



## PLANNING COMMISSION AGENDA

DECEMBER 20, 2012

CITY COUNCIL CHAMBERS

6:30 PM

1. Call to order
2. Roll Call
3. **Approval of Minutes for November 15, 2012**
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. **Romey's Liquor Store Conditional Use Permit.** The applicant is requesting approval of a Conditional Use Permit to allow relocation within Purity Plaza to the adjacent commercial space and permit the use of an 8,530 square-foot liquor Store at 9 Main Street, Suite 105 in the General Commercial zone (C-2). The Condition Use Permit is categorical exemption from the provisions of CEQA as the project is considered a Class 32, In-Fill Development.

Applicant:

Environmental Document:

Staff Contact:

Recommended Action:

**Devinder Sahota**

Categorical Exemption

Paul L. Hanson, AICP, Senior Planner

Approve with Condition

### NEW BUSINESS:

9. **General Plan Update Progress Report.** An update on the effort to date, and selection of members for representation on the General Plan stakeholders group.

### OLD BUSINESS:

10. Adjournment

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



## PLANNING COMMISSION AGENDA

NOVEMBER 15, 2012

CITY COUNCIL CHAMBERS

6:30 PM

### **DRAFT MINUTES**

1. Call to order
2. Roll Call  
*Commissioners Present: Lopez, Murray, Wurzel, Murphy*  
*Commissioners Absent: Holt, Lizarraga*
3. **Approval of Minutes for October 18, 2012**  
  
*Ayes: Lopez, Murray, Wurzel, Murphy*  
*No's:*  
*Abstain:*
4. **Director's Report:** This an opportunity for the Community Development Department's Director or designee to provide the Commission with information on any items other than those listed on the Agenda.
  - *Need to update the City's web page – please provide an updated biography or new one if never submitted.*
  - *City Hall building improvement and consolidation update. The public counter at the main city hall located at 300 First Street was opened for business this past Monday. The Community Development annex, located at 520 Court Street is no longer open for business.*
  - *Update concerning the General Plan – City has received five statement of qualifications from individuals and firms proposing on the project management portion of the project. The submittal of proposals for the consultant teams will be due on Monday, November 19*
5. **Public Comment:** This is an opportunity for the public to speak to the Commission on any item other than those listed on the Agenda. The Chairman may impose a time limit on any speaker.  
  
*None*
6. **Communication - Commission Statements and Requests:** This is an opportunity for the Commission members to make comments and announcements to express concerns or to request Commission's consideration of any items a Commission member would like to have discussed at a future Commission meeting.  
  
*None*

7. **Subcommittee Reports:**

**PUBLIC HEARING:**

8. **Clark - Ramos Tentative Parcel Map (TPM # 4997):** The applicant is requesting approval for a subdivision of land at 1791 East Kentucky Avenue Street (APN: 027-210-033-000) to subdivide a 72.49 acre industrial parcel into four (4) parcels. "Parcel" 1 would be approximately 17.76 acres, "Parcel" 2 would be approximately 24.44 acres, "Parcel" 3 would be approximately 15.14 acres, and "Parcel" 4 would be approximately 15.14 acres. The tentative map is categorical exemption from the provisions of CEQA as the project is considered a Class 15, Minor Land Division.

|                         |                                      |
|-------------------------|--------------------------------------|
| Applicant:              | <b>Robert E. Clark</b>               |
| Environmental Document: | Categorical Exemption                |
| Staff Contact:          | Paul L. Hanson, AICP, Senior Planner |
| Recommended Action:     | Approve with Conditions              |

**Motion: Commissioner Murphy made a motion to recommend approval of the Clark Ramos Tentative parcel Map (TPM #4997) which was seconded by Commissioner Murray .**

**Ayes: Lopez, Murray, Wurzel, Murphy**

**No's**

**Abstain:**

9. **Hoblit Auto Dealership Conditional Use Permit (CUP):** Request for a Conditional Use Permit to rehabilitate and operate a *Hoblit Chrysler, Jeep, Dodge*, a new and used automobile dealership within a historic auto dealership building at 333 Main Street located in the City's Downtown Specific Plan Area (A1) (APNs 005-654-01, 03; 005-651-01, 02, 05; 005-313-01, 02; and 005-312-02, 04, 05). The requested entitlements include a Conditional Use Permit and a review of the Site Plan, Landscape Plans, and Design Review for the project.

|                         |                                                    |
|-------------------------|----------------------------------------------------|
| Applicant:              | <b>Dave Hoblit of Hoblit Chrysler, Jeep, Dodge</b> |
| Environmental Document: | Categorical Exemption                              |
| Staff Contact:          | Paul L Hanson, AICP, Senior Planner                |
| Recommended Action:     | Approve with Conditions                            |

**Motion: Commissioner Murray made a motion to recommend to the City Council the approval of the Hoblit Auto Dealership Conditional Use Permit which was seconded by Commissioner Lopez .**

**Ayes: Lopez, Murray, Wurzel, Murphy**

**No's**

**Abstain:**

**NEW BUSINESS:**

10. None

**OLD BUSINESS:**

11. Adjournment

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

**PROJECT TITLE:** **Romey's Liquor Store CUP.** A request to approve a Conditional Use Permit to allow relocation within Purity Plaza to the adjacent commercial space and permit the use of an 8,530 square-foot liquor Store at 9 Main Street, Suite 105 in the General Commercial zone (C-2).

**LOCATION:** 9 Main Street, Suite 105 (Purity Plaza)

**APPLICANT/OWNER:** Devinder Sahota

**ENVIRONMENTAL REPORT:** Categorical Exemption (Class 32)

**A.P.N.** 005-670-003-000

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

**STAFF RECOMMENDATION:** Conditional Approval

**REPORT FOR:** Planning Commission Public Hearing – 12/20/12

**GENERAL PLAN DESIGNATION:** General Commercial

**CURRENT ZONING:** General Commercial

**SPECIFIC PLAN DESIGNATION:** None

**EXISTING LAND USES:** Commercial Space (Purity Plaza)

**FLOOD ZONE:** X – Area Outside the 2% Annual Chance Flood Event, FIRM Community Panel Number – 060426-0445H Revised May 16, 2012.

**STREET ACCESS:** Main Street, Court Street, West Street

**ADJACENT LAND USES & ZONING:**

| DIRECTION | LAND USE                  | ZONING |
|-----------|---------------------------|--------|
| North     | Offices                   | C-2    |
| South     | Gas Station, Coffee Kiosk | C-2    |
| East      | Purity Plaza Comm. Spaces | C-2    |
| West      | Dollar General            | C-2    |

### **PENDING / POTENTIAL ACTION**

Staff recommends that the Planning Commission take action on the following: That the Planning Commission approve the Conditional Use Permit for the Romey's Liquor Store at 9 Main Street, Suite 105 within Purity Plaza, as based on the Findings of Fact and subject to the Conditions of Approval as provided in the Staff Report presented on 12/20/12 (**See Attachment A - Application and Site Plans**).

### **PROJECT SITE DESCRIPTION**

The project site, Purity Plaza shopping center encompasses approximately of 3.5 acres in the City's General Commercial Zone (C-2) at 9 Main Street. The proposed commercial space is located at Suite 105 within the Purity Plaza with Assessor's Parcel Number (APNs) 005-670-003-000. The site has access from Main Street, West Street, and Court Street.

### **BACKGROUND**

In 1997, Romey's Liquor received approval for a CUP for its current Purity Plaza location, 9 Main Street, Suite 103. Prior to its current location, Romey's Liquor was located where Walgreens Drug Store is located now at the northwest corner of Main and West Streets.

### **PROJECT PROPOSAL**

The applicant proposes to relocate Romey's Liquor Store to the adjacent commercial space, 9 Main Street, Suite 105, within Purity Plaza commercial center. The owner desires a larger commercial space for his business within Purity Plaza. The current space is 4,500 sq. ft. and the proposed commercial space is 8,530 sq. ft., a 6,630 sq. ft. first floor and 1,900 sq. ft. mezzanine.

### **CITY SERVICES**

The project site is currently served by City services. Any additional water, sewage, electrical and telephone connections will be the responsibility of the applicant.

### **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 December 9, 2012.
- Notices were mailed to all property owners within 300 feet of the project site on or before December 8, 2012.

Copies of the factual staff report for the proposed project have been on file at City Hall since Friday, December 14, 2012.

Public comment was received from the following: (**See Attachment B – Comments from the Public**).

- Mark Stevenson, Parker Stevenson Brokerage Co., Inc, Property Management for portions of Purity Plaza (email dated 12/10/12)

### **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
- City of Woodland Community Design Standards
- The City of Woodland Municipal Code

### **ENVIRONMENTAL ASSESSMENT STATUS**

Staff has determined that the proposed action meets the definition of a “project” under the California Environmental Quality Act (CEQA). Additionally, staff has found that the project qualifies for one classification of projects found by the Secretary of Resources to not have a significant effect on the environment and is therefore categorically exempt from the requirements of CEQA. The Categorical Exemptions applicable to project are:

The project qualifies for a Class 32 exemption. CEQA identifies this as a Class 32- Infill Development exemption and is listed in Title 14, Article 19 §15332 of the California Code of Regulations. This class exemption is required to adhere to the following requirements:

- (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as applicable zoning designation and regulations.
- (b) The proposed development occurs within city limits on an undeveloped site of no more than five acres substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare, or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

The site is located within Woodland City Limits. The site is less than five acres in size. The site is surrounded by urban development. The site consists of existing commercial development. The site does not provide habitat for sensitive species. The project will not result in significant noise, air quality, or water quality impacts. 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**

The project has been circulated to other City divisions and departments for review. All reviewing comments have also been integrated into the conditions of approval.

## **STAFF ANALYSIS**

Staff **supports** the project subject to the attached recommended conditions of approval for the Conditional Use Permit and city code requirements for the project and provides the following analysis:

### **GENERAL PLAN CONSISTENCY**

The General Plan (GP) designation for the site is **General Commercial (GC)**. This designation provides for retail, services, restaurants, professional and administrative offices, hotels and motels, public and quasi-public uses, and similar and compatible uses. **The proposed project is consistent with the General Plan.**

### **CONSISTENCY WITH OTHER PLANS**

For any new construction, including signs, the project site is subject to requirements of the Community Design Standards.

### **ZONING CONSISTENCY**

#### **Land Use**

Conditional Use Permits are a discretionary permit, acted on by the Planning Commission. The granted land use entitlement (CUP) is for a particular activity on a particular piece of property. The land use entitlement (CUP) stays with the property and is not retained by the business owner.

Romey's Liquor Store is required to obtain approval for a new Conditional Use Permit for the adjacent tenant space because the building is located on a different parcel with a different property owner. The Conditional Use Permit for the current Romey's Liquor Store will remain with property. Should the Planning Commission approve the CUP for Romey's new Liquor Store location, this would mean there are two (2) CUPs for liquor stores within Purity Plaza. Staff believes it would be very unlikely that a second liquor store would open directly adjacent to Romey's liquor Store and any new liquor store would be required to obtain Public Convenience or Necessity (PCN) determination from the City prior to selling any alcohol.

The zoning designation for the proposed project site is General Commercial (C-2). Businesses that provide liquor sales (Off and On-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 food markets, supermarkets, drugstores, or any establishment where the sales of alcoholic beverages constitute less than twenty percent (20%) of total sales are exempt from this requirement. This project requests the approval of off-site sales of alcohol and 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. Article 21 listed sixteen (16) requirements for alcoholic beverage establishments (**See Attachment C – Listed requirements for Alcohol Establishments**). The proposed business is required to comply with each of 16 requirements.

One of the requirements is that:

*No off-site liquor establishment shall be maintained within five hundred feet (500') of any other establishment wherein alcoholic beverages are sold for both off-site and on-site consumption or such consideration points as schools (public and private), established churches or other place of worship, hospitals, convalescent homes, public parks, and playgrounds and/or other similar uses. The distance of five hundred feet (500') shall be measured between the nearest entrances used by patrons of such establishments along the shortest route to other establishments, or to the nearest property line of any of the above referenced consideration points.*

In determining the minimum distance requirement, the Zoning Ordinance defines two (2) types of establishments that are not defined as On-Site or Off-Site liquor establishments.

- 1) Per the City's Zoning Ordinance, the definition of off-site liquor establishment shall not include food markets, supermarkets, drugstores, or any establishment in which sales of alcoholic beverages constitute less than twenty percent (20%) of total sales.
- 2) Per the City's Zoning Ordinance, the definition of on-sale liquor establishment shall not include bona fide restaurants, Veterans clubs, or the following fraternal organizations.

The table below provides a list of the surrounding establishments that sell alcohol, both on and off site. From this table, there is only one (1) establishment in the area that meets the definition for On-Site liquor sale (All Star Sports) and this establishment is outside the 500-foot route restriction.

| Business                                                                                                                                                                                                             | Type       | Defined as Liquor Sale<br>(On & Off Site) | PCN Required |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------------------------|--------------|
| Walgreens                                                                                                                                                                                                            | Drug Store | No***                                     | Yes          |
| Economy Food Store                                                                                                                                                                                                   | Mini-mart  | No***                                     | Yes          |
| Valero Gas Station                                                                                                                                                                                                   | Mini-mart  | No***                                     | Yes          |
| Romey's Gas Station                                                                                                                                                                                                  | Mini-mart  | No***                                     | No*          |
| Chevron Gas Station                                                                                                                                                                                                  | Mini-mart  | No***                                     | Yes          |
| Taqueria Guadalajara                                                                                                                                                                                                 | Restaurant | No**                                      | No**         |
| All Stars Sports                                                                                                                                                                                                     | Bar        | Yes                                       | No*          |
| PCN - Public convenience or necessity determination from the City                                                                                                                                                    |            |                                           |              |
| *Business was established prior 1995, when state law went into effect.                                                                                                                                               |            |                                           |              |
| **Restaurants are exempt from the PCN requirement and are not considered an On-sale liquor establishment(A minimum of fifty-one percent (51%) of the restaurant's gross receipts shall be from sale of meals).       |            |                                           |              |
| ***Food markets, supermarkets, drugstores, or any establishment where the sales of alcoholic beverages constitute less than twenty percent (20%) of total sales are not considered an Off-Site liquor establishment. |            |                                           |              |

The attached Minimum Separation map (**See Attachment D – Travel Routes**) shows seven (7) travel routes from the entrance of the Romey's Liquor Store and none of these routes are within 500 feet of other alcoholic beverage establishments or the other sensitive receptors. Compliance with the other requirements for alcoholic beverage establishments will be verified through building permit and business license review.

In January 1995, a state law went into effect limiting the number of liquor licenses allowed within a census tract based on population. Under this law, certain areas of Woodland are deemed to be "over concentrated" under the state law. In areas deemed "over concentrated," the state office of Alcoholic Beverage Control (ABC) will not issue a new license unless the local government first determines that the issuance of the license would serve a public convenience or necessity (PCN). The Community Development Director and the Police Chief, or their designees are required to review all applications for public convenience or necessity and should staff deny a request for a PNC, the applicant may appeal to the City Council.

The census tract where Romey's Liquor Store is located has been deemed has an area of "over concentration". Romey's Liquor Store has a PCN determination for its current location and has requested a transfer of that PCN determination to the new location. The Police Department and the Community Development Department have reviewed the request for transfer and have approved the transfer of Romey's Liquor Store PCN provided the Conditional Use Permit is approved.

#### 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 existing building complies with the required C-2 zoning building height. 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 9,009 square feet and the building foot print has an area of 6,630 square feet, providing lot coverage of 74%. The existing building exceeds the C-2 lot coverage requirement. This development, Purity Plaza, while being owned by three different property owners, the City considers its as a shopping center with a shared parking lot and access points. The proposal does not change the lot coverage.

#### Off-Street Parking

The proposal does not change the parking lot or parking configuration.

#### 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.

#### Design Review

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

**Therefore staff has determined that as conditioned, the proposed project is consistent the Zoning Ordinance.**

#### **PUBLIC COMMENT**

The public comment received from the Parker Stevenson Property Management Company was forwarded to the City Manager's Office and the Police Department. In response, the Woodland Police Department has targeted the Main Street corridor as a Problem Oriented Policing (POP) project. The Police are citing people for camping when found sleeping on properties and moving them along. The Police are dismantling "tents" and citing for various city ordinance violations, and are referring these people to the community based resources available to help them.

#### **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 structure or use conforms to the requirements and the intent of this chapter and the General Plan. The zoning designation for the site is Central Business District. Within this zone, new auto sales are only permitted with a conditional use permit.

#### **APPEAL**

The Planning Commission action on the Conditional Use Permit shall be final unless, within **fourteen 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 25-27-20.

#### **SUMMARY**

The applicant is requesting the approval of a Conditional Use Permit to allow the use of an 8,530 square-foot liquor Store at 9 Main Street, Suite 105 within Purity Plaza in the General Commercial zone (C-2).

#### **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 (CUP) For The Romey's Liquor Store Based On The Identified Findings Of Fact And Subject To The Identified Conditions Of Approval, By Taking The Following Actions:**

- Confirmation of finding of exemption from the provisions of CEQA. This project is considered categorically exempt, as Class 32, In-Fill Development, per §15332 of the Public Resources Code;
- Determine that the project, as conditioned, is consistent with the General Plan;
- Determine that the project, as conditioned, is consistent with the Zoning Ordinance;
- Approve the Conditional Use Permit to allow the operation of a 8,530 square foot Liquor Store 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 (CUP) For The Romey's Liquor Store Based On The Identified Findings Of Fact (Specify Findings)**

**ATTACHMENTS:**

- A.** Application, Received Oct 25, 2012, Site & Floor Plans, dated Nov 5, 2012
- B.** Comments from the Public
- C.** Listed requirements for Alcohol Establishments
- D.** Route Map

## **CONDITIONS OF APPROVAL - December 20, 2012**

### **PLANNING**

1. The project is as described in the staff report prepared for the December 20, 2012 Planning Commission meeting to allow the use of the site at 9 Main Street, Suite 105 for a liquor store. The project shall be carried out in substantial compliance as depicted on the submitted Site Plans, dated 11/5/12, 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. Prior to issuance of a Certificate of Occupancy, all conditions of approval and required improvements shall be completed to the satisfaction of the Community Development Department. Design changes that require modifications to uses, elevations or site features other than discussed herein, shall be submitted for review and approval through the planning review process as a Design Review.
4. Prior to submittal for plan check, the applicant shall submit plans and elevations for review and approval by the Community Development Department. Once the final design drawings have been approved by the Community Development Department, two sets of the final planning project review plan set shall be provided to the Community Development Department to be date stamped and included in the project file. This set of plans shall be used for reference during the plan check review process. This Final Plan set, shall include all conditions of approval incorporated or clearly listed on the plans. The conditions shall be printed on a full-size plan sheet(s).
5. Applicant shall provide the Community Development Department with a check for the sum of \$25.00 made out to Yolo County to record the environmental document with Yolo County.
6. The Conditional Use Permit shall not be issued until the appeal period has expired or final action on an appeal has been rendered.
7. The approval period for the Conditional Use Permit shall become null and void after a period of twelve (12) months, if either the use permit has not been used or if substantial construction in good faith reliance on the approval has not commenced subsequent to such approval. The Community Development Director 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. At the time of submittal for building permit, Site Plan Review shall be performed by the Community Development Department to ensure substantial compliance with the approved set of plans, pursuant to the requirements of Section 25-21-60 of the Zoning Ordinance.
9. Secure approval and satisfy requirements of all agencies that have jurisdiction.
10. Upon request, applicant shall provide a written report detailing compliance with Conditional Use Permit to the Community Development Department.
11. The applicant shall be responsible for informing all subcontractors, consultants, engineers or other business entities providing services related to the project of their responsibilities to comply with all pertinent requirements herein in the City of Woodland Municipal Code, including the requirement that a business license be obtained by all entities.
12. A plan check fee shall be required by the Community Development Department when an application for a building permit is submitted.
13. Applicant shall obtain a building permit for any exterior signs prior to installation. All signs shall be in accordance with Sign Ordinance and Community Design Standards and shall be reviewed and approved by Community Development Department the prior to issuance of building permits.
14. Applicant shall construct a trash enclosure, which shall conform to the City of Woodland specifications. Trash enclosures shall be subject to design verification and approval by staff prior to issuance of building permits. Trash enclosure and recycling areas shall be adequately screened from view and shall be architecturally compatible with the proposed building design, by utilizing consistent materials and colors. Evidence of approval from Waste Management for the quantity, size, and location of the proposed trash and recycling enclosures shall be submitted with the building permit application.
15. Lighting shall be confined to the site boundaries and to provide safety and security. All building entrances and pedestrian ways shall be adequately lighted pursuant to the City Code and the requirements of the Police Department.
16. Photometric data must be provided to indicate that the employee and customer parking area(s) will be equipped with one (1) foot-candle of minimum maintained illumination per square foot of parking surface to include the entire paved area. The parking area shall be illuminated from dusk until the termination of business every operating day. Photometric data must also confirm the absent of "Hot Spots" or areas of ten (10) foot-candle of illumination per square foot or more.
17. The applicant and/or property owner shall be required to apply for and receive approval of a Conditional Use Permit from the City of Woodland to combine into one store, the former Romey's Liquor Store (Suite 103) with the new location (Suite 105).

#### **BUILDING DIVISION**

18. This project must meet all criteria and mandates for these City adopted codes:
  - A. 2010 California Building Code (Including the Green Building Code)
  - B. 2010 California Plumbing Code

- C. 2010 California Mechanical Code
  - D. 2010 California Electrical Code
  - E. 2008 Building Energy Efficiency Standards
  - F. The Code of the City of Woodland
19. Other City and County Agencies (Health, Fire, Public Works, and Planning) may be required to approve the project prior to a building permit being issued.
20. Prior to commencement of any demolition or renovation, the owner or operator shall thoroughly survey the affected stationary structure or portion thereof for the presence of asbestos-containing material, including Category I and Category II nonfriable asbestos-containing material. This survey shall be performed by a person certified by the Division of Occupational Safety and Health. A permit must be obtained from the Yolo-Solano Air Quality Management District. Contact YSAQMD at (530) 757-3650 for details of this regulation and exemptions.
21. Any deferred submittals that are not a part of the initial permit application must be listed on the cover sheet of the plan at the time of application for the project.
22. All plans, computations and specifications to be prepared and designed by an architect or engineer licensed by the state of California.
23. A licensed architect or licensed engineer shall be responsible for reviewing and coordinating all submittal documents prepared by others, including deferred submittal items, for compatibility with the design of the building.
24. Entire area of development and path of travel from sidewalk and parking shall comply with the California Building Code for Accessibility. When conflicts exist between the ADA and the California building Code the standard that provides the greatest degree of accessibility shall comply.
25. Accessibility Compliance: Any unauthorized deviations from such regulations or building standards shall be

#### **DEVELOPMENT ENGINEERING**

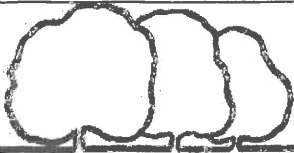
26. Applicant shall prepare improvement plans for all work within the public right-of-way or connected to public utilities and submit them to the Development Services Division of the Community Development Department with encroachment permit application for review and approval. Prior to building permit issuance, applicant shall obtain encroachment permit, post security for the full cost of the public improvements, and enter an Improvement Agreement if the estimated cost of the public improvements is greater than \$50,000. This submittal is separate from the building permit submittal. All public improvements shall conform to the current City of Woodland Standard Specifications.
27. The following public improvements are required as a condition of development of this site, and shall be completed as a condition of the CUP prior to certificate of occupancy.

The applicant shall install upgrade utility connections to standards, which shall conform to City of Woodland Standards and Specifications. If existing services are proposed to be used, they shall be inspected by the City prior to use, and brought up to City Standards if the current services do not meet standards. This may include but is not limited to installation of new meter boxes, backflow prevention, cleanouts and/or laterals in a location approved by the City. In some locations, bollards or other protective measures shall be installed to protect backflow devices

## **POLICE**

28. Applicant/owner shall raise the cashier station. Raised cashier station tends to give an advantage of height against would-be criminals
29. Applicant shall design the cashier station to be visible from the parking area. Windows shall be left unobstructed to allow viewing of the interior of the business by patrolling police. Keep counters clean of excess displays to promote the visibility of the cashier station.
30. Management shall be responsible for removal of litter from adjacent property and streets that result from this project.
31. Due to Lottery requirements of access to large amounts of money on the premise, the facility shall have a drop safe installed. The manager should establish strict internal security measures to control employee pilferage. The store shall have a sign indicating that employees do not have access to the safe.
32. A sign shall be placed in a conspicuous place inside the premise, which states: WCO 1045-15.9 prohibits a person in possession of an open container or other receptacle containing alcoholic beverages from entering, being, or remaining on the posted premises of, including the parking immediately adjacent to, any retail package off-sale alcoholic beverage licensee.
33. If a pay phone is provided, it shall have outgoing service only.
34. A CCTV system with recorder shall be installed inside the store to discourage possible robbery attempts and/or provide law enforcement with the ability to recover identifiable videotape of the suspect(s). This system, at a minimum, shall separately capture (1) customer entry into the business, (2) the interior of the store including the coolers, and (3) the cashier station.
35. All illegal activities observed on or about the business shall be promptly reported to the Woodland Police Department.

# ATTACHMENT A



City of Woodland

## General Application Form

### 1. Owner/Applicant

**PROPERTY OWNER:**

Fortis Family Trust

**MAILING ADDRESS:**

39246 Co. Rd 19A

**CITY STATE ZIP CODE:**

Woodland CA 95695

**PHONE NUMBER:**

530-713-9221

**E-MAIL ADDRESS:**

**PROJECT APPLICANT**

Devinder Sahota

**MAILING ADDRESS:**

9 Main St Ste 103

**CITY STATE ZIP CODE:**

Woodland CA 95695

**PHONE NUMBER:**

530-681-3131

**E-MAIL ADDRESS:**

sahotas15@gmail.com

### 2. Application Requested

- |                                                                               |                                                      |                                                 |
|-------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> General Plan Petition                                | <input type="checkbox"/> Zoning Amendment            | <input type="checkbox"/> General Plan Amendment |
| <input type="checkbox"/> Tentative Subdivision Map                            | <input type="checkbox"/> Tentative Parcel Map        | <input type="checkbox"/> Lot Line Adjustment    |
| <input type="checkbox"/> Site Plan Review                                     | <input type="checkbox"/> Design Review               | <input type="checkbox"/> Sign Design Review     |
| <input checked="" type="checkbox"/> Conditional Use Permit (CUP)<br>3807.00   | <input type="checkbox"/> Zoning Administrator Permit | <input type="checkbox"/> Variance               |
| <input checked="" type="checkbox"/> Public Convenience or Necessity<br>616.00 | <input type="checkbox"/> Other                       |                                                 |

Is this request part of another application? ☐ Yes ☒ No If so, what? \_\_\_\_\_

### 3. Project Description

**Project Name:**

Romey's Liquor

**Total Acres or Square Feet**

8300 sq ft

**Site address or location:**

9 Main St Ste 103

**Assessor's Parcel Number:**

005-670-003-000

**Is Your Project Located in a Flood Zone?**

☐ Yes ☒ No

**Does this request include signage?**

☒ Yes ☐ No

### 4. Justification for Request



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

PLNG-12-00049

## 5. General Plan Amendment

Existing General Plan Designation

Gross Acres

Proposed General Plan Designation

Gross Acres

## 6. Zoning Amendment

Existing Land Use Zone

Gross Acres

Proposed Land Use Zone

Gross Acres

## 7. Residential Development

No. of residential units are being requested? \_\_\_\_\_

No. of lots will be created by this project? \_\_\_\_\_

Single Family \_\_\_\_\_

Half-plex \_\_\_\_\_

Do you intend to market the units for sale?

Duplex \_\_\_\_\_

Apartments \_\_\_\_\_

☐ YES ☐ No

Condominiums \_\_\_\_\_

Other \_\_\_\_\_

Do you intend to market the units for rent?

Townhomes \_\_\_\_\_

Total Units \_\_\_\_\_

☐ YES ☐ No

## 8. Commercial/Industrial Development

Indicate the type of commercial/industrial development proposed:

Indicate the gross and leasable square footage for each type of development:

## 9. Authority to File Application

Check one:

☐

Property Ownership

☐

Power of Attorney\*

☐

Contract to Purchase\*

☒

Other

Specify Lease with property owner

\*Attach Evidence of Authority

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

Devinder Singh Sahota 10-15-12

Applicant:

Date

Fortis Family Trust

10-15-12

Legal Owner:

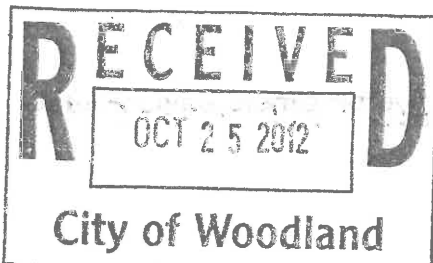
Date

By Ranch, TRUSTEE

10/18/12

Legal Owner:

Date



### DEPARTMENT USE ONLY

Amount Paid: \_\_\_\_\_

Project No: \_\_\_\_\_

Amount Due: \_\_\_\_\_

Logged by: \_\_\_\_\_ Date: \_\_\_\_\_

GP / Zoning Designation: \_\_\_\_\_

Planner: \_\_\_\_\_ Date: \_\_\_\_\_

**ROMEYS LIQUOR STORE  
9 MAIN ST. STE 103  
WOODLAND CA 95695**

**To: City of Woodland**

**I Devinder Singh Sahota owner of Romeys Liquor Store am writing this letter to justify my move from 9 Main St. Ste 103 to 9 Main St. Ste 105. This move is right next door to the current location. We moved our business here May 5 1997 from across the street. After being here for the past 15 years, we have realized that our company has outgrown the space we are in. Our new space is double the space we are in currently. By doubling the space, we intend to grow our sales and possibly hire more employees. Please feel free to contact me for any additional information if needed.**

**Sincerely,**

  
**Devinder Singh Sahota**

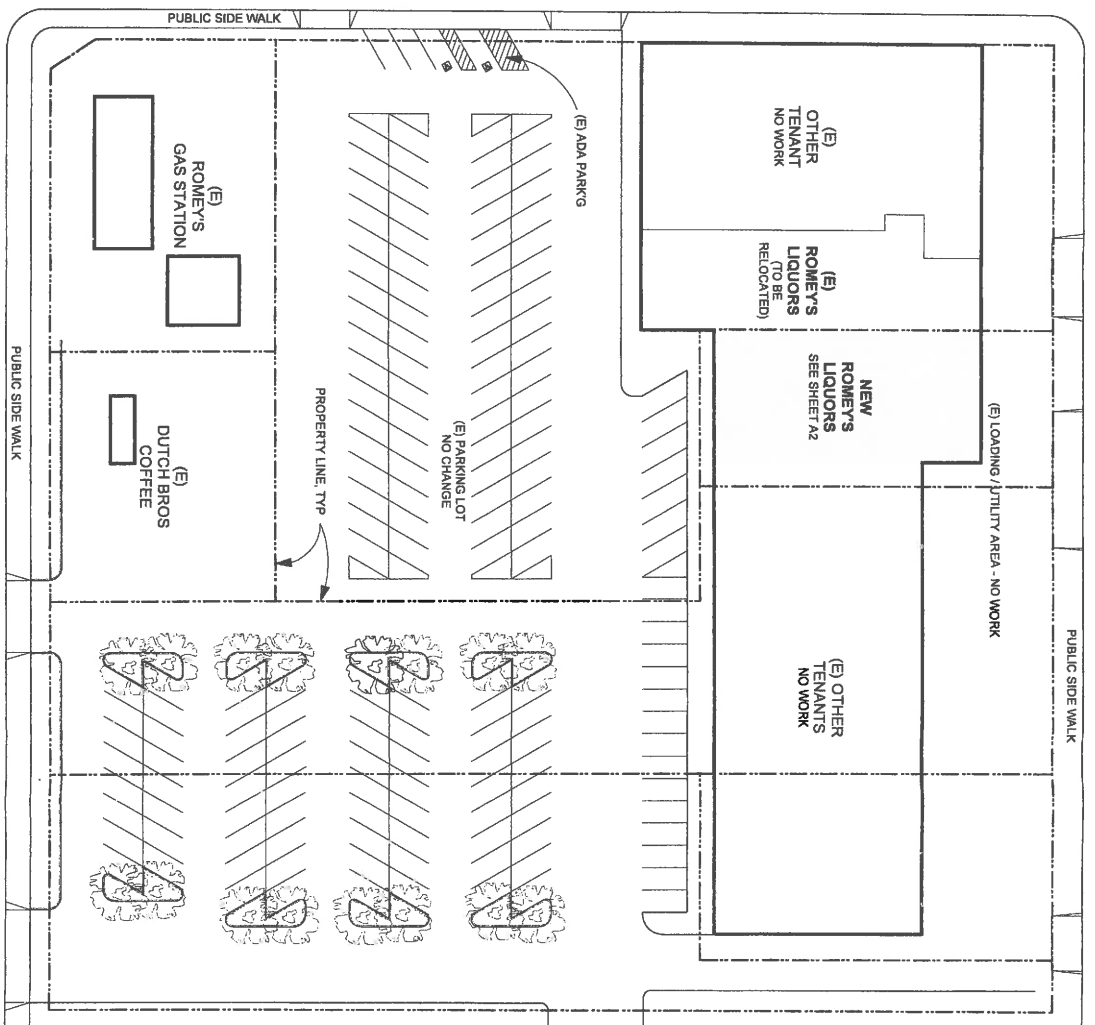
# COURT STREET

## 1 A1 SCHEMATIC SITE PLAN



# WEST STREET

# MAIN STREET



Conditional Use Permit Application for  
**Romey's Liquors**  
 5 Purity Plaza, Woodland, CA 95695  
 APN # 0005-67-0003

**RED HOUSE**  
 Architecture & Design  
 Chris Campbell, AIA Architect #C26018  
 448 Pendegast St. Woodland, CA 95695 (530) 662-6298

Job #12-025  
 Drawn By: CC  
**SITE PLAN**

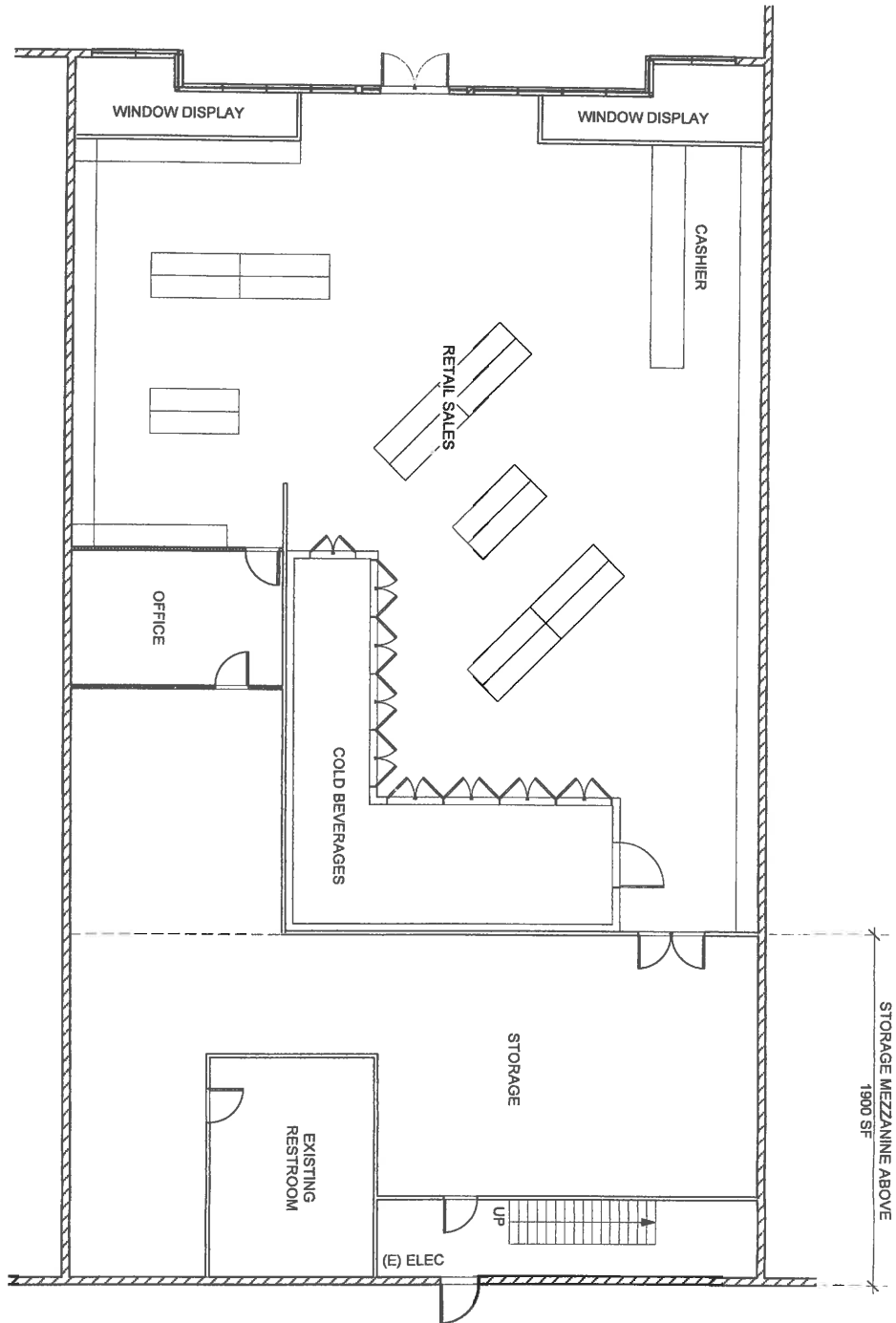
Scale as noted  
 Issue: 11/6/12  
**A1**

THIS DRAWING IS TO BE USED FOR INFORMATION ONLY. THE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION AND DATA PROVIDED HEREON. ANY INFORMATION AND DATA NOT SHOWN HEREON SHALL BE THE RESPONSIBILITY OF THE CLIENT. ANY INFORMATION AND DATA NOT SHOWN HEREON SHALL BE THE RESPONSIBILITY OF THE CLIENT. ANY INFORMATION AND DATA NOT SHOWN HEREON SHALL BE THE RESPONSIBILITY OF THE CLIENT.

1  
A2

**SCHEMATIC FLOOR PLAN** 6630 +/- SF

SCALE: 3/32" = 1'-0"



**A2**

Scale: as noted  
Issue: 1/15/12

**FLOOR  
PLAN**

Job #12-025  
Drawn By: CC

Conditional Use Permit Application for  
**Romey's Liquors**  
5 Purity Plaza, Woodland, CA 95695  
APN # 0005-67-0003

**RED HOUSE**  
Architecture & Design  
Chris Campbell, Architect #C26318  
448 Pendegast St. Woodland, CA 95695 (930) 662-6298

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THE PROJECT AND SITE  
SPECIFICALLY IDENTIFIED  
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WITHOUT THE WRITTEN  
CONSENT OF RED HOUSE  
ARCHITECTURE & DESIGN.  
ANY VIOLATION OF THIS  
STATEMENT WILL BE  
PROSECUTED BY THE FIRM.

# **ATTACHMENT B**

## Paul Hanson

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**From:** Mark Stevenson [mcstevenson@sbcglobal.net]  
**Sent:** Monday, December 10, 2012 12:54 PM  
**To:** Paul Hanson  
**Subject:** Purity Plaza  
**Attachments:** Woodland City.pdf

Paul Hanson, Senior Planner  
CITY OF WOODLAND

Dear Paul,

Enclosed is the petition that I spoke to you about today regarding problems due to vagrants and homeless hanging around and drinking at the Purity Plaza Center. They often come on bikes, buying liquor and hanging around the center.

The Memorandum was personally delivered by me to Ana B. Gonzalez, City Clerk of the City of Woodland, at 300 First Street, for presentation to the City Manager and other city officials in May of 2009 and again in March of 2012.

As you can see, th shopping center tenants are NOT happy with the situation.

Call me if you have any questions.

Mark Stevenson  
PARKER STEVENSON BROKERAGE CO., INC.  
P.S. PROPERTY MANAGEMENT  
4030 Truxel Road, Suite D  
Sacramento, CA 95834  
PH (916) 928-3800  
FAX (916) 928-3808

## MEMORANDUM

DATE: March 4, 2012  
TO: **CITY OF WOODLAND**  
FROM: **BUSINESS OWNERS and MANAGERS at PURITY PLAZA  
Woodland, CA**  
RE: **IMMEDIATE ASSISTANCE**

We, the undersigned Business Owners and Managers at *Purity Plaza Shopping Center* request immediate assistance from the City of Woodland and its Police Department in solving a major problem with vagrants and homeless in and around our shopping center.

These vagrants and homeless have created a major problem with our businesses. Listed below are some of their objectionable activities:

1. Urinating and defecating on the sidewalk and around the property.
2. Dumping trash and debris throughout the property.
3. Loitering near business entrances.
4. Consuming alcohol and drugs.
5. Making threatening, rude and vulgar statements and even possible physical attacks to patrons and business owners.
6. Sleeping in and around the property.
7. Damaging the property and creating an environment detrimental to operating a successful business.

We would appreciate an immediate response to this request.

Signatures on following page:

PAPA MURPHY'S PIZZA  
9 Main Street, Suite 115  
(530) 669-7272

GLAMOUR TOUCH  
9 Main Street, Suite 111A  
(530) 669-7509

CHECK MAX PLUS  
9 Main Street, Suite 113  
(530) 666-7711

PUPUSERIA LA CHICANA  
9 Main Street, Suite 123  
(530) 668-0270

LIBERTY TAX SERVICE  
9 Main Street, Suite 119  
(530) 574-2722

Star Zone - SMOKELAND  
9 Main Street, Suite 109  
(530) 661-9935

KIMBERLY'S FASHIONS  
9 Main Street, Suite 117  
(530) 662-7510

SPIN CITY LAUNDROMAT  
9 Main Street, Suite 121  
(530) 666-7563

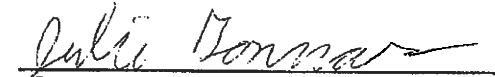
EL POLLO  
9 Main Street, Suite 107  
(530) 554-0271

ROMEY LIQUOR

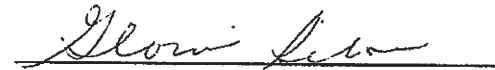
DUTCH BROS. COFFEE

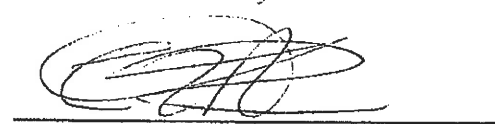
Wayne Jensen

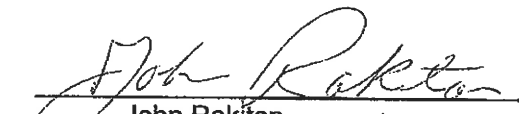
P.S. PROPERTY MANAGEMENT  
4030 Truxel Road, Suite D  
928-3810

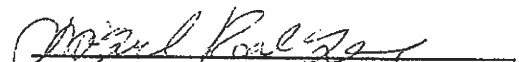


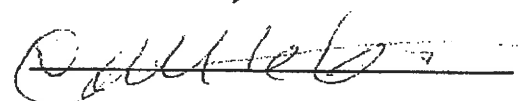
  
Carmen Herrera

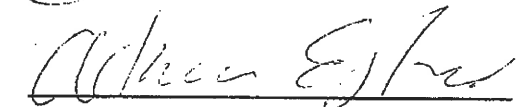


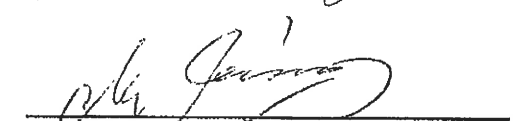


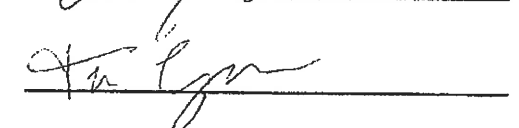
  
John Rakitan  
  
Sal Jweinat

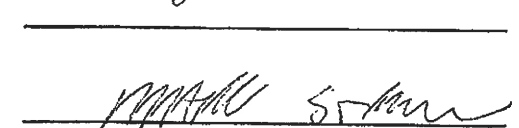
  
Rosa Rodriguez  
MIGUEL RODRIGUEZ









  
Mark Stevenson

# ATTACHMENT C

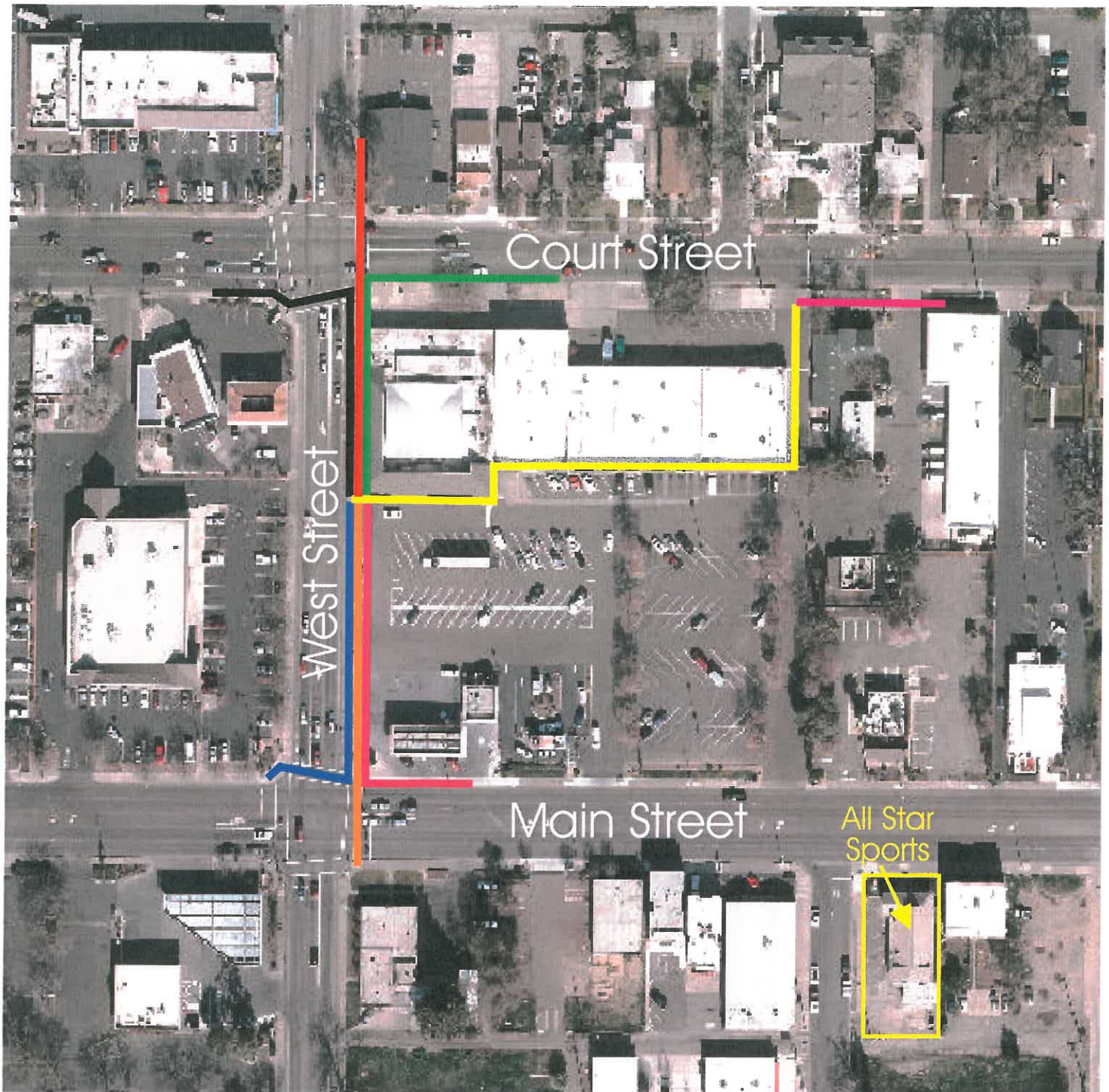
SEC. 25-21-70      ALCOHOLIC BEVERAGE ESTABLISHMENTS

1. Off-sale liquor establishments shall not sell or store motor fuels on the same premises as alcoholic beverages, except upon the condition of the following:
2. No beer or wine shall be displayed within five feet (5') of the front door unless it is in a permanently affixed cooler.
3. 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.
4. 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.
5. No sale of alcoholic beverages shall be made from a drive-through window.
6. No display or sale of alcoholic beverages shall be made from an ice tub.
7. Exterior public telephones that permit incoming calls may not be located on the premises.
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. 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.
10. Paper or plastic cups shall not be sold in quantities less than their usual and customary packaging.
11. All establishments shall be required to have a public telephone listing.
12. No off-sale liquor establishment shall be maintained within five hundred feet (500') of any other establishment wherein alcoholic beverages are sold for both off-site and on-site consumption or such consideration points as schools (public and private), established churches or other place of worship, hospitals, convalescent homes, public parks, and playgrounds and/or other similar uses. The distance of five hundred feet (500') shall be measured between the nearest entrances used by patrons of such establishments along the shortest route to other establishments, or to the nearest property line of any of the above referenced consideration points.

13. 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.
14. Hours of operation of off-sale establishments may be restricted upon showing of good cause.
15. 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 affect the ability to operate a motor vehicle.
  - c. Methods for dealing with intoxicated customers and recognizing underage customers.
16. Sales of fortified wines and/or quantities of sales (i.e. single cans of beers) may be prohibited upon a showing of cause.

# ATTACHMENT D

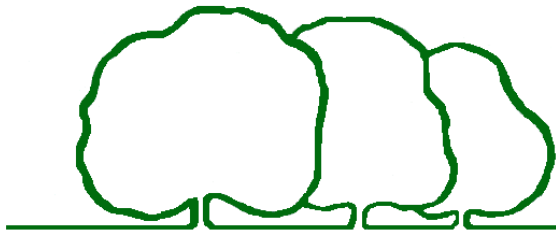
# 500 Foot Travel Route Map



 - Indicates on-site pedestrian travel route

 - Indicates public right-of-way pedestrian travel route





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**MEMORANDUM**

**TO: MEMBERS OF THE PLANNING COMMISSION**

**FROM: Cindy Norris, Principal Planner**

**SUBJECT: General Plan Update**

**DATE: December 20, 2012**

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**Recommendation**

That the Planning Commission select one member and an alternate member of the Commission to participate on the General Plan stakeholder committee.

**Summary**

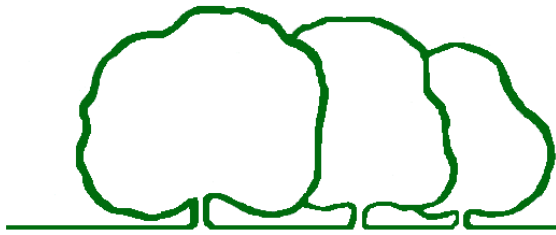
The General Plan update is progressing in a timely fashion with the goal of having both the Project Manager and Consultant Team selected and ready to begin in January 2013. Staff has recommended the selection of a Project Manager to the City Council for their review at the December 18, 2012 City Council Meeting.

**Background**

On October 5, 2012 the City released both the Request for Qualifications (RFQ) for Project Management Services and a Request for Proposals (RFP) for a consultant team to prepare the General Plan, Housing Element update, final Climate Action Plan and the related environmental documents. The RFQ required submittal of the Statement of Qualifications by November 5, 2012 and the Consultant Proposals were due by November 19, 2012.

**Discussion**

On November 5, 2012 the City received five, (5) Statement of Qualifications, (SOQs), from individuals proposing to act in the capacity of Project Manager for the General Plan. The City had identified in the RFQ that we were looking for an individual with a strong background and history in project management services on similar types of projects and with the capacity to keep this project on a strict time line and within budget. In addition, the City was looking for an individual with a depth of understanding of Woodland and an understanding of key issues in the region. Of the five proposals, three were considered the most responsive to the RFQ. However, based on key elements including understanding of the project concept, depth of experience on large and complex projects and past experience working in the City within recent years, the City review team



## City of Woodland

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recommended Heidi Tschudin, of Tschudin Consulting Group (TCG). The request for authorization for a contract with (TCG) will be acted on by the City Council on December 18, 2012.

On November 19, 2012, the City received five (5) Consultant proposals for General Plan and CEQA portions. Staff is in the process of reviewing the proposals. A review team has been formed to assess the submittals and interviews with firms were held on December 13, 2012. Depending on the outcome of the process to that point, either a clear selection will be identified, or second interviews will be scheduled with the finalists.

The City's goal is to have the selection of the Consultant team on the City Council January 2012 agenda and to begin work immediately. One of the first orders of business will be the convening of a Stakeholder group that will function as a core element in moving the General Plan Project. This group will meet on a more frequent basis and will likely be involved in vetting and review of key topics and issues. One, and possibly two members of the Planning Commission would be appropriate for representation on the Stakeholder group.

### **Recommendation**

That the Planning Commission select one member and an alternate member of the Commission to participate on the General Plan stakeholder committee.