



City of Woodland

Meeting Agenda - Final

Planning Commission

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

Thursday, November 17, 2016

6:30 PM

Council Chambers

Please Note: The numerical order of items on this agenda is for convenience of reference; items may be taken out of order. No new items shall begin after 10:30 pm unless unanimous consent exists to continue.

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Staff and Commissioner Comments

This is an opportunity for the Planning Commission members and staff to make comments and announcements to express concerns, or to request Commission's consideration of any items a Commission member would like to have discussed at a future Commission meeting..

E. Subcommittee Reports

F. Communications from the Public

This is an opportunity for the public to speak to the Commission on any item other than those listed for public hearing on the agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Commission may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

G. Approval of Minutes

H. Public Hearing

[16-832](#)

SUBJECT: Appeal of Zoning Interpretation for 352 and 360 West Kentucky Avenue

DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission continue the public hearing to December 1, 2016, to consider the appeal of a zoning

interpretation made by the Zoning Administrator regarding a non-conforming industrial use at 352 and 360 West Kentucky Avenue ("Property"), in a Single Family Residential (R-1) zoning district.

I. Business Items

Items for Planning Commission discussion and/or action that do not require public hearing.

[16-778](#)

SUBJECT: Election of Officers for Chair and Vice-Chair of the Planning Commission

DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission:

1. Hold Elections; and
2. Vote and select among current membership, the appointments of Chair and Vice-Chair of the Planning Commission

Attachments: [A - Planning Commission Rules and Regulations excerpt.pdf](#)

J. Staff or Commissioner Comments

Continued as needed.

Receive Absence Requests.

K. 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.



Legislation Details (With Text)

File #: 16-832 **Version:** 1 **Name:**
Type: Public Hearing Item **Status:** Agenda Ready
File created: 11/14/2016 **In control:** Planning Commission
On agenda: 11/17/2016 **Final action:**
Title: SUBJECT: Appeal of Zoning Interpretation for 352 and 360 West Kentucky Avenue

DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission continue the public hearing to December 1, 2016, to consider the appeal of a zoning interpretation made by the Zoning Administrator regarding a non-conforming industrial use at 352 and 360 West Kentucky Avenue ("Property"), in a Single Family Residential (R-1) zoning district.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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City of Woodland

MEMORANDUM

TO: Members of the Woodland Planning Commission
FROM: Jeff Ballantine, Associate Planner
SUBJECT: Appeal of Zoning Interpretation for 352 and 360 West Kentucky Avenue
DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission continue the public hearing to December 1, 2016, to consider the appeal of a zoning interpretation made by the Zoning Administrator regarding a non-conforming industrial use at 352 and 360 West Kentucky Avenue ("Property"), in a Single Family Residential (R-1) zoning district.

BACKGROUND:

On October 6, 2016, the Planning Commission set the hearing date for this item to November 17, 2016. However, the City Attorney has recommended that this item be continued to December 1, 2016. A large packet of materials was submitted last week by Mark Dennis, the project applicant, as part of his appeal to this Zoning Administrator Interpretation, regarding 352 and 360 West Kentucky Avenue. The City Attorney has spent considerable time reviewing these materials and needs more time to further research and respond to the arguments raised in Mr. Dennis' appeal.

Legislation Details (With Text)

File #: 16-778 Version: 1 Name:
Type: Consent Item(s) Status: Agenda Ready
File created: 10/12/2016 In control: City Council
On agenda: 11/17/2016 Final action:
Title: SUBJECT: Election of Officers for Chair and Vice-Chair of the Planning Commission
DATE: November 17, 2016
RECOMMENDATION:
Staff recommends that the Planning Commission:

1. Hold Elections; and
2. Vote and select among current membership, the appointments of Chair and Vice-Chair of the Planning Commission

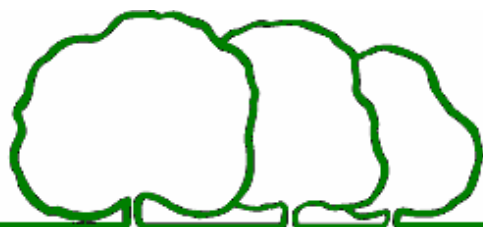
Sponsors:

Indexes:

Code sections:

Attachments: [A - Planning Commission Rules and Regulations excerpt.pdf](#)

Date	Ver.	Action By	Action	Result
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City of Woodland

MEMORANDUM

TO: Members of the Woodland Planning Commission
FROM: Cindy Norris, Principal Planner
SUBJECT: Election of Officers for Chair and Vice-Chair of the Planning Commission
DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission:

1. Hold Elections; and
2. Vote and select among current membership, the appointments of Chair and Vice-Chair of the Planning Commission

BACKGROUND:

The positions of Chair and Vice-Chair are to be elected annually and typically this is done the first meeting in September as stated in the Planning Commission Rules and Regulations, Sections 401, 402 and 403 (Attachment 1). This item was continued to the October 6, 2016 meeting to allow all members to be present for voting.

ATTACHMENTS:

Attachment 1 - Excerpt from the City of Woodland Planning Commission Rules and Regulations for the election of officers.

It is recommended that Commission members are ready a minimum of five minutes prior to the meeting time.

The Planning Commission conducts the business of the City with regard to land use and Zoning matters and as an advisory agency to the City Council. Actions of the Commission can have an impact on the City as well as on those coming before this body for review and determination. It is necessary for meetings to be conducted in a timely and efficient manner.

IV. OFFICERS

- 401. The officers of the Commission shall consist of a Chairperson and Vice-Chairperson. The Chairperson and Vice-Chairperson shall be elected annually at the first meeting in September by a majority of the Commission.
- 402. The Chairperson and Vice-Chairperson shall hold their respective offices until the next annual meeting after election and until their successors are elected. Their terms of office are limited to two (2) consecutive years.
- 403. Vacancies in the office of Chairperson and Vice-Chairperson shall be filled from the membership of the Commission by an election held at any meeting.

V. DUTIES OF OFFICERS

- 501. The Chairperson shall preside at all meetings. He or she shall appoint all standing committees each year following the election of officers and such special committees as from time to time may be authorized by the Commission. He or she may present to the Commission such matters as in his or her judgment require attention; and he or she need not vacate his or her chair for the purpose of actively discussing (as a member of the Commission) an item on the agenda or a subject for review, discussion and recommendation by the Commission.
- 502. The Chairperson (and the Commission) shall be guided by the Roberts Rules of Order, latest revision, on all questions of procedure and parliamentary law not covered by these rules and regulations.
- 503. At the request of any member of the Commission, the Chairperson shall direct that a written record be made and entered on any questions before the Commission.
- 504. The Chairperson shall exercise firm control and direction during the course of any Commission meeting or hearing. (No member of the Commission or of the general public shall address the Commission until recognized by the Chairperson.)
- 505. The Community Development Director shall exercise general supervision over the business papers and property of the Commission.
- 506. On the absence of the Chairperson, the Vice-Chairperson shall perform all duties of the Chairperson.
- 507. The Commission shall elect a temporary Chairperson from the members present in the event that both the Chairperson and Vice-Chairperson are absent.
- 508. The Commission may designate any of its members to represent its views with respect