Upon filing of the notice of appeal and payment of a filing fee, the secretary must, within ten days, transmit to the city clerk all exhibits, notices, affidavits, orders and other papers and documents on file, together with the finding of the historical preservation commission.

(1) The city council shall hold a hearing upon said appeal after giving written notice to applicant and by causing a notice thereof to be published at least once in a newspaper of general circulation within the city at least ten days prior to said hearing by the city council.

(2) No official action, such as the issuance of a building permit, license or other type of permit, shall be taken while an appeal or proceedings for designation are pending. (Ord. No. 1004, § 2; Ord. No. 1310 § 4 (part).)

### **Article V. Enforcement.**

#### **Sec. 12A-5-1. Regulations enforced by building official.**

The provisions of this chapter shall be enforced by the building official of the city with the aid of persons from such other city departments as may be requested by the building official. The provisions of the State Historic Building Code (California Administration Code, Title 24, Part 8) shall be applicable in permitting repairs, alterations and additions necessary for the preservation, restoration, moving or continued use of an historical building or structure. (Ord. No. 1004, § 2 (part).)

## **Article VI. Penalties.**

### **Sec. 12A-6-1. Violation is a nuisance and may be abated.**

A person who violates the provisions of this chapter is guilty of maintaining a public nuisance, which may be abated in accordance with Chapter 14A herein, in addition to the procedures conferred by Government Code Sections 38773, 38773.1, 38773.5, Civil Code Section 3494, Code of Civil Procedure Section 731, or other lawful authority. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-6-2. Criminal penalty for violation.**

A person who violates a provision of this chapter is guilty of an infraction and may be punished by a fine not to exceed one thousand dollars. (Ord. No. 1004, § 2 (part).)

### **Sec. 12A-6-3. Remedies are cumulative.**

The remedies for violation of the provisions of this chapter are alternative and cumulative rather than exclusive in nature. (Ord. No. 1004, § 2 (part); Ord. No. 1310 § 5 (part).)

## **Article VII. Procedure for Demolition Permit Applications Affecting Buildings With No Historical Designation.**

### **Sec. 12A-7-1. Demolition review required.**

All applications for demolition permits affecting buildings or other structures which are not designated as historical landmarks or historical resources shall be subject to review as provided in this article to prevent, to the extent possible, the loss of buildings or other structures of potential historical significance. (Ord. No. 1229, § 2 (part); Ord. No. 1310 § 6 (part).)

### **Sec. 12A-7-2. Demolition.**

Actions which constitute demolition shall include the following: clear buildings from a site or sites, tear down, dismantle, raze or break to pieces. (Ord. No. 1229, § 2 (part); Ord. No. 1310 § 6 (part).)

### **Sec. 12A-7-3. Determination of historic potential.**

(a) Upon receipt of any application for a permit to demolish a building, structure, or other feature, the building inspection division shall forward the application to the planning division of the community development department. The planning division shall determine whether the building, structure, or other feature is a designated historical landmark or resource and, if not, whether the building, structure, or other feature should be considered for such designation. Such determination shall be completed within ten working days of receiving an application for a demolition permit from the building inspection division.

(b) If the building, structure or other feature is a designated historical landmark or historical resource, an application shall be prepared and referred to the historical preservation commission pursuant to Section 12A-4-2 herein.

(c) If the building, structure or other feature has potential historic significance, in the opinion of the planning division director, but is not currently designated as a historical landmark or historical resource, an application for a determination shall be prepared and referred to the historical preservation commission pursuant to Section 12A-3-2 herein.

(d) If the planning division determines that the building, structure, or feature is not designated as a historical landmark or historical resource, and that it should not be considered for such designation, it shall so inform the building inspection division. The building inspection division may then issue the demolition permit. (Ord. No. 1229, § 2 (part); Ord. No. 1310 § 6 (part).)

## **ATTACHMENT D**

## **CEQA Basics by Commissioner Cheryl Brookshear**

CEQA, the California Environmental Quality Act, is designed to encourage the consideration of environmental effects in the decision making process. As such, CEQA is a *process*, it does not confer any permissions, permits or decisions. Those elements follow the CEQA process and are informed by the process. Actions, such as rezoning and issuing permits are undertaken by the appropriate governmental entities, following their own procedures based on information provided in the CEQA documents. Because it is a process, there is not a specific enforcement agency. CEQA is enforced through lawsuits. Individuals, groups, and agencies who feel that the process was incorrectly applied may sue the lead agency. As a result, it is important to understand the process.

CEQA applies to public agency (city, county and state governments and special districts) projects which require discretionary actions. CEQA also applies to private party projects requiring public agency discretionary actions. Discretionary actions are those which involving public agency judgment or deliberation. Common examples are approvals, permits, changes to codes, policy or development plans. Certain actions are not covered by CEQA, others are exempt from CEQA. Actions not covered are described as ministerial – defined as projects conforming to existing codes, policies and plans. Exempted actions include those included in the CEQA legislation and certain classes of projects generally accepted as not having environmental impacts.

The actions most likely to impact historical resources and be of interest to the Historic Preservation Commission relate to development and are triggered by the development of a general plan, alterations to the general plan, and changes to zoning.

For each action multiple governmental entities may be involved, through funding, permitting, and other activities. One entity will become the ‘lead agency.’ The lead agency will be responsible for fulfilling CEQA requirements. The lead agency reviews the action and determines what level of study is required.

The lead agency begins by determining if the project is subject to CEQA. If it is, the agency must then decide if it is exempt. If the project requires review under CEQA, the lead agency will issue a Notice of Preparation (NOP). Following a Notice of Preparation members of the public may be asked to be included in future notices as ‘interested parties.’ This will keep them informed of the process at each step.

The public agency will conduct an Initial Study to determine what types of impacts are anticipated and what aspects of the environment will require additional study. In some cases, no additional study is required resulting in a Negative Declaration. If additional studies are required, an Environmental Impact Report (EIR) is prepared. Backing up the EIR are individual technical reports on separate environmental aspects.

Under CEQA local agencies are charged with implementing procedures and delineating individual responsibilities for the process. These include timelines, publications,

document approval policies, public distribution of documents and notices. Woodland's implementing policy is attached.

Comment periods are the most important periods for those advocating for resources. Comments should be in writing and submitted to the proper individual/office at the lead agency. California SHPO is willing to comment during comment periods, if contacted as soon as possible with as much information as possible. If it comes to litigation, concerns which were not submitted as a part of the process and not a part of the record will not be considered. The judge in CEQA cases is looking to see if proper procedure was followed, and *documented* public comment was addressed. The judge will not consider comments and concerns which were not brought up as a part of the process. Interested parties will have had to have utilized all provided means of comment before successfully filing suit.

Comments submitted following the preparation of the Draft EIR will be addressed in the Final EIR. Often the final EIR is a compilation of comments and responses to those comments.

Following completion of the CEQA process, the various agencies will still need to make their final decision regarding permits, codes, zoning and planning. These decisions will be made by the appropriate groups within local government. Completion of the CEQA process does not grant any of these changes. For example, a project involving demolition of a historic building *listed on a local register* will still be subject to the local preservation ordinance and require a demolition permit approved by the proper agencies. Overall CEQA is not a strong tool for preservation, local preservation ordinances which delineate resources are to be protected, provide project review, require demolition permits, and include 'sticks and carrots' for preservation are much stronger in the preservation of historical resources. Public campaigns, discussion with developers and agencies and public relations are all important in swaying the final permit process and protecting resources.

### **CEQA and Historical Resources**

Historical Resources are a part of the environment and are considered in the CEQA process. CEQA defines historical resources in the following manner:

1. Properties listed or determined eligible for the National Register of Historic Places;
2. California Landmarks;
3. Locally designated properties through ordinance or inventory.

Historical Resources may be previously identified or identified during the CEQA process. In other works lead agencies can not just check existing lists, but must investigate the potential of properties/resources in the area of the proposed project.

Lead agencies will identify the potential for historical resources in the Initial Study and investigate those properties, if any, for the EIS. The research and justification for

identification of historical resources is presented in an inventory and evaluation, usually attached as a technical report to the draft EIS. If there are historical resources within the study area an Impact Analysis will be included in the technical report. The Impact Analysis seeks to identify if the project will have an adverse change on the identified historical resources. Substantial adverse changes may include demolition, destruction, relocation or alterations impairing the historical significance of a resource. Alterations impairing the historical significance of a resource are perhaps the most difficult to define. Every resource has character defining features, these are the features that allow the resource to illustrate its significance.

Impacts come in a variety of levels – no impact, less than significant, mitigated to less than significant, and significant. Mitigation measures are often discussed in EIRs, and proponents will often try to reach a level below mitigated to less than significant. If they can reach a point of mitigated to less than significant for all environmental aspects a finding of no impacts can be issued avoiding several steps in the process. Even if there are significant impacts, agencies are still obligated to present mitigation measures for consideration.

Additional information on CEQA and historical resources can be found on the California Office of Historic Preservation website [http://ohp.parks.ca.gov/?page\\_id=21721](http://ohp.parks.ca.gov/?page_id=21721)

### **Methods to increase Historic Preservation Commission involvement**

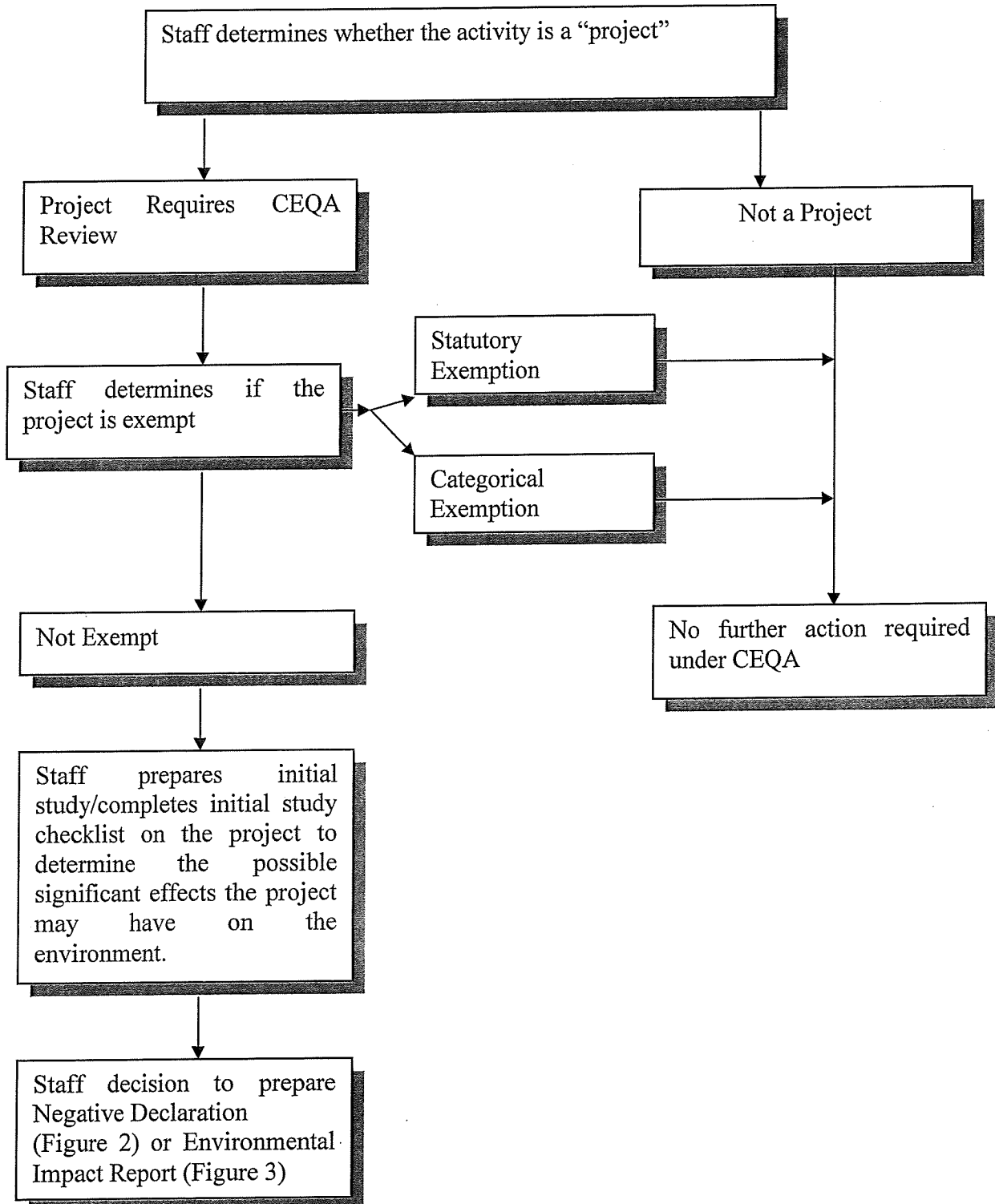
- Become pro-active in the planning process.  
Based upon the Woodland General Plan (portions of which are in the commissioner's binders) the Historic Preservation Commission is charged with being active in the planning process for the historic downtown area.
- Begin advocating for historic resources as soon as the CEQA process begins.  
While the CEQA process requires public notification, notification does not require special notification of other governmental agencies like the Historic Preservation Commission. The commission may ask to be placed on a notification list, or may need to find additional means of monitoring notices initiating the CEQA process.
- Strengthen the preservation ordinance  
The ordinance is the last defense for historical resources. Having an ordinance with clear procedures and designated powers for the commission is necessary to support preservation efforts.
- Proactively identify and add historical resources to the local register  
Locally designated resources are included in the CEQA process. Identifying these resources prior to the introduction of projects is the best method for insuring their significance is taken into consideration in the planning and CEQA process. In addition, the Commission is only able to act on properties listed in the National Register, California Register or

local register. The commission does not have the power to review alterations or demolitions of non-listed properties. Currently, the definition of listed properties is vague, relying upon a previous 'survey' that may include properties significant for preservation and properties not significant and not requiring preservation. Proper definition of locally listed properties will greatly assist in efforts to protect them.

# **ATTACHMENT E**

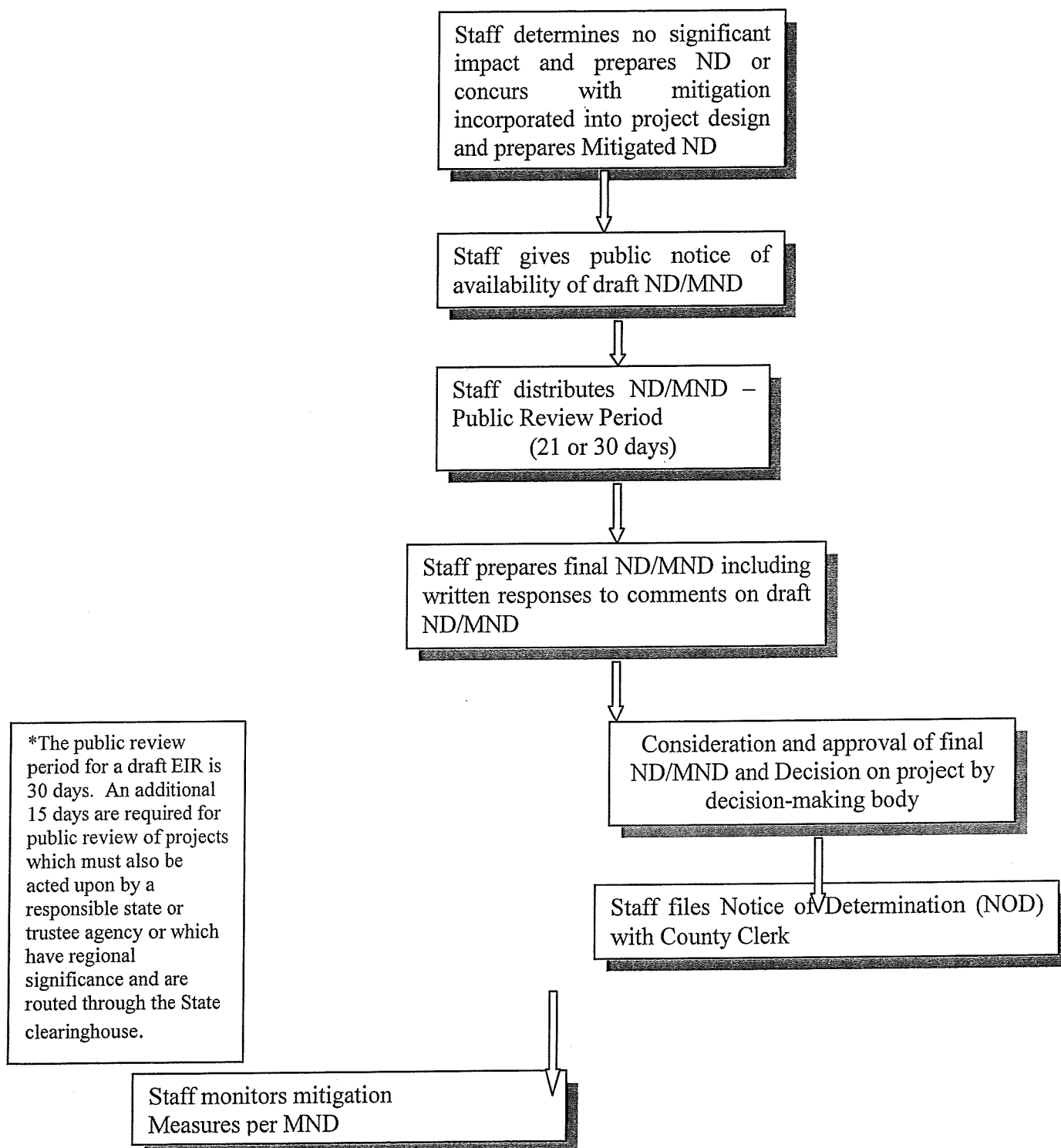
Figure 1

## INITIAL DETERMINATION



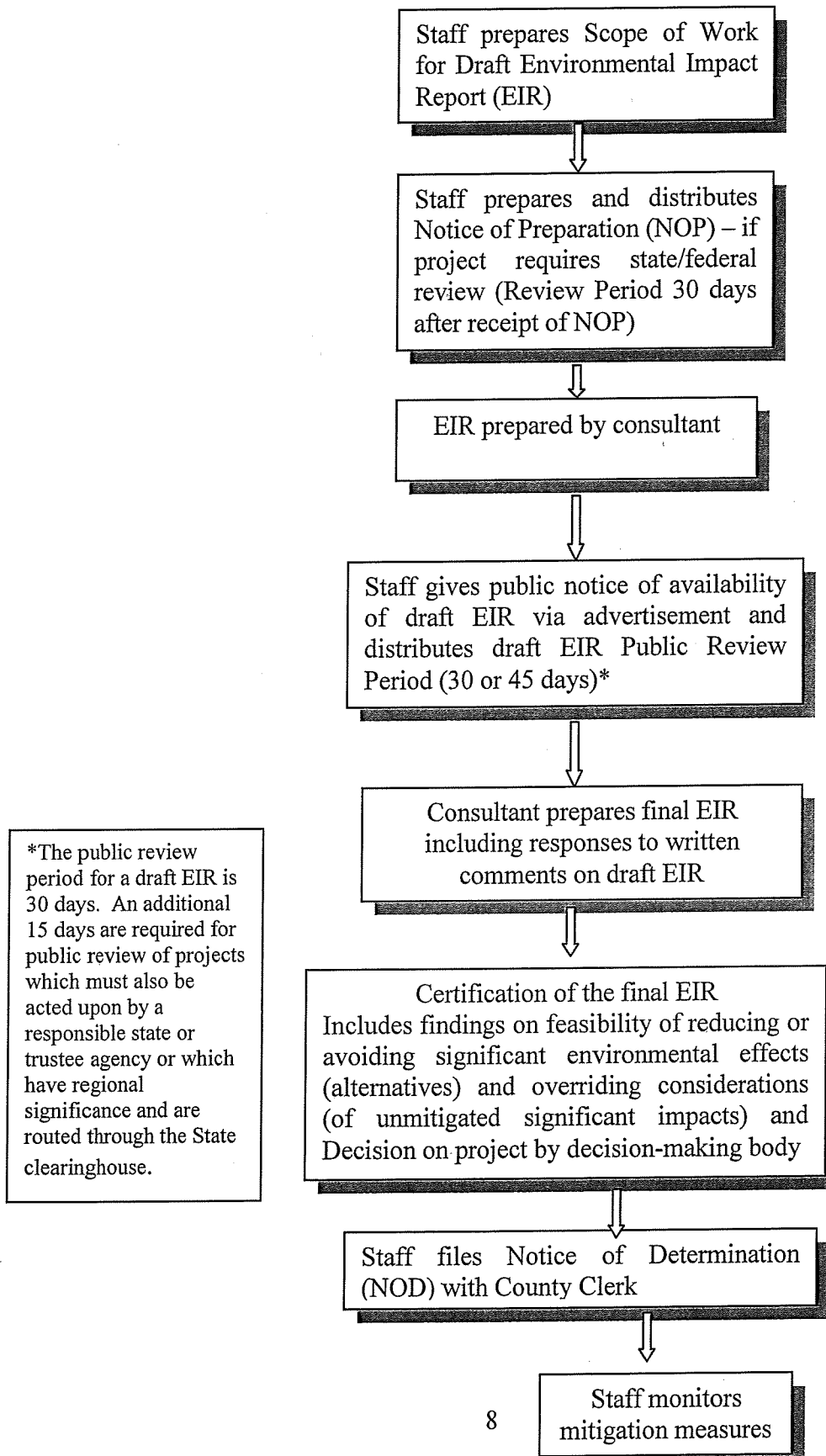
**Figure 2**

NEGATIVE DECLARATION/MITIGATED  
NEGATIVE DECLARATION

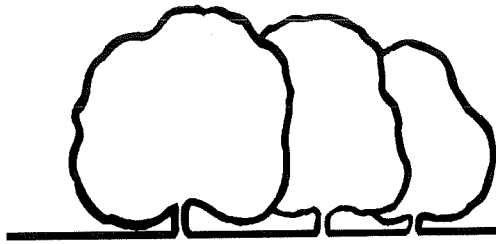


### Figure 3

## ENVIRONMENTAL IMPACT REPORT



## **ATTACHMENT F**



City of Woodland

## APPLICATION FOR ALTERATION TO HISTORICAL RESOURCES OR DETERMINATION OF HISTORICAL STATUS

Please complete this application thoroughly and accurately, and consult with staff about the required exhibits for your project and the approval process. A total of 4 sets of plans will be required for the initial staff review, (or as otherwise required as part of a combined entitlement application). A total of 8 sets of plans will be required for submittal for Historic Preservation Commission review.

*Note: The Historical Preservation Commission meets once a month on the second Wednesday of the month.*

**Project Description** – (Add separate sheet if necessary). Provide a description of the proposed building/site and indicate full extent of work proposed including exterior changes to materials, windows, building design, alterations, demolition, etc...

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Location of Project (address) \_\_\_\_\_

Assessors Parcel # \_\_\_\_\_

| Existing sq.ft | Proposed sq.ft. | Existing height | Proposed height |
|----------------|-----------------|-----------------|-----------------|
| _____          | _____           | _____           | _____           |

Applicant/Contact. \_\_\_\_\_

Address \_\_\_\_\_

Phone/email \_\_\_\_\_

Property Owner \_\_\_\_\_

Property Owner consent. I declare under penalty of perjury that I am the owner of the property involved in this application. I certify that the information furnished above and in the attached exhibits is true and correct to the best of my knowledge and belief. Property owner letter is acceptable.

Owners signature \_\_\_\_\_ Date \_\_\_\_\_

**Alteration** means any exterior change or modification through public or private action, of any designated historical resource which involves exterior changes to or modification of a structure, its surface texture, or its architectural details; new construction; relocation of structures onto, off of, or within a designated property or site; or other changes to the property or site affecting the significant historical or architectural features of the designated resource.

**Historical Resources** may include a designated landmark, a structure in a designated historical district, or the proposed demolition of a designated or potential historical resource.

## **INFORMATION REQUIRED FOR COMPLETE APPLICATION SUBMITTAL**

Applicants are responsible for providing a complete and accurate submittal package which will allow the City to evaluate the application. Additional information may be required, especially for large/complex projects. Explanation of the typical information needed is provided below. Note: other information may be requested by the City depending on the nature of and complexity of the project. For example, for simple façade changes contextual information, elevations and design details may be all that is required.

1. **Application Form.** The Alteration Application form is the only form required for review before the Historical Preservation Commission. However, the City's standard application form, required for other entitlement requests, will be required in addition to the Alteration Application if other entitlements or applications are requested. (For all projects)
2. **Contextual Map and Photos.** Depending on the project, the applicant may be required to submit photos of neighboring structures and/or a contextual map showing the existing and proposed site plan in the context of the surrounding buildings and site features. (*Please consult with staff to determine if these are needed for your project*).

The Contextual Map should show the location of the site and the relationship of the proposed project to existing surrounding properties, buildings, and site features. This map shall indicate the proposed project site plan, all parcel lines and streets, location and use of structures including fences, adjacent access and circulation, setbacks, and existing zoning and land use within at least 300 foot radius. (*A larger area may be required to show full context*). Aerial photographs may be used if features are properly labeled.

3. **Site Plans and Photos of Existing Resource.** Please submit the following with your application (*If project involves changes to a site, including parking*):
  - Name, address and daytime phone number of the preparer if different from the owner.
  - Address of the property.
  - Photos of all sides of existing structures. Landscape photos may be needed depending on the project.
  - Dimensioned locations of streets, parking, lots should be provided as possible. Also, building footprints and other structures on the property, with dimensioned setbacks. Identified "North".
  - Clearly identify additions or alterations
4. **Proposed Elevations.** Please provide a complete set of scaled elevations showing the proposed alterations. All elevations and plans must show all necessary dimensions and any structural changes to a historic resource that are needed to accommodate alterations. One set of elevations shall be colored.
5. **Design Details.** Please submit descriptions of all design details including, but not limited to, building materials, (window glazing, surrounds and doors ), roofing materials, trim and building colors.
6. **Conceptual Landscape Plans.** If a project includes landscape changes, a plan must be submitted that details the changes proposed. (*City staff will advise the applicant if conceptual landscaped plans are needed*).
7. **Reduced Plans.** Please provide one set of site plans and elevations reduced to 8.5" x 11" and legible for photocopying.

8. **Samples.** Samples of materials, specifications, etc. will probably be needed to process the application. Samples may include a window glazing sample or brochure, tile, masonry, roof tile, stucco/color sample, etc... *(To be discussed with City staff)*
9. **Historical Significance Determination.** Additional information about the structure or site may be required if part of the application is the determination of the historical significance of the structure. In that case, a focused historic survey may be required.
10. **A Plan of Use.** A plan for the intended use of the building may be requested which will help determine appropriate improvements such as accessibility, energy efficiency, occupancy, and whether the changes proposed are appropriate.
11. **Structural/Access/Health and Safety Concerns.** Please indicate if you are aware of or concerned about any structural or seismic concerns for the building or other health and safety concerns.
12. **Tax Credits/Financing.** Please indicate if State or Federal historic tax credits have been utilized for the building and when they were received or if the applicant intends to apply for tax credits.

## **Review by Historic Preservation Commission for projects located in the Downtown National Register District or are otherwise Designated Landmarks.**

The Downtown National Register District is the jewel of Woodland. The City is very fortunate to have many beautiful surviving structures that are representative of a very important period in development of Woodland and the region and State as a whole. Therefore, while Woodlands heritage is a source of local community pride, it is of State and National importance as well and should be regarded in that manner when contemplating changes or alterations.

Care should be taken with all repair and exterior work on buildings such that existing and future historic significance is not damaged or destroyed. Incremental changes that may seem small in themselves can contribute to the overall diminishing of the district and its character. The majority of the buildings are still in tact and ready to shine as a reflection of past efforts and future dreams.

### **What constitutes a project?**

Any exterior change or modification or alteration to a structure that is a designated landmark or in a designated district, is located in a National Register District, or is a proposed demolition of a historical or potentially historical resource.

### **How Can I tell if my building is in a National Register District or is a designated landmark or historical resource?**

The City keeps a copy of the California Historical Resource Status Code which lists the identified historical status for properties that have been surveyed in the City of Woodland. However, there are many properties that have yet to be surveyed that may be potential historic resources for the City.

### **What types of projects require HPC Review?**

- Modification, additions, alterations including façade changes to buildings in the National Register district or to designated landmarks.
- Demolitions
- Review of the historical status of a potential historical resource which is proposed for demolition.

### **What types of changes or improvements are subject to review by HPC?**

*Section 12A-4-1 (a): No person shall demolish, remove, move, or make alterations which affect the exterior appearance of, or cause excavations which affect the exterior appearance of, a designated historical landmark, or undertake the same with respect to any structure located in a designated historical district, without first obtaining approval from the Historical Preservation Commission.*

- Demolition
- Alterations
- Additions to existing buildings
- Modifications to building exterior including; materials, design, windows
- Paint if extremely garish or out of context

### **What is not subject to review by HPC?**

## *Historic Preservation Review Questions*

- Interior changes, unless the applicant voluntarily requests that interior features be included.
- Painting
- Maintenance or Repair Work, that does not change the design, material or exterior appearance thereof;
- Work authorized by the Building Official upon written approval by the Community Development Department for protection or public safety.

### **Signs**

Currently there are sign criteria included in the Downtown Specific Plan, Section 6.7. Generally signs that comply with these criteria shall be exempt from review. However, signs that are integral parts of a building, such as a mural, or which substantially affect the exterior of a structure, shall require review before the Historic Preservation Commission

### **What Review Criteria will the HPC be considering when they look at my application?**

The Historical Preservation Commission will utilize the City's Downtown Specific Plan standards and guidelines. In addition, the Commission will defer to The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings. Other resources will be the policies and implementation of the City's General Plan. Also, for property owners seeking certification for Federal Tax benefits, The Standards for Rehabilitation in 36 CFR 67 should be used.

In review of each application, the Commission shall consider the following criteria to the extent applicable:

1. The historic value and significance, or the architectural value and significance, or both, of the designated historical landmark, the structure within a designated historical district, or the designated historical resource, and its relation to the historic value of the surrounding area;
2. The relationship of the exterior architectural features of the structure to the rest of the structure itself and to the surrounding area;
3. The general compatibility of the exterior design, arrangement, texture and material which is proposed by the applicant;
4. Plans for structures which have little or no historical value or plans for new construction for their compatibility with surrounding structures;
5. Conformance with guidelines and standards adopted by the Commission;
6. Conformance with the Woodland area General Plan.

### **What is the Review Process?**

- Pre- application review
- Application for Alteration of a Historic Resource or Determination of Historic Status.
- Concurrent with Design Review or other entitlement applications

The Historic Preservation Commission meets once a month on the second Wednesday. Items must be complete with adequate information to address the applicable review criteria.

## *Historic Preservation Review Questions*

- *Submittal Date for Historic Preservation Commission – Wednesday, three weeks prior to the Meeting*
- *Staff Report Completion – two weeks prior to the meeting date.*
- *Notice – a 10 day notice required*
- *Agenda Set - Wednesday, two weeks before the meeting Date.*
- *Packet Mail out – Thursday, before the Wednesday meeting.*

### **Staff Evaluation**

The Staff report shall provide information on the following:

- Project location and context
- Review of historical significance
- Existing Conditions and Proposed Changes
- Consistency review with applicable documents such as the Downtown Specific Plan, General Plan policies, Secretary of Interior Standards.
- Summary evaluation based on applicable review criteria contained in Ordinance 12A-4.
- Other relevant information about the property or site.
- Staff recommendation.

### **Submittal Requirements**

See the specific detailed requirements listed in the Application for Alteration of a Historic Resource or Determination of Historic Status. Some examples of types of requirements

- Contextual Map
- Site Plan
- Plan of use
- Elevations showing proposed changes to design, materials, construction
- Photos of existing building.

### **CEQA Review**

Section 21084.1 of the Public Resources Code regarding Historical Resources states:

A project that may cause a substantial adverse change in the significance of an historical resource is a project that may have a significant effect on the environment. A historical resource is defined as:

- A resource listed in or determined to be eligible for listing in the California Register of Historical Resources
- Historical resources included in a local register of historical resources (per 5020.1 k, or 5024.1 g), unless a preponderance of evidence demonstrates that the resource is not historically or culturally significant.
- The fact that a resource is not listed or determined eligible for state, or not included in a local register of historic resources, or not deemed significant pursuant to criteria set forth in Section 5024.1 g, shall not preclude an agency from determining whether the resource may be an historical resource for purposes of CEQA.

Section 15064.5 of the Guidelines for the California Environmental Quality Act, provides guidelines regarding the determination and evaluation of historical resources.

Section 15126.4 (b) addresses Mitigation Measures Related to Impacts on Historical Resources.

## *Historic Preservation Review Questions*

Section 15300.2 Exceptions, (f), Historical Resources. A Categorical Exemption shall not be used for a project which may cause a substantial adverse change in the significance of the historical resource.

Article 19, Categorical Exemptions, 15331, Historical Resource Restoration/Rehabilitation. Class 31 consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995) Weeks and Grimmer.

Projects which are sponsored through Federal or State programs shall be subject to Section 106 of the National Historic Preservation Act of 1966 as outlined in 36 CFR Part 800 – Protection of Historic Properties.

### **What is SHPO?**

SHPO is the State Historic Preservation Office. The Office of Historic Preservation (OHP), is responsible for administering federal and state mandated historic preservation programs in California. The mission of the OHP and State Historical Resources Commission is to preserve and enhance California's irreplaceable historic heritage as a matter of public interest so that its vital legacy of cultural, educational, recreational, aesthetic, economic, social and environmental benefits will be maintained and enriched for present and future generations.

Office of Historic Preservation  
California Department of Parks and Recreation  
1416 9th Street, Room 1442-7  
Sacramento, Ca 95814  
[calshpo@ohp.parks.ca.gov](mailto:calshpo@ohp.parks.ca.gov)

### **When does SHPO Get involved and level of review?**

SHPO becomes involved in the review of projects in which state or federal funds are being utilized, such Federal Tax Credits. Otherwise, the State relies on the local jurisdiction to preserve and protect significant resources.

### **Common Questions and Concerns**

#### Replacing Windows

Windows are a significant defining feature of a building. The exterior frame, sash hardware, etc.. should not be removed and should be preserved or repaired in kind to the extent possible. However, in some cases, for energy efficiency or sound requirements, the glazing of the windows may be replaced. However, care should be taken such that new glazing is not reflective, tinted, or colored. The key is that the new glass should read the same as the existing glass. If there are questions on the appearance then a sample, or mock up, of the proposed window should be prepared..

#### What if my Building is a Non-Contributor in the District?

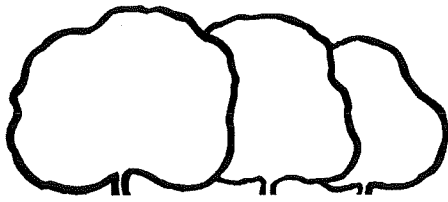
The historic property is the district as a whole. Staff and HPC will review changes to non-contributing buildings. Changes that are made to non-contributing buildings can have significant impact to the character of the district. Exterior changes to non-contributors shall be sensitive to surrounding buildings. Where a historic building was significantly altered in the past which

## *Historic Preservation Review Questions*

diminished historic character, any alterations proposed shall be done to bring historic character back to the extent possible.

### How do I use the Secretary of Interior's Standards for the Treatment of Historic Properties?

The manual is on line at the OHP website at, [ohp.parks.ca.gov](http://ohp.parks.ca.gov) or [nps.gov/history/hps/tps/standguide/index.htm](http://nps.gov/history/hps/tps/standguide/index.htm). In addition, the City has copies of this document. The document discusses four different treatment approaches: preservation, rehabilitation, renovation and reconstruction. In the downtown historic district, the majority of the work will fall under the category of rehabilitation.



# City of Woodland

## HISTORICAL PRESERVATION COMMISSION COMMUNICATION

SUBJECT: 1021 Lincoln Review – Discussion  
Pursuant to Commission Request.

DATE: September 21, 2011

PREPARED BY: Cindy A. Norris, Principal Planner

### RECOMMENDED ACTIONS

That the Historic Preservation Commission Review and Discuss Information Concerning the property at 1021 Lincoln Avenue – Sanitary Dairy

### BACKGROUND INFORMATION:

In 1996 the Redevelopment Agency funded a historic resource survey of the Downtown. The building at 1021 Lincoln Avenue was surveyed and was listed as eligible to be designated locally. When the Downtown Specific Plan was updated in 2002 the building at 1021 Lincoln Avenue was included and listed in the plan as eligible for a local list. The building is located in the A4 District, the Easter Gateway District. (**Attachment “A”**).

As part of the proposed New State Courthouse project, the subject building was identified as having to be removed in order to allow new improvements to be completed. The Administrative Office of the Courts was the lead agency had a Mitigated Negative Declaration prepared. The Administrative Office of the Courts approved the Mitigated Negative Declaration on April 19, 2010 and a Notice of Determination was filed on April 20, 2010. Filing a Notice of Determination starts a 30-day statute of limitations on court challenges to the approval under CEQA.

Prior to the approval of the CEQA document by the Administrative Office of the Courts, a private citizen, David Wilkinson, submitted a letter dated March 14, 2010. (**Attachment “B”**) In the letter Mr. Wilkinson requested cash mitigations that could be used to further historic preservation goals. Mr. Wilkinson is requesting that the Historical Preservation Commission pursue this matter with the Administrative Office of the Courts.

### SITE HISTORY (1021 Lincoln Avenue):

In the survey form from 1996 (**Attachment “C”**) the building at 1021 Lincoln Avenue is identified with a National Register Code 5S1 – “Individual property that is listed or designated locally”.

The survey form lists the building as having no specified architectural style. Mr. Wilkinson identifies the building as a “Ranch style building, unique for a Woodland commercial building”. It is described as a single-story brick building with a main hipped roof with an auxiliary gable on the east. The windows are multi-paned casements. Across most of the front elevation is an open porch topped by an extension of the main roof and supported by narrow Tuscan pillars. No alterations are apparent.

The building is known as the Sanitary Dairy building and was constructed in 1940. The business was founded by F.L. Morris and F.L. Morris Jr. The Morris’s had a full service facility, producing various kinds of milk, cream, and ice cream. The dairy also owned a fleet of trucks that made home deliveries. The Dairy continued operations through the 1960s.

#### **California Environmental Quality Act (CEQA) Review of Historical Resources**

As noted under CEQA review, the lead agency has the responsibility to inform and disclose and to make clear the basis for decisions.

Per section 15002 of the CEQA Guidelines:

1. To inform governmental decision makers and public about the potential, significant environmental effects of proposed activities.
2. Identify ways that environmental damage can be avoided or significantly reduced.
3. Prevent significant avoidable damage to the environment by requiring changes in projects through the use of alternatives or mitigation measures when feasible.
4. Disclose to the public the reasons why a governmental agency approved the project in the manner the agency chose if significant environmental effects are involved.

Based on staff’s review of the Mitigated Negative Declaration (MND) prepared by the State, they indicate that there is no historical significance to the building at 1021 Lincoln Avenue (Page 49 **Attachment “D”**). The MND does not make reference to the letter written by Mr. Wilkinson. The Notice of Determination was filed on April 20, 2010.

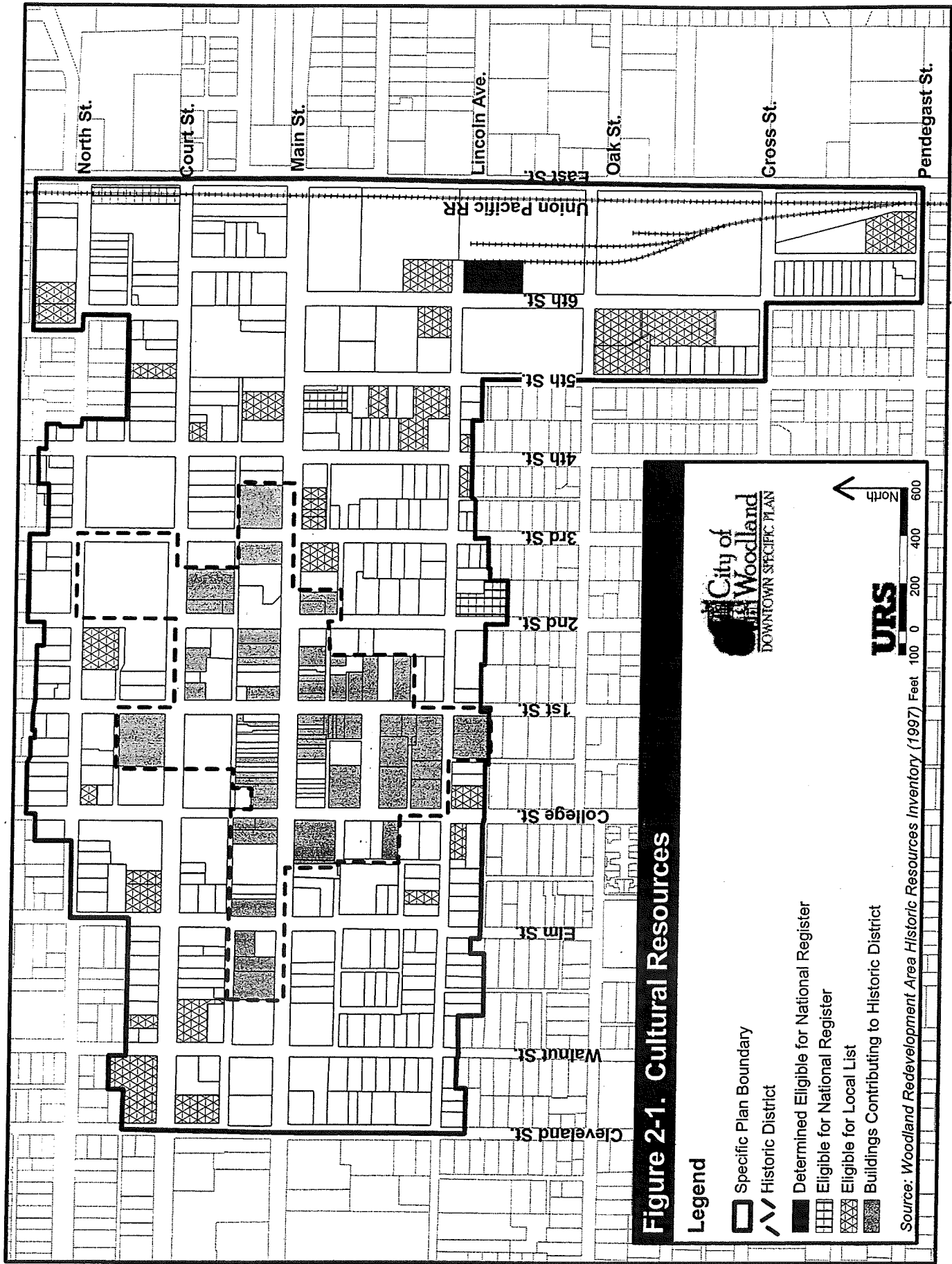
#### **Next Steps**

Discuss Mr. Wilkinson’s request for assistance from the Historical Preservation Commission

#### **Attachments:**

- A. Downtown Specific Plan Cultural Resources Map – Figure 2-1
- B. Letter from David Wilkinson dated March 14, 2010
- B. Summary of Historic Review Information for 1021 Lincoln Avenue from the Office of the Courts Mitigated Negative Declaration and Notice of Determination

# **ATTACHMENT A**



## **ATTACHMENT B**

# Memo

**Mark Aulman**

904 First Street  
Woodland, California 95695  
(530) 661-6039 / Fax (530) 666-1073  
mdaulman@sbcglobal.net

**Attn:** Cindy Norris, Principal Planner  
Community Development Department  
City of Woodland  
520 Court Street, Woodland, Ca 95695  
(530) 661-5820  
(530) 661-5911 (direct)  
[cindy.norris@cityofwoodland.org](mailto:cindy.norris@cityofwoodland.org)

**Date:** 7-September 2011

**Re:** Citizen request for Commission action, pertaining to potential mitigation  
for the former Sanitary Dairy building, 1021 Lincoln Avenue

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I am providing you with three documents ;

- A copy of an e-mail I have received from Woodland resident David Wilkinson, dated 28-August 2011
- A copy of a letter from Mr. Wilkinson to Laura Sainz, Administrative Office of the Courts, dated March 14, 2010
- A copy of the Woodland Redevelopment Area Historic Resources Inventory, dated January 1997

Mr. Wilkinson has requested that the Commission consider this matter. I believe it should be brought to the attention of all Commission members and placed on our agenda for consideration if other members agree.



Mark Aulman

## Mark Aulman

---

**From:** David Wilkinson [davwilk@pacbell.net]  
**Sent:** Sunday, August 28, 2011 4:44 PM  
**To:** Mark Aulman  
**Subject:** Sanitary Dairy

Mark,

As you are probably aware, Sanitary Dairy building, at Lincoln and Sixth, is slated to be demolished for the new courthouse.

In my opinion, this is a historic resource and the Administrative Office of the Courts should recognize this and propose some mitigation.

I sent Laura Sainz with AOC documentation about the historic significance of Sanitary Dairy last year and spoke to her several times by phone.

Last time I spoke to her several months ago I believe she said the building is not historic since it was never officially listed on the city's historic resource inventory-even though

a Historic Resource Inventory sheet was prepared for the building by the city's consultant. Under CEQA I don't believe the building has to be on a local inventory to be considered historic, since there is ample documentation about its historic and architectural significance in walking tour books.

The history of this building is well documented and it is a very good example of Ranch Style building--unique for a Woodland commercial building.

Sanitary Building began in the 1910s in a Main St building and constructed this dairy in 1940.

I would like to see the Historic Preservation Commission take up this matter with the Administrative Office of the Courts while there is still time.

I think its historic significance should be marked as part of the new courthouse project, ie, a historic marker or plaque documenting its place in Woodland's history.

A cash mitigation to further the work of the Commission could also be requested.

I hate to see more buildings demolished with nothing to show for it.

I will drop you off the letter I prepared on March 14, 2010 with supporting documentation and I would appreciate it if the Commission could pursue the matter with AOC.

Thanks,  
David

March 14, 2010

Laura Sainz  
Administrative Office of the Courts  
2860 Gateway Oaks, Suite 400  
Sacramento, CA. 95833

**RE: Notice of intent to Adopt a Negative Declaration – Yolo County Courthouse Project**

Dear Ms. Sainz,

On pages 49-50 in the Administrative Office of the Court's draft CEQA document for the above-referenced project it is stated that there would be a less-than-significant impact on historic resources, including the building located at 1021 Lincoln, and therefore no mitigation measures are required.

On the contrary, I believe the property at 1021 Lincoln Ave. is historic and, if the building is to be demolished, mitigations should be required. This building is historically known as the Sanitary Dairy building and was constructed in 1940. Sanitary Dairy began in Woodland in 1917 at 604 Main Street as A.W. Morris & Sons Pasteurized Milk Company. It was the first local dairy to offer pasteurized milk. In 1919 the name of the company was changed to Sanitary Dairy; in 1940 Sanitary moved into their new, modern facility at 1021 Lincoln Ave. Architecturally, Sanitary Dairy was designed in the Ranch Style, which was introduced to Woodland at about this time mostly through residential construction. The builder was E.L. Younger, a top-notch Woodland contractor who also constructed the iconic Porter Office Building in downtown.

In January 1997 Donald S. Napoli, Ph.D. prepared a "Woodland Redevelopment Area Historic Resources Inventory", which included Sanitary Dairy. Its historic significance was recorded by Mr. Napoli on December 20, 1996.

For your reference I have included the following documents to substantiate the historical significance of Sanitary Dairy:

1. Woodland Redevelopment Area Historic Resources Inventory excerpt, including documentation for Sanitary Dairy --**Attachment 1**
2. Sanitary Dairy historic photos taken by Paul W. Hollingshead on April 21, 1941(courtesy William and Edward Hollingshead) --**Attachment 2**
3. Historical information about Sanitary Dairy from *Explore Historic Woodland* guidebook (2008)—**Attachment 3**
4. Example of Ranch Style residential architecture of house in Woodland located at 920 Elm St. constructed in same year as Sanitary Dairy (*Explore Historic Woodland* guidebook, pg. 49)—**Attachment 4**

If the Sanitary Dairy is going to be demolished in the name of progress for the new courthouse, I believe cash mitigations are warranted.

There is a precedent for this. When the City Center Lofts project in downtown Woodland was approved by the Woodland Planning Commission in 2008, a cash mitigation of \$75,000 was required of the developer in the event the project moves forward resulting in the demolition of historic car dealership buildings on the property. In this case there was recognition by the Planning Commission that outstanding and necessary new projects must proceed, but, if historic resources must be sacrificed in the process, value must be placed on those resources in the form of a cash mitigation that will help the city meet other historic preservation goals.

Woodland is a historically rich community and values its historic resources. Recognition of the historic value of Sanitary Dairy should be included in the final CEQA document with appropriate mitigations that will further the goal of historic preservation in Woodland, but also allow the courthouse project to proceed.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Wilkinson', written over the word 'Sincerely,'.

David Wilkinson

745 First Street

Woodland, CA. 95695

[davwilk@pacbell.net](mailto:davwilk@pacbell.net)

Author, *Crafting a Valley Jewel: Architects and Builders of Woodland* (Yolo Co. Historical Society, 2003)

c: Jimmy Stillman, Secretary to Woodland Historical Preservation Commission  
Woodland Planning Commission

# Woodland

## REDEVELOPMENT AREA HISTORIC RESOURCES INVENTORY

Prepared For  
Community Development Department  
City of Woodland

By  
Donald S. Napoli, Ph.D.

January 1997

## Documented Properties

The following list contains all the properties for which inventory forms were prepared. In the first column is the address. In the second and third columns are the construction date and most important historic attribute of the property. The fourth column shows the registration status of the property. "Listed" and "eligible" refer to the relationship to the National Register, "contributor" means contributing to the historic character of the potential downtown historic district. Properties ineligible for the National Register are divided between those that appear worthy of Woodland's local list and those not eligible for the list.

| Address                 | Date | Historic Attribute      | Registration Status                 |
|-------------------------|------|-------------------------|-------------------------------------|
| 250 First Street        | 1905 | Library                 | Listed                              |
| 300 First Street        | 1936 | City Hall               | Separately eligible and contributor |
| 303 First Street        | 1887 | Shop                    | Contributor                         |
| 323 First Street        | 1951 | Office Building         | Local list only                     |
| 412 First Street        | 1928 | Shop                    | Contributor                         |
| 414-424 First Street    | 1889 | Shop                    | Contributor                         |
| 415 First Street        | 1880 | Shop                    | Contributor                         |
| 417 First Street        | 1880 | Shop                    | Ineligible for any list             |
| 423 First Street        | 1931 | Shop                    | Contributor                         |
| 423 First Street (rear) | 1920 | Warehouse               | Contributor                         |
| 426 First Street        | 1891 | Shop                    | Separately eligible and contributor |
| 429 First Street        | 1915 | House                   | Contributor                         |
| 437 First Street        | 1952 | Shop                    | Local list only                     |
| 443 First Street        | 1940 | Shop                    | Separately eligible and contributor |
| 450 First Street        | 1874 | Church                  | Separately eligible and contributor |
| 451 First Street        | 1910 | House                   | Ineligible for any list             |
| 453-455 First Street    | 1961 | Office Building         | Ineligible for any list             |
| 500 First Street        | 1947 | Office Building         | Contributor                         |
| 212 Second Street       | 1925 | Church                  | Local list only                     |
| 315-317 Second Street   | 1890 | Shop                    | Contributor                         |
| 340 Second Street       | 1896 | Theater                 | Listed                              |
| 411 Second Street       | 1880 | Stable                  | Contributor                         |
| 443 Second Street       | 1917 | Shop                    | Ineligible for any list             |
| 515-519 Second Street   | 1912 | Church                  | Separately eligible                 |
| 201 Fourth Street       | 1930 | House                   | Ineligible for any list             |
| 415 Fourth Street       | 1910 | Warehouse               | Ineligible for any list             |
| 421 Fourth Street       | 1920 | Machine Shop, Warehouse | Ineligible for any list             |
| 430 Fifth Street        | 1890 | Planing Mill            | Local list only                     |
| 456 Fifth Street        | 1948 | Machine Shop            | Local list only                     |
| 609 Fifth Street        | 1922 | Warehouse               | Local list only                     |
| 660 Sixth - no photo    | 1949 | Warehouse               | Local list only                     |
| 1240 Alice Street       | 1952 | Warehouse               | Local list only                     |
| 500 Bush Street         | 1926 | Fraternal Hall          | Separately eligible and contributor |
| 523 Bush Street         | 1964 | Social Hall             | Ineligible for any list             |
| 528 Bush Street         | 1940 | Shop                    | Contributor                         |
| 534 Bush Street         | 1939 | Shop                    | Separately eligible and contributor |
| 216 Cleveland Street    | 1922 | House                   | Ineligible for any list             |
| 301 Cleveland Street    | 1912 | House                   | Local list only                     |
| 313 Cleveland Street    | 1922 | Bungalow Court          | Local list only                     |
| 432 Cleveland Street    | 1934 | Church                  | Local list only                     |
| 350 College Street      | 1878 | Apartments              | Contributor                         |
| 427-433 College St.     | 1921 | Auto Dealership         | Contributor                         |

| Address              | Date | Historic Attribute    | Registration Status                 |
|----------------------|------|-----------------------|-------------------------------------|
| 436 College Street   | 1910 | Livery                | Ineligible for any list             |
| 440-442 College St.  | 1904 | Apartment Building    | Separately eligible and contributor |
| 458 College Street   | 1924 | Funeral Parlor        | Ineligible for any list             |
| 504 College Street   | 1870 | House                 | Local list only                     |
| 509 College Street   | 1949 | Church                | Local list only                     |
| 555 College Street   | 1913 | House                 | Local list only                     |
| 11 Court Street      | 1923 | House                 | Ineligible for any list             |
| 15 Court Street      | 1946 | House                 | Ineligible for any list             |
| 19 Court Street      | 1925 | House                 | Ineligible for any list             |
| 21 Court Street      | 1910 | House                 | Local list only                     |
| 101 Court Street     | 1910 | House                 | Local list only                     |
| 107 Court Street     | 1910 | House                 | Ineligible for any list             |
| 109 Court Street     | 1910 | House                 | Ineligible for any list             |
| 113 Court Street     | 1990 | Office                | Ineligible for any list             |
| 115 Court Street     | 1925 | House                 | Ineligible for any list             |
| 123 Court Street     | 1885 | House                 | Local list only                     |
| 127 Court Street     | 1888 | House                 | Local list only                     |
| 130 Court Street     | 1914 | House                 | Local list only                     |
| 203 Court Street     | 1891 | House                 | Separately eligible                 |
| 211 Court Street     | 1910 | House                 | Local list only                     |
| 215 Court Street     | 1924 | House                 | Local list only                     |
| 219 Court Street     | 1926 | House                 | Local list only                     |
| 221 Court Street     | 1920 | House                 | Local list only                     |
| 309 Court Street     | 1880 | House                 | Ineligible for any list             |
| 403 Court Street     | 1948 | Shop                  | Local list only                     |
| 405 Court Street     | 1948 | Factory               | Local list only                     |
| 608 Court Street     | 1950 | Office Building       | Ineligible for any list             |
| 618 Court Street     | 1925 | Apartment Building    | Contributor                         |
| 702 Court Street     | 1925 | Office Building       | Separately eligible and contributor |
| 720 Court Street     | 1936 | Post Office           | Separately eligible and contributor |
| 725 Court Street     | 1917 | Courthouse            | Separately eligible                 |
| 902-908 Court Street | 1925 | Apartment Building    | Local list only                     |
| 933 Court Street     | 1900 | House                 | Local list only                     |
| 1059 Court Street    | 1904 | Flour Mill            | Separately eligible                 |
| 1152 Cross Street    | 1937 | Warehouse             | Local list only                     |
| 143-145 East Street  | 1948 | Shop                  | Local list only                     |
| 203 East Street      | N/A  | Empty Lot             | Ineligible for any list             |
| 320 Elm Street       | 1939 | Shop                  | Contributor                         |
| 419 Elm Street       | 1890 | Shop                  | Ineligible for any list             |
| 407-409 Lincoln Ave. | 1905 | House                 | Local list only                     |
| 417 Lincoln Avenue   | 1910 | Church                | Ineligible for any list             |
| 515 Lincoln Avenue   | 1932 | Boy Scout Cabin       | Separately eligible and contributor |
| 820-822 Lincoln      | 1922 | Apartment Building    | Local list only                     |
| 900 Lincoln Avenue   | 1922 | Church                | Local list only                     |
| 1021 Lincoln Avenue  | 1940 | Dairy                 | Local list only                     |
| 1101 Lincoln Avenue  | 1924 | Factory               | Local list only                     |
| 1120 Lincoln Avenue  | 1911 | Railroad Depot        | Previously determined eligible      |
| 106-108 Main Street  | 1928 | Apartment Building    | Local list only                     |
| 127 Main Street      | 1947 | Motel                 | Local list only                     |
| 322 Main Street      | 1937 | Movie Theater         | Ineligible for any list             |
| 325 Main Street      | 1923 | Automobile Dealership | Contributor                         |
| 333 Main Street      | 1927 | Automobile Dealership | Contributor                         |
| 342-346 Main Street  | 1923 | Automobile Dealership | Ineligible for any list             |
| 401 Main Street      | 1900 | Automobile Garage     | Contributor                         |
| 405 Main Street      | 1910 | Shop                  | Ineligible for any list             |
| 411-425 Main Street  | 1883 | Shop                  | Ineligible for any list             |
| 414-416 Main Street  | 1886 | Shop                  | Ineligible for any list             |
| 418-422 Main Street  | 1904 | Fraternal Hall        | Ineligible for any list             |
| 424 Main Street      | 1929 | Shop                  | Contributor                         |
| 426 Main Street      | 1927 | Hotel                 | Listed                              |
| 427-431 Main Street  | 1911 | Shop                  | Contributor                         |
| 427-431 (rear) Main  | 1900 | Stable                | Contributor                         |
| 435 Main Street      | 1903 | Bank                  | Contributor                         |
| 500 Main Street      | 1907 | Bank                  | Ineligible for any list             |
| 506-510 Main Street  | 1873 | Shops                 | Ineligible for any list             |
| 511 Main Street      | 1914 | Office Building       | Listed                              |
| 512 Main Street      | 1873 | Shop                  | Ineligible for any list             |
| 513 Main Street      | 1875 | Shop                  | Contributor                         |
| 514-516 Main Street  | 1873 | Shop                  | Ineligible for any list             |
| 515 Main Street      | 1875 | Shop                  | Contributor                         |

Primary # \_\_\_\_\_  
HRI # \_\_\_\_\_  
Trinomial \_\_\_\_\_  
National Register Status Code **5S1** \_\_\_\_\_  
Other Listings: \_\_\_\_\_  
Review Code \_\_\_\_\_ Reviewer \_\_\_\_\_ Date \_\_\_\_\_

  
**HISTORIC RESOURCES INVENTORY**

**1021 Lincoln Avenue**

Resource Name/Address

**P2. Location:** Unrestricted    **a. County:** Yolo

**b. USGS 7.5' Quad:** Woodland, Calif.,

**Date:** 1952, photorevised 1981

**c. Address:** 1021 Lincoln Avenue

**City:** Woodland

**ZIP:** 95695

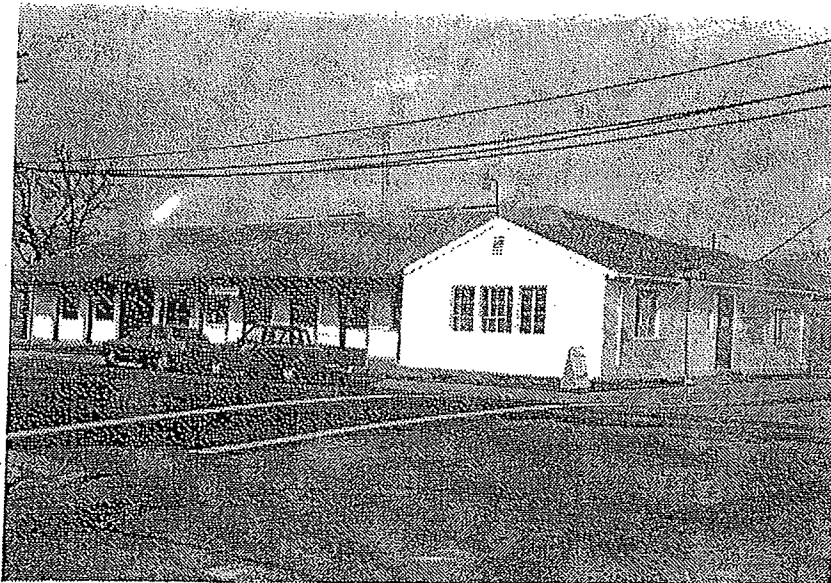
**e. Other Locational Data:** APN — 6-121-08

**P3a. Description:**

This single-story brick building has a main hipped roof with an auxiliary gable on the east. The windows are multi-paned casements. Across most of the front elevation is an open porch topped by an extension of the main roof and supported by narrow Tuscan pillars. No alterations are apparent. The property's boundary is its current parcel.

**P3b. Resource Attributes:** HP8—Dairy

**P4. Resources Present:** Building



**P5b. Description of Photo:**

Front Elevation / 12/92–6/93

Roll & Frame —

**P6. Date Constructed:**

1940 Factual

**P7. Owner and Address:**

Robert and Denese Garner Jr

503 Greenwood Drive

Woodland, CA 95695

**P8. Recorded by:**

Donald S. Napoli

Community Development Dept.

City of Woodland

300 First Street

Woodland, CA 95695

**P9. Date Recorded:** 12/20/96

**P10. Type of Survey:** Intensive

**P11. Report Citation:** City of Woodland. Planning Department. "Redevelopment Area Historic Structures Inventory," March 1997.  
DPR 523A - Test (1/95)— Attachment: Building, Structure, and Object Record

National Register Status Code: 5S1  
Resource Name: 1021 Lincoln Avenue

B1. **Historic Name:** Bee's Collectibles, et al.

B2. **Common Name:** Sanitary Dairy

B3. **Original Use:** Dairy

B4. **Present Use:** Shops

B5. **Architectural Style:** No Style

B6. **Construction History:** No significant alterations

B7. **Moved:** No

B8. **Related Features:** None

B9a. **Architect:** Unknown

b. **Builder:** Unknown

B10. **Significance:** Theme: Industrialization

Period of Significance: 1870-1955

Property Type: Factories

Area: Woodland

Applicable Criterion: A

This building is of historical importance as the long-time home of one of Woodland's small-scale industries. The building was constructed in 1940 to house the operations of the Sanitary Dairy, which had been founded earlier and was owned by F. L. Morris and F. L. Morris, Jr. The Morrisses had a full-service facility, producing various kinds of milk, cream, and ice cream. The dairy also owned a fleet of trucks that made home deliveries. The Sanitary Dairy continued independent operations into the 1960s, but eventually fell victim to the consolidation of dairying that was occurring throughout the country.

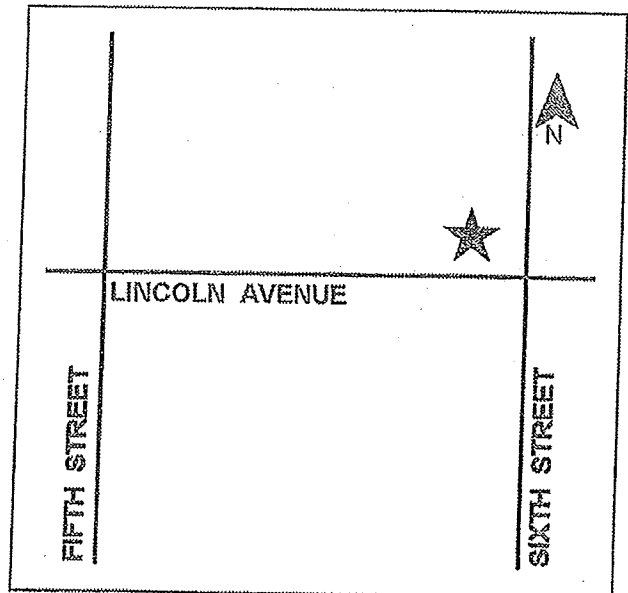
B11. **Additional Resource Attributes:**

B12. **References:** *Woodland, California*, 1957; City Council Minutes, 1940

B13. **Remarks:**

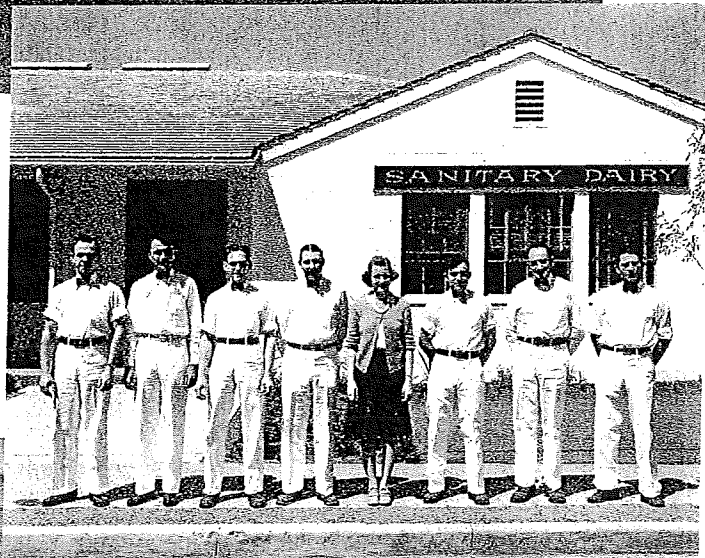
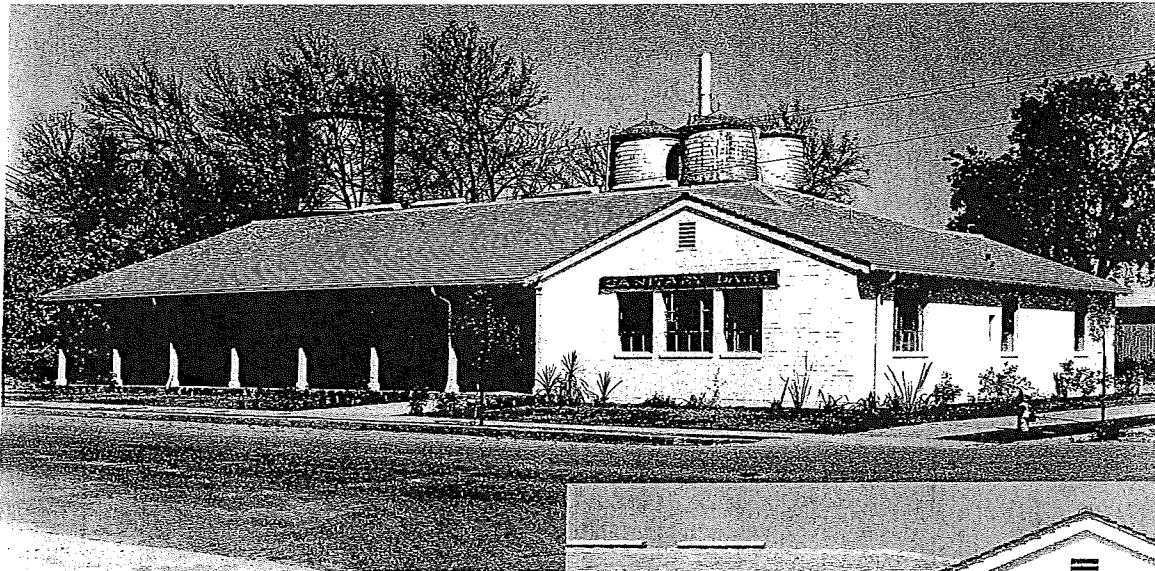
B14. **Evaluator:** Donald S. Napoli  
**Date of Evaluation:** 12/17/96

(This space reserved for official comments.)



# The Historic Sanitary Dairy

Lincoln Ave. and 6<sup>th</sup> Street  
Woodland, California



Paul W. Hollingshead  
Woodland, Cal.

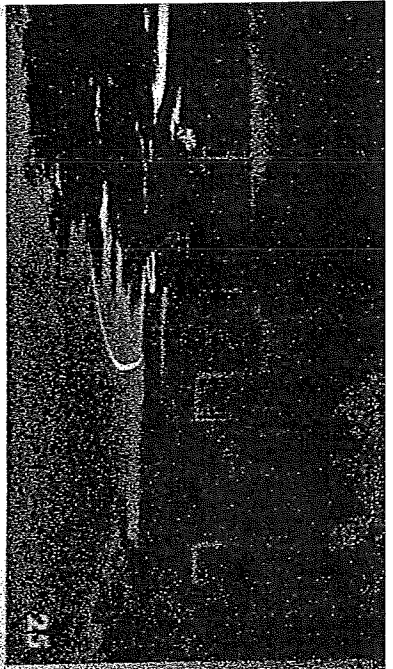
Photographs by Paul W. Hollingshead taken April 21, 1941  
Photos courtesy of William and Edward Hollingshead  
Copyrighted photos. Not to be duplicated without written approval.

Attachment 3  
From: "Explore  
Historic Lowell"  
guidebook

## 1890

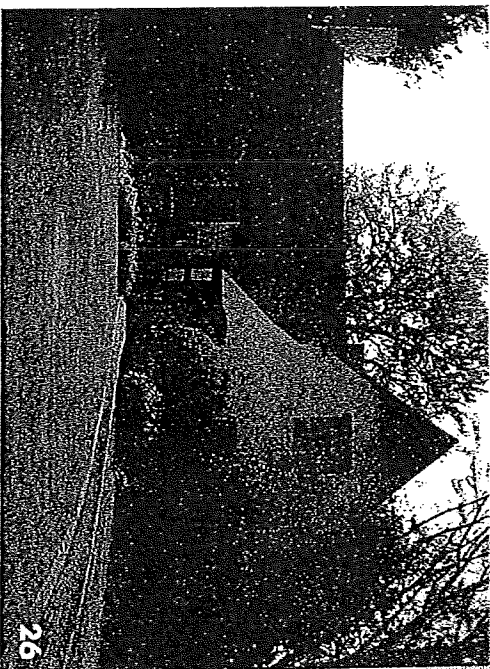
George Armstrong and his partner, Richard Alge, established a partnership in cattle and meat marketing in the 1880's. The building, constructed as an investment property, also housed their retail/wholesale meat shop at 606 Main Street, which they operated until 1907. J.O. Chalmers & Son later ran the meat market, which by the 1920s was known as Woodland Market. Western Auto also occupied this space. The original upstairs tenants were dentist R.E. Campbell, doctors Kier & Beebe, the Board of Education, the law firm of Hurst & Hurst, and attorney J.H. Magoffey. Woodland's telephone system, started in 1884, was also located upstairs in the early 1890s.

operated the soda fountain. She also served on the City Council from 1947-1951 and eventually had a city park named in her honor. In 1941 Sanitary Dairy moved to an expanded location at 1021 Lincoln Avenue (the building is still standing). In 1959, Frank L. Morris Jr. developed the drive-in dairy, also still standing at the southeast corner of Lincoln Ave. and Fifth St. The Bertie Alge Stephens estate owned this building until 1998 when it was sold to Karl Hanke and Ed and Lisa Shelley who have renovated the ground floor spaces, but preserved the original cold box and smoke house at 606 Main from the meat market days. They are now rehabilitating the upstairs space which was used as a boarding house for many years.



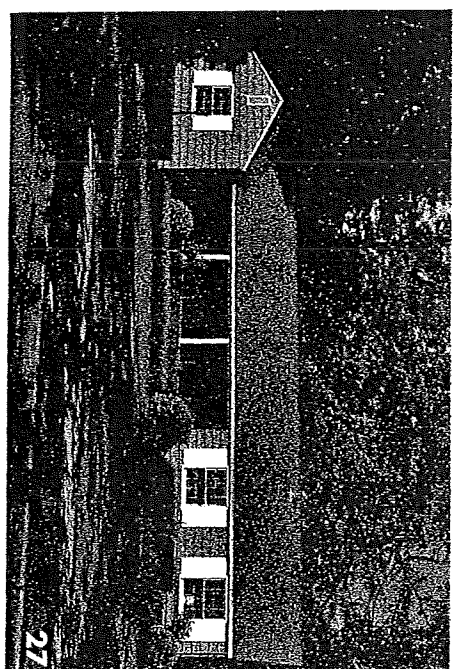
2500 Vermont Avenue  
1945

Built in 1929 by Jerry Steele for W.H. Payne, this rambling English style home is a classic example of mid-twentieth century California architecture. Originally much smaller, it has been added onto over the years. A large two room addition was constructed in 1950. The garage and lanai were added in 1946. The site features a picturesque Live Oak that dominates the front yard. The current owners are Robert and Sally Payne.



26. ECKART-HENLE-BOULTON  
902 Elm Street  
1929

This lovely English Tudor home was built in 1929 by local contractors Brown & Woodhouse for Dr. and Mrs. William A. Eckart. It was designed by Woodland's Carlton Pierson, noted for his mastery of the Tudor Revival style that was so popular among Woodland's professional class during the late 1920s. There is a wide shingled roofline with flush-face dormers above the generous front windows. Reflective of the Tudor style, there is a steep gabled front facade with large upper and lower casement windows. The simple rounded front doorway is trimmed with rustic half-timbering mimicking Medieval exposed timber framing. The house is set back from the street with a wide lawn and English style garden. The beautiful copper beech tree on the north side of the house is native to England. In 1936 the home was purchased by George and Leone Henle who finished off the upstairs and enlarged the downstairs. The current owners of the home are Roger and Lyndie Boulton.



27. LAUGENOUR-UNO RESIDENCE  
920 Elm Street  
1940

As a boy growing up in Indiana William I. Stille learned construction from his father who was a general contractor. However, he is probably better known as the founder and patriarch of Nugget Markers. Mr. Stille opened the first Nugget with his son Mack in 1926 at 416 Main Street. He eventually returned to his contracting roots and built a number of buildings in Woodland including the current Nugget Market at 157 Main Street (1946) and numerous homes. Built in 1940 for J. H. Laugenour, this home is a example of an early Ranch style house but it also borrows from the Craftsman style (low pitched roof, large front porch) and Colonial (shuttered "six-over-six" double hung windows) styles. The current owners are Glenn and Diana Uno.

Exhibit 4

From: "Explore Historic Woodland" guidebook  
Ranch style architecture (1940)

# ATTACHMENT C

With implementation of the plans described above, the AOC concludes that impacts will be less than significant.

**Mitigation Measures:** No mitigation measures are required.

- f) *Will the project conflict with the provisions of an adopted Habitat Conservation Plan, or other approved local, regional, or state habitat conservation plan?*

**Less Than Significant Impact.** Yolo County is undertaking a comprehensive countywide Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) to address the effects of growth throughout the county on biological resources. The HCP/NCCP recognizes agriculture and wetlands as the two main habitat areas in the City of Woodland Planning area (see Yolo County General Plan EIR Figure 7-1 *Habitat Types within the Woodland Planning Area*). Based on the review of this map, the proposed project site does not occur within the areas mapped as containing sensitive habitat types. The AOC therefore concludes that the proposed project will not conflict with the provisions of the HCP/NCCP.

~~**Mitigation Measures:** No mitigation measures are required.~~

#### 4.5

#### CULTURAL RESOURCES

- a) *Will the project cause a substantial adverse change in the significance of a historic resource as defined in Public Resources Code Section 15064.5?*

**Less-Than-Significant Impact.** The proposed project includes the demolition of existing structures on the southern portion of the proposed project site. Based on a Phase I ESA conducted for the site (GEOCON 2009), and as confirmed by ERM's site visit, the following permanent structures exist on the site:

- 445 5<sup>th</sup> Street – Two office structures, four-storage sheds, a radio room, and tower storage. The existing well and pump house will be abandoned and sealed on site.
- 1011 Lincoln Avenue: A single-story brick structure used as an office.
- 1021 Lincoln Avenue: A single-story brick and concrete, multi-tenant structure, and a wood-framed and corrugated metal siding storage shed.

The City of Woodland General Plan Historic Preservation Element does not list the current site structures as city-designated historic resources.

To preserve historic resources, the State Historic Resources Committee conducts the Historic Resources Inventory and maintains the California Register of Historic Resources identifying historic landmarks and points of interest. The statewide Historic Resources Inventory database is included in the California Historic Research Information System (CHRIS) and is maintained by the Office of Historic Preservation. The Northwest Information Center (Information Center) maintains cultural and archaeological records for the Woodland area. The Information Center conducted a search for the Woodland area to determine if any cultural resources exist on and in the immediate vicinity of the project site. In a letter dated 22 January 22, 2010, the Information Center concluded that there were no recorded sites with the Woodland planning area. The historic courthouse, which the Superior Court is vacating, will continue to be occupied by the county, and therefore there is no impact on this resource.



**Mitigation Measures:** No mitigation measures are required.

- b) *Will the project cause a substantial adverse change in the significance of an archaeological resource pursuant to Public Resources Code Section 15064.5?*

**Potentially Significant Impact Unless Mitigated.** The project site has been heavily disturbed and graded in the past. The possibility of the presence of archaeological resources in the Woodland area is considered strongest in agricultural areas outside the project area that have not been surveyed and in the Cache Creek area.

The Information Center conducted a search for the Woodland area to determine if any archaeological resources exist on and in the immediate vicinity of the project site. In a letter dated 22 January 2010, the Information Center concluded that there were no recorded sites with the Woodland planning area. However, the Information Center indicated that there is a moderate possibility of Native American cultural resources in the Woodland area.

**Mitigation Measures:** The following mitigation measure will reduce archaeological resources impacts to less than significant levels:

#### CULTURAL RESOURCES 1

## 2.0 PROJECT DESCRIPTION

The AOC proposes to acquire property to construct a new 14-courtroom courthouse and the associated parking and operate the courthouse for the Superior Court of California, County of Yolo (Superior Court).

The project proposes to demolish the existing structures on the property (a detailed description of existing buildings proposed for demolition is provided in Section 2.4.1; *Existing Land Uses*), and construct the new courthouse. To accommodate construction of the proposed project, the existing drinking water well (Well #1) will either be designed around and kept in place or will be relocated. In an effort to assist the City, should the well be relocated, a replacement well will be installed in Freeman Park, immediately to the north of the project site. However, efforts may be made to design around the well, leaving the existing infrastructure in place. The project also proposes to install a traffic signal at the Main Street and 5<sup>th</sup> Street intersection.

The new courthouse will become the courthouse facility for the Superior Court of California, County of Yolo, and will replace seven court facilities in Yolo County. The new courthouse will also provide additional courtrooms for proposed new judgeships; court support space for court administration, the court clerk, court security operations, and holding areas for in-custody detainees; and building support space.

## 2.1 PROJECT BACKGROUND

The Superior Court of California, County of Yolo, currently serves the residents of Yolo County in seven separate facilities. These facilities are in need of security and operational upgrades in order to more efficiently and safely serve the community. In addition, the lack of consolidated facilities exacerbates the functional inefficiencies of the court facilities. The main courthouse is the historic Woodland Courthouse, which was constructed in 1917 as a shared court and county facility, and is a national historic registered property. The county vacated the building in 1985 except for the district attorney's office, which remained in the building until 1993. The historic courthouse has been renovated as the court has grown and now houses eight marginal courtrooms. To meet current space needs, the court operates six other facilities, many with courtrooms, spread throughout the downtown Woodland area (See Table 2.1-1).

**Table 2.1-1. Superior Court's Current Court Facilities in Woodland, CA to be Relocated to the Proposed New Courthouse**

| Facility                                                           | Address              | Notes                         |
|--------------------------------------------------------------------|----------------------|-------------------------------|
| Historic Courthouse                                                | 725 Court Street,    | 45,160 BGSF with 8 courtrooms |
| Old Jail                                                           | 213 Third Street     | 6,730 BGSF with 1 courtrooms  |
| Family Support and ADR                                             | 238 W. Beamer Street | 3,300 BGSF with 1 courtroom   |
| Family and Designated ADA Courtroom                                | 812 Court Street     | 2,700 BGSF with 1 courtroom   |
| Fiscal, Human Resources, and Training                              | 601 Court Street     | 6,120 BGSF                    |
| Traffic/Small Claims/UD and Drug                                   | 275 First Street     | 4,100 BGSF with 2 courtrooms  |
| Family Law Facilitator and children's waiting room.                | 1100 Main Street     | 7,701 BGSF with 2 courtrooms  |
| PROPOSED PROJECT TOTALS: 75,811 BGSF with 15 courtrooms (existing) |                      |                               |
| BGSF - building gross square feet                                  |                      |                               |

As previously described, the new courthouse will consolidate several of the Superior Court's currently dispersed courtrooms and administrative facilities already located in downtown Woodland into the proposed new building, including:

1. The historic Woodland Courthouse located approximately 0.2 miles from the proposed project site. This facility will be available to the county for administrative use once it is vacated by the court;
2. Family and Designated American with Disabilities (ADA) Courtroom located approximately 0.15 miles from the proposed project site;
3. Fiscal, Human Resources, and Training located approximately 0.3 miles from the proposed project site;
4. Traffic/Small Claims/Unlawful Detainer (UD) and Drug Court facilities, located approximately 0.3 mile from the proposed project site;

5. The Old Jail located approximately 0.2 mile from the proposed project site; and
6. The Family Support and Alternative Dispute Resolution (ADR) facility located approximately 1.6 miles from the proposed project site.
7. The Family Law Facilitator and children's waiting room located approximately 150 feet from the proposed project site.

After completion of the new courthouse, the Superior Court will vacate these properties.

The proposed project will serve the Superior Court, local government justice partners, court security operations and holding, and ancillary support services.

The facility will include 14 courtrooms; court support space for court administration, the court clerk, court security operations, and holding; and building support space. Secure parking, a sallyport, and in-custody holding will be located at the basement level. In addition, the project will include 198 parking spaces on site, including secured (restricted) parking spaces for judicial officers. An additional 223 off-street parking spaces would be provided in off-site parking lots provided by the AOC. The AOC is currently negotiating for acquisition or a long-term lease of the parking sites.

## 2.2

### *PROJECT OBJECTIVES*

The purpose of the proposed project is to provide a new courthouse that meets the needs of the Superior Court and consolidates the existing facilities to ensure safer and more efficient operations in the long-term.

The proposed project's objectives are to:

- Consolidate seven overcrowded facilities in poor condition with inadequate security;
- Increase court operational efficiency and improve public service through consolidation of all adult and juvenile court operations in one location; and
- Expand court services by increasing the capacity for judicial proceedings from 13 to 14 courtrooms, including consolidating 13 existing courtrooms and providing for one additional courtroom for

the new judgeship authorized in Assembly Bill 159 in fiscal year 2007-2008.

## 2.3 **PROJECT LOCATION**

The proposed project site is in the City of Woodland, Yolo County, California, approximately 0.9 mile west of State Route 113, and 1.0 mile west of Interstate 5 (see Figure 1). Main Street, 5<sup>th</sup> Street, Lincoln Avenue, and 6<sup>th</sup> Street border the proposed project site. The site is north of the Woodland Police Department, and west of the Woodland Joint Unified School District Offices.

## 2.4 **ENVIRONMENTAL SETTING**

### 2.4.1 **Existing Land Uses**

As described in the Phase I Environmental Site Assessment (ESA) for the property (GEOCON, 2009), the proposed project site consists of six contiguous parcels approximately 3.75 acres (160,000 square feet), described as follows, from north to south (see Figure 2):

- **Parcel 1 – 1001-1022 Main Street:** Parcel 1 covers 0.83 acre at the northern end of the proposed project site. The parcel is vacant and undeveloped and is currently used by Hoblit Chrysler to store vehicles for sale. The site has a gravel groundcover with some weeds and seasonal grasses in areas of low traffic. Sidewalks are present along the western, northern, and eastern property lines.
- **Parcels 2 and 3 – 425 5<sup>th</sup> Street and 430 6<sup>th</sup> Street:** Parcels 2 and 3 form a contiguous portion of the proposed project site adjacent and to the south of the 100-1022 Main Street parcel and extend from 5<sup>th</sup> Street to the west to 6<sup>th</sup> Street to the east. The combined sites cover approximately 0.97 acre. Both parcels have gravel undercover, and are currently vacant and unused. Sidewalks are present along the western and eastern property lines. A row of trees is present along the southern fence line adjacent to the 445 5<sup>th</sup> Street site parcel.
- **Parcel 4 – 445 5<sup>th</sup> Street:** Parcel 4 covers 1.07 acres adjacent and to the south of Parcels 2 and 3 and extends from 5<sup>th</sup> Street to 6<sup>th</sup> Street across the width of the proposed project site. The parcel is developed with a well/pump house for city water supply on its northern side, two office

structures, a radio room and tower near the southwestern corner of the parcel, and four two-door storage sheds along the southern side of the parcel.

- **Parcel 5 – 1011 Lincoln Avenue:** Parcel 5 covers 0.47 acre adjacent and to the south of Parcel 4 in the southwest corner of the proposed project site. This parcel is adjacent to the 5<sup>th</sup> Street on the west and Lincoln Avenue on the south. The parcel is currently used by AJ Towing as a storage yard for equipment and towed vehicles, and office space. The site is mostly unpaved with gravel undercover and some asphalt paving and concrete slabs.
- **Parcel 6 – 1021 Lincoln Avenue:** Parcel 6 covers 0.4 acre adjacent and to the south of Parcel 4 in the southeastern corner of the proposed project site. This parcel is adjacent to 6<sup>th</sup> Street on the east and Lincoln Avenue on the south. Two structures exist on the site: a single-story, brick and concrete, multi-tenant structure on the southern portion of the site and a wood-framed and corrugated metal siding storage shed on the northern portion of the parcel. The area between the main site building and the storage shed, including the area under the covered storage, is entirely concrete paved. An approximately 12-foot-wide landscaped area is present in front of the main building (on the southern side).

Tenants in the main site building from west to east include:

- *The Undresser* – a furniture refinishing shop and art studio;
- *Studio Artist Gallery* - an art gallery and studio; and
- Two contractors' offices.

#### 2.4.2

##### ***Surrounding Land Uses***

The following land uses are immediately adjacent to the proposed project site:

- **North:** across Main Street, from west to east includes, Freeman Park, the Woodland Toy Library, and a chain motel (Budget Inn). Adjacent to the Budget Inn to the east is a building that houses an auto glass business and a computer store;
- **East:** across 6<sup>th</sup> Street, a multi-tenant, three-story commercial building;
- **South:** across Lincoln Avenue, the City of Woodland Police Department; and residential properties to the southwest<sup>1</sup>.

---

<sup>1</sup> Constitutes clarifications made to the draft document in response to a comment received.

- West: across 5<sup>th</sup> Street, from north to south includes, Enterprise Rent-A-Car, Colombara's Cabinet and Millworking, and Elfrink Power Equipment.

The nearest water body is Cache Creek located approximately 3 miles north of the proposed project site.

#### 2.4.3 *Existing General Plan and Zoning Designation*

The AOC is the proposed project's lead agency and is acting for the State of California on behalf of the Judicial Council of California. The State of California is not subject to the local government land-use planning and zoning authorities. However, the AOC refers to the General Plan throughout this document as a guide for decision-making purposes.

As presented in the General Plan (see Figure 1-4 of the General Plan, *General Plan Land Use Diagram*), the proposed project site is in an area designated as Central Commercial. This designation provides for professional and administrative offices (City of Woodland). According to the City of Woodland Zoning Map, the proposed project site's zoning designation is Central Business District. The Central Business District classification includes a variety of uses applicable to the proposed project, such as office, institutional, and government facilities.

The City's General Plan (see General Plan Figure 1-4, *General Plan Land Use Diagram*) classification for the properties adjacent to the proposed project site is Central Commercial. Section 4.10 of this Initial Study document discusses the General Plan and zoning designations related to the proposed project site in more detail.

### 2.5 *PROJECT CHARACTERISTICS*

The proposed project will include a courthouse surrounded by landscaped and parking areas. The design will be consistent with other downtown facilities recently constructed by the AOC, with location-specific considerations; the AOC anticipates that the courthouse will be an approximately four-story building and will include a basement level.

Since the AOC is the proposed project's lead agency and is acting for the State of California on behalf of the Judicial Council of California, local government land use planning and zoning regulations do not apply to the proposed courthouse project. The AOC's proposed courthouse design will

during periods when there is low pressure in the water distribution system for the downtown area). The existing well has an excavation depth of 600 feet and a pumping capacity of 1,700 gallons per minute (gpm).

2-6

### **PROJECT APPROVALS**

The AOC is responsible for approving the proposed project. The State of California Public Works Board must also approve the selection and acquisition of real property for the location or expansion of State of California facilities.

The AOC anticipates acquiring the parcels for the proposed site from the Woodland Redevelopment Agency (Agency). The AOC's construction contract will include provisions that require the construction contractor to obtain Central Valley RWQCB approval of a Storm Water Pollution Prevention Plan and to implement the plan.

## Notice of Determination

## Appendix D

**TO:**

Office of Planning and Research  
1400 Tenth Street  
Sacramento, CA 95814

**FROM:**

**Lead Agency:** The Administrative Office of the Courts  
455 Golden Gate Avenue  
San Francisco, CA 94102-3688  
Contact: Laura Sainz  
Phone: 916-263-7992

**SUBJECT:** *Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.*

State Clearinghouse Number (if submitted to State Clearinghouse): 2010022049

Project Title: New Woodland Courthouse

Project Location (include county): Yolo County, City of Woodland, on the downtown city block bounded by Main Street, 5th Street, Lincoln Avenue, and 6th Street.

Project Description: The proposed project includes property acquisition, construction of a new courthouse, and operation of the courthouse for the Superior Court of Yolo County. The proposed courthouse will be located on approximately 4 acres of land and will include 14 courtrooms.

This is to advise that the Administrative Office of the Courts (Lead Agency) has approved the above described project on 4/19/2010 (date) and has made the following determinations regarding the above described project:

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.  
☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [~~were~~ ~~were not~~] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [~~was~~ ~~was not~~] adopted for this project.
5. A statement of Overriding Considerations [~~was~~ ~~was not~~] adopted for this project.
6. Findings [~~were~~ ~~were not~~] made pursuant to the provisions of CEQA.

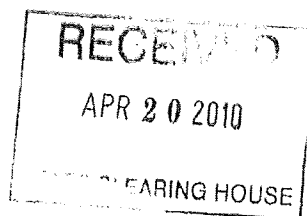
This is to certify that the final Mitigated Negative Declaration with comments and responses and record of project approval, is available to the General Public at:

The Administrative Office of the Courts, 2860 Gateway Oaks, Suite 400, Sacramento, CA 95833-3509

Signature (Public Agency) *L. Sainz* Title: Environmental Program Manager

Date: April 20, 2010 Date Received for filing at OPR: \_\_\_\_\_

Authority cited: Section 21083, Public Resources Code.  
Reference: Sections 21000-21174, Public Resources Code.



Revised 2005

# **Agenda Item 8**

203. If a member of the Commission is absent without cause for three (3) successive regular meetings of the Commission, the office becomes vacant automatically and the Commission immediately shall notify the Council thereof. Acceptable cause for absence may include the following: personal or family illness, vacations, occasional business obligations, military leave or the loss of a loved one. Commission members will be expected to organize their calendars such that absences are kept to a minimum. If an absence will be unavoidable a Commissioner should leave word with the Planning Department no later than 12:00 P.M. on the day of the scheduled meeting.

### III. OFFICERS

301. The officers of the Commission shall consist of a Chairperson and Vice-Chairperson. The Chairperson and Vice-Chairperson shall be elected annually at the August Meeting by a majority of the Commission. The most senior member who has not yet held office will be next in line for being elected Vice-Chairperson. The Vice-Chairperson shall be next in line for election to Chairperson.
302. The Chairperson and Vice-Chairperson shall hold their respective offices until the next annual meeting after election and until their successors are elected.
303. Vacancies in the office of Chairperson and Vice-Chairperson shall be filled from the membership of the Commission by an election held at any meeting.

### IV. DUTIES OF OFFICERS

401. The Chairperson shall preside at all meetings. He or She shall appoint all standing committees each year following the election of officers and such special committees as from time to time may be authorized by the Commission. He or She may present to the Commission such matters as in his or her judgment require attention; and He or She need not vacate his or her chair for the purpose of actively discussing (as a member of the Commission) an item on the agenda or a subject for review, discussion and recommendation by the Commission. He or She shall sign documents of the Commission, see that all actions of the Commission are properly taken and assist staff in determining agenda items.
402. Except as otherwise provided in these Rules of Procedure, the Chairperson (and the Commission) shall be guided by the "Roberts Rules of Order, Newly Revised." The failure of the Commission to conform to said rules of order shall not, in any instance, be deemed to invalidate the action taken.