

CITY OF WOODLAND
PLANNING COMMISSION AGENDA
APRIL 28, 2011
CITY COUNCIL CHAMBERS
6:30 PM

1. **Call to order**
2. **Roll Call**
3. [Minutes: Review of draft minutes from the February 17, 2010 Planning Commission meeting.](#)
4. **Director's Report:** This an opportunity for the Community Development Department's Director or designee to provide the Commission with information on any items other than those listed on the Agenda.
5. **Public Comment:** This is an opportunity for the public to speak to the Commission on any item other than those listed on the Agenda. The Chairman may impose a time limit on any speaker.
6. **Communication - Commission Statements and Requests:** This is an opportunity for the Commission members to make comments and announcements to express concerns or to request Commission's consideration of any items a Commission member would like to have discussed at a future Commission meeting.
7. **Subcommittee Reports:**

PUBLIC HEARING:

8. [Black Dragon Brewery CUP.](#) The applicant is requesting approval for a Conditional Use Permit to allow the operation of a craft micro-brewery (*Black Dragon Brewery*) and tasting room/brewpub with liquor sales (on and off site sales) at 175 West Main Street in the General Commercial C-2 zone. The requested entitlements include a Conditional Use Permit and review of the proposed categorical exemption from the provisions of CEQA as the project is considered a Class 3 - Conversion of Small Structure. APN 065-280-044

Applicant/Owner:	Heather Breatt / Jeff Dyer
Staff Contact:	Paul L. Hanson, AICP, Senior Planner
Environmental Document:	categorical exemption
Recommended Action:	Approval with Conditions

NEW BUSINESS:

9. [Redevelopment Investment Strategy.](#) Review of Redevelopment and update on budget and projects.

Staff Contact:	Cynthia Shallit, Redevelopment Manager
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10. [General Plan and Housing Element Annual Reports.](#)

Staff Contact:	Cindy Norris, Principal Planner
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OLD BUSINESS:

None

11. Adjournment

CITY OF WOODLAND
PLANNING COMMISSION AGENDA
FEBRUARY 17, 2011
CITY COUNCIL CHAMBERS
6:30 PM
MINUTES draft

1. **Call to order**

2. **Roll Call**

Present: Pat Murray, Steve Barzo, Myriam Gonzalez Rex Peters

Absent: Dave Sanders, Fred Lopez, Seth Wurzel

3. **Minutes:** [Review of draft minutes from the December 16, 2010 Planning Commission meeting.](#)

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

Vote Ayes: Murray, Barzo, Peters

No's:

Abstain: Gonzalez

4. **Director's Report:** This an opportunity for the Community Development Department's Director or designee to provide the Commission with information on any items other than those listed on the Agenda.

Principal Planner, Cindy Norris

- ***Provided a copy of the CDD Monthly status report***
- ***Let the Commission know that this meeting would be live on the web***
- ***That there are now two new HPC members and that an HPC meeting was held on Wednesday, February 16, 2011***
- ***That model homes are under construction for the Standard Pacific Development, north of the City's Community and Senior Center.***
- ***That Pulte Homes had pulled building permits for their model homes.***

5. **Public Comment:** This is an opportunity for the public to speak to the Commission on any item other than those listed on the Agenda. The Chairman may impose a time limit on any speaker.

6. **Communication - Commission Statements and Requests:** This is an opportunity for the Commission members to make comments and announcements to express concerns or to request Commission's consideration of any items a Commission member would like to have discussed at a future Commission meeting.

7. **Subcommittee Reports:**

PUBLIC HEARING:

8. **Target Warehouse Expansion Project.** Review of a proposed 362,099 square foot expansion of the existing Target Warehouse distribution facility located at 2050 E. Beamer Street. The requested entitlements include review of the proposed Initial Study and Mitigated Negative Declaration and the proposed adoption of the Mitigation Monitoring and Reporting Plan as well as review of the Site Plan, Design Review and Public Art for the proposed expansion. APN 027-350-050

Applicant/Owner:

Target Stores, a Division of Target Corporation

Staff Contact:

Cindy A. Norris, Principal Planner

Environmental Document:

Initial Study and Mitigated Negative Declaration with a Mitigation Monitoring Reporting Plan

Recommended Action:

Approval with Conditions

Motion: Commissioner **Murray** made the following motion, which was seconded by Commissioner **Gonzalez**:

Move that the Planning Commission:

1. *Adopt the attached Mitigated Negative Declaration in accordance with the California Environmental Quality Act Section 15074, the Planning Commission finds on the basis of the whole record before (including the initial study and any comments received), that there is no substantial evidence that the project will have a significant effect on the environment and that the mitigated negative declaration reflects the lead agency's independent judgment and analysis.*
2. *Approve the Site Plan, Design Review and Public Art for the proposed project based on the findings of fact and as shown in the submitted plans dated January 4, 2011, subject to the identified Conditions of Approval, as provided in the staff report presented on February 17, 2011.*

Vote Ayes: Murray, Barzo, Gonzalez and Peters

No's:

Abstain:

NEW BUSINESS:

None

OLD BUSINESS:

None

9. Adjournment

PROJECT TITLE: **Black Dragon Brewery Conditional Use Permit (CUP).**
Request for a CUP to allow a craft micro-brewery and tasting room/brewpub with **liquor sales** (on and off site sales) at 175 West Main Street in the General Commercial C-2 zone.

APPLICANT/OWNER: Heather Breatt / Jeff Dyer

ENVIRONMENTAL REPORT: Categorical Exemption - Class 3, Conversion of Small Structure

A.P.N. 065-280-044-000

PROJECT PLANNER: Paul L. Hanson, AICP, Senior Planner

STAFF RECOMMENDATION: Conditional Approval

REPORT FOR: Planning Commission Public Hearing – 4/28/11

GENERAL PLAN DESIGNATION: General Commercial

EXISTING LAND USES: Commercial Building

FLOOD ZONE: Zone "X" - Not an area subject to inundation by 1% annual chance flood event. FIRM Map Number – 06113C0445G Revised June 18, 2010.

STREET ACCESS: West Main Street and Community Lane

**ADJACENT LAND USES
& ZONING:**

	Use	Zone
North	Interstate Fuel Station & Tires 4 Less	C-2
South	Parking Lot	C-2
East	Rico's Pizza	C-2
West	Valley Tire Center	C-2

PENDING / POTENTIAL ACTION

Staff recommends that the Planning Commission take action on the following:

- Confirmation of finding of exemption from the provisions of CEQA. The project is considered categorically exempt as a Class Three (3) Exemption, Conversion of Small Structure.
- Finding of Consistency with the General Plan;
- Finding of Consistency with the Zoning Ordinance;
- Approval of a Conditional Use Permit to allow a craft micro brewery with a tasting room/brewpub with **liquor sales** (on and off site sales) at 175 West Main Street in the General Commercial Zone (C-2).

PROJECT PROPOSAL

OVERVIEW

The applicant is requesting approval for a **Conditional Use Permit** to allow the operation of a craft micro-brewery (*Black Dragon Brewery*) and tasting room/brewpub with **liquor sales (on and off site sales)** at 175 West Main Street in the General Commercial C-2 zone (**See Attachment A – Application**). The proposed use will require a Type 23 license (small beer manufacturer) from the California Department of Alcohol Beverage Control (ABC) before beginning operations.

The proposed location is occupied with a 10,395 square foot building on an 18,508 square foot lot. The building is divided into 4 suites with the Black Dragon Brewery occupying Suite B (3,800 sq. ft.). The remainder of the building, Suite A (3,300 sq. ft.) is vacant; Suite C (1,800 sq. ft.) is occupied by “Lincoln Avenue Groomers”, a pet grooming business; Suite D (1,900 sq. ft.) is the business office for the property owner, Jeff Dyer. The building’s exterior has recently been remodeled.

The brewery production will begin with a 7 barrel system, brewing approximately 200 gallons of beer per week with possible expansion to 400 gallons per week. Approximately 1,000 square feet of the total commercial space (3,800 sq. ft.) will be devoted to brewing equipment and associated cold and dry storage spaces.

The brewery will include a tasting room for customer to sample and purchase the craft beer. The proposal is to serve beer (on-site sales) in amounts ranging from 16 oz. pints to 5 oz. samples of beer brewed on-site and feature specialty “guest taps” of beer. The proposal also includes selling beer (off-site sales) in amounts ranging from 22 oz. bottles to 64 oz. jugs with future plans to expand and sell beer to include 12 oz. bottles (six packs) and kegs of 5 to 15 gallons.

The brewpub will provide limited food service, serving appetizers, hot & cold sandwiches and desserts. The seating area for customers is approximately 556 square feet with seating for 20 persons. The tasting room/brewpub and retail store hours will begin at 9:00 am, seven days a week, with closing hours Monday thru Thursday at 9:00 pm and Friday thru Sunday at 10:30 pm. The proposal also includes occasional music on weekends and seasonal special events held at the brewery.

The applicant is also proposing to open a home brewer’s supply store, the *Woodland Homebrew Supply Shop*. The store proposes to sell products dedicated to the art of home brewing for beer enthusiasts. Approximately 1,600 square feet of the overall commercial space is dedicated to the store.

Vehicle parking for the tasting room/brewpub and retail store will be provided in the adjacent parking lot. In 1983, the Planning Commission approved a site plan allowing the adjacent parking lot (38 spaces) directly behind Rico’s Pizza at 171 West Main Street, to be used for off-street parking for 175 West Main Street. The property owner of 175 West Main Street has a lease agreement with the owner of the approved parking lot

CITY SERVICES

The project site is currently served by City water services. Any additional services shall be shown on the improvements plans to be reviewed and approved by the Development Services Engineering prior to building permit issuance.

FLOOD ZONE

Under the currently applicable Flood Insurance Rate Map (FIRM) City of Woodland, California, Yolo County, Map Number 06113C0445G, revised June 18, 2010, the property is shown within Flood Zone 'X' which is identified as an area not subject to a 100-year flood event.

APPLICABLE LAWS, CODES, AND ORDINANCES

The project is subject to several laws, codes, and ordinances

- The California Environmental Quality Act (CEQA)
- The City of Woodland General Plan
- The City of Woodland Zoning Ordinance
- The City of Woodland Municipal Code
- Community Design Standards

PUBLIC NOTIFICATION

Public notice advertising for the public hearing on this project was prepared by the Community Development Department in accordance with notification procedures set forth in the City of Woodland's Municipal Code and State Planning Law. Two methods of public notice were used:

- Legal notice was published in the Woodland Daily Democrat on Monday April 18, 2011.
- Notices were mailed to all property owners within 300 feet of the project site on April 15, 2011.

Copies of the factual staff report for the proposed project have been on file at City Hall since Friday, April 22, 2011. Public comment was not received prior to the completion of the staff report.

PREVIOUS ACTIONS TAKEN

In 1983, the Planning Commission approved a site plan allowing the adjacent parking lot (38 parking spaces) directly behind Rico's Pizza at 171 West Main Street, to be used for off-street parking for 175 West Main Street. The property owner of 175 West Main Street has a lease agreement with the owner of the approved parking lot.

ENVIRONMENTAL ASSESSMENT STATUS

The project qualifies for a categorical exemption from the provisions of CEQA as the project is considered a Class 3 (CEQA Guidelines, §15303). CEQA identifies this as a Class 3 - Conversion of Small Structure exemption and is listed in Title 14, Article 19 §15303 of the California Code of Regulations. A Class 3 exemption consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure.

The site is located within Woodland City Limits and is surrounded by urban development. The site consists of one long rectangular 10,395 square-foot commercial building with the proposed project using 3,800 square-feet. The site does not provide habitat for sensitive species. The conversion of the building will not result in significant traffic, noise, air quality, or water quality impacts. The project does not involve significant amount hazardous materials. The project will comply with City noise standards. Existing utilities (storm water, sewer, water, electrical, gas) are adequate to serve the proposed project.

Prior to taking an action to approve the project as recommended, the Planning Commission is required to confirm this environmental determination in conjunction with action on the project. If this project is approved staff will file a notice of exemption with the Yolo County Clerk's Office in conformance with Article 5 §15062(a) of the CEQA guidelines.

REVIEWING AGENCY COMMENTS

All reviewing agency comments have also been integrated into the recommended conditions of approval. Development Services Engineering and Environmental Compliance had "no comment" on the project. PG&E and Waste Management did not respond to the City referral. Yolo County Health Department comments are included as **Attachment B**.

STAFF ANALYSIS

Staff **supports** the project subject to the attached recommended conditions of approval and provides the following analysis:

GENERAL PLAN CONSISTENCY

The 2002 General Plan (GP) designation for the site is General Commercial (GC), which provides for retail, services, restaurants, professional and administrative offices, hotels, and motels, public and quasi-public uses, and similar and compatible uses. The proposed use of the site as a craft micro brewery and tasting room / brewpub is consistency with General Plan.

ZONING CONSISTENCY

Land Use

The zoning designation for the site is General Commercial (C-2). Businesses that provide liquor sales (on or off site sales) are permitted in this zone with a Conditional Use Permit (CUP). Bona fide restaurants (minimum of 51% of restaurant's gross receipts shall be from sale of meals) and supermarkets (sales of alcohol constitute less than 20% of total sales) are exempt from this requirement. This project requests the approval for both on-site and off-site sales of alcohol, but does not qualify for either exemption and therefore requires a CUP be granted by the Planning Commission.

Alcoholic Beverage Establishments

Article 21 of the Zoning Regulations commencing with Section 25-21-70 addresses alcoholic beverage establishments not within the Central Business District Zone. The City's Zoning Ordinance requires that a Conditional Use Permit be obtained for all alcoholic beverage establishment located outside the Central Business District zone. The Zoning Ordinance exempts from the definition of On-sales Liquor Establishments, bona fide restaurants, veterans clubs and listed fraternal organizations. Article 21 listed sixteen (16) requirements for alcoholic

beverage establishments (**See Attachment C**). The proposed business is required to comply with each of 16 requirements.

One of the requirements is for a minimum distance of five hundred feet (500') between alcoholic beverage establishments and other sensitive receptors (schools, churches, health care facilities, public parks and playgrounds or other similar uses). The distance of five hundred feet (500') is measured between the nearest entrances used by patrons of such establishments along the shortest route intended and available for public passage to other such establishments, or to the nearest property line of any of the above referenced consideration points.

The attached Minimum Separation map (**See Attachment D**) shows 5 travel routes from the entrance of the Black Dragon Brewery and none of these routes are within 500 feet of other alcoholic beverage establishments or other sensitive receptors. Compliance with the other requirements for alcoholic beverage establishments will be verified through building permit and business license review.

Setbacks

The existing building complies with the required C-2 zoning building setbacks. The proposal does not change any of the required setbacks.

Height

The building measures 18'6" feet in height at the peak which is below the maximum height limit of 65 feet at the eave line for sloped roofs per the Zoning Ordinance. The proposal does not change the building height.

Lot Coverage

Lot coverage is the area of a lot occupied by a build. The C-2 has a limit of 60% lot coverage. The lot has an area of 18,410 square feet and the building foot print has an area of 10,395 square feet, providing lot coverage of 56%. The existing building does not exceed the C-2 lot coverage requirement. The proposal does not change the lot coverage.

Off-Street Parking

Article 23 of the Zoning Regulations commencing with Section 25-23-10 addresses off-street parking requirements. Pursuant to Section 25-23-10R of the Zoning Ordinance, the applicable parking ratio for retail stores is not less than one (1) parking space for each three hundred (300) square feet of gross floor. Pursuant to Section 25-23-10N of the Zoning Ordinance, the applicable parking ratio for tasting room / brewpub is one (1) parking space for each fifty (50) square feet of assembly area.

For the retail portion (1,600 sq. ft.) of the commercial space, five (5) parking spaces is required and for the tasting room / brewpub portion (556 sq. ft.) of the commercial space, eleven (11) parking spaces is required. The total parking space required for the proposal is 16 parking spaces. The project will be providing adequate parking spaces in the adjacent parking lot.

As previously mentioned a parking agreement presently exists between the two property owners for 38 parking spaces on a previously approved parking lot. Should this parking agreement become null and void, canceled or expires, and parking is not longer allowed on the adjacent parking lot, staff is **recommending** a condition that the owner of 175 West Main Street be

required to provide other off-street parking, meeting City parking standards, somewhere else in close proximity to the building at 175 West Main Street.

The adjacent parking lot will be required to comply with the parking lot lighting requirements for alcoholic beverage establishments. The exterior lighting of the parking lot shall be kept at an intensity of at least one (1') foot candle, on parking lot surface, so as to provide adequate lighting for patrons while not disturbing surrounding residential or commercial areas. Parking lot lighting will require a separate building permit and the owner or tenant shall submit construction drawings and received approval for all proposed exterior lighting. Staff will review these plans to ensure that they meet the criteria that are identified in the Zoning Ordinance and Community Design Standards.

Signage

Article 24 of the Zoning Regulations commencing with Section 25-21-10 addresses signs. Signs are a separate permit and tenants shall submit construction drawings and received approval for all proposed signage. Staff will review these plans to ensure that they meet the criteria that are identified in the Zoning Ordinance and Community Design Standards. In the interest of public safety and convenience, staff is **recommending** the applicant install a sign within the adjacent parking lot to notify patrons of the location of the parking for the business and to encourage accessing the business from Community Lane.

Design Review

There are no proposed exterior façade improvements other than signage for the new business.

Conditional Use Permit

Article 27 of the Zoning Regulations commencing with Section 25-27-01 addresses conditional use permits. The Planning Commission may approve, conditionally approve or deny an application for a conditional use permit; and in authorizing a conditional use, may impose such requirements and conditions with respect to location, construction, time period, maintenance, and operation, as deemed necessary for the protection of adjacent properties and the public interest, when reasonably related to the use of the property. Before granting any conditional use permit the Planning Commission shall be satisfied that, the proposed use conforms to the requirements and the intent of this chapter and the General Plan. The zoning designation for the proposed project site is General Commercial (C-2). Alcoholic beverage establishments are permitted in this zone with a Conditional Use Permit.

APPEAL

The planning commission action on the conditional use permit shall be final unless, within **fourteen (14) calendar** days after the decision, the applicant, or any other person including the city council, any individual city council member, or the city manager, not satisfied with the decision of the planning commission, may appeal to the city council. 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. Any appeal shall be filed with the city clerk and, except an appeal by the city council, a council member, or the city manager, shall be accompanied by a filing fee as prescribed by city council resolution. The city clerk shall set a date for a public hearing and shall give notice to the appellant, the applicant, and neighboring property owners in the manner provided in Section 25-27-50.

SUMMARY

The applicant is requesting a **Conditional Use Permit** to allow the operation of a craft micro-brewery (*Black Dragon Brewery*) with a tasting room/brewpub with **liquor sales (on and off site sales)** at 175 West Main Street in the General Commercial C-2 zone.

The brewery will include a tasting room/brewpub for customer to sample and purchase the craft beer. The brewpub will provide limited food service, serving appetizers, hot & cold sandwiches and desserts. The applicant is also proposing to open a home brewer's supply store, the *Woodland Homebrew Supply Shop*. The store proposes to sell products dedicated to the art of home brewing for beer enthusiast. Proposed hours of operations are as follows:

Hours of Operation	Opening Time	Closing Time
Monday - Thursday	9:00 am	9:00 pm
Friday - Sunday	9:00 am	10:30 pm

The proposal also includes occasional music on weekends and seasonal special events held at the brewery. Vehicle parking for the brewery and retail store will be accommodated in the adjacent parking lot.

Staff is recommending approval of the Conditional Use Permit to allow the "Black Dragon Brewery" with a tasting room/brewpub with **liquor sales** (on and off site sales) at 175 West Main Street in the General Commercial Zone (C-2). Staff's recommendations have been incorporated as conditions of approval for the Conditional Use Permit. Staff recommends the granting of the use permits subject to the recommended conditions of approval attached to this report.

RECOMMENDATION

Staff recommends approval of the project by making an affirmative motion as follows:

Motion #1 Move That The Planning Commission Approve The Conditional Use Permit For The "Black Dragon Brewery" Based On The Identified Findings Of Fact And Subject To The Identified Conditions Of Approval, By Taking The Following Actions:

- 1 Confirmation of finding of exemption from the provisions of CEQA. The project is considered categorically exempt, as Class 3, Conversion of Small Structure, per §15303 of the Public Resources Code.
- 2 Determine that the project, as conditioned, is consistent with the General Plan.
- 3 Determine that the project, as conditioned, is consistent with the Zoning Ordinance.
- 4 Approve the Conditional Use Permit to allow the Black Dragon Brewery at 157 West Main Street in the General Commercial Zone (C-2).

- OR -

Should the Commission decide to deny the project, the motion should be made as follows:

Motion #2 Move That The Planning Commission Deny The Conditional Use Permit For The "Black Dragon Brewery" Based On The Identified Findings Of Fact (Specify Findings)

CONDITIONS OF APPROVAL**Planning Division**

1. The project is as described in the staff report prepared for the April 28, 2011, Planning Commission meeting. The project shall be established and operated as depicted on the Conceptual Site Plan included in the staff report, except as modified in these conditions of approval and with any changes necessary to meet City codes and specifications.
2. The applicant shall defend, indemnify, and hold harmless the City of Woodland, its agents, officers or employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul an approval of the subject application by the City, its legislative body, advisory agencies or administrative officers. The City will promptly notify the applicant of any such claim, action or proceeding against the City and the applicant will either, at the City's discretion, undertake defense of the matter and pay the City's associated legal costs, or will advance funds to pay for defense of the matter by the City Attorney.
3. The applicant shall be required install a parking lot sign in the adjacent parking lot being used by "Black Dragon Brewery". Sign shall be limited to approximately 20 square feet in area and total height of five (5) five.
4. The hours of operation for the tasting room/brewpub for the purpose of selling of alcohol shall be as follows: Opening hours can be as early as 9:00 am Monday thru Sunday and closing hours can be no later than Monday thru Thursday at 9:00 pm and Friday thru Sunday at 10:30 pm.
5. The Black Dragon Brewery shall be approved for occasional music (recorded or live) on weekends (Friday, Saturday, & Sunday) and seasonal special events held at the brewery subject to the noise requirement for alcohol beverage establishments. A special event permit shall be required for any event that spills out in to the parking lot and/or with opening and/or closing hours other than approved under the CUP.
6. In the event the parking agreement with the adjacent parking lot becomes null and void, cancelled or expires, and vehicle parking is not longer available and/or not allowed on the adjacent parking lot, the property owner shall be required to provide other off-street parking, meeting City parking standards, somewhere else in close proximity to the building at 175 West Main Street.
7. In the event that the Use Permit has not been exercised within one (1) year, the permit shall be null and void without further action, except that the Zoning Administrator may extend the approval of a use permit for one (1) additional year, with the same conditions of approval, if circumstances have not changed. The request in writing must be received prior to the expiration of the use permit.
8. The Conditional Use Permit shall apply to the entire building at 175 West Main Street, any further expansion or enlargement of the building in conjunction with the approved brewery at this location shall require a new Conditional Use Permit.

CONDITIONS OF APPROVAL

Planning Division

1. The project is as described in the staff report prepared for the April 28, 2011, Planning Commission meeting. The project shall be established and operated as depicted on the Conceptual Site Plan included in the staff report, except as modified in these conditions of approval and with any changes necessary to meet City codes and specifications.
2. The applicant shall defend, indemnify, and hold harmless the City of Woodland, its agents, officers or employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul an approval of the subject application by the City, its legislative body, advisory agencies or administrative officers. The City will promptly notify the applicant of any such claim, action or proceeding against the City and the applicant will either, at the City's discretion, undertake defense of the matter and pay the City's associated legal costs, or will advance funds to pay for defense of the matter by the City Attorney.
3. The applicant shall be required install a parking lot sign in the adjacent parking lot being used by "Black Dragon Brewery". Sign shall be limited to approximately 20 square feet in area and total height of five (5) feet. Purpose of the sign is to encourage patrons to access the business from Community Lane and to indicate parking for the business.
4. The hours of operation for the tasting room/brewpub for the purpose of selling of alcohol shall be as follows: Opening hours can be as early as 9:00 am Monday thru Sunday and closing hours can be no later than Monday thru Thursday at 9:00 pm and Friday thru Sunday at 10:30 pm.
5. The Black Dragon Brewery shall be approved for occasional music (recorded or live) on weekends (Friday, Saturday, & Sunday) and seasonal special events held at the brewery subject to the noise requirement for alcohol beverage establishments. A special event permit shall be required for any event that spills out in to the parking lot and/or with opening and/or closing hours other than approved under the CUP.
6. In the event the parking agreement with the adjacent parking lot becomes null and void, cancelled or expires, and vehicle parking is not longer available and/or not allowed on the adjacent parking lot, the property owner shall be required to provide other off-street parking, meeting City parking standards, somewhere else in close proximity to the building at 175 West Main Street.
7. In the event that the Use Permit has not been exercised within one (1) year, the permit shall be null and void without further action, except that the Zoning Administrator may extend the approval of a use permit for one (1) additional year, with the same conditions of approval, if circumstances have not changed. The request in writing must be received prior to the expiration of the use permit.

9. The site shall be limited to the production, consumption and sale of beer in conjunction with the Conditional Use Permit. Wine or spirits are NOT approved for sale or consumption.
10. The applicant shall obtain a Type 23 license from the California Department of Alcohol Beverage Control prior to beginning any brewing, tasting or selling of alcohol (beer).
11. The applicant shall comply with Section 25-21-70 – Alcoholic Beverage Establishments from the City's Zoning Ordinance (**Attachment C**).

Fire Department

12. This occupancy is classified as an A-2 Occupancy. At the time of this submittal the building located at 175 W. Main St. Woodland Ca does not currently have an Automatic Sprinkler System installed. According to the currently submitted project Automatic Fire Sprinklers would not be required. Any change to the occupancy or building would require a review of the requirements for the installation of automatic fire sprinklers.
13. 2010 California Fire Code Sections 903.2 and 903.2.1.2 Group A-2 specifies that, An automatic sprinkler system shall be provided for Group A-2 occupancies where any one of the following conditions exists:
 1. The fire area exceeds 5,000 square feet.
 2. The fire area has an occupant load of 100 or more.
 3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
 4. The structure exceeds 5,000 square feet, contains more than one fire area containing a Group A-2 occupancy, and is separated into two or more buildings by fire walls of less than four hour fire resistance rating without openings.

These provisions provide that any expansion into other units or an increase of square footage above 5,000 Square feet will require that the complete building have an automatic sprinkler system installed.

14. Provide fire extinguishers in accordance with the 2007 California Fire Code.
15. A Knox Box shall be installed at an approved location for Fire Department access. The application for the Knox Box may be acquired at the Woodland Fire Department Fire Prevention Office. The Knox Box shall be installed on the street side of the Building.
16. Access for Fire Department apparatus is required to be a minimum of 20'. No-parking fire lanes shall be required to be painted in approved locations where parking of vehicles may restrict the 20-foot access lanes. The driveway between 175 W. Main Street and Ricos Pizza is a fire lane and shall not be blocked by vehicles, products or displays.

restrict the 20-foot access lanes. The driveway between 175 W. Main Street and Ricos Pizza is a fire land and shall not be blocked by vehicles, products or displays.

17. Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Said numbers shall contrast with their background. All new commercial buildings shall display a lighted street number in a prominent location with numbers not less than 6 inches in height.
18. Fire safety during construction, alteration, or demolition shall be in accordance with CFC Article 87, for Fire Department access, water supply, and fire protection.
19. Deferred Submittals. The following plans shall be identified and noted on building plans as deferred submittals. Deferred submittals shall be submitted under separate cover and directly to the City of Woodland Fire Department for review.
 - a. Automatic fire sprinkler systems
 - b. Fire service undergrounds and on-site fire hydrants
 - c. Fire alarms systems
 - d. Pre-engineered fire extinguishing systems. (Commercial hood fire extinguishing systems)

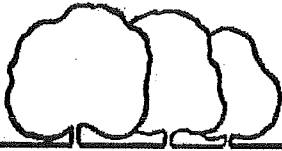
Police Department

20. Applicant and employees shall be required to attend annual training regarding the responsibility and liabilities of selling alcohol. This is provided by representative of the Department of Alcoholic Beverage Control and the Woodland Police Department.

ATTACHMENTS:

- A. Application & Plans
- B. Yolo County Health Department dated March 17, 2011
- C. Requirements for alcoholic beverage establishments
- D. Minimum Separation Map

ATTACHMENT A



City of Woodland

520 Court St, Woodland CA 95695 (530) 661-5820 Fax (530) 406-0832

Community Development Department
 Planning Division

GENERAL APPLICATION FORM

This application form is required as part of any request to process the planning actions listed below. In addition, the City of Woodland Zoning Code requires specific material to be submitted in conjunction with this form.

Other required items are indicated on the accompanying instruction packets and development brochures. It is the applicant's responsibility to insure that application packages are complete and accurate.

NOTE: AN INCOMPLETE APPLICATION CANNOT BE SCHEDULED FOR PUBLIC HEARING

1 Application Requested

Project No. <u>ANG-11-0000</u>	☒ General Plan Amendment	☐ Lot Line Adjustment	☐ Site Plan Review
Amount Paid: \$ _____	☐ Rezone	☐ Variance	☐ Design Review
Amount Due: \$ _____	☐ Tentative Subdivision Map	☒ Use Permit (CUP)	☐ Zoning Administrator Permit (ZAP)
	☐ Tentative Parcel Map	☐ Planned Development Permit	☐ Other <u>Cat Exempt</u>
	☐ Vesting Tentative Map		

Is this request part of another application? Yes _____ No _____ If so, what? _____

2 Project Description

Site address or location: <u>175 West Main Street, Ste B</u> <u>Woodland, CA 95695</u>	Project Name: <u>Black Dragon Brewery &</u> <u>Woodland Homebrew Supply</u>
Assessor's Parcel Number: <u>065-280-044-000</u>	Is this project located in a Redevelopment Area? ☐ Yes ☒ No
Total Acres: <u>18,508 square feet</u>	Does this request include signage? ☒ Yes ☐ No
Is Your Project Located in a Flood Zone? Yes _____ No ☒	

3 Justification for Request

☞ On a separate sheet, explain in detail your request and why you believe your request is justified.

4 Owner/Applicant

OWNER: <u>Jeff Dyer</u>	APPLICANT: <u>Heather Breatt</u>
ADDRESS: <u>175 West Main Street, Ste. D</u>	ADDRESS: <u>8 Twinn Court</u>
CITY STATE ZIP CODE: <u>Woodland, Ca 95695</u>	CITY STATE ZIP CODE: <u>Woodland, Ca 95776</u>
PHONE: <u>530.908.4089 (Cell#)</u>	PHONE: <u>530.908.2290</u>
E-MAIL ADDRESS: <u>jeff@farmranchrealty.us</u>	E-MAIL ADDRESS: <u>Blackdragonbrew@hotmail.com</u>

5 General Plan Amendment

Existing General Plan Designation	Gross Acres	Proposed General Plan Designation	Gross Acres
N/A			

6 Rezoning Request

Existing Land Use Zone	Gross Acres	Proposed General Plan Designation	Gross Acres
N/A			

7 Residential Development

How many residential units are being requested? <u>N/A</u>	How many lots will be created by this project? <u>N/A</u>
Single Family _____ Half-plex _____ Duplex _____ Apartments _____ Condominiums _____ Other _____ Townhomes _____ Total Units _____	Do you intend to market the units for sale? Yes _____ No _____ Do you intend to market the units for rent? Yes _____ No _____

8 Commercial/Industrial Development

Indicate the type of commercial/industrial development proposed: <u>Retail sales of homebrew supplies, tasting room, selling beer, brewing beer on site (microbrewery)</u>	Indicate the gross and leasable square footage for each type of development: <u>4000 SF</u>
---	--

9 Authority to File Application

Check one: ☒ ☐ Ownership ☐ Power of Attorney* ☐ Contract to Purchase* ☒ Other (specify) <u>Authorized agent</u> *Attach Evidence of Authority <u>*See attached letter</u>	I hereby certify that the above information and accompanying documents are true and accurate to the best of my knowledge and acknowledge that the processing of this application may require additional fees and expenses for the preparation of necessary environmental documentation and planning studies. I certify that I have reviewed the current Hazardous Waste and Substances Site List, developed pursuant to AB 3750, and found that my project is not on the list. APPLICATION WILL NOT BE ACCEPTED WITHOUT SIGNATURE OF LEGAL OWNER OR OFFICIAL AGENT Applicant: <u>Heather Brecht</u> Date: <u>2/18/11</u> Legal Owner: <u>Jeff Dyer</u> Date: <u>2/18/11</u> Legal Owner: _____ Date: _____
--	--

RECEIVED

FEB 22 2011

City of Woodland

Place Date Received Stamp Here

DEPARTMENT USE ONLY

G.P. Designation: _____ Zoning Designation: _____	Request: _____
Applicable Zoning Code Sections: _____	_____
Hearing Body: _____	_____
Environmental Determination: _____	Logged by: _____ Date: _____
	Planner: _____ Date: _____

Black Dragon Brewery CUP

Justification Letter For:

The Black Dragon Brewery & Woodland Homebrew Supply
175 West Main Street, Suite B
Woodland, Ca. 95695

General Overview

The Black Dragon Brewery & Homebrew Supply Shop has been a dream of Jason and Heather Breatt's for nearly ten years; Jason, the Brewer, has been brewing professionally and as an avid hobby for that same length of time. We moved to Woodland nearly eight years ago, have developed many long term friendships and consider this our home. We could have chosen from many other towns in the area to fulfill our dream, but frankly, we would like nothing better than to make this a reality in our own community.

We feel the addition of a brewery and homebrew supply shop will help bring a new 'feeling' to Woodland. We need new blood in this town and it is nice to see the younger generation starting to open small businesses to attract younger people to the downtown area (i.e. Watermelon Music and the skateboard shop). We would like to help put Woodland back on the map as a destination and a brewery is one of those things that does that. Brewing is an ancient craft and we feel we would be a good fit with the historic feeling of Woodland. The unique setting and theme of The Black Dragon, in combination with the fact that brewing is an art form, will attract both young and old to our establishment.

The homebrew supply shop will be a great addition to Woodland as well. We are amazed at how many people are willing to travel thirty minutes to an hour just to get their supplies to brew their own beer. We are happy to establish a homebrew shop where there has never been one before and not only provide for all the existing home brewers out there, but hopefully, help create new home brewers as well.

We have done so much leg work before we started this project, the feedback and support we have received as the word is spreading before we even open is unbelievable. Of course our family and friends are excited for us, but it seems that on a daily basis we are contacted by people we don't even know that are thrilled about a brewery coming to town. Breweries have a different atmosphere than your average bar and we believe this is part of what is creating such a buzz, people want something different.

Brewing System

The Black Dragon will open brewing on a system that is known as a 7 barrel system (equivalent to one of the smallest systems that a brewery would want to open with). This means that we will be brewing approximately 200 gallons of beer every time we brew. When The Black Dragon first opens, we plan to brew approximately 200 gallons of beer once a week and expand as needed. Our beer will start in a 200 gallon kettle, be transferred into multiple 200 gallon fermenter tanks followed by cold storage tanks of the same size, which is where the beer will be served from. For smaller batches of specialty beer, the same process will be followed but the beer will be transferred into smaller fermenters or kegs for storage and service.

We want to keep our initial investment and debt as low as possible in hopes of higher profits and lower overhead and that is why we will be starting out with what could be considered a 'pieced together' brewing system. We will start out with one kettle, two fermenters, two to three cold storage tanks and multiple kegs. We have proposed that all of the tanks will be free standing, but understand that we may have to mount the tanks to the floor to meet seismic requirements. The Black Dragon has future plans of upgrading the brewing kettle system to what is known as a mono-block system, which is basically an upgraded and fancier brewing system. As business expands, we will be purchasing more fermenters and cold storage tanks until we meet maximum capacity of our building unit. We have considered the possibility of not only needing to upgrade

Black Dragon Brewery CUP

existing equipment, but want to also point out that we plan to get larger fermenter tanks and larger cold storage tanks (15 barrel/400 gallons each).

We can only brew as much beer as we have fermenters and cold storage tanks to hold that beer. We are comfortable saying that the maximum capacity of the future of the brewery at this location would be as follows, but still keeping in mind that the demand for our beer indicates how quickly we will expand and this could take years. The maximum that we would be brewing would be two times per week. We would max out at approximately five to seven 15 barrel (400 gallon) fermenters. All of our cold storage tanks will be kept in a 250 square foot walk-in cooler with a maximum capacity of approximately twelve tanks. The beer kept in the cold storage tanks (or kegs) will be served through taps mounted to the side wall of the walk-in that connects to the back wall of the bar (see plan if necessary).

We plan to expand and grow as success allows, but always staying within the parameters set by our conditional use permit. If further expansion is needed, we would like to see our business grow into other vacant sections of the building or move part of the business to another location if necessary. Regardless of what the future brings, we must take into consideration that any expansion within the existing building would require significant upgrades and we are prepared to deal with that when the time comes. We have plenty of expansion room within our current location and understand that this process takes time. With the proper business sense and great customer loyalty, we hope we can turn this company into a booming business and we have every intention of making this a great success.

The Beers & The Pub

We will be serving all of our own beers on tap that we brew on site with the exception of a few specialty 'guest taps' from other local breweries. Our pub area will be what we consider a tasting room where we serve pint size (16 ounce) beers and 5 ounce sample beers. We will be selling growlers (64 ounce jugs) and 22 ounce bottled beers for customers to take home with them. In the future, we plan on expanding with a bottling line to sell six packs and 22 ounce bottles both from the brewery and distribute to local grocery stores. Eventually we anticipate getting into keg sales.

The pub area will consist of the bar and a small seating area; we will open our doors with seating for twenty, with expansion expectations of no more than fifty people. We want our customers to feel welcome and enjoy having a couple of beers at The Black Dragon, but we also want to encourage them to buy beer to take home with them.

Homebrew Supply Shop

Almost half of our 4000 square foot unit will be dedicated to a retail homebrew supply shop. This is where customers can come in and purchase the supplies they need to brew small batches of beer for themselves at home. Not only will we be selling supplies for home brewing, but we also plan to sell home winemaking supplies as well. Our shop will carry an array of products for the beginner brewer to the most advanced home brewer. Our shop will also carry novelty items, t-shirts, books, our own beer to go, etc. that would make great gifts for any beer drinker. Jason, the Brewmaster and one of the owners, also plans on teaching brewing classes at least once a month to expand the interest of home brewing to new comers.

There are very few homebrew supply shops in our area, especially one connected to a brewery. We feel our shop will be unique and one of the best in Northern California. We hope to have the best selection of product that will draw not only local customers from Woodland, Davis and the greater Sacramento area, but also from further areas such as Fairfield all the way to Rocklin.

Black Dragon Brewery CUP

Food Sales

The food at The Black Dragon will consist of the following: appetizers, hot & cold sandwiches and a small selection of desserts (Pub food). All of our food will be prepared in our commercial food prep sink area located behind the bar. The majority of our menu will be prepared using only a commercial grade toaster/pizza oven, commercial grade microwave or a commercial grade toaster, no frying will be done. The desserts will be purchased from an outside source (i.e. Costco or a local bakery). Our appetizers and sandwiches will be served in paper lined baskets and we will use ramekins for any sauces or dips. Our desserts will be served on small glass plates. We will be using real silverware, not plastic. The menu we have created does not require a hood, but does require a grease trap to be installed. We plan to install (1) 35 gallon per minute grease trap that is plumbed to the food prep sink, plumbed to the 3-piece sink and installed beneath the 3-piece sink. We will use a commercial grade 3-piece sink to do all of the dishes, we will not be installing a dishwasher. We will store any perishable food items in an under counter commercial grade refrigerator. We will store any dry or non-perishable items in a designated shelf area under the bar. We have communicated with the Yolo County Health Department and the Environmental Compliance Department and feel that all of the above information meets the standards for the extent of what we are doing.

Employees

The Black Dragon Brewery and Woodland Homebrew Supply will be owned and operated primarily by Jason and Heather Breatt, with Jason as the Brewer. We plan to open with one or two part time employees, with the possibility of hiring more employees when needed. All of our employees will deal with many aspects of the business including running the retail shop, serving customers in the pub area and possibly helping with brewing from time to time, therefore all employees will be covered by Workman's Compensation Insurance. Jason and Heather as owners will take a formal alcohol training class scheduled for April 2011 and put on by the Woodland Police Department. All of our employees will be over the age of twenty one and have training instructions by Heather, the General Manager, as how to deal with over served customers and/or underage drinking issues.

Hours of Operation

Our brewery and pub will differ from that of a typical bar in that we will be closing much earlier. Our closing hours on a weekday may be eight or nine P.M. and on a weekend night, like Friday, Saturday, or Sunday we anticipate closing no later than ten or ten-thirty P.M.

Special Events

The Black Dragon definitely plans to participate in community events as much as possible and sponsor our own events as well. When it comes to the community, it is very important to be a part of this town we call home. We would like to see community events expand in our town and be a part of coming up with new ways of bringing the community together.

When it comes to our own private events, we have plenty of our own ideas. We feel strongly about and hope to hold events to sponsor animals, children or women's causes (just to name a few) as well as our own private parties to celebrate friends and family members of the brewery. We would like to put on private events and work with other sponsors a few times a year and understand that we need to obtain a special day permit for these functions.

Environmental Impact

All of the following information is based on a (200) gallon brew day, brewing approximately (800) gallons of beer per month. Our brewing system is so small in comparison to a larger brewery and will have minimal impact on the environment.

Black Dragon Brewery CUP

Solid Waste Recycling: Yeast will be recycled as fertilizer whether for personal use or used by a local farmer. Spent grain (wet grain) will be donated and recycled by a local farmer as cattle or hog feed. The maximum of 2-3 (55) gallon drums of spent grain will be kept out front of the brewery for no more than 24 hours as we will set up a pick up schedule with the farmer. Future plans for both the spent grain and recycled yeast will be to use the waste as fertilizer for the breweries personal hop farm.

Waste Water: On a monthly average of brewing approximately (800) gallons of beer, the amount of waste water for rinsing and cleaning will be approximately (200) gallons which will go down the drain and into the sewer system. The waste water will consist of approximately one ounce of cleaner per gallon of water which equates to approximately two gallons of cleaner per month. The waste water produced from the brewing process contains some yeast and/or hops which are natural vegetable matter and protein and are extremely diluted by the time they reach the sewer system. We will be using the Five Star brand of cleaners and sanitizers which are approved as environmentally friendly products. The Five Star product known as P.B.W. is a cleaner that uses active oxygen to penetrate carbon or protein soils and is not affected by hard water. The oxygen helps in reducing biochemical oxygen demand (BOD) in waste water, which is actually an added environmental benefit. Because we will be recycling as much yeast and grain as possible, the amount of total suspended solid (TSS) in the waste water will be at a minimum. We have consulted with Mark Severeid, Laboratory/Pretreatment Supervisor for the City of Woodland Public Works Department and he has done some preliminary calculations for us. Mark states that his calculation results are typical of a brewery this size and sees no problems with the TSS and/or BOD levels in our waste water. As our business grows, we plan to put into practice a water reclamation program to reuse as much waste water and recycle as much sanitizers & cleaners as possible.

Noise: The entire brewing process will take place indoors and our brewing system size does not create noise pollution issues whatsoever.

Air Pollution: The kettle will vent through the roof and only vents off the excess steam from the boiling process; this does not create any issues with air pollution.

Heat and Power: We will open using an electric kettle and eventually upgrade to a natural gas kettle. We will be installing a (250) square foot walk-in cooler to store the beer. Neither the kettle nor the walk-in cooler will put a strain on the power or gas supply.

Conclusion

The brewing industry has taken a hit with the downfall of the economy, along with the majority of other businesses large and small, but breweries are making a comeback. There are several small breweries scheduled to open in the greater Sacramento area and that shows that there is a rebirth of this type of business. The Black Dragon Brewery and Woodland Homebrew Supply have a very strong business outlook, we feel we can compete with anyone out there, and wouldn't it be great for Woodland to be a part of that?

This town has always seemed to be a great place for small businesses and the people here take pride in that. Dutch Brothers Coffee was the first of its kind in this area and they chose Woodland, The Black Dragon would like to continue that tradition. The town has grown and changed, but still has a wonderful small town feeling. We don't know what the future holds for The Black Dragon, and this may sound a little cheesy, but we hope Woodland accepts us with open arms.

BLACK DRAGON BREWERY # WOODLAND HOME BREW SUPPLY
 45 WEST MAIN STREET, SUITE B
 WOODLAND, CA 95695

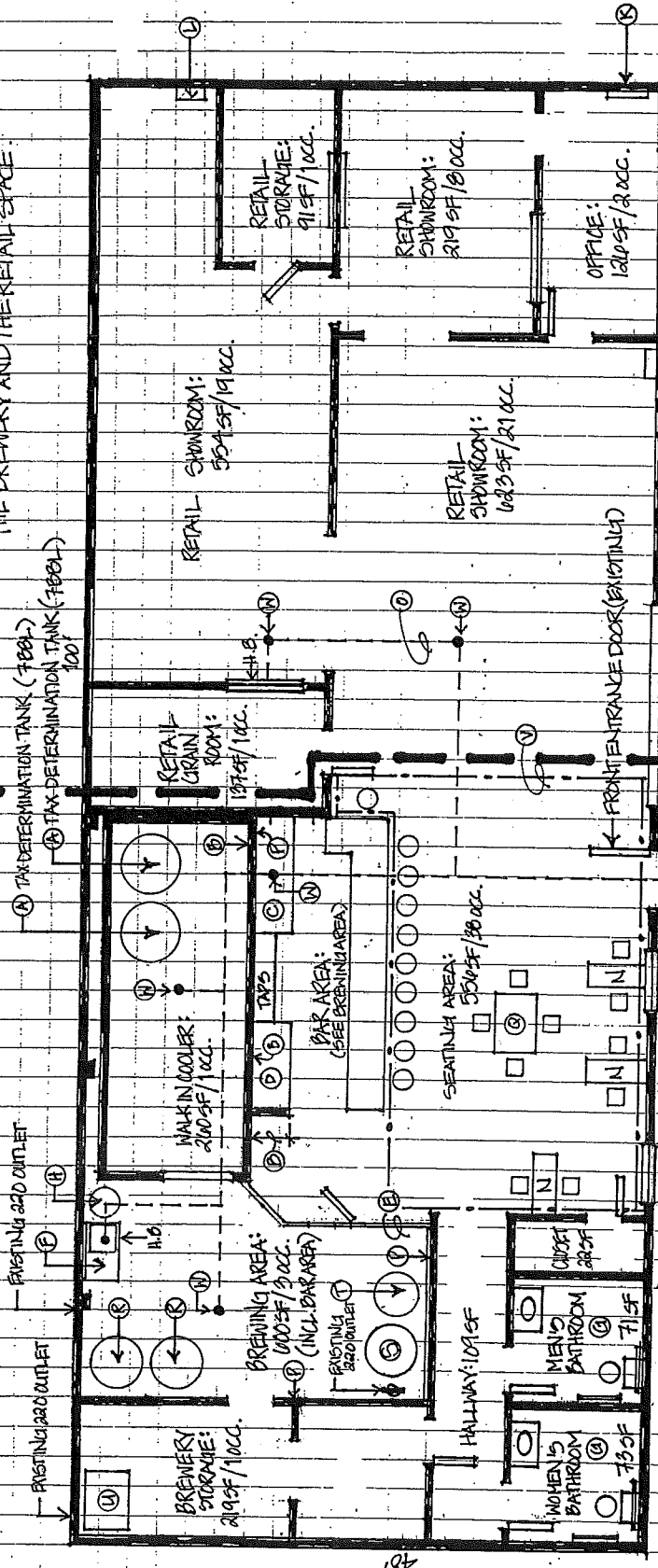
SCALE: 1/8" = 1'-0"

DATE: DECEMBER 28, 2010

SPACE: 4000 TOTAL SF +/-

PROPOSED FLOOR PLAN

THIS LINE REPRESENTS THE APPROX. DIVISION OF SPACE BETWEEN THE BREWERY AND THE RETAIL SPACE.



THIS LINE REPRESENTS THE APPROX. DIVISION OF SPACE BETWEEN THE BREWERY AND THE RETAIL SPACE.

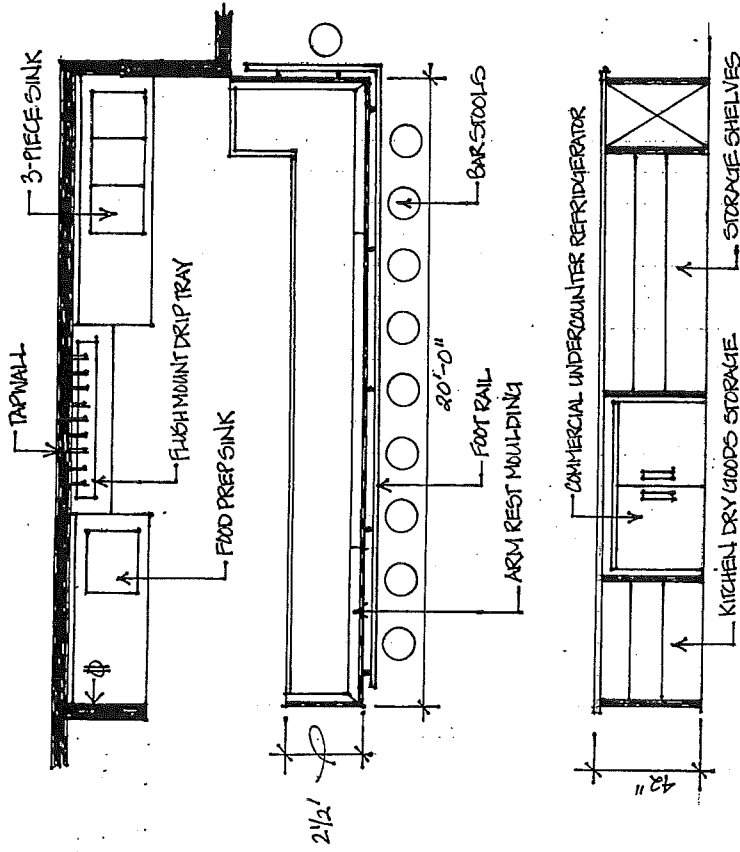
NOTE: OCCUPANCY DETERMINED BY LOAD FACTOR CALCULATIONS.

Plan Legend:

- (A) Tax determination tanks (approx. 200 gallons) - Freestanding
- (B) New wall location
- (C) 3-piece sink location
- (D) Food preparation sink
- (E) Curb with fence and gate
- (F) Brewing preparation sink location
- (G) Existing bathrooms (ADA compliant)
- (H) Electric water heater location
- (I) Signage awning location
- (J) PGE meter location
- (K) Existing data panel
- (L) Existing gas meter and hook up location
- (M) Existing sewer main line
- (N) Tables and chairs
- (O) Saw cut and install 3" sewer line & water lines
- (P) Galvanized siding location (installed on the entire wall)
- (Q) ADA compliant table
- (R) Freestanding fermenters (approx. 200 gallons each)
- (S) Freestanding electric kettle (approx. 170 gallons) - Excess steam to be fluted through the roof
- (T) Mesh ton
- (U) Glycol unit location
- (V) Public area definition line
- (W) Floor drain

Legend:

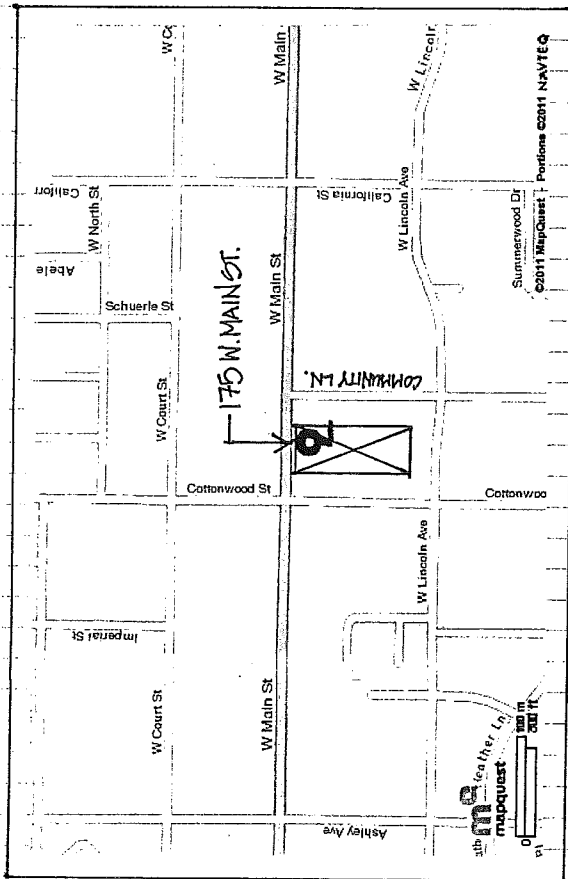
- #, B. # of Bipp Locations
- OCC Occupancy



BAR AREA DETAIL

SCALE: 1/4" = 1'-0"

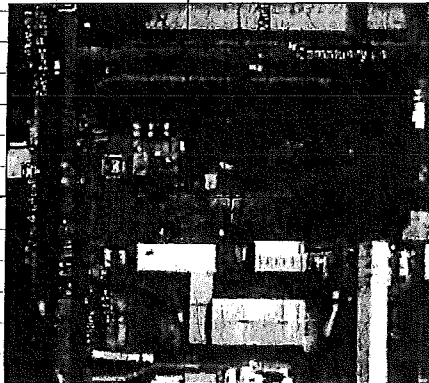
MAP PAGE:



BUILDING LOCATION MAP: NOT TO SCALE.

NORTH

PROPOSED SIGNAGE (SEE SIGNAGE DETAIL #1)



PROPOSED SIGNAGE (SEE SIGNAGE DETAIL #2)

NORTH

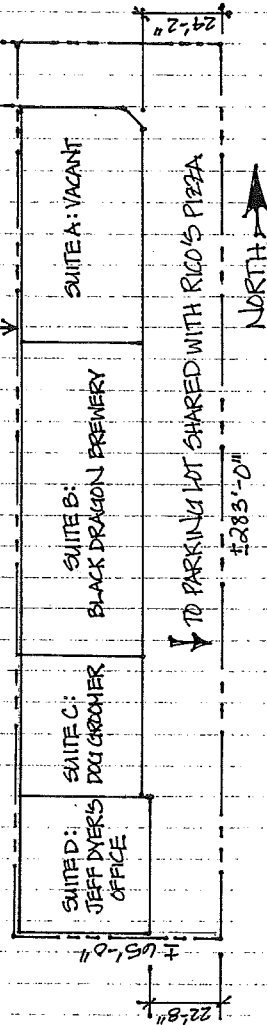
AERIAL VIEW

NOT TO SCALE

NOTES:

TOTAL PROPERTY SQUARE FOOTAGE = 18,500 SF ±
TOTAL BUILDING SQUARE FOOTAGE = 10,390 SF ±

ZERO LOT LINE



SITE MAP

SCALE: 1/40" = 1'-0"

ATTACHMENT B

Memo

To: Paul L. Hanson, AICP, Senior Planner, City of Woodland
From: April Meneghetti, Environmental Health Specialist III, Yolo County Environmental Health
Date: 3/17/11
Re: Black Dragon Brewery CUP at 175 West Main Street, Suite B

Our comments on the proposed small brewery with pub/tasting room and retail store are as follows:

Water system:

Facility is on city water. No requirements from Yolo County Environmental Health (YCEH).

Liquid Waste Disposal:

Facility is on city sewer. No requirements from YCEH.

Solid Waste Generation:

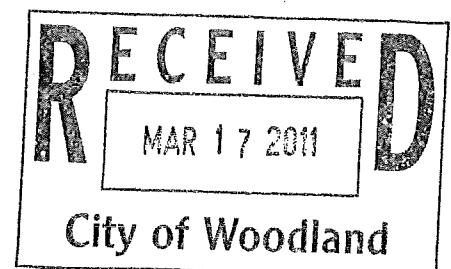
If applicable, prior to Solid Waste operations (chipping and grinding, composting, disposal) commencing at the site, applicant shall file an appropriate notification or obtain the required permit from Yolo County Environmental Health (YCEH). For information please call YCEH at 530-666-8646.

Hazardous Materials:

If, applicable prior to handling hazardous materials in quantities greater than 55-gallons, 500-pounds, or 200-cubic feet, or generating hazardous waste at the facility, a Hazardous Materials/Waste Application Package (Business Plan) must be completed and submitted to Yolo County Environmental Health (YCEH). For information please call YCEH at 530-666-8646.

Retail food sales:

Plans for construction of a food facility are required to be reviewed and approved by YCEH prior to building permit issuance. Operation of a retail food facility must be done under permit from YCEH.



ATTACHMENT C

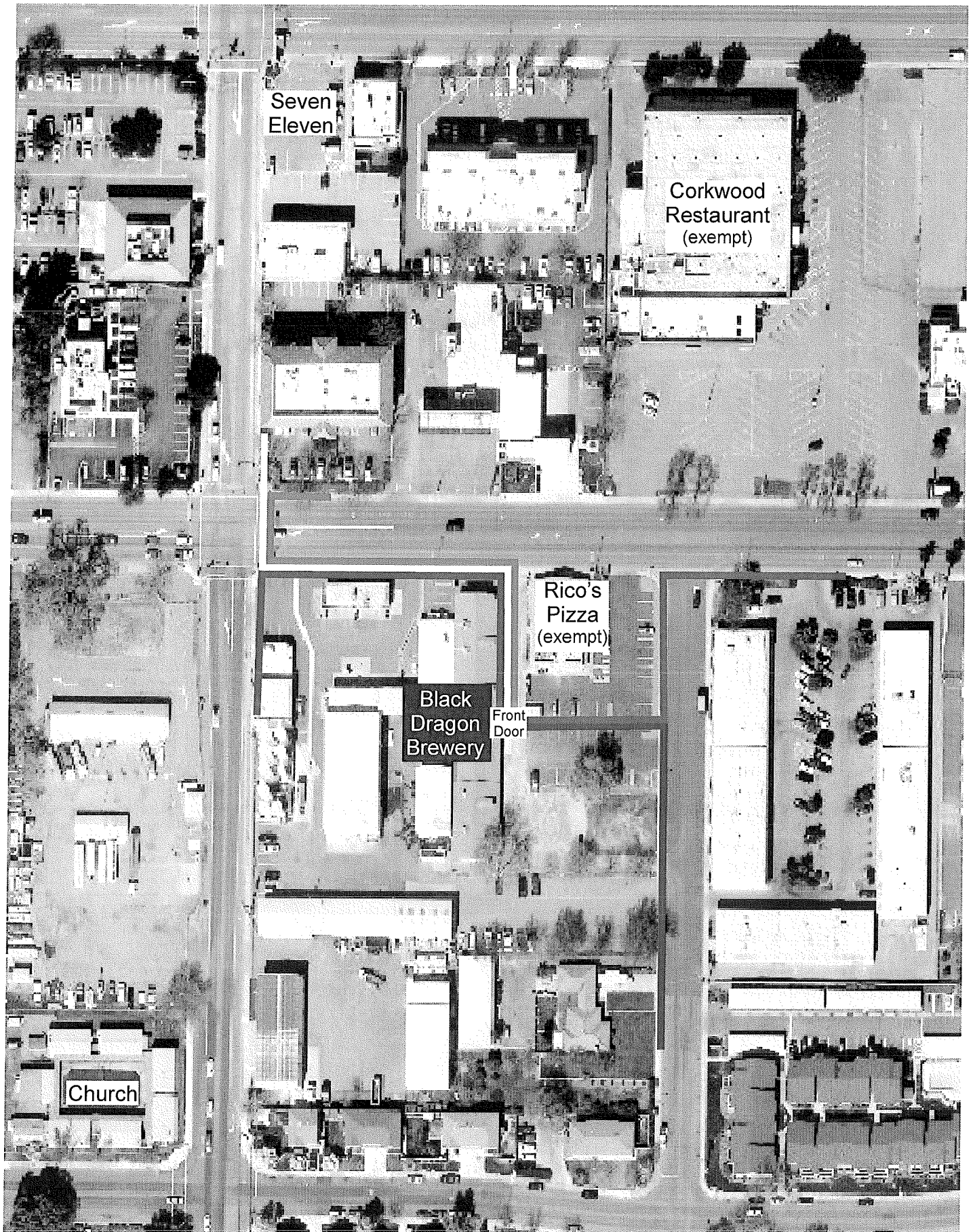
Section 25-21-70 – Alcoholic Beverage Establishments

1. No on-sale liquor establishments shall be maintained within five-hundred feet (500') of any other establishment wherein alcoholic beverages are sold, for on-site and/or off-site consumption, or from such consideration points as schools (public and private); established churches or other place of worship; hospitals, clinics, or other health care facilities; public parks and playgrounds and other similar uses, except that veterans clubs, fraternal organizations and bona fide restaurants may be closer than five-hundred feet (500') from one another or any of the referenced consideration points. The distance of five hundred feet (500') shall be measured between the nearest entrances used by patrons of such establishments along the shortest route intended and available for public passage to other such establishments, or to the nearest property line of any of the above referenced consideration points.
2. Exterior lighting of the parking lot shall be kept at an intensity of at least one (1') foot candle, on parking lot surface, so as to provide adequate lighting for patrons while not disturbing surrounding residential or commercial areas.
3. The noise level generated by the operation of such establishments shall not exceed 60 dba on adjoining property zoned for residential purposes, and 70 dba for commercially zoned property.
4. Litter and trash receptacles shall be located at convenient locations inside and outside the premises, and operators of such establishments shall remove trash and debris on a daily basis.
5. No beer or wine shall be displayed within five feet (5') of the front door unless it is in a permanently affixed cooler.
6. No sale of alcoholic beverages shall be made from a drive-through window.
7. No display or sale of alcoholic beverages shall be made from an ice tub.
8. Adult magazines and all printed matter coming within the definition of Section 313 of the California Penal Code shall be located for sale only behind the counter and shall be stored in racks covered by modest panels.
9. Paper or plastic cups shall not be sold in quantities less than their usual and customary packaging.
10. All establishments shall be required to have a public telephone listing.
11. Exterior public telephones that permit incoming calls may not be located on the premises.
12. Special security measures such as security guards, robbery and burglar alarms systems may be required.
13. Hours of operation of off-sale establishments may be restricted upon showing of good cause.

14. Sales of fortified wines and/or quantities of sales (i.e. single cans of beers) may be prohibited upon a showing of cause.
15. Signs shall be posted both inside and outside the premises in conspicuous places, which state "It is unlawful for any person to drink any beer, wine, or other alcoholic beverage as defined in Business and Professions Code Section 23004 on any public parking lot, any private parking lot, held open to the public, on any public street, sidewalk, alley, or walk-way, or in any place held open to the public within two hundred fifty feet of any establishment selling alcoholic beverages." WCO 1118-15.39.
16. It shall be the responsibility of the applicant licensee to provide all staff with the knowledge and skills that will enable them to comply with their responsibilities under law. The knowledge and skills deemed necessary for responsible alcoholic beverage service shall include, but not be limited to the following topics and skills development:
 - a. State laws relating to alcoholic beverages, particularly ABC and penal provisions concerning sales to minors and intoxicated persons, driving under the influence, hours of legal operation, and penalties for violations of these laws.
 - b. The effects of alcohol on the body, and behavior, including how the effects of alcohol relate to the ability to operate a motor vehicle.
 - c. Methods for dealing with intoxicated customers and recognizing under aged customers. Methods for preventing customers from becoming intoxicated.

ATTACHMENT D

Minimum Separation Map

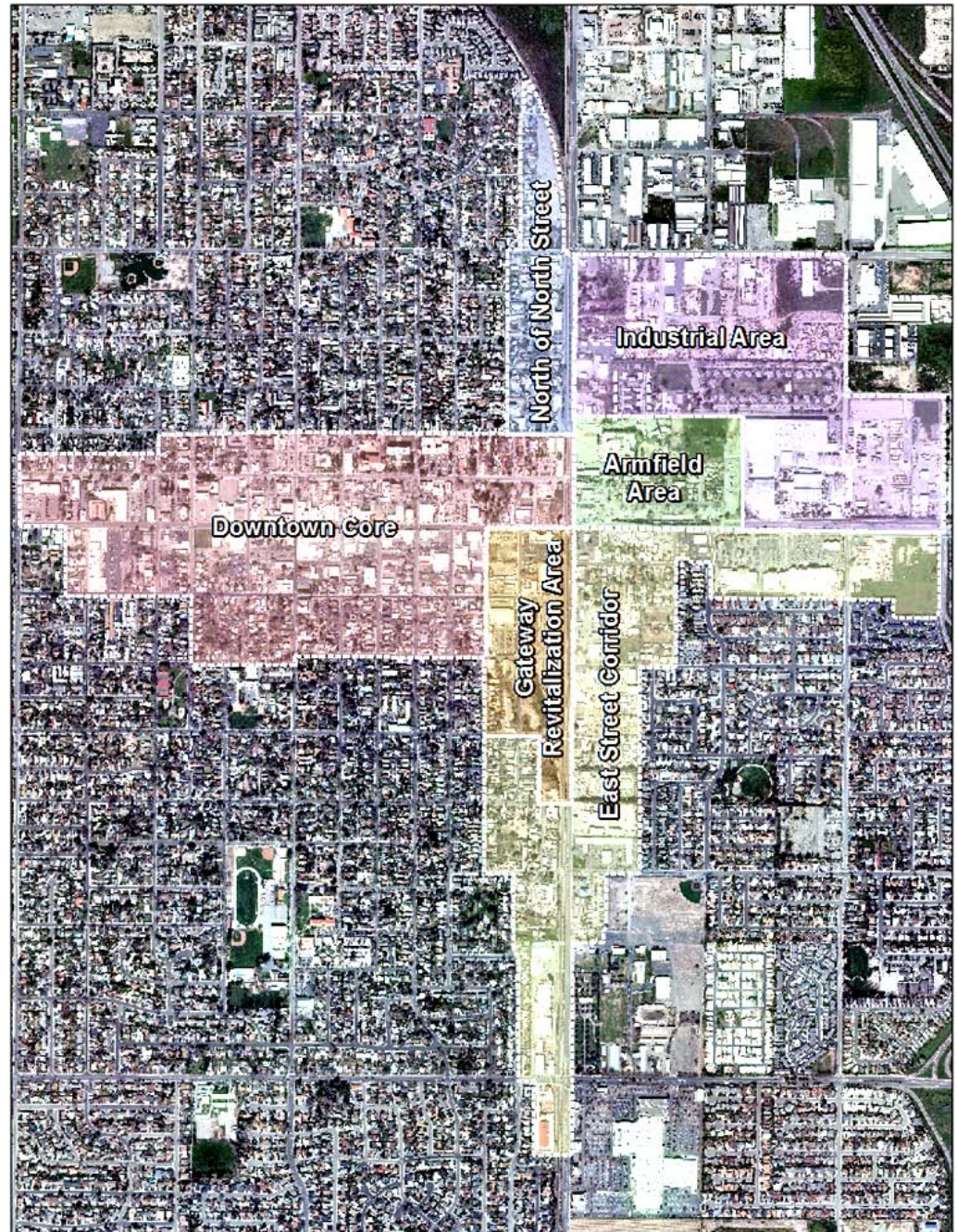


What is Redevelopment?

- **Public sector developer**
- **Spurs new investment**
- **Gives Local Government authority and financial means**
- **Unlikely to happen w/private enterprise acting alone.**



Woodland Redevelopment Project Area



Redevelopment Objectives

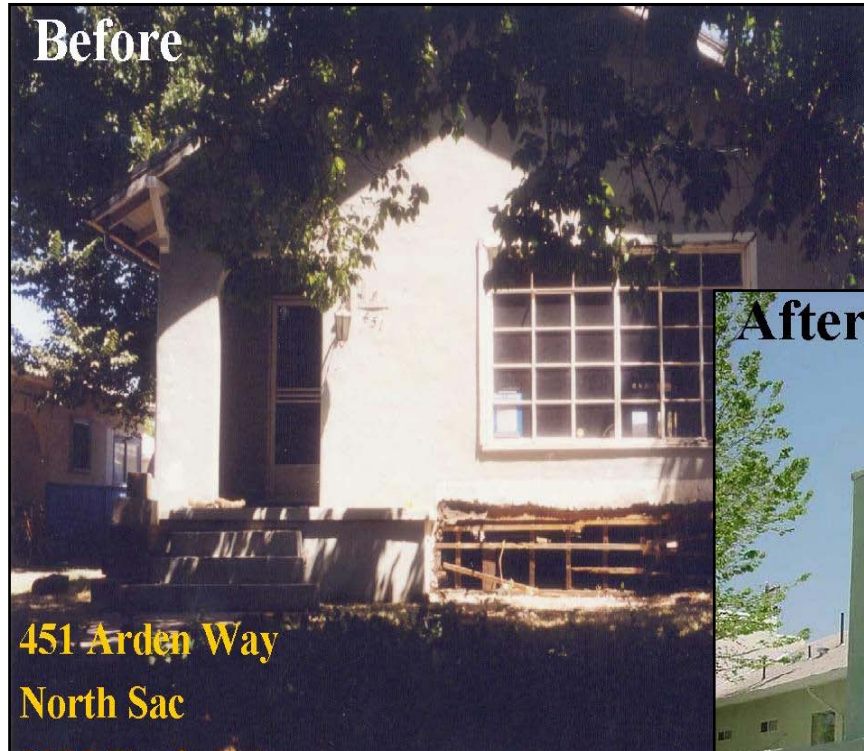
- **Reverse** physical deterioration
- **Eliminate** conditions that cause blight
- **Provide** affordable housing
- **Create** economic vitality
- **Enhance** quality of life



- (1) Rehabilitate existing structures- Hotel Woodland**
- (2) Redesign & replan areas for development;**
- (3) Assist private development through reduced land costs, loans, façade grants**
- (4) Acquire and sell land;**
- (5) Assist in demolition & site preparation;**
- (6) Implement capital improvement projects;**
- (7) Rehabilitate affordable housing;**
- (8) Develop catalyst projects**

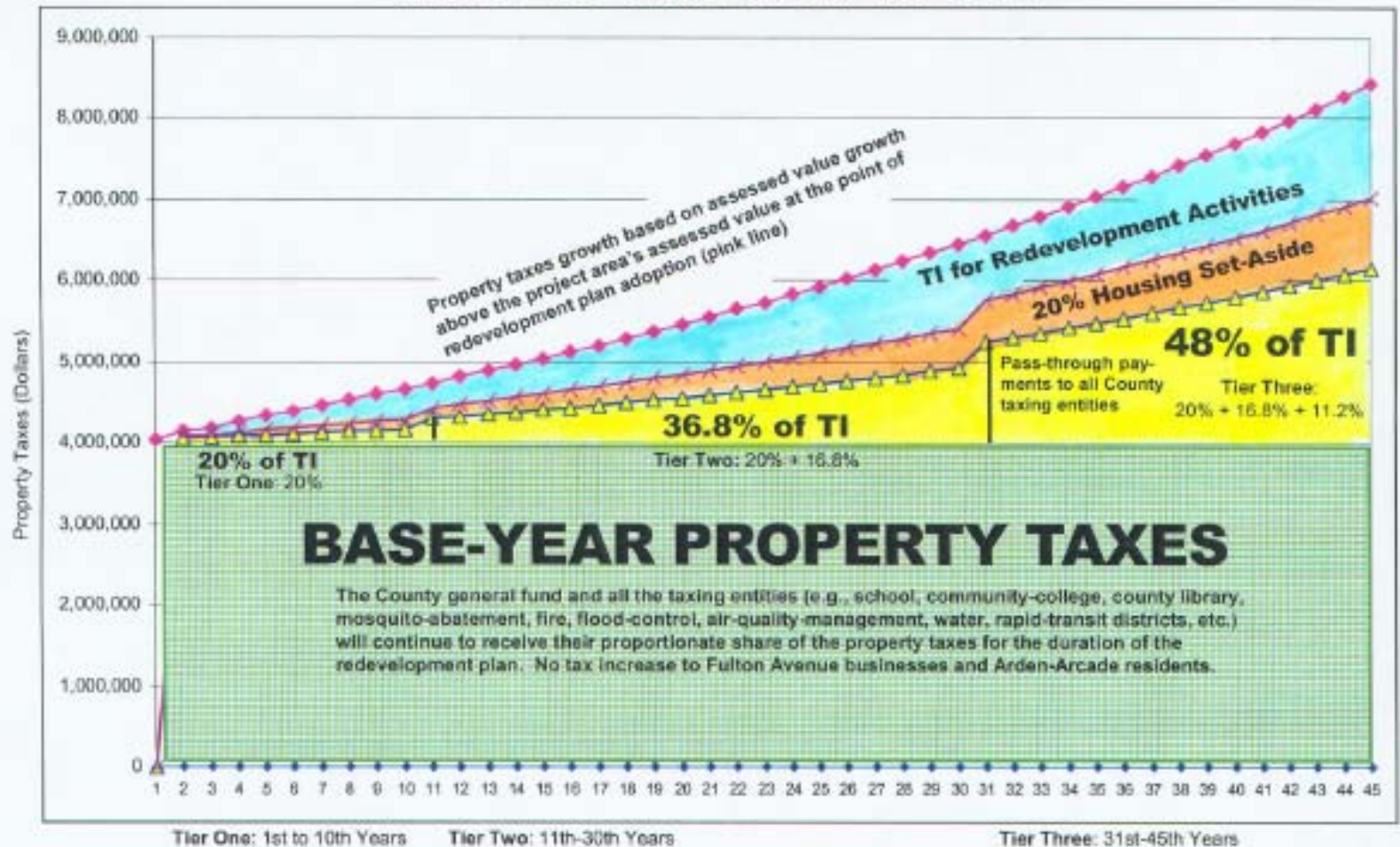
The Redevelopment Plan Does Not...

- Raise or create taxes
- Change zoning
- Change the General Plan

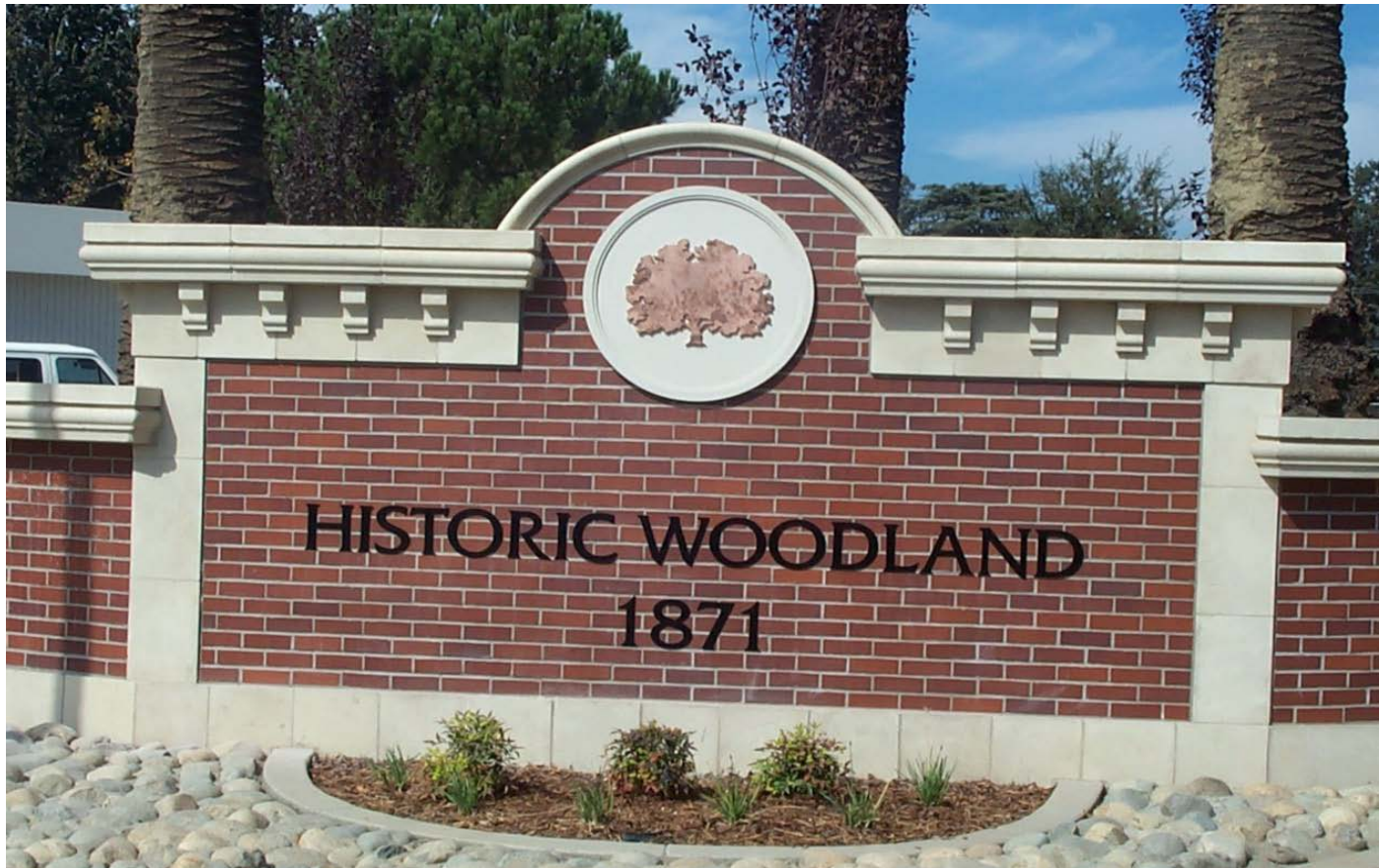


Tax Increment

WHAT IS TAX INCREMENT?



Redevelopment Implementation Plan 2010-2014



Downtown District

National Register of Historic Places



GOAL 1: To Become An Entertainment Destination

- ▶ **Other cities have created new entertainment venues and activities**
- ▶ **Theaters can be the catalyst needed for their downtowns**

Change DT image to entertainment and restaurant destination as magnet for new development



Goal 2: To Increase Residential Units

- Increases vitality

More people 24/7

More eyes on the street/safer

Goal 3:

Develop Underutilized Sites

Improve existing assets



Improve Existing Assets

Commitment to Renewal

- ▶ **Summer 2008:**
Façade Improvement
Program gives the
OddFellows Building a face
lift



Historic Preservation



Entertainment/Cultural Arts/Theater projects

GOAL A. Find space for Children's Theater, possible options 1. Construct expansion on Opera House \$2,200,000 2. Rehab State Theater \$2,000,000 3. Rehab Muscle World \$2,200,000 4. Co-locate in Daily Democrat building \$1,900,000 Next step: Meet with stakeholders. Action Needed: Determine site, end user or combination of users, site owner, project budget, and sources of funds, project manager for option chosen, recipient of funds by May 3. Milestone Date: May 3	\$2,200,000
GOAL B. New multi-plex theater 1. Execute relocation agreement with Hoblit and allocate \$200,000. 2. Facilitate public improvements necessary for multi-plex development on vacant site \$800,000 Next step: Execute relocation agreement and allocate funds. Identify public improvements necessary for further development of site.	\$200,000 \$800,000
GOAL C. Rehab State Theater and find new user 1. Offer funds to building owner to rehabilitate the theater. 2. Assist Opera House in buying State and moving in Children's Theater. 3. Hire consultant to also attract co-user—possibly music entertainment venue. Milestone date: May 3-identify project, site owner, site operator, terms of financing	\$2,000,000
GOAL D. Make permanent improvements to Farmer's Market 1. Meet with Farmer's Market representatives and architect/market designer to determine desired changes. Perhaps redevelopment funds an architect and conducts a community facilitation process to gain community consensus for this important activity venue along Main Street. Milestone date: May 3—Identify project	\$600,000 \$6,300,000



MEMORANDUM

TO: Planning Commission

FROM: Cindy Abell Norris, Principal Planner

DATE: April 29, 2011

SUBJECT: General Plan Annual Progress Report Required by the State of California for the Reporting Period of July 1, 2009 – June 30, 2010

RECOMMENDATION: Staff recommends that the Planning Commission take the following actions:

- Accept the General Plan Annual Progress Report required by the State of California; and
- Direct staff to forward the Report to the City Council for review and subsequently to the Governor's Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) for filing.

BACKGROUND: Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body (City Council), the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The intent of the statute is to ensure that the General Plan remains an effective guide for the future development of the City. The report provides an overview of regional housing needs and efforts to remove government constraints in providing affordable housing, a summary of agency initiated planning applications, general plan amendments, financial implementation of the General Plan, and a detailed status review of the General Plan implementation programs. The report shows that the City continues to make substantial progress toward implementation of General Plan goals and policies and that the Plan continues to function as the relevant community constitution for land use and development.

DISCUSSION: The attached General Plan Annual Progress Report follows a format established by OPR and is divided into six sections.

1. Regional Housing Needs and Removal of Governmental Constraints: This section is broken down into two areas – Regional Housing and Mitigation of Governmental Constraints. The City issued certificates of occupancies for 4 new affordable housing units (for low-income households) during the reporting period.

2. Agency Initiated Planning Applications July 1, 2009 – June 30, 2010: There were none initiated during the planning period.
3. General Plan Amendments: A proposed General Plan amendment and rezone of a 2.36 acre parcel of land from Highway Commercial to General Commercial was approved by City Council on December 1, 2009. This has allowed for additional office development, including the corporate headquarters office for Farm Credit West
4. Priorities for Land Use Decision Making (Financial Implementation of the General Plan): Funds were programmed at \$26,817 million for Fiscal Year 2009 – 10. Because of a significant decline in building permit activity and the resulting reduction in the collection of development impact fees, the City has had to reduce the number of project in the 10-year capital budget. FY 2009-10 project expenditures included the I5/102 freeway interchange improvements, surface-water project Part 1; Main street series street lighting, elevated water tank, water meter implementation, and the Lemon/North/East Realignment.
5. Other Projects during the Reporting Period: Although the City has experienced a slowdown in residential development progress was made in the economic development area with the opening of Best Buy, Michaels, and In-N-Out Burger in the Woodland Gateway. Construction of the mixed-use project located at the northeast corner of the Main Street and First Street intersection, Capitol Hotel and Saloon, was completed in spring 2009. The first floor restaurant opened in spring 2009. While that first restaurant failed, a second has now occupied the space and is doing well. The second floor consists of office suites while the third floor is residential with five lofts which have been occupied during the reporting period. Business activity has responded on Main Street. Of the 154 businesses that were issued business licenses during this time period, a total of 52 were for businesses located on Main Street Further, the City has been processing an application for the Gateway II project, a proposed 153 acre annexation south of Gateway I for possible General Commercial development.
6. Implementation Program Status Review: This separate table provides a summary status on more than 90 General Plan Implementation Programs.

Attachment

General Plan Annual Progress Report, Reporting Period July 1, 2009 – June 30, 2010

City of Woodland

General Plan Annual Progress Report (APR)

July 1, 2009 – June 30, 2010

**City of Woodland
Community Development Department
520 Court Street
Woodland, Ca 95695**

**Contact: Cindy Norris, Principal Planner
(530) 661-5911 (phone)
(530) 406-0832 (fax)
Cindy.norris@cityofwoodland.org**

GENERAL PLAN ANNUAL PROGRESS REPORT JULY 1, 2009 THROUGH JUNE 30, 2010

PURPOSE AND CONTENT OF REPORT

Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body, the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The four basic purposes of the annual report are as follows:

- To provide information to assess progress on implementation of the general plan in accordance with the stated goals, policies and implementation measures.
- To provide information to identify necessary course adjustments or modifications to the general plan as a means to improve implementation.
- To provide a clear correlation between land use decisions made during the reporting period, and the goals, policies and implementation measures in the general plan.
- To provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing.

This report covers the period from July 1, 2009 through June 30, 2010, and contains the following sections:

- Assessment of Regional Housing Needs and Efforts to Remove Governmental Constraints – Annual Housing Element Progress Report (Only a brief summary of the “Annual Progress Report on Implementation of the Housing Element” is included in this report.)
- Agency Initiated Planning Applications
- General Plan Amendments
- Priorities for Land Use Decision Making (Financial Implementation of the General Plan)
- Other Projects During the Reporting Period
- Implementation Program Status Review

REGIONAL HOUSING NEEDS AND REMOVAL OF GOVERNMENTAL CONSTRAINTS

Regional Housing Needs

The Sacramento Area Council of Governments (SACOG) issued its Final Regional Housing Needs Plan on February 21, 2008 in which the City was allocated its “fair share” of the region's projected housing needs by household income group over the planning period from January 1, 2006 through June 30, 2013, a 7 ½ year planning period.

The following table provides an assessment of the City's progress toward meeting its allocation through June 30, 2009.

Woodland Regional Housing Need Allocation Addressed Through December 31, 2010

Housing Period	Very Low-Income	Low-Income	Moderate-Income	Combined-VL, L & M	Above Moderate	Total Units
2006	0	10	0	10	184	194
2007	88	100	0	188	289	477
2008	14*	103*	0	117	212	329
2009	0	14	0	14	191	205
2010	0	4	0	4	35	39
2011 est	45	4	2			
Total Complete	102	231	0	334	876	1209
RHN Allocation	425	266	238	929	944	1873
% of Need Met	24%	87%	0%	36%	93%	65%

Based on the Assessors Report of Finaled Units in a calendar year.

*14 Very Low and 54 Low-Income income units are the result of a substantial rehabilitation of the Fair Plaza East project.

It should be noted that the City feels that some portion of its Moderate Income housing is being provided through the sales of homes at lower pricing, including foreclosed homes, as a result of the economic downturn.

Units Substantially Rehabilitated converted from non-affordable to affordable by acquisition and preserved.

Fair Plaza East Senior Apartments.

The City of Woodland, in partnership with USA Properties, used an acquisition and rehabilitation approach to create a valuable source of senior affordable housing for the city located at 35 West Clover Street. When the project was constructed in the 1970s the owners obtained construction financing through a HUD loan. Because of this financing, the project had affordability restrictions until 2002. With the City's assistance, USA properties was able to purchase Fair Plaza East Apartments and convert the now market rate property back into affordable housing. Low-income housing tax credits and tax exempt bonds were used to provide the major portion of financing needed to purchase the property. To provide the necessary financial assistance to purchase Fair Plaza East Apartments, the City of Woodland is requesting a \$1,250,000 HELP loan from CalHFA. This loan will contribute to the acquisition of the property for the conversion of 68 existing market rate housing units into affordable units, as well as securing the long-term affordability of the entire project. The Redevelopment agency contributed \$91,000 toward the project and secured a 55-year affordability covenant. The project has become 100% affordable to 14 very-low and 54 low-income households.

Mitigation of Governmental Constraints:

Growth Controls/Growth Management

General Plan Growth Cap Policy

As part of the General Plan the City has a growth Cap policy 1.A.7 which limits growth through 2020 to no more than 5,000 single family units. General Plan Policy 1.A.7 as follows:

The City of Woodland shall manage residential growth at an even and reasonable pace so that single family residential construction in new planned residential neighborhoods

does not exceed 5,000 houses by the year 2020 per approved Specific Plans. The intent is to limit the number of building permits each year, adjusting for market fluctuations. The intent is not to limit infill and multi-family development, including multi-family development in approved neighborhoods.

However in a review of the status of the City's progress Staff has found that the growth rate over the last 10 years has been below the expected maximum rate and that the anticipated single family housing growth per year through 2020 will likely be well below the cap allocation. The growth policy assumed planning, annexation and development within the Spring Lake Master Plan remainder area prior to 2020. At this time it is uncertain whether that will occur within the 2020 planning horizon, and if it does, it will likely happen toward the end of that time period.

Since Fiscal Year 2001 a total of 1,882 single family units have been built. For the ten (10) year period, this is an average growth rate of 188 units. A balance of 3,118 units remains until the cap of 5000 is reached. Through the fiscal year 2020 this results in a possible annual unit rate of 312.

Spring Lake Building Unit Allocation Ordinance.

The Spring Lake Specific Plan (SLSP) Building Unit Allocation Ordinance, Chapter 26, establishes a timed release of single-family market rate units. The Ordinance establishes three release dates and the number of units that may be allocated per release. The releases provide building unit allocations, defined as the right to apply for a building permit for a market rate single-family (R-8 zoning or below). On October 19, 2010, the City Council approved amendments to Chapter 26 of the Woodland Municipal Code, modifying Section 26-2-40 to remove the restriction on the timing of the third release BUA's and adding Section 26-8-10 to allow for the possibility to increase the maximum allocation of BUA's for the plan area for properties that have been considered and approved for a rezone by the City Council.

The current BUA Ordinance sets an overall maximum BUA allocation for the Spring Lake plan area at 2,579 units. The Ordinance does not provide for the option to increase that allocation. Therefore, staff recommends that the Ordinance be amended to allow for the possibility of adding BUA's and that the determination be made by the Community Development Director prior to the issuance of a final map for properties that have been previously considered and rezoned by the City Council. Language has been added to this section to state the following: *No such request shall be approved until it has been reviewed and found to be consistent with General Plan Policy 1.A.7 and/or any other general plan policy regarding growth caps, as well as with any growth-related provisions in an applicable specific plan.*

On/Off Site Improvement Requirements

No changes occurred in this area,

Development Fees

Spring Lake Specific Plan BUA Ordinance Amendment

The Spring Lake Specific Plan (SLSP) was designed to limit single family construction to three distinct releases as outlined in the City's Building Unit Allocation (BUA) Ordinance. This ordinance was approved at a time when it seemed necessary to regulate to ensure paced growth. The second release was due to occur in June 2007. However, the economic downturn has

resulted in the infeasibility of issuing further bonds. Staff worked with the Spring Lake development community for over a year and a half to find ways to facilitate development, despite the unavailability of bond financing. Staff believes that a “pay as you go” methodology is the best alternative to allow the second release to occur. A major factor in evaluation of this methodology is ensuring that key public facilities and offsite infrastructure be funded adequately. On January 19, 2010, the City Council approved a revision to the SLIF that will allow a modification to the Financing Plan to a “pay as you go” concept and facilitate continued development in Spring Lake. The updated fees result in an increased SLIF for a single family home of \$809. The fee amendment was approved by adoption of an urgency resolution on January 19, 2010 and was permanently adopted on February 16, 2010.

Staff feels that this reduction in fees has contributed to the purchase and development of two properties in the City, as 79-lot single family development by Centex/Pulte Homes on the North side of Gibson Rd and west of Ogden Rd; and a 162-unit single family development in Spring Lake located north of Rd 24A and west of Matmore Rd. Both project have been in process and pulled permits in January of 2011. With the City’s inclusionary housing requirements these developments will result in a total of **20 Low Income and 4 Moderate Income households**

Citywide Fee Deferral

On December 16, 2008, the City Council approved an urgency ordinance to allow the deferral of development impact fees (MPFP fees) for residential and non-residential projects. The ordinance is effective through June 30, 2011 and for residential projects allows the City to defer General City, Library, Police, Water, Roads, Administration, and Storm Drain development impact fees for a maximum period of 12 months. (No change)

The City Council may extend the deferral period. For residential projects, the deferred fees are due at final inspection, but no later than the maximum deferral period, whichever occurs first. Residential deferrals do not incur interest charges.

Affordable projects as well as the affordable units in market rate projects that contain a minimum amount of affordable housing are eligible for a deferral of City Development Impact fees. Bonus density projects are eligible also for the deferral of Development Impact fees and additionally they are eligible for the waiver of Building Permit and Plan Check fees.

The City Council at its meeting of April 21, 2009 approved the deferral of MPFP (development impact) and SLIF (Spring Lake Infrastructure Fees) fees of approximately \$1,800,000 until the issuance of the certificate of occupancy for the 44-unit very low income Rochdale Grange project located in Spring Lake. The deferral is contingent on a commitment from IndyMac Bank and/or its representative to provide fee credits up to \$810,128 to fill any financing gap.

Processing and Permit Procedures

The City has installed and implemented a new financial and permitting software by TYLER EDEN. Staff members from all departments have spent many hours in the past year in development and training on the use of the new system which affects every aspect of the city process from logging in a new project application, to calculating fees and issuing building permits, to paying invoices. With the loss of several staff positions in the Community Development Department in the last budget cycle, including an office manager, building

inspector, and associate planner, staff has had to become more efficient in its processes and focus on key issues and services.

Persons with Disabilities

The City designated a CDD staff to be the Americans with Disabilities Act (ADA) Coordinator for the City and begun work on a transition plan that will address curb ramps, City facilities, and City programs and services. The City also started the process of establishing a Disabled Access Commission.

It should be noted that the City's Municipal Code (Section 25-21-85) already contains a Reasonable Accommodation for Persons with Disabilities provision. The provision sets forth a process and set of criteria for reviewing reasonable accommodation requests for persons with disabilities.

Infill Development

The City's Redevelopment Agency has been working on a infill project strategy. The strategy would allow the Agency to facilitate a program to identify and build projects on key underutilized and vacant sites throughout the Redevelopment Area. Promoting infill is a primary purpose of redevelopment agencies in order to eliminate blight and increase investment in the project area. In Woodland, staff expects feasible infill projects for the redevelopment area would most likely be market rate housing projects or mixed use projects with commercial and market rate housing. Infill is aggressively promoted by SACOG to encourage Cities to grow without sprawl, use existing infrastructure and assets and create higher density areas that support alternative modes of transportation and less reliance on cars. The City has submitted a request to the City Council to request that the Council direct staff to create and implement an infill strategy and release an RFP.

Environmental Justice Considerations

Environmental Justice is defined as the fair treatment of all people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies. Environmental justice was enacted through Federal action in 1994 after a 1992 report found that low-income and minority populations were disproportionately located in areas with higher levels of environmental pollution. Through actions the City takes based on procedural requirements that ensure transparency and public participation are key elements that minimize the possibility for inequitable actions. Noticing, public hearings, neighborhood meetings are actions the City takes to ensure full participation. With a high Spanish speaking population the city publishes key notices in both English and Spanish and has several bi-lingual staff members available at the city and at public meetings to assist residents. In general, the City's Industrial and heavier polluting uses are located in the northeast portions of town that are significantly separated from residential development. Further, existing General Plan policies have carefully identified locations of public services and facilities and compatibility between land uses.

AGENCY INITIATED PLANNING APPLICATIONS JULY 1, 2009 – JUNE 30, 2010

The following is a list of projects undertaken by the City toward implementation of policies and actions in the General Plan. Most of the projects involve studies, plan updates or construction of new community facilities that are either complete or in progress.

Davis-Woodland Water Supply Project (DWWSP)

The project would provide treated surface water from the Sacramento River to the Woodland and Davis communities and UC Davis. Woodland continues to work with its project partners and a joint Woodland-Davis Council Workshop for the project was held on July 28, 2009. In spring 2009, the Woodland City Council approved a consultant services agreement with West Yost Associates for Phase 1A of the Water Supply Project. It is anticipated that the City will be utilizing water by 2016.

Yolo County NCCP/HCP Joint Powers Agency (JPA)

The JPA acquires Swainson's hawk habitat conservation easements and serves as the lead agency for the preparation of a countywide Natural Communities Conservation Plan/Habitat Conservation Plan (NCCP/HCP). The countywide HCP/NCCP (also known as the Yolo Natural Heritage Plan) is in development. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swainson's hawk habitat conservation easements.

GENERAL PLAN AMENDMENTS

Agency Initiated:

None

Applicant Initiated:

Farm Credit West

A proposed General Plan amendment and rezone of a 2.36 acre parcel of land from Highway Commercial to General Commercial was approved by City Council on December 1, 2009. This has allowed for additional office development, including the corporate headquarters office for Farm Credit West.

General Plan Petitions:

The purpose for the petition submittal is to provide a process by which the City can consider amendments to the General Plan. A city may amend its General Plan up to three times a year (with a fourth optional). These amendments may be City initiated or privately initiated. A private application to amend the General Plan shall be required to submit a Petition for Consideration to Amend the General Plan. Staff will evaluate the petition request for consistency with General Plan Goals and for identification of possible future development issues. The petition will then be forwarded to the Planning Commission for a threshold decision on whether the proposal should be considered for future processing. If accepted, then a formal application would be filed and necessary CEQA documentation would be conducted with the full cost borne by the applicant.

None accepted.

PRIORITIES FOR LAND USE DECISION MAKING (FINANCIAL IMPLEMENTATION OF THE GENERAL PLAN)

The public projects in the General Plan are financed through the City's annual budget and multi-year capital financing plan.

City's Budget

The budget serves as the City's primary financial document to guide the City Council and staff through the coming fiscal year. It outlines the major priorities and projects that the City will undertake. It reflects staff time for city programs and services, contracts for maintenance and major construction projects, as well as needed materials and supplies. The City's FY 10 budget was approved on June 22, 2010. Operational expenses were budgeted at \$132,484,682 million for Fiscal Year 2009 – 10; this included a general fund operating budget of \$36,507,572 million. On March 15, 2010, the City Council approved mid-year budget adjustments that would result in a positive General Fund balance of \$213,210. The revenue shortfall was addressed through net operational savings, the use of contingency funds, retirement incentives, staff reductions in the Community Development Department, and use of general fund reserves. A substantial portion of the revenue shortfall was recessionary-related as evidenced by reductions in sales tax, property tax, and transient occupancy tax receipts.

Citywide Capital Budget

Citywide capital expenditures were programmed for \$26,817 million for Fiscal Year 2009 – 10. The City has been preparing a 10-year projected Capital Improvement Program budget. Because of a significant decline in building permit activity and the resulting reduction in the collection of development impact fees, the City has had to reduce the number of project in the 10-year capital budget. FY 2009-10 expenditures included the I5/102 freeway interchange improvements, surface-water project Part 1; Main street series street lighting, elevated water tank, water meter implementation, and the Lemon/North/East Realignment.

OTHER PROJECTS DURING THE REPORTING PERIOD

Other projects during this reporting period have implemented policies and actions in the General Plan.

Residential:

Similar to other communities through the state, the City continued to experience a slowdown in residential development as construction activity was very limited. The majority of land available for subdivision based residential development in currently in the Spring Lake Specific Plan area. At this time, at least two builders with significant land holdings in the plan area have gone bankrupt and their properties are either held by a bank or receiver. While it is difficult to predict when the residential development sector will recover there is hope that the City's efforts to develop a pay as you go financing system will open up and facilitate development.

In the prior year developers were only seeking "finished lots" which have minimal associated infrastructure costs. However, this year the builder Standard Pacific picked up a 163 lot subdivision that required a significant amount of new infrastructure and Pulte/Centex Homes has begun construction on a 79 lot subdivision in the Southeast Area Specific Plan. In addition, other builders have expressed interest in Spring Lake properties. Approximately two thirds (2/3) of the Spring Lake area has entitlements and mapped lots. However, a number of those properties are either now bank owned as the result of foreclosure or the owners are waiting until the economy improves to begin work. A side effect of the work stoppage has been a reduction in

funds available to allow necessary collector road and infrastructure improvements which further hampers the ability of the projects to develop.

To assist in this regard, the City intends to use remaining bond funding in Spring Lake to complete a two lane portion of the Parkland collector south of Farmer's Central Road. It is anticipated that construction on this road project may begin in the summer of 2011.

Commercial and Industrial:

Commercial and Industrial development is the more current focus of the City's economic recovery. The City is focusing on increasing jobs where possible in the community. In the past year a number of new projects have either been approved or submitted for entitlement review. The key projects are listed below:

- Woodland Gateway – The 525,000 square foot freeway oriented commercial center on 55-acre site is located at the southeast corner of CR 102 and I-5 approved in 2005. Target, the second anchor store at Gateway, opened on July 22, 2008. Businesses that were submitted and in process include a stand alone Red Robin Restaurant, Starbucks coffee and Panda Express.
- Restaurant Rehabilitation/Maria's Cantina- The owner of the property at)) Court Street has undertaken a significant rehabilitation effort in order to create a new project.
- County Fair Mall – The mall lost three anchor tenants when Target transferred its location to Woodland Gateway and Mervyn's (December 2008) and Gottschalks (Summer 2009) closed their stores as a result of bankruptcies. The mall owner continues to seek new business opportunities for the mall re-use. A number of smaller stores have gone in but the main anchor store buildings remain vacant.
- Capital Hotel and Saloon – Construction of the mixed-use project located at the northeast corner of the Main Street and First Street intersection was completed in spring 2009. The first floor restaurant opened in spring 2009. While that first restaurant failed, a second has now occupied the space and is doing well. The second floor consists of office suites while the third floor is residential with five lofts.
- Main Street Businesses. - Of the 154 businesses that were issued business licenses during this time period, a total of 52 were for businesses located on Main Street.
- Spring Lake Neighborhood Park completion – The City Council awarded a construction contract in June 2009 for the first neighborhood park located in the Spring Lake Specific Plan area. Construction of the eight-acre park located at the northeast corner of Meikle and Ortiz Avenues began in July 2009

Future/ In Process Application Reviews:

- Gateway II proposal/EIR – A proposed 153 acre commercial development located south of Gibson Rd and East of CR 102. The site is not within the City's boundaries and will require annexation, pre-zoning, and CEQA review.
- Knaggs Industrial Annexation Proposal – A proposed 153 acre annexation project that has a land use designation in the General Plan for Industrial. The site is located at the North West corner of Main Street and CR 102. This project will require CEQA review and LAFCO review.
- Cinema West/Downtown Theater Proposal – A proposed application to build a multi-plex theater complex on Main Street at Third Street.

- Agriform/Inland Terminal – a proposed 52,000 square foot building for dry fertilizer storage.
- Target Warehouse Expansion - A 362,000 square foot expansion to an existing 1.2 Million square foot facility.

IMPLEMENTATION PROGRAM STATUS REVIEW

The attached table summarizes the City's efforts in carrying out General Plan implementation programs. The City continues to make progress in carrying out the goals and policies and implementation of the General Plan.

See the attached Implementation Program Status Review Table for a highlight of key actions.

GENERAL PLAN IMPLEMENTATION ANNUAL REVIEW - JULY 1, 2009 – JUNE 30, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM		RESPONSIBILITY	TIME FRAME	STATUS
Growth and Development				
1.1- The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line; including mitigation fees for development on Agricultural land.	Community Development Department Planning Commission City Council	FY 02-03	The City began studies of the proposed Urban Limit Line boundaries and Agricultural Mitigation for new development areas, but the City Council decided to end work on the ULL in October 2005. Voters in June 2006 approved a ULL that sets an urban growth boundary.	
1.2- The City shall formally request Yolo County to revise the Woodland Area General Plan Urban Development Policy consistent with the adopted Woodland General Plan.	City Council	FY 10-11	Coordinate with Yolo County to update based on the County's new General Plan.	
1.3- The City shall monitor housing growth and regional growth projections and report annually to the City Council regarding the need to take any action on limiting single-family construction in new residential neighborhoods so as not to exceed the growth and housing projections Policy 1.A.7.	Community Development Department	Annually	The City's Growth policy was amended in May 2005. New language added a growth cap of 5000 dwelling units by 2020 in new development areas. Infill development is excluded from the cap. Annual review of growth will be included in this annual report. Based on recent analysis it is anticipated that the growth cap will be minimally affected because of the limited residential growth occurring.	
Residential Development				
1.4 – The City shall monitor available residential land supply and development proposals to ensure that an adequate supply of land in a range of densities is maintained.	Community Development Department City Council	Ongoing	Included in the 2008 Housing Element Update.	
1.5 – The City shall review and amend the Zoning Ordinance to reflect the multi-family development guidelines included in Policy	Community Development Department City Council	FY 02-03	Multi-family design criteria were included in the Design Standards update approved on April 6, 2004.	

GENERAL PLAN IMPLEMENTATION ANNUAL REVIEW - JULY 1, 2009 – JUNE 30, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.B.8.			
New Residential Neighborhoods			
1.6 – The City shall prepare residential design guidelines to promote walking, bicycling, and transit use and access	Community Development Department	Completed 2001	The City adopted citywide design standards in April 2004 and design standards for the Spring Lake Specific Plan on 9/22/03. Both policies remain in effect and promote walking, bicycling, and transit use and access.
Neighborhood Conservation and Enhancement			
1.7 – The City shall continue to implement the Woodland Improving Neighborhoods (WIN) neighborhood services team to provide for better communication with existing neighborhoods and create an institutional framework for directly responding to neighborhood concerns.	WIN Neighborhood Services Team City Council Police Department	Ongoing	This is a multi-departmental proactive program that targets identified areas in the City to address physical Code Issues/ Public Improvements/ and Crime. The three departments working together on effort include Police, Code Enforcement, and Redevelopment.
1.8 – The City shall provide continuing education, within available resources and in cooperation with local nurseries, for residents regarding tree care and maintenance, particularly for trees with special requirements and problems (e.g. oaks, elms).	Public Works Department	Ongoing	City Urban Forestry Group meets with residents when there are questions and may refer them to local nurseries.
1.9 – The City shall promote the development of a community based tree group that promotes citizen action and environmental stewardship through planting and caring for trees.	Public Works Department	Ongoing	A local organization called the Woodland Tree Foundation is active in the City. The City also endorses the Greenprint plan and anticipates preparation of an Urban Forestry Master plan if funding can be found.
1.10 – The City shall institute a sidewalk	Public Works	Completed 1998	Sidewalk Repair, Maintenance and ADA

GENERAL PLAN IMPLEMENTATION ANNUAL REVIEW - JULY 1, 2009 – JUNE 30, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
repair program to identify funding sources for ongoing sidewalk repair and maintenance.	Department Finance Department		Improvements are addressed in every development and capital project. CDBG funds are used to implement sidewalk repair in low income neighborhoods. A new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.
1.11 – The City shall investigate methods of enhancing funding sources for ongoing street tree replacements and maintenance.	Public Works Department Finance Department	Ongoing	New City developments are required to form Landscape and Lighting districts, which provide a funding source for City maintained trees.
1.12 – The City shall reinstitute Annual Cleanup Day, whereby the City will provide for free bulk waste collection.	Public Works Department City Council	Completed 1997	The City negotiated a new franchise agreement with Waste Management that covers the period of July 1, 2007 through December 31, 2015. The agreement requires Waste Management to host a free annual Bulky Waste, Universal Waste, and Household Hazardous Waste event for the duration of the agreement. As in past years, this year's event, on April 10, 2010 , was held at the Yolo County Fairgrounds in Woodland. The agreement also enables residents to request curbside bulky waste collection from Waste Management for a fee.
1.13 – In conjunction with local organizations, the City shall conduct Arbor	Public Works Department	Annually	City Urban Forestry Group holds an annual tree planting clinic followed by tree

GENERAL PLAN IMPLEMENTATION ANNUAL REVIEW - JULY 1, 2009 – JUNE 30, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Day programs.	Tree Commission		plantings in various locations throughout the City in an effort to support Arbor Day
1.14 – the City shall develop and maintain a street tree planting list and planting guidelines. Specific plans and development improvement plans will be generally consistent with the street tree planting list and guidelines and formally approved jointly by the Community Development Department and Public Works Department.	Public Works Department Community Development Department Parks, Recreation, and Community Services	Ongoing	As part of the Spring Lakes Specific Plan, a comprehensive street tree list and planting guidelines were prepared. And is continually updated by the Urban Forestry Group and CDD. The City's Standard Specifications include tree and shrub planting details. The City has a Master Street Tree Planting List that can be found on the City's web site which includes tree descriptions and planting guidelines.
Commercial Land Use			
1.15 – The City shall prepare commercial development design guidelines to promote walking, bicycling, and transit use and access.	Community Development Department City Council	Completed 2001	The standards were adopted in April 2004.
Downtown			
1.16 – The City shall seek funding sources to enhance and expand tree planting and landscaping in the Downtown Area.	Community Development Department Public Works Department Redevelopment Agency	Ongoing	The Woodland Tree Foundation, on an ongoing basis, helps with identifying funding sources, such as Releaf, to help expand our tree plantings in the downtown area.
1.17 – The City shall develop and implement an overall downtown parking strategy, consistent with the <i>Downtown Specific Plan</i> .	Downtown Parking Committee Public Works Department Traffic Safety Committee Community Development Department Redevelopment Agency	FY 07-08	The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings,

GENERAL PLAN IMPLEMENTATION ANNUAL REVIEW - JULY 1, 2009 – JUNE 30, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
			enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.
1.18 – The City shall implement and enforce the provisions of the Downtown Specific Plan.	Community Development Department Public Works Department Redevelopment Agency Woodland Downtown Improvement Association Economic Development	Ongoing	The City continues implementation of policies and standards in the Downtown Specific Plan. Major planning efforts include locating a site with sufficient parking for a multiplex theater. RDA issued a Request for Proposals for a multi-plex theater and Cinema West is proceeding with a 12-screen project at 801 Main Street.
1.19 – The City shall develop and implement an overall safety program for Downtown.	Woodland Downtown Improvement Assn Police Department Community Development Department City Council Redevelopment Agency Economic Development	FY 03-04	The City continues to provide baseline service.
East Street Corridor			
1.20 – The City shall prepare and maintain a specific plan for the East Street Corridor to implement the goals and policies of the General Plan and Redevelopment Agency and promote economic development in Woodland.	Community Development Department City Council Redevelopment Agency.	Adopted 1998 Ongoing	Update of East Street Corridor plan on hold because of budgetary issues.

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Landscape 1.21 – The City shall continue to seek ways to enhance permanent funding sources for the maintenance of street trees and other landscaping.	City Manager City Council Finance Department Parks and Recreation Department Public Works Department	Ongoing	New development areas are required to form Landscape and Lighting districts for ongoing maintenance.
Development of Housing 2.1 – The City shall continue to cooperate with and advise developers in the use of the P-D Planned Development Overlay Zone to reduce housing costs by utilizing various techniques such as: zero lot lines, cluster development, private streets, higher densities, mixed uses, parking and setback variations and other innovative approaches. The City shall establish guidelines to promote alternative land use development.	Community Development Director City Manager Planning Commission City Council	Ongoing	While residential construction slowed significantly in FY 2008 – 09, the City continues to work with developers on the use of Planned Development Overlay Zones to reduce housing costs.
2.2 – The City shall continue to cooperate with and advise developers in the use of the City's Bonus Incentive Program as contained in §25-21-25 of the Zoning Ordinance. Bonus incentives are available to developers for including lower income units in their projects. Housing projects with 5 or more units are eligible by reserving 10 percent of the total number of proposed units for very low-income households; a senior citizen housing development, as defined in Sections 51.3 and 51.12 of the Civil Code; or at least	Community Development Director City Manager Planning Commission City Council	Ongoing	The Bonus Incentives Ordinance was amended in 2005 in compliance with SB 1818. The Bonus Incentives program assisted with the financial feasibility of the 156-unit Terracina Spring Lake Family Apartments affordable housing project. The project was constructed in the Spring Lake area in 2007. No bonus incentive projects were constructed in FY 2008 – 09.

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10 percent of the total dwelling units in a condominium project as defined in subdivision (f) of the Civil Code Section 1351 or in a planned development as defined in subdivision (k) of Civil Code Section 1351, for persons and families of moderate income, as defined in Health and Safety Code Section 50093.			
2.3 – The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to secure tax-exempt mortgage revenue bonds.	Community Development Department City Council Planning Commission	Ongoing	City and Redevelopment Agency staff actively work with affordable housing developers interested in multi-family housing bonds.
2.4 – The City shall annually review its eligibility for various federal and state programs that will provide rehabilitation and maintenance assistance for 258 low-income units and special needs groups. The City shall submit applications for programs for which the City is eligible, as appropriate.	Community Development Department	Annually	The City actively pursues applications to augment the affordable housing stock of Woodland. The City rehabilitated 68-units of low and very low income senior apartments at Fair Plaza Senior Apartments.
2.5 – The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and made a report to the City Council.	Community Development Department Planning Commission City Council	Annually	Redevelopment staff continue to monitor affordable projects funded with HOME grants, the for-sale affordable units constructed in the Spring Lake Specific Plan area, and senior citizen projects that received reduced parking standards. Over 800 units were monitored last year.
2.6 – The City shall accommodate development of at least an additional 34 units at densities that will facilitate production of housing affordable to moderate-income	Community Development Department Redevelopment Agency Planning Commission	Ongoing monitoring of availability of sites	As of 2010, the City had a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing Element planning

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households by redesignating sufficient vacant land as Medium Density Residential (MDR: 8-16 units/gross acre). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria. Procedures to increase residential densities in the Spring Lake Specific Plan shall be reviewed for possible city-wide application. The Redevelopment Agency will also consider rezones from commercial districts to mixed-use districts to allow for residential densities. Where feasible and appropriate, the City shall also consider the redesignation of vacant land as High Density Residential (HDR: 16-25 units/gross acre).	City Council		period.
2.7 – The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction of very low-income units, low-income units, and moderate-income units that serve	Community Development Department City Manager City Council Redevelopment Agency Board of Directors	Annually	Revenue received by the Redevelopment Agency in 20% housing set-aside funds is leveraged with other local, State, and Federal funds to assist with the advancement of affordable housing not only in Redevelopment Project Areas but

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families and special needs groups using its 20 percent housing set-aside funds, HOME, CalHome, and other Federal and State funding sources.			throughout the City as well. In 2009-2010, The RDA allocated \$221,113 for First Time Homebuyer loans. All of these funds were committed and the units closed in the 2009-2010 year. Also in 2009-2010 Rochdale Grange started construction. This is a HOME funded project that consists of 44 units of low and very-low income units. Some of the units are aimed at special needs populations as well.
2.8 – The City shall allocate CDBG funds for the provision of extremely low-income, very low-income, low-income, and moderate-income housing units. The City shall support the Redevelopment Agency in the identification of sites, the establishment of partnerships, and the pursuit of CDBG funds.	Community Development Department Redevelopment Agency City Manager City Council	Annually	Each April the City Council makes funding decisions as to how the CDBG funds will be allocated. Allocations were made to the City's Housing Rehabilitation Program in FY 2008 – 09. In 09-10, CDBG funded one First Time Homebuyer loan in the amount of \$19,900 and three housing rehabilitation loans in the amount of \$88,988 .
2.9 – The City shall allocate funds for transitional housing and other special-needs housing.	Community Development Department City Council	Ongoing	The City provided CDBG funds for the operations of the New Dimension Supportive Housing, for the purchase of an emergency generator to serve the St. John's Retirement Village, and for the operations of the Sexual Assault and Domestic Violence Center's shelter program.
2.10 – The City shall continue to implement §6A-3-30 (Affordable Housing – Incentives) of its Municipal Code that states that the City	Community Development Department City Council	Ongoing on a case-by-case basis	The City continues to grant density bonuses, regulatory relief, and/or other financial incentives for project meeting

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Council may, after review by the Planning Commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of City development fees; 2) waiver or modification of City development standards; or 3) assistance in obtaining such federal, state, or local financing and/or subsidies.	Planning Commission		inclusionary housing requirements. In the 2009-2010 year, the City deferred impact fees for two new very-low income half-plex units in Spring Lake being constructed by Yolo County Habitat for Humanity.
2.11 – The City shall continue to facilitate the provision of emergency shelter beds through its participation in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.	Community Development Department	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. The City continues to work with other Yolo County jurisdictions on a ten-year plan to end homelessness and the plan is expected to be completed by the end of 2009.
2.12 – The City shall review the HUD Section 8 voucher program administered by the Yolo County Housing Authority and encourage the Housing Authority to raise its payment standard to 110 percent of HUD Fair Market Rent (FMR).	Community Development Department	Ongoing	No action was taken in FY 2009 – 10.
2.13 – The City shall continue to contract for the services of Yolo County's Homeless Coordinator. Program to be funded through	Homeless Coordinator Redevelopment Agency City Council	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by

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the General Fund and Housing Monitoring Funds.	Library Services		the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. CDBG funds were granted for early literacy activities for children at Wayfarer Center
2.14 – The City shall require relocation assistance in compliance with State law to tenants relocated as a result of removal of housing by the City or the RDA.	Community Development Agency Redevelopment Agency	Ongoing as needed	Housing was not removed by the City or the Redevelopment Agency during FY 2009 – 10.
2.15 – The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that 10 percent of all new for-sale units in any residential project consisting of eight or more units shall be affordable to low-income households. For multifamily rental projects with ten or more units, 10 percent of all new units shall be affordable to low-income households, and an additional 20 percent shall be affordable to very low-income households. In the alternative, a developer may elect to make 25 percent of the multifamily rental units affordable to very low-income households. The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of	Community Development Department	Ongoing	Since 2004, the City adopted an amendment to its citywide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, provide affordable units, thereby implementing the “scattered sites” policy citywide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an “offsite” fee of \$1,100 per market rate unit. This fee is to be used to assist an additional 74 units of affordable housing anywhere in the City, including Spring Lake as long as the parcels meet the affordability requirements under the Spring Lake Specific Plan and the Spring Lake

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providing 10 percent of the for-sale units affordable to moderate-income households. 25 percent of multi-family units shall be affordable to low-income households with 10 percent reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern. The City shall enforce the provisions of the Spring Lake Specific Plan that require that 10 percent of the units in a for-sale residential project shall be affordable to low-income households. For multifamily rental projects, 20 percent of the units shall be affordable to very low-income households, and 10 percent of the units shall be affordable to low-income households. In the alternative, a developer may make 25 percent of the units affordable to very low-income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.			Affordable Housing Plan. In 2009-10, the City received an application by the Sacramento Mutual Housing Association to construct a 100 unit, 100% affordable housing project in Spring Lake. The City committed a million dollars of the Offsite Affordable Housing Fee toward the project. Sac Mutual is currently in the process of securing other funding to move the project forward. The City is working with Standard Pacific and Pulte Homes, two market rate builders that are currently building subdivisions in Woodland. Combined their inclusionary housing requirements will result in 20 low income and 4 moderate income units being available.

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2.16 – The City shall amend Chapter 25 of the Municipal Code to permit transitional and supportive housing as a residential use and only subject to those requirements that apply to other residential uses of the same type in the same zone as required by Senate Bill 2, which took effect in 2008.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.17 – The City shall amend the East Street Specific Plan to allow emergency shelters as a permitted use in the Mixed Use Residential/Commercial (Area C) and the General Commercial (Area E) Areas of the East Street Corridor Specific Plan (ESCSP). Emergency shelters will be subject to the same development and management standards as other permitted uses in the Areas C and E of the ESCSP. Sufficient land is available for at least 1 emergency shelter and objective standards to regulate emergency shelters shall be developed as provided for under SB 2.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.18 – The City shall contact non-profit and agricultural stakeholders to identify suitable and available sites for the development of migrant and seasonal farm worker housing in the Multiple-Family Residential Zone (R-M), the Duplex Residential Zone (R-2), and the	Redevelopment Agency	Annually	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. RDA continues to work on finalizing the Casa del Sol project, which is reconstruction

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Agricultural Zone (A-1). In addition, the City shall amend zoning consistent with Health and Safety Code Sections 17021.5 and 17021.6 to further facilitate housing for farm workers . Other programs to facilitate the development of affordable housing may include fee waivers and reduced development standards. Financial and technical assistance will be sought from HCD's Office of Migrant Services, the Joe Serna Jr. Farm worker Housing Grant Program, the Californian Tax Credit Allocation Committee's Farm worker Housing Assistance Program, and the USDA Rural Development Program.			of a 156-unit mobile home park. This park houses many residents who are farmworkers, Joe Serna Farmworker Grant funds were used on this project. The total project is approx. \$18 Million.
2.19 – The City shall consider options to allow Residential Care Homes with more than six mentally disordered or otherwise handicapped persons or dependent and neglected children as a permitted use in the Multiple-Family Residential Zone (R-M).	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	Consideration of this issue is expected to occur during a comprehensive update of the City's Zoning Ordinance. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2-20 – The City shall amend Chapter 25 of the Municipal Code to allow single-room occupancy (SRO) in the A2, A3, and E2 Districts of Downtown Specific Plan (DSP). Development standards will be established that will allow and encourage the construction of new SROs.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.21 – The City shall provide flexibility on	Community	Ongoing as	No action was taken during FY 2008 -09.

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the identification of sites for accommodating its Regional Housing Needs Plan (RHNP) Allocation. A rezone request of a site counted towards meeting the City's RHNP Allocation shall include findings that justify the rezone and identify an adequate replacement site(s) that will provide the minimum number of units by income level for accommodating the City's RHNP Allocation and is developable during the term of the Housing Element planning period.	Development Director Planning Commission City Council	needed	
Maintenance of Housing			
2.22 – The City shall continue rehabilitation and replacement (where required) of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The City provided CDBG funds for two housing rehabilitation projects in FY 2008 – 09.
2.23 – The City shall continue to include funds in its operating budget for building code and blight enforcement programs.	Community Development Department City Council	Ongoing	The City employs a half-time code compliance officer. Code enforcement actions have been reduced as a result of staff budget reductions.
2.24 – The City shall review its eligibility for Federal and State home repair, renovation, and replacement programs annually and apply for programs, as appropriate.	Community Development Department	Ongoing	As noted in Implementation Program 2.22, the City has used CDBG funds for housing rehabilitation projects in FY 2008 – 09.
2.25 – The City shall continue to periodically update the status of housing conditions to	Community Development Department	Ongoing	The City employs a half-time code compliance officer. A housing conditions

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determine the need for housing rehabilitation and the removal of unsafe units.	Code Enforcement Building Inspection		study was prepared as part of the 2008 Housing Element Update.
2.26 – The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor through a rezone to eliminate their non-conforming status, for the purposes of preservation and maintenance of affordable housing for very low-, low-, and moderate-income households.	Community Development Department	Ongoing	The City continues to work closely with the Community Housing Opportunities Corporation (CHOC) on the Casa Del Sol Mobile Home Park project on East Street. In 2009-2010 construction was completed at the Casa del Sol Mobile Home project. This included new infrastructure, street lotting, a new community center, a children's play area, and the construction of 30 new coach pads. The City and CHOC are working with HCD to secure HOME funds to purchase 30 new coaches for these pads.
2.27 – The City will contact property owners of units at-risk of converting to market rate housing within one year of affordability expiration to discuss the City's desire to preserve complexes as affordable housing. Participation from agencies interested in purchasing and/or managing units at-risk will be sought. Funding assistance, which can be leveraged with outside by the non-profit or for-profit developer to either transfer ownership, or provide rent subsidies to maintain affordability, shall utilize all available federal, state, and local financing sources. Property owners are required to give a nine-month notice of their intent to opt out	Community Development Department Redevelopment Agency	Ongoing	The City continues to monitor affordable housing projects at-risk of converting to market rate housing and offer assistance to maintain the projects as affordable. The City continues to review HUD's information on potential opt-outs and attempt to preserve them. In 2009-2010 the City started working with Yolo County Housing on a HOME application to preserve an expiring Section 8 project. The application was due to HCD by September 1, 2010. The RDA contracted with the five apartment complexes that are within a year of having their HUD affordability

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of low-income use restrictions. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law.			restrictions expire.
2.28 – The City shall continue to strive for greater energy conservation in residential development. Through the Redevelopment Agency, CDBG monies are available for energy efficiency work through their housing rehabilitation programs for lower-income households. Additionally, the City will continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The Rochdale Grange project currently under construction includes solar panels on the Community Center to help supply energy to the complex. Also through the City's CDBG housing rehab program, energy efficiency upgrades are encouraged. These include installing dual paned windows, new insulation and other items that can positively effect energy consumption. The new homes being built by Standard Pacific in Spring Lake are required to have a minimum of 5% of their homes have solar. The Pulte development of 79 homes which is under construction intends to offer solar on 100% of their homes.
2.29 – The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any person who feels they have been discriminated against in acquiring housing within the City and to any housing provider	Fair Housing Specialist	Ongoing	Information such as Fair Housing brochures are published in English and Spanish and are on display at the Fair Housing kiosk located at the City's Community Development Department office.

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who requests such information. Information will be made available at the City's website and at the City's Homebuyer Education Seminars.			
2.30 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Department City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California. Last year, 194 Woodland residents were assisted with housing issues, including claims of housing discrimination.
Equal Opportunity in Housing			
2.31 – The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social service organizations and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.	Community Development Department	Ongoing	Legal Services of Northern California, the Yolo County Housing Authority, and the City jointly held a Fair Housing Workshop in April 30, 2010. Speakers from Legal Services and California Department of Fair Employment and Housing provided an overview of State fair housing laws, disability discrimination, reasonable accommodations and modifications, and legal rights for victims of domestic violence and stalking in voucher housing to housing tenants, landlords, and other interested individuals and organizations.
2.32 – The Community Development Department shall refer fair housing complaints to the Fair Housing Hotline Project provided through Legal Services of Northern California and State Department of	Community Development Department	Ongoing	Fair housing issues are referred to the Fair Housing Hotline Project for housing.

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Fair Employment and Housing for resolution.			
2.33 – The City shall initiate a change to the General Plan and Zoning Ordinance to allow for additional mobile home units to be located in a mobile home park.	Community Development Department Planning Commission City Council	Ongoing	No action was taken in FY 2008-09.
2.34 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Director City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California.
2.35 – The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.	Community Development Department City Council	Ongoing	Reasonable Accommodation for Persons with Disabilities was added to the Municipal Code in 2004 (§25.21.85).
2.36 – The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design features for residential projects.	Community Development Department City Council	FY 2009	No action was taken during FY 2008-09.
2.37 – The City shall increase its educational	Community	Ongoing	Fair Housing brochures are published in

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outreach efforts by assuring that all flyers are available in both English and Spanish regarding fair housing issues as related to migrant and seasonal farm workers . Financial and technical assistance may be sought from California Rural Legal Assistance, the Farm Worker Justice Fund, the USDA Rural Development Program, and HCD's Office of Migrant Services.	Development Department		English and Spanish and are on display at the Fair Housing kiosk located at the City's Community Development Department office. In addition, the Fair Housing Hotline Project can accommodate Spanish speakers.
2.38 – The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.	Community Development Department	Ongoing	The City adopted the 2010 California Building Standards Code
Energy Conservation			
2.39 – The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development. The City will make available an informational fact sheet for distribution that will describe the measures that can be instituted in homes for little cost and will save energy and utility expenses.	Community Development Director Building Division	Ongoing	No action was taken during FY 2009-10.
2.40 – The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide. These policies include but are not limited to the use of energy efficient air conditioners, light-colored roofing materials, photovoltaic energy systems, and Energy Star appliances.	Community Development Director Public Works Director Building Division	FY 2009	No action was taken in FY 2008 – 09; however, it should be noted that the California Building Standards Commission approved a “green” building code in July 2008. The code imposes new, increased requirements in the areas of energy efficiency, water conservation, indoor air quality, and moisture control. The code

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Street and Roadway System			
3.1 – The City shall update and maintain the <i>Street Master Plan</i> consistent with the updated General Plan.	Community Development Department City Council Traffic Safety Commission	Completed 1998 Ongoing Maintenance	Major update currently in process with completion anticipated in Summer 2010.
3.2 – The City shall complete a study of alternatives for completing the SR 113 to I-5 connection, consistent with the updated General Plan.	Community Development Department City Council	Completed 1998	Primary funds for this project will be State and Federal. Caltrans is responsible for the design which has been completed. Caltrans is in process for right-of-way acquisition. The current project would result in a Northbound I-5/Southbound SR 113 freeway to freeway connector.
3.3 – The City shall update the roads portion of the <i>Major Projects Financing Plan</i> .	Community Development Department, Finance Department, Traffic Safety Commission, City Council	Completed 2002	An update to the MPFP was completed in December 2008.
3.4 – The City shall update its road development impact fees consistent with the updated <i>Major Project Financing Plan</i> .	Community Development Department, Finance Department, Traffic Safety Commission, City Council	Completed 2001	An update to the MPFP was completed in December 2008.

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Residential Streets				
3.5 – As part of the <i>Street Master Plan</i> update process, the City shall conduct a review of local street widths in connection with planning for major new residential areas to identify the circumstances under which the street width within the existing right-of-way may be reduced to promote a more aesthetic and pedestrian friendly residential environment.	Traffic Safety Commission Community Development Department	Completed 1998	Design work on residential street widths were completed as part of the Spring Lake Specific Plan.	
3.6 – The City shall investigate methods of providing for street and sidewalk maintenance in existing neighborhoods.	Public Works Department, Community Development Department, Finance Department, Traffic Safety Commission, City Council	Completed 2000	As part of the sales tax initiative, H1 funds were allocated for street maintenance and repair. Measure E will continue that funding with approximately 45% of the revenue allocated towards roads. CDBG funds are utilized for sidewalk repair and ADA curb ramps throughout the City. Also, a new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.	
3.7 – A part of the <i>Street Master Plan</i> update process, the City shall conduct a review of street design standards and determine the appropriateness of incorporating traffic calming methods into these standards.	Public Works Department Community Development Department	Completed 1999	A Traffic Calming program for residential neighborhoods has been adopted.	
Automobile Parking				
3.8 – The City shall work with private	Redevelopment Agency	FY 02-03	The City Council adopted revised	

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property owners and business owners to develop a public-private mechanism for financing the development and maintenance of public parking facilities.	Community Development Department Public Works Department		downtown parking standards that reduced parking ratios and established a parking in-lieu fee of \$5,000 per space in April 2008.
Non-Motorized Transportation			
3.9 – The City shall revise the <i>Zoning Ordinance</i> to incorporate bicycle parking standards into its parking requirements.	Community Development Department Planning Commission Traffic Safety Commission	FY 02-03	This element will be included as part of a zoning ordinance update. The City has an adopted bikeway Master Plan. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
General Public Facilities and Services			
4.1 - The City shall maintain and periodically update the <i>Water Master Plan</i> , <i>Wastewater Master Plan</i> and <i>Storm Drainage Master Plan</i> , based on the updated General Plan.	Public Works Department Planning Commission City Council	As required; Ongoing	Dated updated WMP: 1999 WWMP: 2000 SDMP: 2006
4.2 – The City shall annually review the Major Projects Financing Plan and shall update it every five years.	Finance Department, in conjunction with all departments	Annually; major update every five years.	MPFP update scheduled for Fall 2008; last update occurred in May 2006.
Public Facilities and Services Funding			
4.3 – The City shall maintain and periodically update the <i>Major Projects Financing Plan</i> and update water, sewer, and drainage master plans.	Public Works Department Finance Department City Council	Ongoing	See status for Implementation Programs 4.1 and 4.2.
4.4 – The City will maintain development fee schedules consistent with its updated <i>Master Projects Financing Plan</i> .	Community Development Department Finance Department City Council	Ongoing	The <i>Master Projects Financing Plan</i> was last updated in January 2008.
Water Supply and Delivery			
4.5 – The City shall conduct a study of future	Public Works		Completed in 2009. The City completed its

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
water supply alternatives to determine the most appropriate long-term water supply to serve Woodland. This study will include the following components, as deemed appropriate to implement Policy 4.C.1. a. Examination of the costs and feasibility of various surface water supplies (e.g. obtaining water rights, transfers, or exchanges) for domestic and/or agricultural use within the Woodland area. b. Consideration of water management programs such as conjunctive use and recharge.	Department		studies of water supply alternatives and adopted and certified an EIR in 2007 that identifies the environmentally superior solution. The solution focuses on conjunctive use through finalization of a 1994 water rights application and the adding and blending of higher quality surface water from the Sacramento River. As a result, in 2009, the City entered into a Joint Powers Authority named the Woodland-Davis Clean Water Agency; with the City of Davis as a partner and UC Davis as a participating agency. The new JPA will finalize planning, and design, construct, own and operate the new water supply.
4.6 – The City shall update the <i>Urban Water Management Plan</i> to include water conservation and management measures, as required by state law. The City shall endeavor to implement projects that have a benefit to cost ratio greater than 1:1. The City shall strive to measure the results of water conservation and management measures that are implemented.	City Council Public Works Department	Completed 2000, next update due 7/1/11.	Completed the Urban Water Management Plan in 2005. Beginning revisions that are to be completed by July 1, 2011. The City employed a full-time water conservation coordinator and has implemented water conservation measures as allowed by limited funding, including appliance and toilet replacement rebates, distribution of low-flow showerheads, and leak detection assistance. Conservation savings are tracked and reported monthly to City Council and the public.
4.7 – The City shall complete a source water assessment that is consistent with State	Public Works Department	FY 02-03 with updates when	Done in FY 02-03

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regulations.		conditions change	
Wastewater Collection, Treatment, Disposal, and Reuse			
4.8 – In connection with the <i>Wastewater Treatment and Disposal Master Plan</i> update, the City will investigate potential nuisance associated with odor at the plant, and will identify and implement buffer zone requirements or operational changes at the plant to address these issues including alternative disinfection procedures.	Public Works Department	FY 01-02 to 04-05	Being done in conjunction with the treatment plant expansion – upgrades to a tertiary system. The City has changed its disinfection process to a UV system rather than chlorination. The odor study will also be included in the Gateway 2 Environmental Impact Report. Also, the north nine ponds are taken out of service in preparation for conversion to storm water treatment ponds. It has also been found that the tomato processing plant located next to the treatment plan may be contributing to the odors.
4.9 – The City will undertake a study of the feasibility of the use of reclaimed water through the Wastewater Treatment and Disposal Program.	Public Works Department	FY 01-02 to 04-05	The study has been put on hold and may be considered as part of a future update of the Wastewater Master Plan. The City adopted a Storm Water Ordinance in 2003. Due to the high level of salts and boron, the reclaimed water option will not be a viable option, until the new surface water treatment plant is brought online est. early 2016.
Storm Water Drainage			
4.10 – The City shall implement NPDES Phase II storm water regulations.	Public Works Department Community	FY 01-02	The City continues to implement the requirements of its Storm Water Management Program to ensure

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	Development Department Planning Commission City Council		compliance with the NPDES Phase II Municipal Storm Water Permit issued by the State Water Resources Control Board. Year 7 of the program implementation (2009/10) was implemented successfully without any notices of violation of water quality standards.
4.11 – The City shall identify illicit and unapproved discharges and implement corrective measures to comply with state and federal regulations.	Public Works Department Community Development Department	Ongoing	The City continues to identify illicit and illegal discharges to the storm water conveyance system as outlined in the City's Storm Water Management Plan. Identification of illicit discharges is done by visual inspections of the storm water conveyance system. A process to trace illicit discharges has also been established and is adhered to when such discharges are detected.
4.12 – The City shall prepare and adopt a comprehensive storm water ordinance to implement the updated <i>Storm Drainage Master Plan</i> to address the quality and quantity of storm water runoff.	Public Works Department Planning Commission City Council	FY 02-03 to 03-04	The Storm Water Master Plan was completed in 2006. The City adopted a Storm Water Ordinance in 2003.
Solid Waste Collection and Disposal			
4.13 – The City shall periodically review and update the Source Reduction and Recycling Element and evaluate progress in achieving stated source reduction goals.	Public Works Department	Ongoing	The City evaluates progress toward meeting reduction goals by compiling annual totals of solid waste disposal and diversion documented through its Construction and Demolition Debris Recycling Program and by Waste Management and regional landfills. These data are submitted in an annual diversion

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Law Enforcement			
4.14 – The City shall update the plan for police services based on future development trends. The City shall incorporate necessary service equipment and facilities into the Major Projects Financing Plan.	Police Department Finance Department	Ongoing	Developed funding for radio upgrades as part of the YECA (Yolo Emergency Communications Agency) strategic plan. An additional project for a new CAD/Mobile upgrade is beginning..
4.15 – The City shall continue to offer youth service programs.	Police Department	Ongoing	Youth service programs consist of School Resource Officer Program. The City is working to identify resources that can be redirected to develop a Youth Violence Intervention Program.
Fire Protection			
4.15a – The City shall continue to implement the recommendations in the <i>City of Woodland Fire Department Organizational Assessment and Master Plan</i> adopted by the City Council on January 16, 2001. The City shall incorporate necessary service equipment and facilities into the <i>Major Projects Financing Plan</i> .	Fire Department Finance Department	FY 08-09	The Fire Department has begun updating the Fire MP (adopted 2001) to be incorporated with the General Plan update. Key areas of consideration will include means to lower our response times closer to the 4-minute standard adopted in 4.1.3. Development and implementation of the Fire Training Center at Fire Station #3, and the upgrade/replacement of various components in the Fire Department's fleet and facilities will also be considered.
Information Technology			

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
4.16 – The City shall designate, within a City department or agency, technology coordination function with responsibility for oversight over communitywide information technology infrastructure development. This department or agency should have sufficient authority to conduct standards planning and enforcement.	City Council City Manager Finance Department Library Board	Ongoing	A Technology Services division has been established under the Finance Department. Payments for City services will be made available online to citizens through the replacement of current financial systems and enrollment in recreational activities provided through the City's Parks and Recreation Department will be made available online also. Anticipated completion of both online projects is July 2009.
4.17 – The City shall study the use of City right-of-way to foster development of a “public utility” telecommunications infrastructure to provide high-speed networking throughout the community, and to make the community attractive to information based businesses.	Public Works Department Administrative Services – Information Services Community Development Department City Manager	Completed 2002	The establishment of a Technology Steering Committee to coordinate efforts in this area has not occurred.
4.18 – The City shall continue to develop and expand the telecommunications program at the Library.	Library Services Department Library Board City Council	Ongoing	The Library's public access network has been expanded to include access to a vast number of databases and information sites. Its online library catalog allows users to search for materials at the Library as well as the public libraries for Sacramento, Folsom, Colusa, and Sutter. Eighteen free public access computers are available, and free wireless internet access is available throughout the Library and the Leake Community Room.
Parks and Recreation Development			

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Framework			
5.1 – The City shall prepare and maintain a Park and Recreation Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for the development of sports and recreation facilities, funding sources for the development and maintenance of parks, recreation centers, and open space resources. This shall include provision for the development of new parks in connection with new development and the development of parks to address existing deficiencies.	City Council Parks, Recreation and Community Services Commission Parks, Recreation and Community Service Department	Completed 1998; update every five years.	Parks and Recreation Master Plan adopted in September 2004. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
5.2 – The City shall adopt the Quimby Act Ordinance which will require developers to dedicate a minimum of five acres of acceptable parkland per 1,000 residents.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission City Council	FY 02-03	The City's Parks & Recreation Master Plan has a stated goal of 6 acres per 1000 residents by 2020. The Master Plan indicated that an additional 277.62 acres are required to meet this goal.
Diversity in Recreation			
5.3 – The City shall conduct regular surveys to determine specific recreation needs of all age groups, the physically and mentally challenged, and special interest groups.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission	Ongoing	A survey was completed as part of the Parks, Recreation and Community Services Master Plan five year update.
Community Senior Centers			
5.4 – The City shall develop a multipurpose community/senior center.	Parks, Recreation and Community Services Department	FY 01-02 to 06-07	Work started this year on the Community Center Phase 2 Project which includes the construction of an 8,000 square foot

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	City Council		building for dance, aerobics, and fitness activities. Phase II completed 2009. (The existing 52,500 square foot Community and Senior Center opened in March 2007.)
Child Care Supply and Quality			
5.5 – The City shall review and revise as necessary Zoning Ordinance provisions affecting child care facilities to ensure that they do not pose unnecessary hindrances to the development of child care facilities and to allow on-site child care at commercial and industrial locations when the location is safe for children.	Community Development Department Parks, Recreation, and Community Services Commission	FY 96-97	While a zoning ordinance update has not occurred, to date there are no identified hindrances to provision of child care services in commercial and industrial locations.
Arts and Culture			
5.6 – The City shall develop and adopt an “Art in Public Places” ordinance.	Parks, Recreation and Community Services Department City Council Yolo County Arts Council	FY 03-04	The Community Design Standards require public art in commercial and industrial developments.
Community Involvement and Participation			
5.7 – The City shall hold periodic “youth sessions” where issues related to youth are discussed, including participation by the youth in the development of the agendas for these sessions.	City Council	Ongoing	The item was discussed, but specific actions, such as appointment of a “student council” member has not occurred.
Community Diversity			
5.8 – The City shall review all policies to	Personnel Board	Ongoing	Ongoing.

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ensure compliance with the open door policy.	Assistant City Manager City Council		
Family and Youth			
5.9 – The City shall continue to hold annual joint City Council Woodland Joint Unified School Board roundtable meetings to allow presentation and discussion of educational issues and concerns.	City Council School Board	Annually	The City Council holds regular 3x2 meetings with the school board.
5.10 – The City shall allocate human and/or financial resources from time to time to provide encouragement and support for learning activities offered to the youth of the whole community by local libraries, museums, youth groups, educational facilities, recreational facilities, and learning centers.	Library Services Department Library Board City Council	Ongoing as needed.	In FY 09-10: Almost 30% of registered card holders (8,793 of 30,161) were 14 years or younger. 1,109 participants attended one or more of the 78 sessions of story time/book club for children. In addition, 1,399 participants attended one or more of the special programming activities (music, puppetry, magicians, holiday parties, etc...), and 540 attended off-site programs conducted by library staff. 552 children visited the library for tours. 95 young adults attended one or more of the 8 regularly scheduled activities (teen summer reading volunteers). In addition, 71 teens attended special programming activities. Expenditures for library materials for children and teens during FY09-10 were \$48,192.
Historic Preservation General			
6.1 – The City shall update the Historic Preservation Ordinance to conform to state	Historic Preservation Commission	FY 02-03	Historical Preservation Commission worked on an update to the Ordinance

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and federal guidelines for establishing a preservation ordinance.	Community Development Department City Council		12A and intends to complete the work in this fiscal year..
6.2 – The City shall apply for Certified Local Government status so as to enter into agreement with the State Historic Preservation Office (SHPO) in order to have local authority to designate local historic districts, structures, and sites and become more competitive for SHPO grants.	Historic Preservation Commission City Council	FY 03-04	CDD staff met with staff from the State Office of Historic Preservation in July 2008 to discuss Certified Local Government status.
6.3 – The City shall complete the Historic Resources Inventory for all historically and architecturally significant buildings within the redevelopment area.	Historic Preservation Commission Redevelopment Agency	Completed January 1998	A historic resources inventory has been completed for downtown, but a more comprehensive survey of residential neighborhoods is required. Grant funding assistance may be needed to complete an update of the historic resources inventory. The RDA paid for a cultural resources analysis of the historic building at 801 Main Street. It also hired an architect to evaluate a rehabilitation plan for the State Theater.
Economic Incentives for Historic Preservation			
6.4 – The City shall establish a Downtown Historic Preservation District and nominate the District for listing on the National Register of Historic Places. The Secretary of the Interior's <i>Standards for Historic Rehabilitation</i> will serve as the governing design guidelines for preservation projects within the District. The City shall encourage	Community Development Department Historic Preservation Commission City Council	Completed 1999	Ongoing, the Historic district is included within the Downtown Specific Plan.

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property owners to rehabilitate historic buildings within the District and capture the special tax incentives through Federal Preservation Tax Credit program.			
6.5 – The City shall pursue development of a revolving loan fund to assist private commercial property owners with the seismic upgrade of unreinforced masonry (URM) buildings.	Community Development Department Historic Preservation Commission Redevelopment Agency	Ongoing	Assistance for URM masonry assistance is considered on a case by case basis. New second floor rehabilitation financing program now in place. City Council allocated \$600,000 for the program on July 31, 2007.
6.6 – The Redevelopment Agency shall develop funding sources to assist in the provision of technical assistance for the rehabilitation of historic properties in the Redevelopment District.	Community Development Department Redevelopment Agency		Through its Façade Improvement Rebate Program, the Redevelopment Agency approved a façade project for the Porter Building in 09-10. RDA provided nearly \$140,000 in funds ofr Poerter that were matched by the property owner. RDA provided \$30,000 for the Capital Hotel façade that were matched by more than \$2,000,000 in private funds (for façade and interior improvements). The Capital Hotel project was completed in 08-09. Façade work was in progress at Western Family Clothing, but he project was not completed and funds provided until early 10-11.
6.7 – The City shall establish and maintain a roster of local architects and design professionals who have an interest in historic preservation and would be willing to provide technical assistance to the community as a	Historic Preservation Commission Community Development Department	Ongoing	This is an ongoing process.

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public service.			
Historic Residential Neighborhoods			
6.8 – The City shall review the Zoning Ordinance text and map to consider the relationship of zoning districts to the boundaries of historic neighborhoods. As necessary, the City will revise R-1 and NP zone boundaries for protection of historic neighborhoods. If warranted, the City will downzone in certain residential and transitional areas to protect historic resources.	Community Development Department Historic Preservation Commission Planning Commission City Council	FY 02-03	Development of the Historic Design Guidelines has not occurred. Consideration of appropriate zoning will be included in an update of the zoning ordinance.
Coordination of Historic Preservation Efforts			
6.9 – The City shall designate a Historic Preservation Officer within the Community Development Department who shall coordinate the review of city preservation projects, as necessary, at the local, state, and federal level, and act as staff to the Historic Preservation Commission.	Community Development Department Historic Preservation Commission City Council	Ongoing	CDD staff functions as Secretary to the Historic Preservation Commission. Review of demolition permits and alteration permits in the National Register Downtown District are evaluated by the Commission.
6.10 – The Historic Preservation Commission shall meet at least once annually with the City Council at a study session to discuss historic preservation progress and goals.	Historic Preservation Commission City Council	Annually	HPC provides an annual report to the City Council.
Historic Education and Awareness			
6.11 – The City shall expand and update the <i>Walking Tour</i> booklet of historic neighborhoods for publication as a community educational resource.	Historic Preservation Commission Community Development Department	Completed; Update FY 02-03	The “Explore Historic Woodland” walking tour book was updated in FY07 and was awarded the 2008 Governor’s Award for demonstrating outstanding commitment to excellence in the field of historic preservation.

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6.12 – The City shall establish and maintain an archive of historical and architectural works and documents relevant to preservation in Woodland.	Historic Preservation Commission Community Development Department	Partially completed; Ongoing.	The City does not have a facility that satisfies the criteria for storing historical and architectural works. As a result, City staff is working with the Yolo County Archives.
6.13 – The City shall continue to update the “Historic Preservation Scrapbook” at the Woodland Public Library.	Historic Preservation Commission	Ongoing	Ongoing.
6.14 – The City shall actively participate with other local volunteers in the annual Woodland “Stroll Through History”.	Historic Preservation Commission	Annually	Each year the City and HPC sponsor a booth at the Stroll Through History to promote the sale of the “Explore Historic Woodland” walking tour book and encourage citizens to actively participate in the local preservation of homes.
6.15 – The City shall prepare an annual newsletter regarding historic preservation efforts and activities and benefits to be sent to owners of historically-designated properties and others with an interest in historic preservation.	Historic Preservation Commission	Annually	A second education and promotional activity sponsored by the City and the Commission is the annual Heritage Home Awards. Five homes are selected for recognition and provided a plaque at an award ceremony. The event is highly publicized and is considered an honor by owners of historic residential structures.
Water Resources			The City now publishes an electronic newsletter and provides information on historic preservation efforts and activities in the newsletter.

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7.1 – The City shall monitor any activities that may degrade the aquifers of Cache Creek as it affects City water supplies. City will pursue Sacramento River water supplies to diversify and improve the water quality of our water supply	Public Works Department	Ongoing	Ongoing. Public Works Staff is continuing to work with Yolo County Flood Control & Water Conservation District on Cache Creek water quality and aquifer management. Winter and summer water rights are being pursued and will be obtained in 2011.
Fish and Wildlife Habitat			
7.2 – In conjunction with Yolo County and other cities in the county, the City shall adopt the countywide Habitat Conservation Plan/Natural Communities Conservation Plan to mitigate the impacts of projected growth on plant and wildlife habitats in the Woodland area.	Community Development Department Planning Commission City Council	FY 02-03	The countywide HCP/NCCP is in development. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swanson's hawk habitat conservation easements.
Flood Hazard and Protection			
8.1 – The City shall revise the Floodplain Ordinance.	Community Development Department City Council	FY 02-03	Flood modeling is being conducted and the data will be used for the update of the Floodplain Ordinance. New information has been developed on floodplain depth and velocity relationships that may be used in development of the new ordinance...
Fire Hazards			
8.2 – The City shall revise and update its Fire Prevention Code every three years.	Fire Department	FY 10-11	City Council adopted Fire Code updates most recently with the adoption of the 2010 Fire Code in January 2011.
Hazardous Materials			
8.3 – The City of Woodland Fire Department shall perform quarterly exercises with the County of Yolo Hazardous Materials Team to	Fire Department	Annually	The City has a Hazardous Materials Coordinator and coordinates the WFD involvement in one countywide training

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maintain proficiency in hazardous materials response.			exercise annually as well as monthly training in-house. The department continues to develop its hazardous materials response program and integrate it with West Sacramento, Davis, UC Davis, and Yolo County.
Emergency Response			
8.4 – The City shall conduct <i>Emergency Response Plan</i> training exercises at the management and operational levels on an annual basis to ensure that an adequate plan and program can be activated in the event of an emergency. These training exercises shall be designed to coincide with the beginning of the risk period for known community hazards.	All City Departments	Annually	New exercise date needs to be scheduled. Staff currently certified in ICS-100 (Introduction to the Incident Command System) and ICS-700 (National Incident Management System) and certain personnel trained in ICS-200 (ICS for Single Resources and Initial Action Incidents) and ICS-300 (Intermediate ICS for Expanding Incidents). A limited number of staff trained in ICS-400 (Advanced ICS Command and General Staff – Complex Incidents) and ICS-800 (National Response Plan). A revision of the Emergency Response Plan was completed November 2010 and an exercise is planned for May 2010.
Economic Development and Business Retention/Expansion			
9.1 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Retention and Expansion program.	Economic Development Division	Ongoing	Development of Economic Development web pages and related links. Staff is fielding leads for expanding businesses and responding to business retention also. City staff have developed a business retention and expansion program, whereby

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			staff meeting with businesses throughout the community as an exercise in getting to know business, address issues and concerns and assist business with these needs.
9.2 – The City and Chamber of Commerce shall continue its monthly visits with businesses to assess the business climate in Woodland.	City Council Economic Development Division Woodland Chamber of Commerce	Ongoing	The City has continued “Business Appreciation” program for regular visits to businesses throughout the City to identify areas for improvement and assess the overall business climate. Annual Business Walk was successful.
9.3 – The City shall develop a business expansion and retention program on an industry-by-industry basis to open lines of communication between business and local government, market public and private employment training programs, and business assistance services, gather data and identify market gaps that can be filled by new or existing local businesses.	Community Development Department	Ongoing	Current programs include partnering with real estate brokers and use of Woodlandbiz.org/woodlandprospector.com website (Woodland Business Prospector), a GIS-based site selection website link. A new program will include Business Appreciation, which is being established through the ED Manager position.
Business Attraction and Formation			
9.4 – The City shall implement the specific actions listed in Economic Development for the Business Attraction Program.	Economic Development Division Chamber of Commerce	Ongoing	See the status provided in Implementation Program 9.3.
9.5 – The City shall prepare an inventory of vacant industrially and commercially – zoned or potentially redevelopable parcels fronting on major arterial roads and identify areas where industrial or commercial nodes would be appropriate.	Economic Development Division	Ongoing	See Implementation program 9.3 Development of Economic Development web pages and appropriate links. Continue to work on shopping center inventory to look at underutilized sites for reuse.
9.6 – The City shall annually evaluate its	Economic Development	Annually	Business Assistance website

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progress in its economic development efforts and make plans for additional actions for updating and implementing the <i>Economic Development Strategic Plan</i> .	Division		(www.toolsforsuccess.com) to assist existing and new businesses and employees. Through Performance Based Budgeting, City is establishing its economic development priorities.
Downtown Economic Development			
9.7 – the City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Downtown program. Including specific uses such as entertainment-related businesses.	Economic Development Division	FY Ongoing	Multiple efforts including the Economic Development Plan, Redevelopment Implementation Plan and Budget address the Downtown, as well as the Downtown Specific Plan. Redevelopment staff is working with a major cinema operator to develop a 10-12 screen theater complex.
9.8 – The City shall implement a retail recruitment and management program for the City's central business district to maintain a competitive Downtown and to retain existing and attract new businesses.	Economic Development Division Chamber of Commerce	Ongoing	Establishment of PBID failed in 2007. ED Manager continues find sources to assist with the serving businesses with the downtown baseline services.
Tourism			
9.9 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the tourism Development Program.	Economic Development Division Yolo County Visitor's Bureau Chamber of Commerce	Ongoing	The City partners with the Yolo County Visitors Bureau (YCVB). Annually, Visitor Attraction District (Hotel Business Improvement District) is renewed and hotel guests are assessed an added 1%-funds go to YCVB activities.
Administration and Implementation			
10.1 – The Planning Commission shall review the General Plan annually, focusing	Community Development Department	Annually	The Planning Commission reviewed the General Plan Annual Progress Report (for

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principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Commission deems appropriate, recommendations for amendments to the <i>General Plan</i> . This review shall also be used to satisfy the requirements of Public Resources Code 21081.6 for a mitigation monitoring program.	Planning Commission		the period of July 1, 2007 – June 30, 2008).
10.2 – The City shall conduct a major review of the <i>General Plan Policy Document</i> and Background Report, beginning every five years from the date of final approval of this <i>General Plan</i> , and shall revise it as deemed necessary.	Community Development Department City Boards and Commissions Planning Commission City Council	FY 01-02; Every five years.	Review expected to occur as part of 10-year General Plan.
10.3 – The City shall investigate and implement, as appropriate, the mechanisms to be used for funding five-year update of the General Plan.	Community Development Finance Department City Manager	Ongoing	General Plan update has been included as a project in the Major Projects Financing Plan to receive partial funding from development.
10.4 – The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following: a. Zoning Ordinance b. Subdivision Ordinance c. Building Code	Community Development Department City Council	FY as necessary; Ongoing	Revised Subdivision Ordinance was approved by the City Council in September 2008. The Building Code was updated in November 2007. Zoning Ordinance amendment updates are proposed for FY09-10.
10.5 – The City shall implement the provisions of this General Plan through its	Community Development	Ongoing	Ongoing. The City continues to review merits of

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ongoing project review process.	Planning Commission City Council		General Plan requests through the Petition Review process.



MEMORANDUM

TO: Planning Commission

FROM: Cindy Abell Norris, Principal Planner

DATE: April 29, 2011

SUBJECT: Housing Element Annual Progress Report Required by the State of California for the Reporting Period of January 1, 2010 – December 31, 2010

RECOMMENDATION: Staff recommends that the Planning Commission take the following actions:

- Accept the Housing Element Annual Progress Report (APR) required by the State of California; and
- Direct staff to forward the Report to the City Council for review and subsequently to the Governor's Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) for filing.

BACKGROUND: Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body (City Council), the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The intent of the statute is to provide a tool to facilitate implementation of a community's housing element and in tracking and monitoring progress in addressing housing needs and goals. The APR includes information on the jurisdictions' progress in addressing the regional housing need allocation, including the number of housing units permitted by income level, the status of programs in the housing element and efforts to remove governmental constraints.

The forms and definitions for the Housing Element Annual Report were modified the Department of Housing and Community Development on March 27, 2010 and are to be used for the FY 2010 report. The annual housing report requires a calendar based reporting period vs. the fiscal based period in the General Plan Annual Report.

DISCUSSION: The attached Housing Element Annual Progress Report follows a format established by The Department of Housing and Community Development. The report requires the completion of five (5) tables to report on implementation.

Attachment

Housing Element Annual Progress Report, Reporting Period January 1, 2010 – December 31, 2010

City of Woodland

Housing Element Annual Progress Report (APR)

January 1, 2010 – December 31, 2010

**City of Woodland
Community Development Department
520 Court Street
Woodland, Ca 95695**

**Contact: Cindy Norris, Principal Planner
(530) 661-5911 (phone)
(530) 406-0832 (fax)
Cindy.norris@cityofwoodland.org**

Summary review of the required Housing Element Annual Reporting Information and required tables

Table A-New Construction Very low, Low, and Mixed Income Multi-Family Projects.

There were a total of 44 multi-family units and 2 duplex units that had building permits issues this calendar year. Rochdale Grange is a 44 unit multi-family complex located at 2090 Heritage Parkway. Habitat for Humanity has been constructing two duplex units in Spring Lake for parcels located on 2204 Farmer's Central Rd and 1607 Brubaker St.

Table A2-Units Rehabilitated, Preserved or Aquired pursuant to GC Section 65583.1(c) (1)

None

Table A3- Annual Building Activity Report for Above Moderate-Income Units.

A total of 35 single family above-moderate homes were issued permits this calendar year. (It is assumed that they were above moderate as there was no affordability controls required for the units).

Table B – Regional Housing Needs Process

The City's total RHNA allocation is 1,873 of which it is composed of the following number of units by income category:

Income Category	RHNA Allocation	FY 2010	Total since 2006
Very Low	425		102
Low	266	4	231
Moderate	238		0
Very Moderate	944		876
Total constructed			1,209
RHNA Units remaining			664

Table C – Program Implementation Status

See the attached Program Implementation Status table provided in Attachment 2.

Attachments:

1 – Tables A, A2, A3 and B

2 – Table C Housing Element Annual Review – January 1, 2010 to December 31, 2010

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Woodland
Reporting Period 1/1/2010 - 12/31/2010

Table A
Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information (Building permits issued)										Housing with Financial Assistance and/or Deed Restrictions	Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income					
Rochdale Grange2090 Heritage Parkway Dr		R	44				44		HOME, MHP, AHP, TCAP	INC	
Habitat; 1607 Brubaker St and 2204 Farmers Central Rd		O	2				2		CDBG	INC	
(9) Total of Moderate and Above Moderate from Table A3							35				
(10) Total by income Table A/A3			46				35				
(11) Total Extremely Low-Income Units*							81				

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	City of Woodland
Reporting Period	1/1/2010 - 12/31/2010

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A and not in a mixed use mf project) (For permits issued in the calendar year)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	35					35	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Woodland
Reporting Period 1/1/2010 - 12/31/2010

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability (Based on Assessors rpt of Finalized/Closed permits) and mod and above moderate units in mixed use MF projects

Income Level	RHNA Allocation by Income Level	2006		2007		2008		2009		2010		2011 est		2012		2013		Total Units to Date (all years)	Total Remaining RHNA by Income Level
		Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		Year 7		Year 8			
Very Low	Deed			88		14						45						147	278
	Restricted Non-deed restricted																		
Low	Deed	10		100		103		14		4		4						235	31
	Restricted Non-deed restricted																		
Moderate	Deed											2						2	236
	Restricted Non-deed restricted																		
Above Moderate		184		289		212		191				30						906	38
Total RHNA by COG. Enter allocation number:		1,873																1,290	583
Total Units		194		477		329		205		4		81							
Remaining Need for RHNA Period																			

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

Jurisdiction	Reporting Period
City of Woodland	1/1/2010 - 12/31/2010

Table C
Program Implementation Status

[illegible]

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Woodland
Reporting Period	1/1/2010 - 12/31/2010

General Comments:

TABLE C - HOUSING ELEMENT ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010
April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Growth and Development			
1.1- The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line; including mitigation fees for development on Agricultural land.	Community Development Department Planning Commission City Council	FY 02-03	The City began studies of the proposed Urban Limit Line boundaries and Agricultural Mitigation for new development areas, but the City Council decided to end work on the ULL in October 2005. Voters in June 2006 approved a ULL that sets an urban growth boundary.
1.2- The City shall formally request Yolo County to revise the Woodland Area General Plan Urban Development Policy consistent with the adopted Woodland General Plan.	City Council	FY 10-11	Coordinate with Yolo County to update based on the County's new General Plan.
1.3- The City shall monitor housing growth and regional growth projections and report annually to the City Council regarding the need to take any action on limiting single-family construction in new residential neighborhoods so as not to exceed the growth and housing projections Policy 1.A.7.	Community Development Department	Annually	The City's Growth policy was amended in May 2005. New language added a growth cap of 5000 dwelling units by 2020 in new development areas. Infill development is excluded from the cap. Annual review of growth will be included in this annual report. Based on recent analysis it is anticipated that the growth cap will be minimally affected because of the limited residential growth occurring.
Residential Development			
1.4 – The City shall monitor available residential land supply and development proposals to ensure that an adequate supply of land in a range of densities is maintained.	Community Development Department City Council	Ongoing	Included in the 2008 Housing Element Update.
1.5 – The City shall review and amend the Zoning Ordinance to reflect the multi-family development guidelines included in Policy	Community Development Department City Council	FY 02-03	Multi-family design criteria were included in the Design Standards update approved on April 6, 2004.

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.B.8.			
New Residential Neighborhoods			
1.6 – The City shall prepare residential design guidelines to promote walking, bicycling, and transit use and access	Community Development Department	Completed 2001	The City adopted citywide design standards in April 2004 and design standards for the Spring Lake Specific Plan on 9/22/03. Both policies remain in effect and promote walking, bicycling, and transit use and access.
Neighborhood Conservation and Enhancement			
1.7 – The City shall continue to implement the Woodland Improving Neighborhoods (WIN) neighborhood services team to provide for better communication with existing neighborhoods and create an institutional framework for directly responding to neighborhood concerns.	WIN Neighborhood Services Team City Council Police Department	Ongoing	This is a multi-departmental proactive program that targets identified areas in the City to address physical Code Issues/ Public Improvements/ and Crime. The three departments working together on effort include Police, Code Enforcement, and Redevelopment.
1.8 – The City shall provide continuing education, within available resources and in cooperation with local nurseries, for residents regarding tree care and maintenance, particularly for trees with special requirements and problems (e.g. oaks, elms).	Public Works Department	Ongoing	City Urban Forestry Group meets with residents when there are questions and may refer them to local nurseries.
1.9 – The City shall promote the development of a community based tree group that promotes citizen action and environmental stewardship through planting and caring for trees.	Public Works Department	Ongoing	A local organization called the Woodland Tree Foundation is active in the City. The City also endorses the Greenprint plan and anticipates preparation of an Urban Forestry Master plan if funding can be found.
1.10 – The City shall institute a sidewalk	Public Works	Completed 1998	Sidewalk Repair, Maintenance and ADA

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
repair program to identify funding sources for ongoing sidewalk repair and maintenance.	Department Finance Department		Improvements are addressed in every development and capital project. CDBG funds are used to implement sidewalk repair in low income neighborhoods. A new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.
1.11 – The City shall investigate methods of enhancing funding sources for ongoing street tree replacements and maintenance.	Public Works Department Finance Department	Ongoing	New City developments are required to form Landscape and Lighting districts, which provide a funding source for City maintained trees.
1.12 – The City shall reinstitute Annual Cleanup Day, whereby the City will provide for free bulk waste collection.	Public Works Department City Council	Completed 1997	The City negotiated a new franchise agreement with Waste Management that covers the period of July 1, 2007 through December 31, 2015. The agreement requires Waste Management to host a free annual Bulky Waste, Universal Waste, and Household Hazardous Waste event for the duration of the agreement. As in past years, this year's event, on April 10, 2010 , was held at the Yolo County Fairgrounds in Woodland. The agreement also enables residents to request curbside bulky waste collection from Waste Management for a fee.
1.13 – In conjunction with local organizations, the City shall conduct Arbor	Public Works Department	Annually	City Urban Forestry Group holds an annual tree planting clinic followed by tree

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Day programs.	Tree Commission		plantings in various locations throughout the City in an effort to support Arbor Day
1.14 – the City shall develop and maintain a street tree planting list and planting guidelines. Specific plans and development improvement plans will be generally consistent with the street tree planting list and guidelines and formally approved jointly by the Community Development Department and Public Works Department.	Public Works Department Community Development Department Parks, Recreation, and Community Services	Ongoing	As part of the Spring Lakes Specific Plan, a comprehensive street tree list and planting guidelines were prepared. And is continually updated by the Urban Forestry Group and CDD. The City's Standard Specifications include tree and shrub planting details. The City has a Master Street Tree Planting List that can be found on the City's web site which includes tree descriptions and planting guidelines.
Commercial Land Use			
1.15 – The City shall prepare commercial development design guidelines to promote walking, bicycling, and transit use and access.	Community Development Department City Council	Completed 2001	The standards were adopted in April 2004.
Downtown			
1.16 – The City shall seek funding sources to enhance and expand tree planting and landscaping in the Downtown Area.	Community Development Department Public Works Department Redevelopment Agency	Ongoing	The Woodland Tree Foundation, on an ongoing basis, helps with identifying funding sources, such as Releaf, to help expand our tree plantings in the downtown area.
1.17 – The City shall develop and implement an overall downtown parking strategy, consistent with the <i>Downtown Specific Plan</i> .	Downtown Parking Committee Public Works Department Traffic Safety Committee Community Development Department Redevelopment Agency	FY 07-08	The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings,

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
			enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.
1.18 – The City shall implement and enforce the provisions of the Downtown Specific Plan.	Community Development Department Public Works Department Redevelopment Agency Woodland Downtown Improvement Association Economic Development	Ongoing	The City continues implementation of policies and standards in the Downtown Specific Plan. Major planning efforts include locating a site with sufficient parking for a multiplex theater. RDA issued a Request for Proposals for a multi-plex theater and Cinema West is proceeding with a 12-screen project at 801 Main Street.
1.19 – The City shall develop and implement an overall safety program for Downtown.	Woodland Downtown Improvement Assn Police Department Community Development Department City Council Redevelopment Agency Economic Development	FY 03-04	The City continues to provide baseline service.
East Street Corridor			
1.20 – The City shall prepare and maintain a specific plan for the East Street Corridor to implement the goals and policies of the General Plan and Redevelopment Agency and promote economic development in Woodland.	Community Development Department City Council Redevelopment Agency.	Adopted 1998 Ongoing	Update of East Street Corridor plan on hold because of budgetary issues.

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM		RESPONSIBILITY	TIME FRAME	STATUS
Landscape				
1.21 – The City shall continue to seek ways to enhance permanent funding sources for the maintenance of street trees and other landscaping.		City Manager City Council Finance Department Parks and Recreation Department Public Works Department	Ongoing	New development areas are required to form Landscape and Lighting districts for ongoing maintenance.
Development of Housing				
2.1 – The City shall continue to cooperate with and advise developers in the use of the P-D Planned Development Overlay Zone to reduce housing costs by utilizing various techniques such as: zero lot lines, cluster development, private streets, higher densities, mixed uses, parking and setback variations and other innovative approaches. The City shall establish guidelines to promote alternative land use development.		Community Development Director City Manager Planning Commission City Council	Ongoing	While residential construction slowed significantly in FY 2008 – 09, the City continues to work with developers on the use of Planned Development Overlay Zones to reduce housing costs.
2.2 – The City shall continue to cooperate with and advise developers in the use of the City's Bonus Incentive Program as contained in §25-21-25 of the Zoning Ordinance. Bonus incentives are available to developers for including lower income units in their projects. Housing projects with 5 or more units are eligible by reserving 10 percent of the total number of proposed units for very low-income households; a senior citizen housing development, as defined in Sections 51.3 and 51.12 of the Civil Code; or at least		Community Development Director City Manager Planning Commission City Council	Ongoing	The Bonus Incentives Ordinance was amended in 2005 in compliance with SB 1818. The Bonus Incentives program assisted with the financial feasibility of the 156-unit Terracina Spring Lake Family Apartments affordable housing project. The project was constructed in the Spring Lake area in 2007. No bonus incentive projects were constructed in FY 2008 – 09.

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
10 percent of the total dwelling units in a condominium project as defined in subdivision (f) of the Civil Code Section 1351 or in a planned development as defined in subdivision (k) of Civil Code Section 1351, for persons and families of moderate income, as defined in Health and Safety Code Section 50093.			
2.3 – The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to secure tax-exempt mortgage revenue bonds.	Community Development Department City Council Planning Commission	Ongoing	City and Redevelopment Agency staff actively work with affordable housing developers interested in multi-family housing bonds.
2.4 – The City shall annually review its eligibility for various federal and state programs that will provide rehabilitation and maintenance assistance for 258 low-income units and special needs groups. The City shall submit applications for programs for which the City is eligible, as appropriate.	Community Development Department	Annually	The City actively pursues applications to augment the affordable housing stock of Woodland. The City rehabilitated 68-units of low and very low income senior apartments at Fair Plaza Senior Apartments.
2.5 – The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and made a report to the City Council.	Community Development Department Planning Commission City Council	Annually	Redevelopment staff continue to monitor affordable projects funded with HOME grants, the for-sale affordable units constructed in the Spring Lake Specific Plan area, and senior citizen projects that received reduced parking standards. Over 800 units were monitored last year.
2.6 – The City shall accommodate development of at least an additional 34 units at densities that will facilitate production of housing affordable to moderate-income	Community Development Department Redevelopment Agency Planning Commission	Ongoing monitoring of availability of sites	As of 2010, the City had a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing Element planning

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
households by redesignating sufficient vacant land as Medium Density Residential (MDR: 8-16 units/gross acre). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria. Procedures to increase residential densities in the Spring Lake Specific Plan shall be reviewed for possible city-wide application. The Redevelopment Agency will also consider rezones from commercial districts to mixed-use districts to allow for residential densities. Where feasible and appropriate, the City shall also consider the redesignation of vacant land as High Density Residential (HDR: 16-25 units/gross acre).	City Council		period.
2.7 – The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction of very low-income units, low-income units, and moderate-income units that serve	Community Development Department City Manager City Council Redevelopment Agency Board of Directors	Annually	Revenue received by the Redevelopment Agency in 20% housing set-aside funds is leveraged with other local, State, and Federal funds to assist with the advancement of affordable housing not only in Redevelopment Project Areas but

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
families and special needs groups using its 20 percent housing set-aside funds, HOME, CalHome, and other Federal and State funding sources.			throughout the City as well. In 2009-2010, The RDA allocated \$221,113 for First Time Homebuyer loans. All of these funds were committed and the units closed in the 2009-2010 year. Also in 2009-2010 Rochdale Grange started construction. This is a HOME funded project that consists of 44 units of low and very-low income units. Some of the units are aimed at special needs populations as well.
2.8 – The City shall allocate CDBG funds for the provision of extremely low-income, very low-income, low-income, and moderate-income housing units. The City shall support the Redevelopment Agency in the identification of sites, the establishment of partnerships, and the pursuit of CDBG funds.	Community Development Department Redevelopment Agency City Manager City Council	Annually	Each April the City Council makes funding decisions as to how the CDBG funds will be allocated. Allocations were made to the City's Housing Rehabilitation Program in FY 2008 – 09. In 09-10, CDBG funded one First Time Homebuyer loan in the amount of \$19,900 and three housing rehabilitation loans in the amount of \$88,988 .
2.9 – The City shall allocate funds for transitional housing and other special-needs housing.	Community Development Department City Council	Ongoing	The City provided CDBG funds for the operations of the New Dimension Supportive Housing, for the purchase of an emergency generator to serve the St. John's Retirement Village, and for the operations of the Sexual Assault and Domestic Violence Center's shelter program.
2.10 – The City shall continue to implement §6A-3-30 (Affordable Housing – Incentives) of its Municipal Code that states that the City	Community Development Department City Council	Ongoing on a case-by-case basis	The City continues to grant density bonuses, regulatory relief, and/or other financial incentives for project meeting

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Council may, after review by the Planning Commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of City development fees; 2) waiver or modification of City development standards; or 3) assistance in obtaining such federal, state, or local financing and/or subsidies.	Planning Commission		inclusionary housing requirements. In the 2009-2010 year, the City deferred impact fees for two new very-low income half-plex units in Spring Lake being constructed by Yolo County Habitat for Humanity.
2.11 – The City shall continue to facilitate the provision of emergency shelter beds through its participation in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.	Community Development Department	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. The City continues to work with other Yolo County jurisdictions on a ten-year plan to end homelessness and the plan is expected to be completed by the end of 2009.
2.12 – The City shall review the HUD Section 8 voucher program administered by the Yolo County Housing Authority and encourage the Housing Authority to raise its payment standard to 110 percent of HUD Fair Market Rent (FMR).	Community Development Department	Ongoing	No action was taken in FY 2009 – 10.
2.13 – The City shall continue to contract for the services of Yolo County's Homeless Coordinator. Program to be funded through	Homeless Coordinator Redevelopment Agency City Council	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
the General Fund and Housing Monitoring Funds.	Library Services		the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. CDBG funds were granted for early literacy activities for children at Wayfarer Center
2.14 – The City shall require relocation assistance in compliance with State law to tenants relocated as a result of removal of housing by the City or the RDA.	Community Development Agency Redevelopment Agency	Ongoing as needed	Housing was not removed by the City or the Redevelopment Agency during FY 2009 – 10.
2.15 – The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that 10 percent of all new for-sale units in any residential project consisting of eight or more units shall be affordable to low-income households. For multifamily rental projects with ten or more units, 10 percent of all new units shall be affordable to low-income households, and an additional 20 percent shall be affordable to very low-income households. In the alternative, a developer may elect to make 25 percent of the multifamily rental units affordable to very low-income households.	Community Development Department	Ongoing	Since 2004, the City adopted an amendment to its citywide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, provide affordable units, thereby implementing the “scattered sites” policy citywide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an “offsite” fee of \$1,100 per market rate unit. This fee is to be used to assist an additional 74 units of affordable housing anywhere in the City, including Spring Lake as long as the parcels meet the affordability requirements under the Spring Lake Specific Plan and the Spring Lake
The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of			

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

April 20, 2011

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
providing 10 percent of the for-sale units affordable to moderate-income households. 25 percent of multi-family units shall be affordable to low-income households with 10 percent reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern. The City shall enforce the provisions of the Spring Lake Specific Plan that require that 10 percent of the units in a for-sale residential project shall be affordable to low-income households. For multifamily rental projects, 20 percent of the units shall be affordable to very low-income households, and 10 percent of the units shall be affordable to low-income households. In the alternative, a developer may make 25 percent of the units affordable to very low-income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.			Affordable Housing Plan. In 2009-10, the City received an application by the Sacramento Mutual Housing Association to construct a 100 unit, 100% affordable housing project in Spring Lake. The City committed a million dollars of the Offsite Affordable Housing Fee toward the project. Sac Mutual is currently in the process of securing other funding to move the project forward. The City is working with Standard Pacific and Pulte Homes, two market rate builders that are currently building subdivisions in Woodland. Combined their inclusionary housing requirements will result in 20 low income and 4 moderate income units being available.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
2.16 – The City shall amend Chapter 25 of the Municipal Code to permit transitional and supportive housing as a residential use and only subject to those requirements that apply to other residential uses of the same type in the same zone as required by Senate Bill 2, which took effect in 2008.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.17 – The City shall amend the East Street Specific Plan to allow emergency shelters as a permitted use in the Mixed Use Residential/Commercial (Area C) and the General Commercial (Area E) Areas of the East Street Corridor Specific Plan (ESCSP). Emergency shelters will be subject to the same development and management standards as other permitted uses in the Areas C and E of the ESCSP. Sufficient land is available for at least 1 emergency shelter and objective standards to regulate emergency shelters shall be developed as provided for under SB 2.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.18 – The City shall contact non-profit and agricultural stakeholders to identify suitable and available sites for the development of migrant and seasonal farm worker housing in the Multiple-Family Residential Zone (R-M), the Duplex Residential Zone (R-2), and the	Redevelopment Agency	Annually	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. RDA continues to work on finalizing the Casa del Sol project, which is reconstruction

HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW JANUARY 1 – DECEMBER 31, 2010

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Agricultural Zone (A-1). In addition, the City shall amend zoning consistent with Health and Safety Code Sections 17021.5 and 17021.6 to further facilitate housing for farm workers . Other programs to facilitate the development of affordable housing may include fee waivers and reduced development standards. Financial and technical assistance will be sought from HCD's Office of Migrant Services, the Joe Serna Jr. Farm worker Housing Grant Program, the Californian Tax Credit Allocation Committee's Farm worker Housing Assistance Program, and the USDA Rural Development Program.			of a 156-unit mobile home park. This park houses many residents who are farmworkers, Joe Serna Farmworker Grant funds were used on this project. The total project is approx. \$18 Million.
2.19 – The City shall consider options to allow Residential Care Homes with more than six mentally disordered or otherwise handicapped persons or dependent and neglected children as a permitted use in the Multiple-Family Residential Zone (R-M).	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	Consideration of this issue is expected to occur during a comprehensive update of the City's Zoning Ordinance. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2-20 – The City shall amend Chapter 25 of the Municipal Code to allow single-room occupancy (SRO) in the A2, A3, and E2 Districts of Downtown Specific Plan (DSP). Development standards will be established that will allow and encourage the construction of new SROs.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2009-10; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.21 – The City shall provide flexibility on	Community	Ongoing as	No action was taken during FY 2008 -09.

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the identification of sites for accommodating its Regional Housing Needs Plan (RHNP) Allocation. A rezone request of a site counted towards meeting the City's RHNP Allocation shall include findings that justify the rezone and identify an adequate replacement site(s) that will provide the minimum number of units by income level for accommodating the City's RHNP Allocation and is developable during the term of the Housing Element planning period.	Development Director Planning Commission City Council	needed	
Maintenance of Housing			
2.22 – The City shall continue rehabilitation and replacement (where required) of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The City provided CDBG funds for two housing rehabilitation projects in FY 2008 – 09.
2.23 – The City shall continue to include funds in its operating budget for building code and blight enforcement programs.	Community Development Department City Council	Ongoing	The City employs a half-time code compliance officer. Code enforcement actions have been reduced as a result of staff budget reductions.
2.24 – The City shall review its eligibility for Federal and State home repair, renovation, and replacement programs annually and apply for programs, as appropriate.	Community Development Department	Ongoing	As noted in Implementation Program 2.22, the City has used CDBG funds for housing rehabilitation projects in FY 2008 – 09.
2.25 – The City shall continue to periodically update the status of housing conditions to	Community Development Department	Ongoing	The City employs a half-time code compliance officer. A housing conditions

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determine the need for housing rehabilitation and the removal of unsafe units.	Code Enforcement Building Inspection		study was prepared as part of the 2008 Housing Element Update.
2.26 – The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor through a rezone to eliminate their non-conforming status, for the purposes of preservation and maintenance of affordable housing for very low-, low-, and moderate-income households.	Community Development Department	Ongoing	The City continues to work closely with the Community Housing Opportunities Corporation (CHOC) on the Casa Del Sol Mobile Home Park project on East Street. In 2009-2010 construction was completed at the Casa del Sol Mobile Home project. This included new infrastructure, street lotting, a new community center, a children's play area, and the construction of 30 new coach pads. The City and CHOC are working with HCD to secure HOME funds to purchase 30 new coaches for these pads.
2.27 – The City will contact property owners of units at-risk of converting to market rate housing within one year of affordability expiration to discuss the City's desire to preserve complexes as affordable housing. Participation from agencies interested in purchasing and/or managing units at-risk will be sought. Funding assistance, which can be leveraged with outside by the non-profit or for-profit developer to either transfer ownership, or provide rent subsidies to maintain affordability, shall utilize all available federal, state, and local financing sources. Property owners are required to give a nine-month notice of their intent to opt out	Community Development Department Redevelopment Agency	Ongoing	The City continues to monitor affordable housing projects at-risk of converting to market rate housing and offer assistance to maintain the projects as affordable. The City continues to review HUD's information on potential opt-outs and attempt to preserve them. In 2009-2010 the City started working with Yolo County Housing on a HOME application to preserve an expiring Section 8 project. The application was due to HCD by September 1, 2010. The RDA contracted with the five apartment complexes that are within a year of having their HUD affordability

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of low-income use restrictions. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law.			restrictions expire.
2.28 – The City shall continue to strive for greater energy conservation in residential development. Through the Redevelopment Agency, CDBG monies are available for energy efficiency work through their housing rehabilitation programs for lower-income households. Additionally, the City will continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The Rochdale Grange project currently under construction includes solar panels on the Community Center to help supply energy to the complex. Also through the City's CDBG housing rehab program, energy efficiency upgrades are encouraged. These include installing dual paned windows, new insulation and other items that can positively effect energy consumption. The new homes being built by Standard Pacific in Spring Lake are required to have a minimum of 5% of their homes have solar. The Pulte development of 79 homes which is under construction intends to offer solar on 100% of their homes.
2.29 – The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any person who feels they have been discriminated against in acquiring housing within the City and to any housing provider	Fair Housing Specialist	Ongoing	Information such as Fair Housing brochures are published in English and Spanish and are on display at the Fair Housing kiosk located at the City's Community Development Department office.

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who requests such information. Information will be made available at the City's website and at the City's Homebuyer Education Seminars.			
2.30 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Department City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California. Last year, 194 Woodland residents were assisted with housing issues, including claims of housing discrimination.
Equal Opportunity in Housing			
2.31 – The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social service organizations and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.	Community Development Department	Ongoing	Legal Services of Northern California, the Yolo County Housing Authority, and the City jointly held a Fair Housing Workshop in April 30, 2010. Speakers from Legal Services and California Department of Fair Employment and Housing provided an overview of State fair housing laws, disability discrimination, reasonable accommodations and modifications, and legal rights for victims of domestic violence and stalking in voucher housing to housing tenants, landlords, and other interested individuals and organizations.
2.32 – The Community Development Department shall refer fair housing complaints to the Fair Housing Hotline Project provided through Legal Services of Northern California and State Department of	Community Development Department	Ongoing	Fair housing issues are referred to the Fair Housing Hotline Project for housing.

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Fair Employment and Housing for resolution.			
2.33 – The City shall initiate a change to the General Plan and Zoning Ordinance to allow for additional mobile home units to be located in a mobile home park.	Community Development Department Planning Commission City Council	Ongoing	No action was taken in FY 2008-09.
2.34 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Director City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California.
2.35 – The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.	Community Development Department City Council	Ongoing	Reasonable Accommodation for Persons with Disabilities was added to the Municipal Code in 2004 (§25.21.85).
2.36 – The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design features for residential projects.	Community Development Department City Council	FY 2009	No action was taken during FY 2008-09.
2.37 – The City shall increase its educational	Community	Ongoing	Fair Housing brochures are published in

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outreach efforts by assuring that all flyers are available in both English and Spanish regarding fair housing issues as related to migrant and seasonal farm workers . Financial and technical assistance may be sought from California Rural Legal Assistance, the Farm Worker Justice Fund, the USDA Rural Development Program, and HCD's Office of Migrant Services.	Development Department		English and Spanish and are on display at the Fair Housing kiosk located at the City's Community Development Department office. In addition, the Fair Housing Hotline Project can accommodate Spanish speakers.
2.38 – The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.	Community Development Department	Ongoing	The City adopted the 2010 California Building Standards Code
Energy Conservation			
2.39 – The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development. The City will make available an informational fact sheet for distribution that will describe the measures that can be instituted in homes for little cost and will save energy and utility expenses.	Community Development Director Building Division	Ongoing	No action was taken during FY 2009-10.
2.40 – The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide. These policies include but are not limited to the use of energy efficient air conditioners, light-colored roofing materials, photovoltaic energy systems, and Energy Star appliances.	Community Development Director Public Works Director Building Division	FY 2009	No action was taken in FY 2008 – 09; however, it should be noted that the California Building Standards Commission approved a “green” building code in July 2008. The code imposes new, increased requirements in the areas of energy efficiency, water conservation, indoor air quality, and moisture control. The code

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			will be phased in between 2009 and 2011 for cities and counties. The requirements of the code are similar to if not more stringent than the energy efficiency provisions of the Spring Lake Specific Plan.
Street and Roadway System			
3.1 – The City shall update and maintain the <i>Street Master Plan</i> consistent with the updated General Plan.	Community Development Department City Council Traffic Safety Commission	Completed 1998 Ongoing Maintenance	Major update currently in process with completion anticipated in Summer 2010.
3.2 – The City shall complete a study of alternatives for completing the SR 113 to I-5 connection, consistent with the updated General Plan.	Community Development Department City Council	Completed 1998	Primary funds for this project will be State and Federal. Caltrans is responsible for the design which has been completed. Caltrans is in process for right-of-way acquisition. The current project would result in a Northbound I-5/Southbound SR 113 freeway to freeway connector.
3.3 – The City shall update the roads portion of the <i>Major Projects Financing Plan</i> .	Community Development, Finance Department, Traffic Safety Commission, City Council	Completed 2002	An update to the MPFP was completed in December 2008.
3.4 – The City shall update its road development impact fees consistent with the updated <i>Major Project Financing Plan</i> .	Community Development, Finance Department, Traffic Safety Commission, City Council	Completed 2001	An update to the MPFP was completed in December 2008.

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Residential Streets			
3.5 – As part of the <i>Street Master Plan</i> update process, the City shall conduct a review of local street widths in connection with planning for major new residential areas to identify the circumstances under which the street width within the existing right-of-way may be reduced to promote a more aesthetic and pedestrian friendly residential environment.	Traffic Safety Commission Community Development Department	Completed 1998	Design work on residential street widths were completed as part of the Spring Lake Specific Plan.
3.6 – The City shall investigate methods of providing for street and sidewalk maintenance in existing neighborhoods.	Public Works Department, Community Development, Finance Department, Traffic Safety Commission, City Council	Completed 2000	As part of the sales tax initiative, H1 funds were allocated for street maintenance and repair. Measure E will continue that funding with approximately 45% of the revenue allocated towards roads. CDBG funds are utilized for sidewalk repair and ADA curb ramps throughout the City. Also, a new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.
3.7 – A part of the <i>Street Master Plan</i> update process, the City shall conduct a review of street design standards and determine the appropriateness of incorporating traffic calming methods into these standards.	Public Works Department Community Development Department	Completed 1999	A Traffic Calming program for residential neighborhoods has been adopted.
Automobile Parking			
3.8 – The City shall work with private	Redevelopment Agency	FY 02-03	The City Council adopted revised

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property owners and business owners to develop a public-private mechanism for financing the development and maintenance of public parking facilities.	Community Development Department Public Works Department		downtown parking standards that reduced parking ratios and established a parking in-lieu fee of \$5,000 per space in April 2008.
Non-Motorized Transportation			
3.9 – The City shall revise the <i>Zoning Ordinance</i> to incorporate bicycle parking standards into its parking requirements.	Community Development Department Planning Commission Traffic Safety Commission	FY 02-03	This element will be included as part of a zoning ordinance update. The City has an adopted bikeway Master Plan. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
General Public Facilities and Services			
4.1 - The City shall maintain and periodically update the <i>Water Master Plan, Wastewater Master Plan</i> and <i>Storm Drainage Master Plan</i> , based on the updated General Plan.	Public Works Department Planning Commission City Council	As required; Ongoing	Dated updated WMP: 1999 WWMP: 2000 SDMP: 2006
4.2 – The City shall annually review the Major Projects Financing Plan and shall update it every five years.	Finance Department, in conjunction with all departments	Annually; major update every five years.	MPFP update scheduled for Fall 2008; last update occurred in May 2006.
Public Facilities and Services Funding			
4.3 – The City shall maintain and periodically update the <i>Major Projects Financing Plan</i> and update water, sewer, and drainage master plans.	Public Works Department Finance Department City Council	Ongoing	See status for Implementation Programs 4.1 and 4.2.
4.4 – The City will maintain development fee schedules consistent with its updated <i>Master Projects Financing Plan</i> .	Community Development Department Finance Department City Council	Ongoing	The <i>Master Projects Financing Plan</i> was last updated in January 2008.
Water Supply and Delivery			
4.5 – The City shall conduct a study of future	Public Works		Completed in 2009. The City completed its

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water supply alternatives to determine the most appropriate long-term water supply to serve Woodland. This study will include the following components, as deemed appropriate to implement Policy 4.C.1. a. Examination of the costs and feasibility of various surface water supplies (e.g. obtaining water rights, transfers, or exchanges) for domestic and/or agricultural use within the Woodland area. b. Consideration of water management programs such as conjunctive use and recharge.	Department		studies of water supply alternatives and adopted and certified an EIR in 2007 that identifies the environmentally superior solution. The solution focuses on conjunctive use through finalization of a 1994 water rights application and the adding and blending of higher quality surface water from the Sacramento River. As a result, in 2009, the City entered into a Joint Powers Authority named the Woodland-Davis Clean Water Agency; with the City of Davis as a partner and UC Davis as a participating agency. The new JPA will finalize planning, and design, construct, own and operate the new water supply.
4.6 – The City shall update the <i>Urban Water Management Plan</i> to include water conservation and management measures, as required by state law. The City shall endeavor to implement projects that have a benefit to cost ratio greater than 1:1. The City shall strive to measure the results of water conservation and management measures that are implemented.	City Council Public Works Department	Completed 2000, next update due 7/1/11.	Completed the Urban Water Management Plan in 2005. Beginning revisions that are to be completed by July 1, 2011. The City employed a full-time water conservation coordinator and has implemented water conservation measures as allowed by limited funding, including appliance and toilet replacement rebates, distribution of low-flow showerheads, and leak detection assistance. Conservation savings are tracked and reported monthly to City Council and the public.
4.7 – The City shall complete a source water assessment that is consistent with State	Public Works Department	FY 02-03 with updates when	Done in FY 02-03

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regulations.		conditions change	
Wastewater Collection, Treatment, Disposal, and Reuse			
4.8 – In connection with the <i>Wastewater Treatment and Disposal Master Plan</i> update, the City will investigate potential nuisance associated with odor at the plant, and will identify and implement buffer zone requirements or operational changes at the plant to address these issues including alternative disinfection procedures.	Public Works Department	FY 01-02 to 04-05	Being done in conjunction with the treatment plant expansion – upgrades to a tertiary system. The City has changed its disinfection process to a UV system rather than chlorination. The odor study will also be included in the Gateway 2 Environmental Impact Report. Also, the north nine ponds are taken out of service in preparation for conversion to storm water treatment ponds. It has also been found that the tomato processing plant located next to the treatment plan may be contributing to the odors.
4.9 – The City will undertake a study of the feasibility of the use of reclaimed water through the Wastewater Treatment and Disposal Program.	Public Works Department	FY 01-02 to 04-05	The study has been put on hold and may be considered as part of a future update of the Wastewater Master Plan. The City adopted a Storm Water Ordinance in 2003. Due to the high level of salts and boron, the reclaimed water option will not be a viable option, until the new surface water treatment plant is brought online est. early 2016.
Storm Water Drainage			
4.10 – The City shall implement NPDES Phase II storm water regulations.	Public Works Department Community	FY 01-02	The City continues to implement the requirements of its Storm Water Management Program to ensure

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	Development Department Planning Commission City Council		compliance with the NPDES Phase II Municipal Storm Water Permit issued by the State Water Resources Control Board. Year 7 of the program implementation (2009/10) was implemented successfully without any notices of violation of water quality standards.
4.11 – The City shall identify illicit and unapproved discharges and implement corrective measures to comply with state and federal regulations.	Public Works Department Community Development Department	Ongoing	The City continues to identify illicit and illegal discharges to the storm water conveyance system as outlined in the City's Storm Water Management Plan. Identification of illicit discharges is done by visual inspections of the storm water conveyance system. A process to trace illicit discharges has also been established and is adhered to when such discharges are detected.
4.12 – The City shall prepare and adopt a comprehensive storm water ordinance to implement the updated <i>Storm Drainage Master Plan</i> to address the quality and quantity of storm water runoff.	Public Works Department Planning Commission City Council	FY 02-03 to 03-04	The Storm Water Master Plan was completed in 2006. The City adopted a Storm Water Ordinance in 2003.
Solid Waste Collection and Disposal			
4.13 – The City shall periodically review and update the Source Reduction and Recycling Element and evaluate progress in achieving stated source reduction goals.	Public Works Department	Ongoing	The City evaluates progress toward meeting reduction goals by compiling annual totals of solid waste disposal and diversion documented through its Construction and Demolition Debris Recycling Program and by Waste Management and regional landfills. These data are submitted in an annual diversion

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Law Enforcement			report to the State pursuant to AB 939 and is reviewed with staff of the California Department of Resources Recycling and Recovery.
4.14 – The City shall update the plan for police services based on future development trends. The City shall incorporate necessary service equipment and facilities into the Major Projects Financing Plan.	Police Department Finance Department	Ongoing	Developed funding for radio upgrades as part of the YECA (Yolo Emergency Communications Agency) strategic plan. An additional project for a new CAD/Mobile upgrade is beginning..
4.15 – The City shall continue to offer youth service programs.	Police Department	Ongoing	Youth service programs consist of School Resource Officer Program. The City is working to identify resources that can be redirected to develop a Youth Violence Intervention Program.
Fire Protection			
4.15a – The City shall continue to implement the recommendations in the <i>City of Woodland Fire Department Organizational Assessment and Master Plan</i> adopted by the City Council on January 16, 2001. The City shall incorporate necessary service equipment and facilities into the <i>Major Projects Financing Plan</i> .	Fire Department Finance Department	FY 08-09	The Fire Department has begun updating the Fire MP (adopted 2001) to be incorporated with the General Plan update. Key areas of consideration will include means to lower our response times closer to the 4-minute standard adopted in 4.I.3. Development and implementation of the Fire Training Center at Fire Station #3, and the upgrade/replacement of various components in the Fire Department's fleet and facilities will also be considered.
Information Technology			

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4.16 – The City shall designate, within a City department or agency, technology coordination function with responsibility for oversight over communitywide information technology infrastructure development. This department or agency should have sufficient authority to conduct standards planning and enforcement.	City Council City Manager Finance Department Library Board	Ongoing	A Technology Services division has been established under the Finance Department. Payments for City services will be made available online to citizens through the replacement of current financial systems and enrollment in recreational activities provided through the City's Parks and Recreation Department will be made available online also. Anticipated completion of both online projects is July 2009.
4.17 – The City shall study the use of City right-of-way to foster development of a "public utility" telecommunications infrastructure to provide high-speed networking throughout the community, and to make the community attractive to information based businesses.	Public Works Department Administrative Services – Information Services Community Development Department City Manager	Completed 2002	The establishment of a Technology Steering Committee to coordinate efforts in this area has not occurred.
4.18 – The City shall continue to develop and expand the telecommunications program at the Library.	Library Services Department Library Board City Council	Ongoing	The Library's public access network has been expanded to include access to a vast number of databases and information sites. Its online library catalog allows users to search for materials at the Library as well as the public libraries for Sacramento, Folsom, Colusa, and Sutter. Eighteen free public access computers are available, and free wireless internet access is available throughout the Library and the Leake Community Room.
Parks and Recreation Development			

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Framework			
5.1 – The City shall prepare and maintain a Park and Recreation Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for the development of sports and recreation facilities, funding sources for the development and maintenance of parks, recreation centers, and open space resources. This shall include provision for the development of new parks in connection with new development and the development of parks to address existing deficiencies.	City Council Parks, Recreation and Community Services Commission Parks, Recreation and Community Service Department	Completed 1998; update every five years.	Parks and Recreation Master Plan adopted in September 2004. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
5.2 – The City shall adopt the Quimby Act Ordinance which will require developers to dedicate a minimum of five acres of acceptable parkland per 1,000 residents.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission City Council	FY 02-03	The City's Parks & Recreation Master Plan has a stated goal of 6 acres per 1000 residents by 2020. The Master Plan indicated that an additional 277.62 acres are required to meet this goal.
Diversity in Recreation			
5.3 – The City shall conduct regular surveys to determine specific recreation needs of all age groups, the physically and mentally challenged, and special interest groups.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission	Ongoing	A survey was completed as part of the Parks, Recreation and Community Services Master Plan five year update.
Community Senior Centers			
5.4 – The City shall develop a multipurpose community/senior center.	Parks, Recreation and Community Services Department	FY 01-02 to 06-07	Work started this year on the Community Center Phase 2 Project which includes the construction of an 8,000 square foot

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	City Council		building for dance, aerobics, and fitness activities. Phase II completed 2009. (The existing 52,500 square foot Community and Senior Center opened in March 2007.)
Child Care Supply and Quality			
5.5 – The City shall review and revise as necessary Zoning Ordinance provisions affecting child care facilities to ensure that they do not pose unnecessary hindrances to the development of child care facilities and to allow on-site child care at commercial and industrial locations when the location is safe for children.	Community Development Department Parks, Recreation, and Community Services Commission	FY 96-97	While a zoning ordinance update has not occurred, to date there are no identified hindrances to provision of child care services in commercial and industrial locations.
Arts and Culture			
5.6 – The City shall develop and adopt an “Art in Public Places” ordinance.	Parks, Recreation and Community Services Department City Council Yolo County Arts Council	FY 03-04	The Community Design Standards require public art in commercial and industrial developments.
Community Involvement and Participation			
5.7 – The City shall hold periodic “youth sessions” where issues related to youth are discussed, including participation by the youth in the development of the agendas for these sessions.	City Council	Ongoing	The item was discussed, but specific actions, such as appointment of a “student council” member has not occurred.
Community Diversity			
5.8 – The City shall review all policies to	Personnel Board	Ongoing	Ongoing.

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ensure compliance with the open door policy.		Assistant City Manager City Council		
Family and Youth				
5.9 – The City shall continue to hold annual joint City Council Woodland Joint Unified School Board roundtable meetings to allow presentation and discussion of educational issues and concerns.		City Council School Board	Annually	The City Council holds regular 3x2 meetings with the school board.
5.10 – The City shall allocate human and/or financial resources from time to time to provide encouragement and support for learning activities offered to the youth of the whole community by local libraries, museums, youth groups, educational facilities, recreational facilities, and learning centers.		Library Services Department Library Board City Council	Ongoing as needed.	In FY 09-10: Almost 30% of registered card holders (8,793 of 30,161) were 14 years or younger. 1,109 participants attended one or more of the 78 sessions of story time/book club for children. In addition, 1,399 participants attended one or more of the special programming activities (music, puppetry, magicians, holiday parties, etc...), and 540 attended off-site programs conducted by library staff. 552 children visited the library for tours. 95 young adults attended one or more of the 8 regularly scheduled activities (teen summer reading volunteers). In addition, 71 teens attended special programming activities. Expenditures for library materials for children and teens during FY09-10 were \$48,192.
Historic Preservation General				
6.1 – The City shall update the Historic Preservation Ordinance to conform to state		Historic Preservation Commission	FY 02-03	Historical Preservation Commission worked on an update to the Ordinance

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and federal guidelines for establishing a preservation ordinance.	Community Development Department City Council		12A and intends to complete the work in this fiscal year. .
6.2 – The City shall apply for Certified Local Government status so as to enter into agreement with the State Historic Preservation Office (SHPO) in order to have local authority to designate local historic districts, structures, and sites and become more competitive for SHPO grants.	Historic Preservation Commission City Council	FY 03-04	CDD staff met with staff from the State Office of Historic Preservation in July 2008 to discuss Certified Local Government status.
6.3 – The City shall complete the Historic Resources Inventory for all historically and architecturally significant buildings within the redevelopment area.	Historic Preservation Commission Redevelopment Agency	Completed January 1998	A historic resources inventory has been completed for downtown, but a more comprehensive survey of residential neighborhoods is required. Grant funding assistance may be needed to complete an update of the historic resources inventory. The RDA paid for a cultural resources analysis of the historic building at 801 Main Street. It also hired an architect to evaluate a rehabilitation plan for the State Theater.
Economic Incentives for Historic Preservation			
6.4 – The City shall establish a Downtown Historic Preservation District and nominate the District for listing on the National Register of Historic Places. The Secretary of the Interior's <i>Standards for Historic Rehabilitation</i> will serve as the governing design guidelines for preservation projects within the District. The City shall encourage	Community Development Department Historic Preservation Commission City Council	Completed 1999	Ongoing, the Historic district is included within the Downtown Specific Plan.

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property owners to rehabilitate historic buildings within the District and capture the special tax incentives through Federal Preservation Tax Credit program.			
6.5 – The City shall pursue development of a revolving loan fund to assist private commercial property owners with the seismic upgrade of unreinforced masonry (URM) buildings.	Community Development Department Historic Preservation Commission Redevelopment Agency	Ongoing	Assistance for URM masonry assistance is considered on a case by case basis. New second floor rehabilitation financing program now in place. City Council allocated \$600,000 for the program on July 31, 2007.
6.6 – The Redevelopment Agency shall develop funding sources to assist in the provision of technical assistance for the rehabilitation of historic properties in the Redevelopment District.	Community Development Department Redevelopment Agency		Through its Façade Improvement Rebate Program, the Redevelopment Agency approved a façade project for the Porter Building in 09-10. RDA provided nearly \$140,000 in funds for Poerter that were matched by the property owner. RDA provided \$30,000 for the Capital Hotel façade that were matched by more than \$2,000,000 in private funds (for façade and interior improvements). The Capital Hotel project was completed in 08-09. Façade work was in progress at Western Family Clothing, but the project was not completed and funds provided until early 10-11.
6.7 – The City shall establish and maintain a roster of local architects and design professionals who have an interest in historic preservation and would be willing to provide technical assistance to the community as a	Historic Preservation Commission Community Development Department	Ongoing	This is an ongoing process.

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public service.			
Historic Residential Neighborhoods			
6.8 – The City shall review the Zoning Ordinance text and map to consider the relationship of zoning districts to the boundaries of historic neighborhoods. As necessary, the City will revise R-1 and NP zone boundaries for protection of historic neighborhoods. If warranted, the City will downzone in certain residential and transitional areas to protect historic resources.	Community Development Department Historic Preservation Commission Planning Commission City Council	FY 02-03	Development of the Historic Design Guidelines has not occurred. Consideration of appropriate zoning will be included in an update of the zoning ordinance.
Coordination of Historic Preservation Efforts			
6.9 – The City shall designate a Historic Preservation Officer within the Community Development Department who shall coordinate the review of city preservation projects, as necessary, at the local, state, and federal level, and act as staff to the Historic Preservation Commission.	Community Development Department Historic Preservation Commission City Council	Ongoing	CDD staff functions as Secretary to the Historic Preservation Commission. Review of demolition permits and alteration permits in the National Register Downtown District are evaluated by the Commission.
6.10 – The Historic Preservation Commission shall meet at least once annually with the City Council at a study session to discuss historic preservation progress and goals.	Historic Preservation Commission City Council	Annually	HPC provides an annual report to the City Council.
Historic Education and Awareness			
6.11 – The City shall expand and update the <i>Walking Tour</i> booklet of historic neighborhoods for publication as a community educational resource.	Historic Preservation Commission Community Development Department	Completed; Update FY 02-03	The “Explore Historic Woodland” walking tour book was updated in FY07 and was awarded the 2008 Governor’s Award for demonstrating outstanding commitment to excellence in the field of historic preservation.

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6.12 – The City shall establish and maintain an archive of historical and architectural works and documents relevant to preservation in Woodland.	Historic Preservation Commission Community Development Department	Partially completed; Ongoing.	The City does not have a facility that satisfies the criteria for storing historical and architectural works. As a result, City staff is working with the Yolo County Archives.
6.13 – The City shall continue to update the “Historic Preservation Scrapbook” at the Woodland Public Library.	Historic Preservation Commission	Ongoing	Ongoing.
6.14 – The City shall actively participate with other local volunteers in the annual Woodland “Stroll Through History”.	Historic Preservation Commission	Annually	Each year the City and HPC sponsor a booth at the Stroll Through History to promote the sale of the “Explore Historic Woodland” walking tour book and encourage citizens to actively participate in the local preservation of homes. A second education and promotional activity sponsored by the City and the Commission is the annual Heritage Home Awards. Five homes are selected for recognition and provided a plaque at an award ceremony. The event is highly publicized and is considered an honor by owners of historic residential structures.
6.15 – The City shall prepare an annual newsletter regarding historic preservation efforts and activities and benefits to be sent to owners of historically-designated properties and others with an interest in historic preservation.	Historic Preservation Commission	Annually	The City now publishes an electronic newsletter and provides information on historic preservation efforts and activities in the newsletter.
Water Resources			

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7.1 – The City shall monitor any activities that may degrade the aquifers of Cache Creek as it affects City water supplies. City will pursue Sacramento River water supplies to diversify and improve the water quality of our water supply	Public Works Department	Ongoing	Ongoing. Public Works Staff is continuing to work with Yolo County Flood Control & Water Conservation District on Cache Creek water quality and aquifer management. Winter and summer water rights are being pursued and will be obtained in 2011.
Fish and Wildlife Habitat			
7.2 – In conjunction with Yolo County and other cities in the county, the City shall adopt the countywide Habitat Conservation Plan/Natural Communities Conservation Plan to mitigate the impacts of projected growth on plant and wildlife habitats in the Woodland area.	Community Development Department Planning Commission City Council	FY 02-03	The countywide HCP/NCCP is in development. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swanson's hawk habitat conservation easements.
Flood Hazard and Protection			
8.1 – The City shall revise the Floodplain Ordinance.	Community Development Department City Council	FY 02-03	Flood modeling is being conducted and the data will be used for the update of the Floodplain Ordinance. New information has been developed on floodplain depth and velocity relationships that may be used in development of the new ordinance...
Fire Hazards			
8.2 – The City shall revise and update its Fire Prevention Code every three years.	Fire Department	FY 10-11	City Council adopted Fire Code updates most recently with the adoption of the 2010 Fire Code in January 2011.
Hazardous Materials			
8.3 – The City of Woodland Fire Department shall perform quarterly exercises with the County of Yolo Hazardous Materials Team to	Fire Department	Annually	The City has a Hazardous Materials Coordinator and coordinates the WFD involvement in one countywide training

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maintain proficiency in hazardous materials response.			exercise annually as well as monthly training in-house. The department continues to develop its hazardous materials response program and integrate it with West Sacramento, Davis, UC Davis, and Yolo County.
Emergency Response			
8.4 – The City shall <i>conduct Emergency Response Plan</i> training exercises at the management and operational levels on an annual basis to ensure that an adequate plan and program can be activated in the event of an emergency. These training exercises shall be designed to coincide with the beginning of the risk period for known community hazards.	All City Departments	Annually	New exercise date needs to be scheduled. Staff currently certified in ICS-100 (Introduction to the Incident Command System) and ICS-700 (National Incident Management System) and certain personnel trained in ICS-200 (ICS for Single Resources and Initial Action Incidents) and ICS-300 (Intermediate ICS for Expanding Incidents). A limited number of staff trained in ICS-400 (Advanced ICS Command and General Staff – Complex Incidents) and ICS-800 (National Response Plan). A revision of the Emergency Response Plan was completed November 2010 and an exercise is planned for May 2010.
Economic Development and Business Retention/Expansion			
9.1 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Retention and Expansion program.	Economic Development Division	Ongoing	Development of Economic Development web pages and related links. Staff is fielding leads for expanding businesses and responding to business retention also. City staff have developed a business retention and expansion program, whereby

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			staff meeting with businesses throughout the community as an exercise in getting to know business, address issues and concerns and assist business with these needs.
9.2 – The City and Chamber of Commerce shall continue its monthly visits with businesses to assess the business climate in Woodland.	City Council Economic Development Division Woodland Chamber of Commerce	Ongoing	The City has continued “Business Appreciation” program for regular visits to businesses throughout the City to identify areas for improvement and assess the overall business climate. Annual Business Walk was successful.
9.3 – The City shall develop a business expansion and retention program on an industry-by-industry basis to open lines of communication between business and local government, market public and private employment training programs, and business assistance services, gather data and identify market gaps that can be filled by new or existing local businesses.	Community Development Department	Ongoing	Current programs include partnering with real estate brokers and use of Woodlandbiz.org/woodlandprospector.com website (Woodland Business Prospector), a GIS-based site selection website link. A new program will include Business Appreciation, which is being established through the ED Manager position.
Business Attraction and Formation			
9.4 – The City shall implement the specific actions listed in Economic Development for the Business Attraction Program.	Economic Development Division Chamber of Commerce	Ongoing	See the status provided in Implementation Program 9.3.
9.5 – The City shall prepare an inventory of vacant industrially and commercially – zoned or potentially redevelopable parcels fronting on major arterial roads and identify areas where industrial or commercial nodes would be appropriate.	Economic Development Division	Ongoing	See Implementation program 9.3 Development of Economic Development web pages and appropriate links. Continue to work on shopping center inventory to look at underutilized sites for reuse.
9.6 – The City shall annually evaluate its	Economic Development	Annually	Business Assistance website

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progress in its economic development efforts and make plans for additional actions for updating and implementing the <i>Economic Development Strategic Plan</i> .	Division		(www.toolsforsuccess.com) to assist existing and new businesses and employees. Through Performance Based Budgeting, City is establishing its economic development priorities.
Downtown Economic Development			
9.7 – the City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Downtown program. Including specific uses such as entertainment-related businesses.	Economic Development Division	FY Ongoing	Multiple efforts including the Economic Development Plan, Redevelopment Implementation Plan and Budget address the Downtown, as well as the Downtown Specific Plan. Redevelopment staff is working with a major cinema operator to develop a 10-12 screen theater complex.
9.8 – The City shall implement a retail recruitment and management program for the City's central business district to maintain a competitive Downtown and to retain existing and attract new businesses.	Economic Development Division Chamber of Commerce	Ongoing	Establishment of PBID failed in 2007. ED Manager continues find sources to assist with the serving businesses with the downtown baseline services.
Tourism			
9.9 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the tourism Development Program.	Economic Development Division Yolo County Visitor's Bureau Chamber of Commerce	Ongoing	The City partners with the Yolo County Visitors Bureau (YCVB). Annually, Visitor Attraction District (Hotel Business Improvement District) is renewed and hotel guests are assessed an added 1%-funds go to YCVB activities.
Administration and Implementation			
10.1 – The Planning Commission shall review the General Plan annually, focusing	Community Development Department	Annually	The Planning Commission reviewed the General Plan Annual Progress Report (for

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principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Commission deems appropriate, recommendations for amendments to the <i>General Plan</i> . This review shall also be used to satisfy the requirements of Public Resources Code 21081.6 for a mitigation monitoring program.	Planning Commission		the period of July 1, 2007 – June 30, 2008).
10.2 – The City shall conduct a major review of the <i>General Plan Policy Document</i> and Background Report, beginning every five years from the date of final approval of this <i>General Plan</i> , and shall revise it as deemed necessary.	Community Development Department City Boards and Commissions Planning Commission City Council	FY 01-02; Every five years.	Review expected to occur as part of 10-year General Plan.
10.3 – The City shall investigate and implement, as appropriate, the mechanisms to be used for funding five-year update of the General Plan.	Community Development Finance Department City Manager	Ongoing	General Plan update has been included as a project in the Major Projects Financing Plan to receive partial funding from development.
10.4 – The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following: a. Zoning Ordinance b. Subdivision Ordinance c. Building Code	Community Development City Council	FY as necessary; Ongoing	Revised Subdivision Ordinance was approved by the City Council in September 2008. The Building Code was updated in November 2007. Zoning Ordinance amendment updates are proposed for FY09-10.
10.5 – The City shall implement the provisions of this General Plan through its	Community Development	Ongoing	Ongoing. The City continues to review merits of

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ongoing project review process.	Planning Commission City Council		General Plan requests through the Petition Review process.