



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

January 7, 2020
6:00 PM

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor 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.

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.

1. SUBJECT: Long Range Calendar

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

2. SUBJECT: City Attorney Communication

RECOMMENDATION FOR ACTION: City Attorney response to Council referral regarding enforcement of encampment ordinances.

F. MINUTES

3. SUBJECT: Planning Commission Meeting Minutes of October 17, 2019.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the minutes of the Planning Commission Meeting of October 17, 2019

G. CONSENT CALENDAR

4. SUBJECT: Approve Salary Schedule effective January 1, 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective January 1, 2020.

H. PUBLIC HEARINGS

5. SUBJECT: Amendments to the Accessory Dwelling Unit Ordinance Section 17.104.010 to Ensure Compliance with State Requirements

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: 1) Receive the Staff Report; 2) Conduct the public hearing; 3) Adopt an urgency ordinance of the City of Woodland amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA; and 4) Consider for first reading an ordinance of the City of Woodland, amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA.

I. REPORTS OF THE CITY MANAGER

6. SUBJECT: Status Report - 2019-2020 Council Goals

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a status report on progress toward achieving Council's priority goals for 2019-2020.

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING of the City of Woodland scheduled for Tuesday, January 7, 2020 was posted on Friday, January 3, 2020 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.


Ana B. Gonzalez
City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such requests must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: E.1.
SUBJECT: Long Range Calendar

Recommendation for Action: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

Staff Contact:

Ana B. Gonzalez, City Clerk, (530) 661-5806, ana.gonzalez@cityofwoodland.org

Background:

This calendar is being provided for planning purposes only and is intended to keep the Council apprised of upcoming agenda items and plan for upcoming Council items.



Paul Navazio
City Manager

Attachments:

1. Council Long Range Calendar

UPDATED COUNCIL LONG RANGE CALENDAR

JANUARY 21st

REGULAR MEETING

City Council Meeting Minutes of January 7, 2020
RFP/ Contract Award for SCBA Filling Station
Preliminary Financing Plan(s) – Fire Station Relocation / Community Pool Project
MOU w/ Friends of the Mission re East Beamer Way Project funding

FEBRUARY 4TH

REGULAR MEETING

Proclamation - Black History Month
YMCA Lease Renewal
Traffic Calming Update – Pilot Projects
Affordable Housing Workshop (tent.)

FEBRUARY 18TH

REGULAR MEETING

Woodland Research & Technology Park – Specific Plan
Mid-Year Budget Update
Measure J – Nov 2020 ballot measure

Future Topics / Study Sessions:

March Apprenticeship / Workforce Development Programs Spring Budget Workshop Flood Project – EIR	April
TBD Mobile Food Vendor Permits Non-Conforming Use Zoning Update	



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: E.2.
SUBJECT: City Attorney Communication

Recommendation for Action: City Attorney response to Council referral regarding enforcement of encampment ordinances.


Paul Navazio
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: F.3.
SUBJECT: Planning Commission Meeting Minutes of October 17, 2019.

Recommendation for Action: Staff recommends that the City Council receive the minutes of the Planning Commission Meeting of October 17, 2019.

Staff Contact

Debbie Flemmer, Administrative Supervisor, (530) 661-5818, debbie.flemmer@cityofwoodland.org

Reviewed By: Cindy Norris, Principal Planner

A handwritten signature in black ink, appearing to read "Paul Navazio".

Paul Navazio
City Manager

Attachments:

1. 10.17.19 PC Minutes DRAFT

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Planning Commission Meeting –

Thursday, October 17, 2019

6:30 PM

A. CALL TO ORDER

Meeting called to order at 06:30 PM

B. ROLL CALL

Planning Commission Members Present: Planning Commission Member Chris Holt, Planning Commission Member Fred Lopez, Planning Commission Chairperson Kirby Wells, Planning Commission Member Valerie Hurst, Planning Commission Member Steven Wong

Excused Absence: Planning Commission Member Steve Harris, Planning Commission Vice-Chairperson Marco Lizarraga

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Planning Commission Member Valerie Hurst.

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.

Verbal updates provided by Planning Commission Members/Staff.

E. SUBCOMMITTEE REPORTS

None

F. COMMUNICATIONS FROM THE PUBLIC

None

G. APPROVAL OF MINUTES

1. SUBJECT: Planning Commission Meeting Minutes of September 19, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission adopt the minutes of the Planning Commission Meeting of September 19, 2019

On a motion by Planning Commission Member Chris Holt, seconded by Planning Commission Member Valerie Hurst and carried unanimously, a motion to approve the Planning Commission Meeting Minutes of September 19, 2019.

Ayes: Planning Commission Member Chris Holt, Planning Commission Member Fred Lopez, Planning Commission Chairperson Kirby Wells, Planning Commission Member Valerie Hurst, Planning Commission Member Steven Wong

Noes: None

Absent:

H. PUBLIC HEARING

2. SUBJECT: Pioneer Village (APN:042-580-068) Tentative Subdivision Map #5162; Spring Lake Specific Plan Amendment; EIR Addendum; and associated Development Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission take action on the following:

1. Receive the staff report;
2. Conduct the public hearing;
3. Adopt Planning Commission Resolution No. PC19-09, recommending City Council:
 - 1) approve the Pioneer Village Tentative Subdivision Map No. 5162 (Exhibit) in accordance with the Conditions of Approval (Exhibit); and
 - 2) adopt Ordinance No. _____, authorizing the Amendment to the Spring Lake Specific Plan (Exhibit)
 - 3) adopt Ordinance No. _____, authorizing the Amendment to the General Plan (Exhibit)
 - 4) approve associated Development Agreement (Attachment) and
 - 5)approve CEQA addendum

On a motion by Planning Commission Member Valerie Hurst, seconded by Planning Commission Member Chris Holt and carried unanimously, a motion to: 1) receive the staff report; and 2) conduct a public hearing; and 3) Adopt Planning Commission Resolution PC19-09, recommending City Council: 1) approve the Pioneer Village Tentative Subdivision Map No. 5162 (Exhibit) in accordance with the Conditions of Approval (Exhibit); and 2) adopt Ordinance No. _____, authorizing the Amendment to the Spring Lake Specific Plan (Exhibit) 3) adopt Ordinance No. _____, authorizing the Amendment to the General Plan (Exhibit) 4) approve associated Development Agreement (Attachment) and 5)approve CEQA addendum.

Ayes: Planning Commission Member Chris Holt, Planning Commission Member Fred Lopez, Planning Commission Chairperson Kirby Wells, Planning Commission Member Valerie Hurst, Planning Commission Member Steven Wong

Noes: None

Absent:

3. SUBJECT: 440 College Street, Tentative Parcel Map No. 5188

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission take action on the following:

1. Receive a staff report;
2. Conduct the public hearing; and
2. Adopt Planning Commission Resolution No. PC 19-10 (Attachment 1), approving a two lot, Tentative Parcel Map No. 5188, located at 440 College Street.

On a motion by Planning Commission Member Chris Holt, seconded by Planning Commission Member Fred Lopez and carried unanimously, a motion to 1) Receive a staff report; 2. Conduct the public hearing; and 2) Adopt Planning Commission Resolution No. PC 19-10 (Attachment 1), approving a two lot, Tentative Parcel Map No. 5188, located at 440 College Street. 440 College Street, Tentative Parcel Map No. 5188; in addition strike Condition of Approval no. 19 from this project and while Commission can not strike Condition of Approval no. 24, let it be noted that Commission would like to find a solution for

Ayes: Planning Commission Member Chris Holt, Planning Commission Member Fred Lopez, Planning Commission Chairperson Kirby Wells, Planning Commission Member Valerie Hurst, Planning Commission Member Steven Wong

Noes: None

Absent:

I. BUSINESS ITEMS

4. SUBJECT: Review of Planning Commission Subcommittees and Appointments

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission review subcommittees and appointments

Appointments:

Public Art Adhoc: Replace John Murphy with Steve Wong

Cannabis Subcommittee: Replace Marco Lizarraga with Valerie Hurst

Zoning Subcommittee: Replace Chris Holt with Kirby Wells

Remaining Adhoc/Subcommittees announces at a future date.

5. SUBJECT: Review of Alternative Housing Product Types - Tiny Homes

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission receive an informational report concerning a housing product type known as Tiny Homes.

Presentation provide by Stephen Coyle, Deputy Community Director

6. SUBJECT: Informational Update Concerning East Beamer Way

RECOMMENDATION FOR ACTION: Staff recommends that the Planning Commission receive an informational update concerning the project known as East Beamer Way.

Verbal updates provided by Staff.

J. STAFF OR COMMISSIONER COMMENTS

Verbal updates provided by Council Members/Staff.

K. ADJOURNMENT

Meeting adjourned at 8:05 PM

Adopted by Planning Commission 12/19/19



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: G.4.
SUBJECT: Approve Salary Schedule effective January 1, 2020

Recommendation for Action: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective January 1, 2020.

Staff Contact:

Sheila McShane, Human Resources Manager, (530) 661 5807, Sheila.mcshane@cityofwoodland.org

Fiscal Impact:

The action to approve the salary schedule has no direct fiscal impact.

Background:

The California Public Employees' Retirement System (CalPERS) now requires that the City Council adopt and approve the salary schedule on a quarterly basis, and this staff report serves to meet the CalPERS requirement for the quarter effective January 1, 2020.

Staff reviewed wages of the various classifications within the City and found that the part time job classifications had wages that would fall below the new minimum wage effective January 1, 2020. Staff recommends that all part time classification be adjusted to reflect the new minimum rate. Additionally, the negotiated labor agreement covering Confidential Unit employees includes salary adjustments effective January 1, 2020.

Discussion:

CalPERS requires that the salary schedule be reviewed and updated by action of the City Council on a quarterly basis. The updated Salary Schedule includes changes to the part time job classifications wage rates to reflect the adjusted minimum wage rates and the recent COLA's that were collectively bargained for.

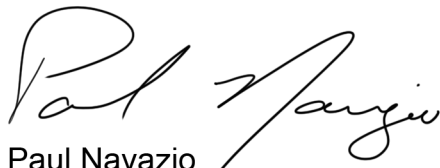
Salaries for all job classifications in the Confidential Unit have been increased by 1% as outlined in the Memorandum of Understanding (MOU) between the City and the Confidential Unit..

Continued implementation of Step F for Confidential Unit Job Classifications - During the previous Confidential Unit negotiations, the salary ranges for some of the job classifications within the unit were expanded to include Step F. The remaining job classifications, based on the negotiations, are eligible for a Step F which is 2.5% above Step E.

Conclusion:

Staff recommends that the City Council approve the City of Woodland Salary Schedule effective January 1, 2020.

Prepared By: Sheila McShane, Human Resources Manager



Paul Navazio
City Manager

Attachments:

1. 01-01-2020

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY										
Accountant I *	116	MM		\$4,975.44	\$5,224.21	\$5,485.42	\$5,759.69	\$5,903.68		
Accountant II *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Accounting Technician	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Administrative Clerk I	28	GS	\$2,710.40	\$2,845.92	\$2,988.22	\$3,137.64	\$3,294.51	\$3,459.24		
Administrative Clerk II	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Administrative Clerk III	36	GS	\$3,302.37	\$3,467.49	\$3,640.87	\$3,822.92	\$4,014.07	\$4,214.77		
Administrative Secretary	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Administrative Supervisor	47	GS	\$4,333.00	\$4,549.64	\$4,777.13	\$5,015.98	\$5,266.79	\$5,530.12		
Aquatics Coordinator	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Aquatics Supervisor	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		
Assistant Engineer *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Assistant Planner *	118	MM	\$4,978.39	\$5,227.32	\$5,488.68	\$5,763.12	\$6,051.27	\$6,202.55		
Associate Civil Engineer *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Associate Engineer *	127	MM	\$6,217.34	\$6,528.21	\$6,854.61	\$7,197.35	\$7,557.22	\$7,746.15		
Associate Planner *	124	MM	\$5,773.42	\$6,062.09	\$6,365.19	\$6,683.45	\$7,017.63	\$7,193.07		
Asst City Manager/Comm & Econ Dev Dir *	Contract		\$12,463.47				\$16,001.30			
Building Inspection Services Manager *	132	MM	\$7,034.34	\$7,386.07	\$7,755.36	\$8,143.13	\$8,550.29	\$8,764.05		
Building Inspector I	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
Building Inspector II	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Chief Building Official *	140	MM	\$8,570.67	\$8,999.20	\$9,449.16	\$9,921.62	\$10,417.70	\$10,678.14		
Chief Collection Systems Operator *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Chief Plant Operator *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Chief Project Engineer *	145	MM	\$9,696.93	\$10,181.76	\$10,690.87	\$11,225.41	\$11,786.67	\$12,081.33		
Chief Water Systems Operator *	132	MM	\$7,034.34	\$7,386.07	\$7,755.36	\$8,143.13	\$8,550.29	\$8,764.05		
Children's Librarian II *	118	MM	\$4,978.39	\$5,227.31	\$5,488.68	\$5,763.13	\$6,051.27	\$6,202.56		
City Clerk *	Contract		\$7,630.73				\$10,598.24			
City Engineer *	145	MM	\$9,696.93	\$10,181.77	\$10,690.87	\$11,225.40	\$11,786.67	\$12,081.34		
City Manager *	Contract						\$21,000.00			
Code Compliance Officer I	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Code Compliance Officer II	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Community Development Clerk I	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Community Development Clerk II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Community Development Director *	Contract		\$9,529.20				\$13,810.44			
Community Development Technician I	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Community Development Technician II	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Community Risk Reduction Specialist I	Base	F	\$4,578.76	\$4,807.91	\$5,048.29	\$5,300.71	\$5,565.73			
Community Risk Reduction Specialist II	Base	F	\$4,923.67	\$5,169.87	\$5,428.36	\$5,699.78	\$5,984.78			
Community Risk Reduction Specialist Senior	Base	F	\$5,292.95	\$5,557.61	\$5,835.49	\$6,127.26	\$6,433.64			
Community Services Director	Contract		\$9,449.55				\$12,095.70			
Community Services Officer *	Base	P	\$3,920.06	\$4,116.06	\$4,321.86	\$4,537.96	\$4,764.86	\$5,003.11		
Community Services Program Manager *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Conservation Coordinator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Construction Project Manager *	129	MM	\$6,532.09	\$6,858.69	\$7,201.62	\$7,561.71	\$7,939.80	\$8,138.29		
Crime Prevention Specialist *	Base	P	\$3,920.06	\$4,116.06	\$4,321.86	\$4,537.96	\$4,764.86	\$5,003.11		
Deputy Director of Community Development *	Contract		\$9,927.40				\$12,727.43			
Deputy Fire Chief	Flat	FM	\$10,363.73	\$10,881.92	\$11,426.02	\$11,997.31	\$12,699.69			
Economic Development Manager *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Electrical / Signs & Markings Supervisor	67	GS	\$7,100.12	\$7,455.12	\$7,827.87	\$8,219.27	\$8,630.24	\$9,061.75		
Electrician's Assistant	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Engineering Aide I	33	GS	\$3,066.58	\$3,219.90	\$3,380.91	\$3,549.94	\$3,727.44	\$3,913.81		
Engineering Aide II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Engineering Assistant	56	GS	\$5,411.32	\$5,681.88	\$5,965.98	\$6,264.27	\$6,577.49	\$6,906.36		

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Engineering Technician I	44	GS	\$4,023.62	\$4,224.80	\$4,436.04	\$4,657.84	\$4,890.73	\$5,135.27		
Engineering Technician II	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		
Engineering Technician III	52	GS	\$4,902.39	\$5,147.50	\$5,404.88	\$5,675.13	\$5,958.88	\$6,256.82		
Environmental Compliance Inspector I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Environmental Compliance Inspector II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Environmental Compliance Specialist	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
Environmental Resources Analyst *	127	MM	\$6,217.34	\$6,528.21	\$6,854.61	\$7,197.35	\$7,557.21	\$7,946.14		
Environmental Sustainability Manger *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Equipment Service Clerk	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Equipment Service Worker	34	GS	\$3,143.25	\$3,300.40	\$3,465.42	\$3,638.69	\$3,820.63	\$4,011.67		
Executive Assistant - Confidential		C	\$4,297.03	\$4,511.89	\$4,737.49	\$4,974.36	\$5,223.08	\$5,484.23		
Facility Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Facility Maintenance Worker II	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Facility Maintenance Worker III	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Finance Clerk I	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Finance Clerk II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Finance Clerk III	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Finance Director *	Contract		\$9,562.32				\$12,275.28			
Finance Officer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Finance Specialist	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Finance Supervisor	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Financial Services Manager	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Fire Battalion Chief	Flat	FM	\$9,085.29	\$9,539.54	\$10,016.52	\$10,517.35	\$11,043.21			
Fire Captain	Base	F	\$7,258.11	\$7,621.01	\$8,002.06	\$8,402.17	\$8,822.27			
Fire Chief **	Contract		\$11,305.55				\$14,682.50			
Fire Engineer	Base	F	\$6,299.25	\$6,614.21	\$6,944.93	\$7,292.18	\$7,656.77			
Fire Marshal	Flat	FM	\$9,085.29	\$9,539.54	\$10,016.52	\$10,517.35	\$11,043.21			
Fire Prevention Specialist I (aka Community Risk Reduction I)	Base	F	\$4,578.76	\$4,807.91	\$5,048.29	\$5,300.71	\$5,565.73			
Fire Prevention Specialist II (aka Community Risk Reduction II)	Base	F	\$4,923.67	\$5,169.87	\$5,428.36	\$5,699.78	\$5,984.78			
Firefighter	Base	F	\$5,550.44	\$5,827.96	\$6,119.35	\$6,425.33	\$6,746.58			
Firefighter Recruit	Base	F	\$4,995.40							
Fleet & Facilities Manager *	131	MM	\$6,862.77	\$7,205.92	\$7,566.21	\$7,944.52	\$8,341.76	\$8,550.30		
GIS Analyst	62	GS	\$6,275.47	\$6,589.24	\$6,918.70	\$7,264.64	\$7,627.87	\$8,009.26		
GIS Technician I	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
GIS Technician II	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Heavy Equipment Mechanic	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Human Resources Analyst I		C	\$5,228.40	\$5,489.82	\$5,764.31	\$6,052.53	\$6,355.16	\$6,514.04		
Human Resources Analyst II		C	\$5,915.46	\$6,211.23	\$6,521.79	\$6,847.88	\$7,190.28	\$7,370.03		
Human Resources Clerk		C	\$3,300.77	\$3,465.81	\$3,639.11	\$3,821.06	\$4,012.12	\$4,212.72		
Human Resources Manager		C	\$8,353.41	\$8,771.09	\$9,209.64	\$9,670.12	\$10,153.63	\$10,407.48		
Human Resources Technician I		C	\$3,923.57	\$4,119.75	\$4,325.73	\$4,542.02	\$4,769.12	\$5,007.57		
Human Resources Technician II		C	\$4,374.72	\$4,593.46	\$4,823.13	\$5,064.28	\$5,317.50	\$5,583.37		
Industrial Electrical/Electronics Technician	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Information Technology Analyst	60	GS	\$5,973.08	\$6,271.74	\$6,585.32	\$6,914.59	\$7,260.32	\$7,623.34		
Information Technology Manager *	138	MM	\$8,157.68	\$8,565.56	\$8,993.85	\$9,443.53	\$9,915.72	\$10,163.61		
Information Technology Technician I	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		
Information Technology Technician II	52	GS	\$4,902.39	\$5,147.50	\$5,404.88	\$5,675.13	\$5,958.88	\$6,256.82		
Infrastructure O & M Superintendent *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Junior Engineer *	121	MM	\$5,361.19	\$5,629.25	\$5,910.71	\$6,206.24	\$6,516.57	\$6,679.48		
Junior Planner *	113	MM	\$4,400.18	\$4,620.18	\$4,851.19	\$5,093.75	\$5,348.45	\$5,482.16		
Laboratory & Environmental Compliance Mgr *	129	MM	\$6,532.09	\$6,858.69	\$7,201.62	\$7,561.71	\$7,939.80	\$8,138.29		
Laboratory Supervisor *	127	MM	\$6,217.34	\$6,528.20	\$6,854.61	\$7,197.35	\$7,557.21	\$7,946.14		
Laboratory Technician I	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Laboratory Technician II	47	GS	\$4,333.00	\$4,549.64	\$4,777.13	\$5,015.98	\$5,266.79	\$5,530.12		
Librarian I *	114	MM	\$4,510.19	\$4,735.70	\$4,972.48	\$5,221.10	\$5,482.15	\$5,619.20		
Librarian II *	118	MM	\$4,978.39	\$5,227.31	\$5,488.68	\$5,763.13	\$6,051.27	\$6,202.56		
Librarian III *	122	MM	\$5,495.22	\$5,769.97	\$6,058.49	\$6,361.40	\$6,679.48	\$6,846.47		
Library Services Director *	Contract		\$8,005.77				\$10,277.33			
Library Technical Assistant I	29	GS	\$2,778.16	\$2,917.08	\$3,062.93	\$3,216.08	\$3,376.88	\$3,545.73		
Library Technical Assistant II	33	GS	\$3,066.58	\$3,219.90	\$3,380.91	\$3,549.94	\$3,727.44	\$3,913.81		
Library Technical Assistant III	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Light Equipment Mechanic	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Literacy Coordinator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Maintenance Supervisor	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Maintenance Worker II	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		
Maintenance Worker III	44	GS	\$4,023.62	\$4,224.80	\$4,436.04	\$4,657.84	\$4,890.73	\$5,135.27		
Management Analyst I *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Management Analyst II *	125	MM	\$5,917.74	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.88		
Marketing and Business Relations Specialist *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Meter Services Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Office Manager *	115	MM	\$4,622.94	\$4,854.08	\$5,096.79	\$5,351.62	\$5,619.21	\$5,759.69		
Operations and Maintenance Superintendent *	137	MM	\$7,958.73	\$8,356.66	\$8,774.50	\$9,213.22	\$9,673.88	\$9,915.73		
Park Maintenance Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Park Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Park Maintenance Worker II	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Park Maintenance Worker III	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Park Planner *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Park Superintendent *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Park Supervisor	51	GS	\$4,782.82	\$5,021.96	\$5,273.06	\$5,536.71	\$5,813.54	\$6,104.22		
Planning Manager *	140	MM	\$8,570.67	\$8,999.20	\$9,449.16	\$9,921.62	\$10,417.70	\$10,678.14		
Police Captain **	Base	PM	\$10,894.49	\$11,439.23	\$12,011.18	\$12,611.75	\$13,242.33	\$13,904.45	\$14,599.68	\$15,329.67
Police Chief **	Contract		\$13,358.70				\$17,427.09			
Police Crime and Intelligence Analyst *	Base	PS	\$5,227.54	\$5,488.93	\$5,763.37	\$6,051.54	\$6,354.11			
Police Lieutenant **	Base	PM	\$9,912.24	\$10,407.85	\$10,928.25	\$11,474.67	\$12,048.41	\$12,650.83	\$13,283.37	\$13,947.54
Police Officer **	Base	P	\$5,955.46	\$6,253.23	\$6,565.89	\$6,894.19	\$7,238.90	\$7,600.84	\$7,980.89	
Police Officer Recruit (Non-Safety)	Base		\$5,359.91							
Police Records Manager *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Police Records Specialist *	Base	P	\$3,479.41	\$3,653.35	\$3,836.03	\$4,027.83	\$4,229.23			
Police Records Supervisor	Base	PS	\$4,903.78	\$5,148.95	\$5,406.41	\$5,676.76	\$5,960.60			
Police Sergeant **	Base	PS	\$7,166.07	\$7,524.38	\$7,900.60	\$8,295.63	\$8,710.42	\$9,145.94	\$9,603.24	\$10,083.40
Pool Facility Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Principal Civil Engineer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Principal Planner *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Principal Utilities Civil Engineer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Public Works Director *	Contract		\$10,740.71				\$13,982.76			
Public Works O&M Infrastructure Admin	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Purchasing Manager *	123	MM	\$5,632.60	\$5,914.23	\$6,209.94	\$6,520.44	\$6,846.46	\$7,017.62		
Recreation Coordinator	36	GS	\$3,302.37	\$3,467.49	\$3,640.87	\$3,822.92	\$4,014.07	\$4,214.77		
Recreation Superintendent *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Recreation Supervisor	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Redevelopment & Housing Analyst I *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Redevelopment & Housing Analyst II *	124	MM	\$5,773.42	\$6,062.09	\$6,365.19	\$6,683.45	\$7,017.63	\$7,193.07		
Redevelopment Manager *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Secretary to City Manager		C	\$4,407.21	\$4,627.58	\$4,858.96	\$5,101.91	\$5,357.00	\$5,624.85		
Senior Accountant *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Senior Application Analyst *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Senior Associate Civil Engineer *	134	MM	\$7,390.47	\$7,759.99	\$8,147.99	\$8,555.38	\$8,983.16	\$9,207.74		
Senior Building Inspector	57	GS	\$5,546.60	\$5,823.93	\$6,115.13	\$6,420.88	\$6,741.92	\$7,079.02		
Senior Building Plans Examiner	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Senior Center Manager *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Senior Civil Engineer *	138	MM	\$8,157.68	\$8,565.56	\$8,993.85	\$9,443.53	\$9,915.72	\$10,163.61		
Senior Construction Project Manager *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Senior Engineering Assistant	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Senior Equipment Mechanic	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Senior Human Resources Analyst		C	\$6,802.78	\$7,142.92	\$7,500.06	\$7,875.06	\$8,268.82	\$8,475.54		
Senior Maintenance Worker	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Management Analyst *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Senior Planner *	132	MM	\$7,034.34	\$7,386.07	\$7,755.35	\$8,143.13	\$8,550.29	\$8,764.05		
Senior Police Records Specialist *	Base	P	\$3,827.34	\$4,018.70	\$4,219.64	\$4,430.64	\$4,652.18			
Senior Signs and Markings Technician	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Systems Analyst *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Senior Traffic Signal/Street Lighting Tech	60	GS	\$5,973.08	\$6,271.74	\$6,585.32	\$6,914.59	\$7,260.32	\$7,623.34		
Senior Tree Trimmer	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Utilities Maintenance Worker (Sewer)	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Senior Utilities Maintenance Worker (Water)	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Senior Water Pollution Control Operator	67	GS	\$7,100.12	\$7,455.12	\$7,827.87	\$8,219.27	\$8,630.24	\$9,061.75		
Senior Water System Operator	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Senior Water/Wastewater Instrumentation Tech	66	GS	\$6,926.94	\$7,273.28	\$7,636.94	\$8,018.79	\$8,419.73	\$8,840.71		
Signs and Markings Tech I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Signs and Markings Tech II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Social Services Manager *	132	MM	\$7,034.34	\$7,386.07	\$7,755.35	\$8,143.13	\$8,550.29	\$8,764.05		
Sports Manager *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Stock Clerk	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Storekeeper	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Traffic Signal / Street Lighting Technician	56	GS	\$5,411.32	\$5,681.88	\$5,965.98	\$6,264.27	\$6,577.49	\$6,906.36		
Transportation Engineer *	134	MM	\$7,390.47	\$7,759.99	\$8,147.99	\$8,555.38	\$8,983.16	\$9,207.74		
Treatment Plant Mechanic	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Tree Trimmer I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Tree Trimmer II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Underground Utility Service Locator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Supervisor	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Utilities Maintenance Worker I	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Utilities Maintenance Worker II	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Utilities Maintenance Worker III (Sewer)	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Worker III (Water)	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Worker IV (Sewer)	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Utilities Maintenance Worker IV (Water)	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Wastewater Systems Administrator *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water / Wastewater Instrumental Technician	62	GS	\$6,275.47	\$6,589.24	\$6,918.70	\$7,264.64	\$7,627.87	\$8,009.26		
Water Pollution Control Facility Superintendent *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water Pollution Control O-I-T	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		
Water Pollution Control Operator I	51	GS	\$4,782.82	\$5,021.96	\$5,273.06	\$5,536.71	\$5,813.54	\$6,104.22		
Water Pollution Control Operator II	55	GS	\$5,279.33	\$5,543.30	\$5,820.46	\$6,111.48	\$6,417.05	\$6,737.91		
Water Pollution Control Operator III	59	GS	\$5,827.40	\$6,118.76	\$6,424.70	\$6,745.93	\$7,083.24	\$7,437.40		
Water Pollution Control Operator IV	63	GS	\$6,432.35	\$6,753.97	\$7,091.66	\$7,446.24	\$7,818.55	\$8,209.48		
Water Systems Administrator *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water Systems Operator I	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
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* Employee pays PERS Misc. Member Contribution of 8%

** Employee pays PERS Safety Member Contribution of 9%

Note: If Temporary Employee is hired into a regular classified position paying the PERS Member Share,
that Employee's salary is 8% less for Misc. or 9% less for Safety.

Effective July 1, 2019 for MMPA classifications, Step F will be 2.5% above Step E

TEMPORARY / PART-TIME / SEASONAL EMPLOYEES - HOURLY WAGES ***

CLASSIFICATION			A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I *	116	MM	#VALUE!	26.41	27.73	29.12	30.57	31.34		
Accountant II *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Accounting Technician	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Administrative Clerk I	28	GS	15.64	16.42	17.24	18.10	19.01	19.96		
Administrative Clerk II	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Administrative Clerk III	36	GS	19.05	20.01	21.01	22.06	23.16	24.32		
Administrative Secretary	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Administrative Supervisor	47	GS	25.00	26.25	27.56	28.94	30.39	31.91		
Aquatics Coordinator	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Aquatics Supervisor	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Assistant Engineer *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Assistant Planner *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
Associate Civil Engineer *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Associate Engineer *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Associate Planner *	124	MM	30.64	32.18	33.79	35.47	37.25	38.18		
Asst City Manager/Comm & Econ Dev Dir *	Contract		66.15				84.93			
Building Inspection Services Manager *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Building Inspector I	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
Building Inspector II	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Chief Building Official *	140	MM	45.49	47.77	50.15	52.66	55.30	56.68		
Chief Collection Systems Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Chief Plant Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Chief Project Engineer *	145	MM	51.47	54.04	56.74	59.58	62.56	64.13		
Chief Water Systems Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Children's Librarian II *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
City Clerk *	Contract		40.50				56.25			
City Engineer *	145	MM	51.47	54.04	56.74	59.58	62.56	64.13		
City Manager *	Contract						121.16			
Code Compliance Officer I	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Code Compliance Officer II	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Community Development Clerk I	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Community Development Clerk II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Community Development Director *	Contract		50.58				73.30			
Community Development Technician I	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Community Development Technician II	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Community Risk Reduction Specialist I	Base	F	26.42	27.74	29.13	30.58	32.11	0.00		
Community Risk Reduction Specialist II	Base	F	28.41	29.83	31.32	32.88	34.53	0.00		
Community Risk Reduction Specialist Senior	Base	F	30.54	32.06	33.67	35.35	37.12	0.00		
Community Services Director	Contract		54.52	0.00	0.00	0.00	69.78	0.00		
Community Services Officer *	Base	P	20.81	21.85	22.94	24.09	25.29	26.56		
Community Services Program Manager *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Conservation Coordinator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Construction Project Manager *	129	MM	34.67	36.40	38.22	40.14	42.14	43.20		
Crime Prevention Specialist *	Base	P	20.81	21.85	22.94	24.09	25.29	26.56		

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Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Deputy Director of Community Development *	Contract		57.27				73.43			
Deputy Fire Chief	Flat	FM	59.79	62.78	65.92	69.22	73.27			
Economic Development Manager *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Electrical / Signs & Markings Supervisor	67	GS	40.96	43.01	45.16	47.42	49.79	52.28		
Electrician's Assistant	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Engineering Aide I	33	GS	17.69	18.58	19.51	20.48	21.50	22.58		
Engineering Aide II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Engineering Assistant	56	GS	31.22	32.78	34.42	36.14	37.95	39.85		
Engineering Technician I	44	GS	23.21	24.37	25.59	26.87	28.22	29.63		
Engineering Technician II	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Engineering Technician III	52	GS	0.00	0.00	0.00	0.00	0.00	0.00		
Environmental Compliance Inspector I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Environmental Compliance Inspector II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Environmental Compliance Specialist	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
Environmental Resources Analyst *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Environmental Sustainability Manger *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Equipment Service Clerk	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Equipment Service Worker	34	GS	18.13	19.04	19.99	20.99	22.04	23.14		
Executive Assistant - Confidential		C	24.79	26.03	27.33	28.70	30.13	31.64		
Facility Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Facility Maintenance Worker II	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Facility Maintenance Worker III	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Finance Clerk I	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Finance Clerk II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Finance Clerk III	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Finance Director *	Contract		55.17	0.00	0.00	0.00	70.82	0.00		
Finance Officer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Finance Specialist	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Finance Supervisor	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Financial Services Manager	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Fire Battalion Chief	Flat	FM	52.42	55.04	57.79	60.68	63.71	0.00		
Fire Captain	Base	F	41.87	43.97	46.17	48.47	50.90	0.00		
Fire Chief **	Contract		65.23	0.00	0.00	0.00	84.71	0.00		
Fire Engineer	Base	F	36.34	38.16	40.07	42.07	44.17	0.00		
Fire Marshal	Flat	FM	52.42	55.04	57.79	60.68	63.71	0.00		
Fire Prevention Specialist I	Base	F	26.42	27.74	29.13	30.58	32.11	0.00		
Fire Prevention Specialist II	Base	F	28.41	29.83	31.32	32.88	34.53	0.00		
Firefighter	Base	F	32.02	33.62	35.30	37.07	38.92	0.00		
Firefighter Recruit	Base	F	28.82	0.00	0.00	0.00	0.00	0.00		
Fleet & Facilities Manager *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
GIS Analyst	62	GS	36.21	38.02	39.92	41.91	44.01	46.21		
GIS Technician I	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
GIS Technician II	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Heavy Equipment Mechanic	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Human Resources Analyst I		C	30.16	31.67	33.26	34.92	36.67	37.58		
Human Resources Analyst II		C	34.13	35.83	37.63	39.51	41.48	42.52		
Human Resources Clerk		C	19.04	20.00	21.00	22.04	23.15	24.30		
Human Resources Manager		C	48.19	50.60	53.13	55.79	58.58	60.04		
Human Resources Technician I		C	22.64	23.77	24.96	26.20	27.51	28.89		
Human Resources Technician II		C	25.24	26.50	27.83	29.22	30.68	32.21		
Industrial Electrical/Electronics Technician	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Information Technology Analyst	60	GS	34.46	36.18	37.99	39.89	41.89	43.98		
Information Technology Manager *	138	MM	43.30	45.46	47.74	50.12	52.63	53.95		

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Information Technology Technician I	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Information Technology Technician II	52	GS	28.28	29.70	31.18	32.74	34.38	36.10		
Infrastructure O & M Superintendent *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Junior Engineer *	121	MM	28.46	29.88	31.37	32.94	34.59	35.45		
Junior Planner *	113	MM	23.36	24.52	25.75	27.04	28.39	29.10		
Laboratory & Environmental Compliance Mgr *	129	MM	34.67	36.40	38.22	40.14	42.14	43.20		
Laboratory Supervisor *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Laboratory Technician I	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Laboratory Technician II	47	GS	25.00	26.25	27.56	28.94	30.39	31.91		
Librarian I *	114	MM	23.94	25.14	26.39	27.71	29.10	29.83		
Librarian II *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
Librarian III *	122	MM	29.17	30.63	32.16	33.77	35.45	36.34		
Library Services Director *	Contract		42.49				54.55			
Library Technical Assistant I	29	GS	16.03	16.83	17.67	18.55	19.48	20.46		
Library Technical Assistant II	33	GS	17.69	18.58	19.51	20.48	21.50	22.58		
Library Technical Assistant III	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Light Equipment Mechanic	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Literacy Coordinator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Maintenance Supervisor	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Maintenance Worker II	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Maintenance Worker III	44	GS	23.21	24.37	25.59	26.87	28.22	29.63		
Management Analyst I *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Management Analyst II *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Marketing and Business Relations Specialist *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Meter Services Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Office Manager *	115	MM	24.54	25.76	27.05	28.41	29.83	30.57		
Operations and Maintenance Superintendent *	137	MM	42.24	44.36	46.57	48.90	51.35	52.63		
Park Maintenance Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Park Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Park Maintenance Worker II	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Park Maintenance Worker III	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Park Planner *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Park Superintendent *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Park Supervisor	51	GS	27.59	28.97	30.42	31.94	33.54	35.22		
Planning Manager *	140	MM	45.49	47.77	50.15	52.66	55.30	56.68		
Police Captain **	Base	PM	57.83	60.72	63.75	66.94	70.29	73.80	77.49	81.37
Police Chief **	Contract		77.07				100.54			
Police Crime and Intelligence Analyst *	Base	PS	27.75	29.13	30.59	32.12	33.73			
Police Lieutenant **	Base	PM	52.61	55.24	58.00	60.91	63.95	67.15	70.51	74.03
Police Officer **	Base	P	31.61	33.19	34.85	36.59	38.42	40.34	42.36	0.00
Police Officer Recruit (Non-Safety)	Base		28.45							
Police Records Manager *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Police Records Specialist *	Base	P	18.47	19.39	20.36	21.38	22.45			
Police Records Supervisor	Base	PS	26.03	27.33	28.70	30.13	31.64			
Police Sergeant **	Base	PS	38.04	39.94	41.93	44.03	46.23	48.54	50.97	53.52
Pool Facility Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Principal Civil Engineer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Principal Planner *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Principal Utilities Civil Engineer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Public Works Director *	Contract		57.01				74.22			
Public Works O&M Infrastructure Admin	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Purchasing Manager *	123	MM	29.90	31.39	32.96	34.61	36.34	37.25		

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Recreation Coordinator	36	GS	19.05	20.01	21.01	22.06	23.16	24.32		
Recreation Superintendent *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Recreation Supervisor	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Redevelopment & Housing Analyst I *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Redevelopment & Housing Analyst II *	124	MM	30.64	32.18	33.79	35.47	37.25	38.18		
Redevelopment Manager *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Secretary to City Manager		C	25.43	26.70	28.03	29.43	30.91	32.45		
Senior Accountant *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Senior Application Analyst *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Associate Civil Engineer *	134	MM	39.23	41.19	43.25	45.41	47.68	48.87		
Senior Building Inspector	57	GS	32.00	33.60	35.28	37.04	38.90	40.84		
Senior Building Plans Examiner	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Senior Center Manager *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Senior Civil Engineer *	138	MM	43.30	45.46	47.74	50.12	52.63	53.95		
Senior Construction Project Manager *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Senior Engineering Assistant	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Senior Equipment Mechanic	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Senior Human Resources Analyst		C	39.25	41.21	43.27	45.43	47.71	48.90		
Senior Maintenance Worker	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Management Analyst *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Senior Planner *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Police Records Specialist *	Base	P	22.08	23.19	24.34	25.56	26.84	0.00		
Senior Signs and Markings Technician	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Systems Analyst *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Traffic Signal/Street Lighting Tech	60	GS	34.46	36.18	37.99	39.89	41.89	43.98		
Senior Tree Trimmer	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Utilities Maintenance Worker (Sewer)	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Senior Utilities Maintenance Worker (Water)	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Senior Water Pollution Control Operator	67	GS	40.96	43.01	45.16	47.42	49.79	52.28		
Senior Water System Operator	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Senior Water/Wastewater Instrumentation Tech	66	GS	39.96	41.96	44.06	46.26	48.58	51.01		
Signs and Markings Tech I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Signs and Markings Tech II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Social Services Manager *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Sports Manager *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Stock Clerk	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Storekeeper	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Traffic Signal / Street Lighting Technician	56	GS	31.22	32.78	34.42	36.14	37.95	39.85		
Transportation Engineer *	134	MM	39.23	41.19	43.25	45.41	47.68	48.87		
Treatment Plant Mechanic	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Tree Trimmer I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Tree Trimmer II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Underground Utility Service Locator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Supervisor	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Utilities Maintenance Worker I	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Utilities Maintenance Worker II	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Utilities Maintenance Worker III (Sewer)	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Worker III (Water)	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Worker IV (Sewer)	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Utilities Maintenance Worker IV (Water)	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Wastewater Systems Administrator *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Water / Wastewater Instrumental Technician	62	GS	36.21	38.02	39.92	41.91	44.01	46.21		
Water Pollution Control Facility Superintendent *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		

CITY OF WOODLAND - SALARY SCHEDULE

Effective January 1, 2020

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Water Pollution Control O-I-T	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Water Pollution Control Operator I	51	GS	27.59	28.97	30.42	31.94	33.54	35.22		
Water Pollution Control Operator II	55	GS	30.46	31.98	33.58	35.26	37.02	38.87		
Water Pollution Control Operator III	59	GS	33.62	35.30	37.07	38.92	40.87	42.91		
Water Pollution Control Operator IV	63	GS	37.11	38.97	40.91	42.96	45.11	47.36		
Water Systems Administrator *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Water Systems Operator I	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Water Systems Operator II	45	GS	0.00	0.00	0.00	0.00	0.00	0.00		

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES

	A STEP	B STEP	C STEP	D STEP	E STEP
Activity Leader I	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00
Activity Leader II	\$13.75	\$14.00	\$14.25	\$14.50	\$14.75
Activity Manager	\$14.25	\$14.50	\$14.75	\$15.00	\$15.25
Cashier	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00
Counselor	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00
Intern	\$13.00	\$13.50	\$14.00	\$14.50	\$15.00
Library Page	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00
Lifeguard / Aide	\$14.25	\$14.50	\$14.75	\$15.00	\$15.25
Lifeguard / Instructor	\$14.75	\$15.00	\$15.25	\$15.50	\$15.75
Pool Manager	\$16.00	\$16.25	\$16.50	\$16.75	\$17.00
Recreation Facility Aide	\$15.75	\$16.00	\$16.25	\$16.50	\$16.75
Special Program Coordinator	\$15.50	\$15.75	\$16.00	\$16.25	\$16.50
Swim Instructor Aide	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00

Approved by City Council: Jan 7, 2020



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: H.5.
SUBJECT: Amendments to the Accessory Dwelling Unit Ordinance Section 17.104.010 to Ensure Compliance with State Requirements

Recommendation for Action: Staff recommends that the City Council: 1) Receive the Staff Report; 2) Conduct the public hearing; 3) Adopt an urgency ordinance of the City of Woodland amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA; and 4) Consider for first reading an ordinance of the City of Woodland, amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA.

Staff Contact:

Cindy A. Norris, Principal Planner (530) 661-5911, cindy.norris@cityofwoodland.org

Fiscal Impact:

The fiscal impact involved staff and city attorney time to prepare the draft documents.

Report in Brief:

The proposed ordinance amends Chapter 17 of the Woodland Municipal Code to impose new limits on local authority to regulate Accessory Dwelling Units and Junior Accessory Dwelling Units in compliance with the provisions of Government Code sections 65852.2 and 65852.22 as amended by recently approved legislation that will take effect on January 1, 2020.

The new legislation limits local review authority in a number of respects and requires that objective standards be provided and does not allow reliance on standards found elsewhere in the Zoning Ordinance. As example, height limits must be defined and the ADU ordinance and may not refer back to height limits of an underlying zoning district. Local codes may not prohibit ADUs that are 800-square feet or less, under 16-feet as measured to the peak, and have side and rear setbacks of four-feet. In addition, the new legislation provides that any ADU shall only be required to provide a maximum four-foot side and rear setbacks. Agencies are allowed to prohibit separate conveyance, such that a ADU or JADU may not be sold or otherwise conveyed separately from the lot and primary dwelling.

Background:

In 2019, the California Legislature approved, and the Governor signed into law five bills (“New ADU Laws”) that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs. The new laws further streamline process to build new ADUs, to convert existing structures, and allows multiple ADU units on both single family and multiple family properties. The New ADU Laws take effect January 1, 2020. Where there may be a conflict between the existing ordinance and new State requirements, the new regulations prevail.

The City adopted amended ADU ordinance provisions in 2017 to comply with the then recently adopted state requirements. Additional legislation was passed in 2018 and 2019 to further reduce and streamline regulatory

requirements and create greater certainty for ADUs.

Discussion:

The proposed amendments revise City's local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22. The package of new legislation passed in 2019 (AB 68, SB 13, AB 587, AB 670, and AB 671) provides some of the following key amendments that impact zoning:

- Requires local agencies to approve or deny an ADU project within 60 days.
- Prohibits imposing minimum lot sizes.
- For all ADUs requires only a 4-foot setback from side and rear lot lines.
- Eliminates the requirement for replacement parking when a garage, carport, or covered parking that is demolished or converted to construct an ADU.
- Requires one parking space per ADU that requires an ADU permit.
- Allows for both an ADU and JADU on a single-family lot where access, setbacks, and other criteria are met.
- Allows ADUs in multi-family projects, including conversion of space such as storage rooms, as well as the construction of up to two detached ADUs on the property.
- City may not impose impact fees on ADUs under 750 square feet.
- Cannot condition approval of the ADU on the applicant being the "owner-applicant" of either the primary or the ADU.

The Accessory Dwelling unit Section 17.104.010 includes the following definitions:

Accessory dwelling unit (ADU) means a residential dwelling unit that is detached from, attached to, or located within the living area of an existing primary dwelling unit, and that provides independent living facilities for one or more persons. An accessory dwelling unit also includes: an efficiency unit, as defined in California Health and Safety Code Section 17958.1, and a manufactured home, as defined in Section 18007.

Junior accessory dwelling unit or (JADU) means a residential unit that is no more than 500 square feet in size, is contained entirely within an existing or proposed single-family structure, includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and includes an efficiency kitchen.

Review Process and Requirements:

Ministerial, Non-discretionary Review:

The ordinance, consistent with State provisions, provides that the review of proposed JADU and ADUs will be a ministerial action. A two tiered scheme is provided. Units that are converted within existing dwellings or accessory structures and detached ADUs that are under 800 square feet and 16-feet in height as measured to the peak require only building permit review. ADU's up to 1,000 square feet require a staff level ADU Permit.

Discretionary, Staff Level Review

Accessory dwelling units that do not conform to the objective standards or that are over 1,000 square feet, up to a maximum of 1,200 square feet in size, or three bedrooms require a zoning administrator permit review.

Objective Standards - Parking, Landscaping, and Architectural Requirements.

The ordinance includes additional regulatory requirements to minimize impacts to adjacent properties. Generally, for ADUs that require an ADU permit, one parking space per ADU is required. Exceptions to parking requirements are provided, such as if an ADU is within one-half mile of public transit/bus stop.

Objective landscape and architectural standards have been provided. The primary focus is to ensure appropriate design criteria to minimize potential impact to adjacent properties. Regulations include criteria for lighting, window placement, fencing, and landscaping to screen or prevent a direct line of sight.

Urgency Ordinance

New ADU Laws take effect January 1, 2020, and if the City's ADU ordinance does not comply with the New ADU Laws, the City's ordinance becomes null and void on that date as a matter of law. Unless approved Government Code sections 65852.2 and 65852.22 (as amended) as of January 1, 2020 limits the City to the application of the default standards provided in Government Code sections 65852.2 and 65852.22 for the approval of ADUs and JADUs. The approval of ADUs and JADUs based solely on the default statutory standards, without local regulations governing height, setback, landscape, architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values, personal privacy, and fire safety.

The urgency ordinance will go into effect immediately upon approval by the City Council. The non-urgency ordinance will be acted on in standard manner, including the requirement that it not become effective until 30-days after the second reading. Therefore, the urgency ordinance will bridge the gap until the non-urgency ordinance becomes effective.

The attached resolution and the draft ordinances (Attachments A and B to the resolution) include changes to the Woodland Municipal Code Section 17.104.010 substantially in the form attached.

The ADU code amendments are proposed for adoption by both urgency ordinance, in accordance with Government Code section 36937, subdivision (b), and, in parallel, by non-urgency ordinance.

Planning Commission Review

The item was heard by the Planning Commission as a public hearing at their regularly scheduled meeting on December 5, 2019. The Planning Commission recommended approval (Ayes 6, Noes 0, Absent 1) to the City Council of the proposed urgency and non-urgency ordinance to amend Article 17.104.010 of Chapter 17 of the Municipal Code related to accessory dwelling units and junior accessory dwelling units.

Environmental Review

Under California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State's ADU law.

In addition to being statutorily exempt from CEQA, the proposed ordinance is also categorically exempt from CEQA under the Class 3 exemption set forth in State CEQA Guidelines section 15303. The Class 3 exemption categorically exempts from CEQA, among other things, the construction and location of new, small structures and the conversion of existing small structures from one use to another. Section 15303 specifically lists the construction of appurtenant accessory structures and garages as examples of activity that expressly falls within this exemption. Here, the ordinance is categorically exempt under the Class 3 exemption because the ordinance regulates the conversion of existing structures into, and the new construction of, ADUs and JADUs, which are, by definition, structures that are accessory to a primary dwelling on the lot. Moreover, the City Council finds that none of the "exceptions" to the use of the Class 3 exemption, set forth in State CEQA

Guidelines section 15300.2, apply here.

Public Noticing

In accordance with the requirements of Government Code section 65090, this item has been noticed in a newspaper of general circulation as of December 28, 2019 as a display ad.

Conclusion:

Staff recommends that the that City Council: Staff recommends that the City Council: 1) Receive the Staff Report; 2) Conduct the public hearing; 3) Adopt an urgency ordinance of the City of Woodland amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA; and 4) Consider for first reading an ordinance of the City of Woodland, amending Section 17.104.010 of Chapter 17 of the Municipal Code relating to accessory dwelling units and junior accessory dwelling units, and determining the ordinance to be exempt from CEQA.

Prepared By: Cindy Norris, Principal Planner

Stephen Coyle, Community Development Department Deputy Director

Reviewed By: Ken Hiatt, Assistant City Manager/Community & Economic Development Director



Paul Navazio
City Manager

Attachments:

1. URGENCY ADU ORDINANCE CC with Attachment
2. REGULAR ADU ORDINANCE with Attachment
3. Accessory Structure table Handout
4. ADU Handout Slides

URGENCY ORDINANCE NO. _____

**AN URGENCY ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF WOODLAND AMENDING SECTION
17.104.010 OF CHAPTER 17 OF THE CITY OF
WOODLAND MUNICIPAL CODE RELATING TO
ACCESSORY DWELLING UNITS AND JUNIOR
ACCESSORY DWELLING UNITS AND DETERMINING
THE ORDINANCE TO BE EXEMPT FROM CEQA**

WHEREAS, the City of Woodland, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, the Planning and Zoning Law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law a number of bills (“New ADU Laws”) that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, the New ADU Laws take effect January 1, 2020, and if the City’s ADU ordinance does not comply with the New ADU Laws, the City’s ordinance becomes null and void on that date as a matter of law; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, there is a current and immediate threat to the public health, safety, or welfare based on the passage the New ADU Laws because if the City’s ordinance does not comply with Government Code sections 65852.2 and 65852.22 (as amended) as of January 1, 2020 and the City’s ordinance regulating ADUs and JADUs becomes null and void, the City would thereafter be limited to applying the few default standards that are provided in Government Code sections 65852.2 and 65852.22 for the approval of ADUs and JADUs; and

WHEREAS, the approval of ADUs and JADUs based solely on the default statutory standards, without local regulations governing height, setback, landscape, architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values, personal privacy, and fire safety. These threats to public safety, health, and welfare justify adoption of this ordinance as an urgency ordinance to be effective immediately upon adoption by a four-fifths vote of the City Council; and

WHEREAS, to protect the public safety, health, and welfare, the City Council may adopt this ordinance as an urgency measure in accordance with Government Code section 36937, subdivision (b), after consideration and recommendation by the City's Planning Commission.

NOW, THEREFORE, the City Council of the City of Woodland does ordain as follows:

Section 1. The recitals above are each incorporated by reference and adopted as findings by the City Council.

Section 2. Under California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State's ADU law.

In addition to being statutorily exempt from CEQA, the proposed ordinance is also categorically exempt from CEQA under the Class 3 exemption set forth in State CEQA Guidelines section 15303. The Class 3 exemption categorically exempts from CEQA, among other things, the construction and location of new, small structures and the conversion of existing small structures from one use to another. Section 15303 specifically lists the construction of appurtenant accessory structures and garages as examples of activity that expressly falls within this exemption. Here, the ordinance is categorically exempt under the Class 3 exemption because the ordinance regulates the conversion of existing structures into, and the new construction of, ADUs and JADUs, which are, by definition, structures that are accessory to a primary dwelling on the lot. Moreover, the City Council finds that none of the "exceptions" to the use of the Class 3 exemption, set forth in State CEQA Guidelines section 15300.2, apply here. Specifically, the City Council finds that the ordinance will:

- (1) Not result in the construction of ADUs or JADUs within a particularly sensitive environment because these accessory structures will necessarily be built on a lot already developed with a primary dwelling;
- (2) Not result in a potentially significant cumulative impact because these accessory structures will necessarily be built on a lot already developed with a primary dwelling;
- (3) Not result in a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances because the construction of small structures or conversion of existing structures are accessory to a primary dwelling on sites that are already be developed;
- (4) Not result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway because no residential property is located adjacent to a state scenic highway and new structures will be required to comply with the City's Tree Preservation Ordinance as appropriate;

- (5) Not be located on a hazardous waste site included on any list compiled pursuant to § 65962.5 of the Government Code because no property zoned residential is located on a hazardous waste site; or
- (6) Not result in a substantial adverse change in the significance of a historical resource because any demolition of a potential historic structure will be required to comply with the City's Historical Preservation Ordinance.

Section 3. Section 17.104.010 of Chapter 17 of the City of Woodland Municipal Code is hereby amended and restated as provided in Exhibit "A", attached hereto and incorporated herein by reference.

Section 4. This ordinance takes effect immediately upon its adoption.

Section 5. The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, once five days before its adoption and again within 15 days after its adoption.

Section 6. The City Clerk shall submit a copy of this ordinance to the Department of Housing and Community Development within 60 days after adoption.

Section 7. If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this resolution irrespective of the invalidity of any portion thereof.

(Continues on next page)

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland, California, at a regular meeting of the City Council held on the 7th day of January 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

Kara Ueda, City Attorney

BEST BEST & KRIEGER LLP

EXHIBIT A

Amendments to Municipal Code

(follows this page)

17.104.010 Accessory dwelling units

- A. Purpose. The purpose of this section is to provide reasonable regulations for the development of accessory dwelling units **(ADUs) and junior accessory dwelling units (JADUs)** in certain areas and on lots developed or proposed to be developed with single-family residential dwellings, duplexes and **multiple family units**. ~~lots developed with up to four dwelling units~~. Such accessory dwelling units contribute needed housing to the community's housing stock and promote housing opportunities for the persons wishing to reside in the City of Woodland. In addition, the regulations in this section are intended to promote the goals and policies of the City's General Plan and comply with requirements codified in the State Planning and Zoning Law related to accessory dwelling units in residential areas, including California [Government Code](#) Section 65852.2. **and 65852.22.**
- B. **Effect of Conforming Accessory Dwelling Unit. An accessory dwelling unit that conforms to this chapter shall:**
1. **Be deemed an accessory use and not be considered to exceed the allowable density for the lot upon which it is located;**
 2. **Be deemed a residential use that is consistent with the General Plan and the zoning designations for the lot;**
 3. **Not be considered in the application of any ordinance, policy, or program to limit residential growth; and**
 4. **Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.**
- C. ~~B~~ Definitions.
1. "Accessory dwelling unit" **(ADU)** means a residential dwelling unit that is detached from, attached to, or located within the living area of an existing primary dwelling unit, and that provides independent living facilities for one or more persons. An accessory dwelling unit also includes:
 - a. an efficiency unit, as defined in California Health and Safety Code Section 17958.1, and
 - b. a manufactured home, as defined in Section 18007.
 2. **"Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.**
 3. **"Efficiency kitchen" means a kitchen that includes each of the following:**

- a. **A cooking facility with appliances.**
 - b. **A food preparation counter or counters that total at least 15 square feet in area.**
 - c. **Food storage cabinets that total at least 30 square feet of shelf space.**
4. **2 “Floor area” means the gross floor area of an attached or detached accessory dwelling unit as measured to the outside surface of exterior walls, including its living area, basement whether conditioned or unconditioned, and any garage or other enclosed accessory structure attached to the detached accessory dwelling unit.**
5. **“Junior accessory dwelling unit” or “JADU” means a residential unit that**
- a. **is no more than 500 square feet in size,**
 - b. **is contained entirely within an existing or proposed single-family structure,**
 - c. **includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and**
 - d. **includes an efficiency kitchen, as defined in subsection (C)(3) above**
6. **~~3-~~“Living area” is defined as the interior habitable area of a dwelling unit, including basements and attics, but not including a garage or any accessory structure.**
7. **“Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.**
8. **“Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.**
9. **“Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.**
10. **4- “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.**
~~means a public bus stop, bus station or transit station.~~

11. “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

C. ~~Effect of Conforming Accessory Dwelling Unit. An accessory dwelling unit that conforms to this chapter shall:~~

1. ~~Be deemed an accessory use and not be considered to exceed the allowable density for the lot upon which it is located;~~
2. ~~Be deemed a residential use that is consistent with the General Plan and the zoning designations for the lot;~~
3. ~~Not be considered in the application of any ordinance, policy, or program to limit residential growth; and~~
4. ~~Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.~~

D. Locations Permitted.

1. Accessory dwelling units **and junior accessory dwelling units** are permitted in all **zoning districts that allow for any single-family and or multifamily residential use zones, including the corridor mixed use districts if they allow for any residential use.**
2. ~~Accessory dwelling units that meet the requirement of subsection (F)(2)(a) may be located in any single-family residential zone.~~

E. ~~Permit Procedures. Approvals. The following approvals apply to ADUs and JADUs under this section:~~

1. **Building-permit Only. If an ADU or JADU complies with each of the general requirements in subsection (F) below, it is allowed with only a building permit in the following scenarios:**
 - a. **Converted Space or Structure on Single-family Lot: Only one ADU or JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:**
 - i. **Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress.**
 - ii. **Has exterior access that is independent of that for the single-family dwelling.**
 - iii. **Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.**
 - b. **Limited Detached on Single-family Lot: One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition**

to any JADU that might otherwise be established on the lot under subsection (E)(1)(a)), if the detached ADU satisfies the following limitations:

i. The side- and rear-yard setbacks are at least four-feet.

ii. The total floor area is 800 square feet or smaller.

iii. The peak height above grade is 16 feet or less.

c. **Converted on Multifamily Lot: Multiple ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages that satisfied the following:**

i. If each converted, ADU complies with state building standards for dwellings.

ii. At least one converted ADU is allowed within an existing multifamily dwelling structure, but the number of ADUs created under this paragraph (E)(1)(c) may not exceed 25 percent of the existing multifamily dwelling units.

d. **Limited Detached on Multifamily Lot: No more than two detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies the following limitations:**

i. The side- and rear-yard setbacks are at least four-feet.

ii. The total floor area is 800 square feet or smaller.

2. ~~4.~~ **ADU Permits.**

a. **Except as allowed under subsection (E)(1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth (in subsections (F) and (G) below)**

~~An accessory dwelling unit permit application is required for all new detached accessory dwelling units and for attached accessory dwelling units that include physical expansion (i.e., addition) to an existing primary dwelling unit prior to building permit submittal. Approved applications for an accessory dwelling unit will result in an accessory dwelling unit permit. The applicant shall also obtain a building permit as required by the building code.~~

b. **Impact Fee.**

i. No impact fee is required for an ADU or JADU that is less than 750 square feet in size.

ii. Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the

square footage of the primary dwelling unit. (E.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling.) “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.

~~Exception. Accessory dwelling units that meet the requirements of subsection (F)(2)(a) shall only obtain a building permit as required by the building code.~~

- iii. ~~e.~~ Except as otherwise provided in this chapter, the construction of an accessory dwelling **and junior accessory dwelling** unit shall be subject to any applicable fees adopted pursuant to the requirements of California [Government Code](#), Title 7, Division 1, Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

3. ~~2.~~ **Application Process and Timing.**

- a. **An ADU permit is considered and approved magisterially without discretionary review or hearing.**
- b. **The City must act on an application to create an ADU or JADU within 60 days from the date that the City receives a completed application, unless either:**
 - i. **The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or**
 - ii. **In the case of a JADU, and the application to create a junior accessory dwelling unit is submitted with a permit application to create a new single family dwelling on the lot, the city may delay acting on the permit application for the JADU until the City acts on the permit application to create the JADU will still be considered magisterially without discretionary review or a hearing.**
- c. ~~a.~~ **Application requirements.** Applications for an accessory dwelling unit permit shall be made in writing by the property owner or his or her authorized agent, on forms provided by the Community Development Department, and accompanied by such data and information as may be necessary to fully describe the request including:
 - i. A to-scale and fully dimensioned site plan showing the proposed accessory dwelling unit or junior accessory dwelling unit and all existing structures on the property including patio covers, other accessory structures, fences and driveways;

- ii. Elevations of the proposed accessory dwelling unit including building dimensions, material call outs and a color and materials sample board as requested by the Community Development Director;
- iii. Photographs of the exterior of the primary residence as requested by the Community Development Director; and
- iv. Construction Management Plan. Construction hours and staging to minimize impacts on surrounding residential properties.
- d. ~~b.~~ The filing and review fee shall be as prescribed by City Council resolution or ordinance. **The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance.**

~~Review.~~

- a. ~~The Community Development Director or designee will review and approve a complete application for an accessory dwelling unit permit that complies with the requirements of subsection F (Standards). The accessory dwelling unit permit application shall be considered ministerially without any discretionary review or a hearing if the accessory dwelling unit complies with the development provisions as outlined in this section.~~
- b. ~~The Community Development Director or designee will approve or disapprove of an application for an accessory dwelling unit permit within 120 days after receiving the complete application.~~

4. Nonconforming ADUs and Discretionary Approval. ~~Exceptions.~~

- a. **Any proposed ADU or JADU that does not conform to the objective standards** ~~A property owner may apply for an exception to construct an accessory dwelling unit that does not meet the standard(s) set forth in subsections (F) and (G) (1) below by applying for~~ **may be allowed by the City with a** Zoning Administrator permit in accordance with Chapters 17.132 and 17.148 of this title. A noticed public hearing shall be held in accordance with Sections 17.132.030 and 17.148.030. ~~The Zoning Administrator may approve specific exception(s) from the standards listed in subsection (F)(1), except as set forth below:~~
- i. ~~The minimum lot size standard may only be reduced to 5,000 square feet (minimum).~~ **The maximum size of an ADU subject to this subsection (E)(4) is 1,200 square feet, or three bedrooms.**
- b. Findings. Before approval of the Zoning Administrator permit granting the exception, the Zoning Administrator shall find that:
 - i. The exterior design of the accessory dwelling unit is in harmony with, and maintains the scale of, the neighborhood;
 - ii. If an exception to parking requirements is requested, the exception will not result in excessive parking congestion;

- iii. The site plan provides adequate open space usable and useful for both the accessory dwelling unit and the primary residence;
- iv. Where applicable, open space and landscaping provides for privacy and screening of adjacent properties;
- v. The location and design of the accessory unit maintains a compatible relationship to adjacent properties and does not significantly impact the privacy, noise, light air, solar access or parking of adjacent properties; and
- vi. Windows that impact the privacy of the neighboring side or rear yard have been minimized. Major windows, access stairs, entry doors and decks are generally limited to the walls facing the primary residence or the alley, if applicable.

F. General ADU and JADU Requirements. Standards The following requirements apply to all ADUs and JADUs that are approved under subsections (E)(1) or (E)(2):

1. Zoning

- a. **An ADU or JADU subject only to a building permit under subsection (E)(1) may be created on a lot in a residential or mixed-use zone.**
- b. **An ADU or JADU subject to an ADU permit under subsection (E)(2) may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.**

~~1. Except as provided in subsection 2, accessory dwelling units must meet the following standards:~~

- a. ~~General Requirements. An accessory dwelling unit shall comply with all provisions of the underlying zoning district, except as modified by this section. The requirements for other accessory structures found in Section 17.104.020 (Accessory buildings and uses) do not apply to accessory dwelling units.~~
- b. ~~Lot Size. The minimum lot size upon which an accessory dwelling unit may be located is 6,000 square feet.~~
- c. ~~Development On the Lot.~~
 - i. ~~The accessory dwelling unit must be:~~
 - (A) ~~Detached from the existing primary dwelling, but located on the same lot as the existing dwelling;~~
 - (B) ~~Attached to the existing dwelling; or~~
 - (C) ~~Located within the living area of the existing dwelling.~~
 - ii. ~~Only one accessory dwelling unit shall be allowed per lot.~~
 - iii. ~~Within a residential multiple family zone, an accessory dwelling unit may not be constructed on a parcel which is developed with more than four existing residential units.~~

- iv. ~~The accessory dwelling unit is not intended for sale separate from the primary residence(s).~~
 - v. ~~Landscape Screening. If second floor windows in a proposed accessory dwelling unit overlook the interior living areas of a direct neighbor's residence, landscaping is required for the privacy and screening of the adjacent property.~~
- 2. **Fire Sprinklers. Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.**
- 3. ~~d. Rental Term. No ADU or JADU Occupancy. The accessory dwelling unit may be rented Leases for durations of less for a term that is shorter than 30 days are prohibited.~~
- 4. **No Separate Conveyance. An ADU or JADU may be rented, but no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).**
- 5. **Owner Occupancy.**
 - a. **All ADUs created before January 1, 2020 are subject to the owner-occupancy requirement that was in place when the ADU was created.**
 - b. **An ADU that is created after that date but before January 1, 2025, is not subject to any owner-occupancy requirement.**
 - c. **All ADUs that are created on or after January 1, 2025 are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.**
 - d. **All JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.**
- 6. **e. Building and Construction.**
 - i. ~~An accessory dwelling unit shall include permanent provisions for living, sleeping, eating, cooking, and sanitation.~~
 - ii. ~~An accessory dwelling unit is required to have fire sprinklers, only if the primary residence is also required to have fire sprinklers.~~
 - a. ~~iii. An accessory unit shall meet the requirements of the building code, as adopted and amended by Chapter 15.04 of the municipal code, that apply to detached dwellings, as appropriate.~~
 - ~~iiiv. As required in the municipal code a separate utility connection may be required directly between the accessory dwelling unit and the utility.~~

- b. ~~¶. No passageway shall be required in conjunction with the construction of an accessory dwelling unit. “Passageway” is defined as a pathway that is unobstructed clear to the sky and extends from to street to one entrance of the accessory dwelling unit.~~

G. Specific ADU and JADU Requirements. The following requirements apply only to ADUs that require an ADU permit under subsection (E)(2) above.

1. Maximum Size.

- a. **The maximum size of a detached or attached ADU subject to this subsection (G)(1) is 850 for a studio or one-bedroom unit and 1,000 square feet for a unit with two bedrooms. No more than two bedrooms are allowed.**
- b. **An attached ADU that is created on a lot with an existing primary dwelling shall not exceed 50 percent of the existing floor area of the primary dwelling.**
- c. **The accessory dwelling unit shall contain no less than the 150 square feet area minimum required for an efficiency dwelling unit as defined in Section 17958.1 of the Health and Safety Code.**
- d. **Application of other development standards in this subsection (G), such as FAR or lot coverage, might further limit the size of the ADU, but no application of FAR, lot coverage, or open-space requirements may require the ADU to be less than 800 square feet.**

2. f. Parking.

- i. ~~Except as provided in subparagraph (f)(ii):~~

General Requirement. Accessory dwelling units must meet the following parking standards:

- a. **One off street parking space is required for an ADU that is approved under subsection (E)(2) above.**

~~(A) Accessory dwelling units must meet the following parking standards:~~

- ~~(1) For accessory dwelling units with no separate bedrooms (such as a loft or studio), one off-street parking space shall be provided per unit.~~
- ~~(2) For accessory dwelling units with at least one separate bedroom, one off-street parking space shall be provided per bedroom.~~

- b. ~~(B) If parking configuration, if required:~~

- i. ~~(1) The required parking spaces may be located in setback areas approved by the Community Development Director (or designee) or tandem parking on an existing driveway, unless specific findings are made under subparagraph (B)(2) (G)(2)(b)(ii).~~
- ii. ~~(2) Parking arrangements in subparagraph (G)(2)(b)(i)(B)(1) are not permitted may be prohibited if the Community Development Director (or designee) makes specific findings that such parking arrangements are~~

not feasible based upon specific site or regional topographical or fire or life safety conditions, ~~or that such arrangements are not permitted anywhere in the jurisdiction.~~

~~(3) — When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces.~~

- c. **ii. Exceptions.** Parking standards shall not be imposed on an accessory dwelling unit in any of the following circumstances:
 - i. ~~(A)~~ The accessory dwelling unit is located within one-half mile of public transit, including a public bus stop, bus station or transit station.
 - ii. ~~(B)~~ The accessory dwelling unit is located within a designated historic district.
 - iii. ~~(C)~~ The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.
 - iv. ~~(D)~~ When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
 - v. ~~(E)~~ When there is an established car share vehicle stop located within one block of the accessory dwelling unit
- d. **No Replacement.** When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.

3. ~~g.~~ Height.

- a. The height of a second-story or two story attached ~~accessory dwelling unit~~ ADU shall not exceed the height of the primary structure or 30-feet in height above grade, whichever is greater, measured to the peak of the structure. ~~must meet the height standards of the applicable zoning district.~~
- b. A detached ADU may not exceed 16-feet in height, above grade, measured to the peak of the structure.
- c. A unit above a detached garage located contiguous to an alley may not exceed 25-feet in height above grade, measured to the peak of the structure.

4. ~~h.~~ Setbacks.

- a. ~~(i) Attached and Detached Accessory Dwelling Unit. Except as provided in subsection paragraphs (E)(1)(ii) and (iii), an attached or detached ADU is subject to side and rear setbacks of four feet. accessory dwelling unit shall meet the following setback standards:~~
 - ~~(A) — Single Story Accessory Dwelling Unit. The side and rear yard setback for a single story accessory dwelling unit shall be at least five feet.~~
 - ~~(B) — One and One Half Accessory Dwelling Units and Two-Story Accessory Dwelling Units. The side and rear yard setback for a one and one half accessory dwelling unit and two-story accessory dwelling unit shall be at least 10 feet.~~
- b. ~~(C) Alley Adjacent Accessory Dwelling Units and Accessory Dwelling Units Adjacent to Non-residentially Zoned Property. Side or rear yard setbacks adjacent to an alley or non-residentially zoned property shall be zero feet. Parking provided off the alley shall maintain a 24-foot back out, which includes the alley.~~
 - ~~(D) — Street-Side Corner Lot. Setback requirements for the street-side of a corner lot shall be consistent with street-side setback standards of the applicable zoning district. Other setbacks (e.g., rear or non-street side) shall be as set forth in subparagraph (h)(i)(A), (B) or (C) above.~~
- c. ~~ii. Garage and Accessory Building Conversion. No setback shall be required for a legally established, existing garage or accessory building that is converted to an accessory dwelling unit, provided the structure is not expanded under subsection (E)(1)(a)(i). Any expansion of the structure under subsection (E)(1)(a)(i) is subject to side and rear setbacks of four feet shall comply with applicable setback requirements.~~
- d. ~~iii. Addition Over a Garage. A minimum side and rear setback of five feet shall shall apply to the newly constructed portion for an accessory dwelling unit constructed above a legally established existing garage.~~
 - i. ~~Unit Size.~~
 - ~~i. — The increased floor area of an attached accessory dwelling unit shall not exceed 50% of the existing living area, with a maximum increase in floor area of 1,200 square feet.~~
 - ~~ii. — The total floor area for a detached accessory dwelling unit shall not exceed 1,200 square feet.~~
 - ~~iii. — The accessory dwelling unit shall contain no less than the 150 square feet area minimum required for an efficiency dwelling unit as defined in Section 17958.1 of the [Health and Safety Code](#).~~

5. j. Lot Coverage

- a. ~~i.~~ Lot Coverage. **No ADU subject to this subsection (G) may cause the total lot coverage of the single-family lot to exceed lot coverage standards of the applicable zoning district 50 percent.**
 - b. ~~ii.~~ Rear Yard Coverage. An accessory dwelling unit shall not result in more than 30% rear yard coverage as measured from the rear wall of the primary residence to the rear property line (or as measured from the average distance of the rear wall from the rear property boundary if the rear wall does not follow a straight line).
 - ~~iii.~~ ~~Required Rear Yard Coverage. An accessory dwelling unit shall not result in more than 35% coverage of the “required rear yard,” which is set forth by the applicable zoning district.~~
- 6. ~~k.~~ **Architecture Requirements Review**
 - a. **The materials and colors of the exterior walls, roof, and windows and doors must be the same the appearance of the primary dwelling**
 - b. **The roof slope must be the same that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.**
 - c. **The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.**
 - d. **The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building façade, not facing a public-right-of-way.**
 - e. **The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.**
 - f. **Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.**
 - g. **All second-story windows and doors in a second unit that are less than 30 feet from a property line that is not a right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.**
 - h. **Access stairs, entry doors and decks must face the primary residence or the alley, if applicable.**

- i. **A garage converted to an accessory dwelling unit shall include removal of garage door(s) which shall be replaced with architectural features, including walls, doors, windows, trim and accent details.**
- j. **The architectural treatment of an ADU to be constructed on a lot that has an identified historical resource listed on the federal, state, or local register of historic places must comply with all applicable ministerial requirements imposed by the Secretary of Interior.**
 - ~~i. — The design of the accessory dwelling unit shall relate to the design of the primary residence by use of similar quality exterior wall materials, window types, door and window trims, and roofing materials, but does not have to match the architectural style of the primary residence.~~
 - ~~ii. — A garage converted to an accessory dwelling unit shall include removal of garage door(s) which shall be replaced with architectural features, including walls, doors, windows, trim and accent details that remove any appearance that the structure was originally a garage.~~
 - ~~iii. — Windows facing interior areas of adjoining residential property shall be minimized in scale and number and fencing or landscaping shall be required to provide screening.~~
 - ~~iv. — Access stairs, entry doors and decks must face the primary residence or the alley, if applicable.~~

7. Landscape Requirements

- a. **Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels as follows:**
 - i. **At least one 15-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24" box size plant shall be provided for every ten linear feet of exterior wall.**
 - ii. **For a ground-level ADU, plant specimens must be at least six feet tall when installed. As an alternative, for a ground level ADU, a solid fence of at least 6 feet in height may be installed.**
- b. **For a second-story ADU, plant specimens must be at least 12 feet tall when installed.**
- c. **All landscaping must be drought-tolerant.**

8. Other

- a. **The ADU and primary dwelling must use the same driveway to access the street, unless otherwise required for fire-apparatus access, as determined by the fire authority.**
- b. **Each unclosed parking space shall be at least eight and one-half feet wide and eighteen feet long.**
- c. **Each parking space that is provided in an enclosed garage shall be at least ten feet wide and twenty feet long and have at least seven and a half feet vertical clearance.**

9. Notice of Construction

- a. **At least ten business days before starting any construction of a second unit, the property owner shall give written notice to all the owners of record of each of the adjacent residential parcels, which notice shall include the following information:**
 - i. **Notice that construction has been authorized,**
 - ii. **The anticipated start and end dates for construction,**
 - iii. **The hours of construction,**
 - iv. **Contact information for the project manager (for construction-related complaints), and**
 - v. **Contact information for the city building division.**
- b. **This notice requirement does not confer a right on the noticed persons or on anyone else to comment on the project before permits are issued. Approval is ministerial. Under state law, the City of Woodland has no discretion in approving or denying a particular ADU project under this section. This notice requirement is purely to promote neighborhood awareness and expectation.**

~~2. An accessory dwelling unit is exempt from the requirements of subsection (F)(1) if the unit meets all the requirements of subsection (F)(2)(a):~~

- ~~a. The accessory dwelling unit:~~
 - ~~i. Is one accessory dwelling unit per single-family lot located within a single-family residential zone;~~

- ii. ~~Is contained within the existing space of a single family residence or within the existing space of an existing accessory building or structure;~~
- iii. ~~Has independent exterior access from the existing residence; and~~
- iv. ~~The side and rear setbacks are sufficient for fire safety.~~
- b. ~~If subparagraphs requirements of paragraph (2)(a) are met, then the applicant:~~
 - i. ~~Is required to install fire sprinklers in the accessory dwelling unit if the primary residence is also required to have fire sprinklers;~~
 - ii. ~~Is not required to install a new or separate utility connection directly between the accessory dwelling unit and the utility, or to be charged a related connection fee or capacity charge;~~
 - iii. ~~Shall obtain a building permit as required by the building code as adopted and amended by Chapter 15.04 of the municipal code. (Prior code § 25-21-05)~~

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF WOODLAND AMENDING SECTION 17.104.010 OF
CHAPTER 17 OF THE CITY OF WOODLAND
MUNICIPAL CODE RELATING TO ACCESSORY
DWELLING UNITS AND JUNIOR ACCESSORY
DWELLING UNITS AND DETERMINING THE
ORDINANCE TO BE EXEMPT FROM CEQA**

WHEREAS, the City of Woodland, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, the Planning and Zoning Law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law a number of bills (“New ADU Laws”) that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, the New ADU Laws take effect January 1, 2020, and if the City’s ADU ordinance does not comply with the New ADU Laws, the City’s ordinance becomes null and void on that date as a matter of law; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, failure to comply with Government Code sections 65852.2 and 65852.22 (as amended) as of January 1, 2020 renders the City’s ordinance regulating ADUs and JADUs null and void, thereby limiting the City to the application of the few default standards provided in Government Code sections 65852.2 and 65852.22 for the approval of ADUs and JADUs; and

WHEREAS, the approval of ADUs and JADUs based solely on the default statutory standards, without local regulations governing height, setback, landscape, architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values, personal privacy, and fire safety.

WHEREAS, the City Council has reviewed and considered the public testimony and agenda reports prepared in connection with this ordinance, including the policy considerations discussed therein, and the consideration and recommendation by the City’s Planning Commission; and

WHEREAS, in accordance with the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.) (“CEQA”) and the State CEQA Guidelines (Cal. Code Regs.,

tit. 14, § 15000 et seq.), the City has determined that the revisions to the Woodland Municipal Code are exempt from environmental review.

NOW, THEREFORE, the City Council of the City of Woodland does ordain as follows:

Section 1. The recitals above are each incorporated by reference and adopted as findings by the City Council.

Section 2. Under California Public Resources Code section 21080.17, the California Environmental Quality Act (“CEQA”) does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California’s ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State’s ADU law.

In addition to being statutorily exempt from CEQA, the proposed ordinance is also categorically exempt from CEQA under the Class 3 exemption set forth in State CEQA Guidelines section 15303. The Class 3 exemption categorically exempts from CEQA, among other things, the construction and location of new, small structures and the conversion of existing small structures from one use to another. Section 15303 specifically lists the construction of appurtenant accessory structures and garages as examples of activity that expressly falls within this exemption. Here, the ordinance is categorically exempt under the Class 3 exemption because the ordinance regulates the conversion of existing structures into, and the new construction of, ADUs and JADUs, which are, by definition, structures that are accessory to a primary dwelling on the lot. Moreover, the City Council finds that none of the “exceptions” to the use of the Class 3 exemption, set forth in State CEQA Guidelines section 15300.2, apply here. Specifically, the City Council finds that the ordinance will:

- (1) Not result in the construction of ADUs or JADUs within a particularly sensitive environment because these accessory structures will necessarily be built on a lot already developed with a primary dwelling;
- (2) Not result in a potentially significant cumulative impact because these accessory structures will necessarily be built on a lot already developed with a primary dwelling;
- (3) Not result in a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances because the construction of small structures or conversion of existing structures are accessory to a primary dwelling on sites that are already be developed;
- (4) Not result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway because no residential property is located adjacent to a state scenic highway and new structures will be required to comply with the City’s Tree Preservation Ordinance as appropriate;

- (5) Not be located on a hazardous waste site included on any list compiled pursuant to § 65962.5 of the Government Code because no property zoned residential is located on a hazardous waste site; or
- (6) Not result in a substantial adverse change in the significance of a historical resource because any demolition of a potential historic structure will be required to comply with the City's Historical Preservation Ordinance.

Section 3. Section 17.104.010 of Chapter 17 of the Woodland Municipal Code is hereby amended and restated as provided in Exhibit "A", attached hereto and incorporated herein by reference.

Section 4. This ordinance shall take effect 30 days following its adoption.

Section 5. The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, once five days before its adoption and again within 15 days after its adoption.

Section 6. The City Clerk shall submit a copy of this ordinance to the Department of Housing and Community Development within 60 days after adoption.

Section 7. The City Council hereby directs staff to prepare, execute and file with the Yolo County Clerk a Notice of Exemption within five working days of first reading of this ordinance.

Section 8. If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this resolution irrespective of the invalidity of any portion thereof.

Section 9. The documents and materials that constitute the record of proceedings on which this Ordinance and the above findings have been based are located in the Community Development Department at 300 First Street, Woodland, CA 95695

(Continues on next page)

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland, California, at a regular meeting of the City Council held on the 7th day of January 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

Kara Ueda, City Attorney

BEST BEST & KRIEGER LLP

EXHIBIT A

Amendments to Municipal Code

(follows this page)

17.104.010 Accessory dwelling units

- A. Purpose. The purpose of this section is to provide reasonable regulations for the development of accessory dwelling units **(ADUs) and junior accessory dwelling units (JADUs)** in certain areas and on lots developed or proposed to be developed with single-family residential dwellings, duplexes and **multiple family units**. ~~lots developed with up to four dwelling units~~. Such accessory dwelling units contribute needed housing to the community's housing stock and promote housing opportunities for the persons wishing to reside in the City of Woodland. In addition, the regulations in this section are intended to promote the goals and policies of the City's General Plan and comply with requirements codified in the State Planning and Zoning Law related to accessory dwelling units in residential areas, including California [Government Code](#) Section 65852.2. **and 65852.22.**
- B. **Effect of Conforming Accessory Dwelling Unit. An accessory dwelling unit that conforms to this chapter shall:**
1. **Be deemed an accessory use and not be considered to exceed the allowable density for the lot upon which it is located;**
 2. **Be deemed a residential use that is consistent with the General Plan and the zoning designations for the lot;**
 3. **Not be considered in the application of any ordinance, policy, or program to limit residential growth; and**
 4. **Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.**
- C. ~~B~~ Definitions.
1. "Accessory dwelling unit" **(ADU)** means a residential dwelling unit that is detached from, attached to, or located within the living area of an existing primary dwelling unit, and that provides independent living facilities for one or more persons. An accessory dwelling unit also includes:
 - a. an efficiency unit, as defined in California Health and Safety Code Section 17958.1, and
 - b. a manufactured home, as defined in Section 18007.
 2. **"Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.**
 3. **"Efficiency kitchen" means a kitchen that includes each of the following:**

- a. **A cooking facility with appliances.**
 - b. **A food preparation counter or counters that total at least 15 square feet in area.**
 - c. **Food storage cabinets that total at least 30 square feet of shelf space.**
4. **2 “Floor area” means the gross floor area of an attached or detached accessory dwelling unit as measured to the outside surface of exterior walls, including its living area, basement whether conditioned or unconditioned, and any garage or other enclosed accessory structure attached to the detached accessory dwelling unit.**
5. **“Junior accessory dwelling unit” or “JADU” means a residential unit that**
- a. **is no more than 500 square feet in size,**
 - b. **is contained entirely within an existing or proposed single-family structure,**
 - c. **includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and**
 - d. **includes an efficiency kitchen, as defined in subsection (C)(3) above**
6. **~~3-~~“Living area” is defined as the interior habitable area of a dwelling unit, including basements and attics, but not including a garage or any accessory structure.**
7. **“Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.**
8. **“Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.**
9. **“Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.**
10. **4- “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.**
~~means a public bus stop, bus station or transit station.~~

11. “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

C. ~~Effect of Conforming Accessory Dwelling Unit. An accessory dwelling unit that conforms to this chapter shall:~~

1. ~~Be deemed an accessory use and not be considered to exceed the allowable density for the lot upon which it is located;~~
2. ~~Be deemed a residential use that is consistent with the General Plan and the zoning designations for the lot;~~
3. ~~Not be considered in the application of any ordinance, policy, or program to limit residential growth; and~~
4. ~~Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.~~

D. Locations Permitted.

1. Accessory dwelling units **and junior accessory dwelling units** are permitted in all **zoning districts that allow for any single-family and or multifamily residential use zones, including the corridor mixed use districts if they allow for any residential use.**
2. ~~Accessory dwelling units that meet the requirement of subsection (F)(2)(a) may be located in any single-family residential zone.~~

E. ~~Permit Procedures. Approvals. The following approvals apply to ADUs and JADUs under this section:~~

1. **Building-permit Only. If an ADU or JADU complies with each of the general requirements in subsection (F) below, it is allowed with only a building permit in the following scenarios:**
 - a. **Converted Space or Structure on Single-family Lot: Only one ADU or JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:**
 - i. **Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress.**
 - ii. **Has exterior access that is independent of that for the single-family dwelling.**
 - iii. **Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.**
 - b. **Limited Detached on Single-family Lot: One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition**

to any JADU that might otherwise be established on the lot under subsection (E)(1)(a)), if the detached ADU satisfies the following limitations:

i. The side- and rear-yard setbacks are at least four-feet.

ii. The total floor area is 800 square feet or smaller.

iii. The peak height above grade is 16 feet or less.

c. **Converted on Multifamily Lot: Multiple ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages that satisfied the following:**

i. If each converted, ADU complies with state building standards for dwellings.

ii. At least one converted ADU is allowed within an existing multifamily dwelling structure, but the number of ADUs created under this paragraph (E)(1)(c) may not exceed 25 percent of the existing multifamily dwelling units.

d. **Limited Detached on Multifamily Lot: No more than two detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies the following limitations:**

i. The side- and rear-yard setbacks are at least four-feet.

ii. The total floor area is 800 square feet or smaller.

2. ~~4.~~ **ADU Permits.**

a. Except as allowed under subsection (E)(1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth (in subsections (F) and (G) below)

~~An accessory dwelling unit permit application is required for all new detached accessory dwelling units and for attached accessory dwelling units that include physical expansion (i.e., addition) to an existing primary dwelling unit prior to building permit submittal. Approved applications for an accessory dwelling unit will result in an accessory dwelling unit permit. The applicant shall also obtain a building permit as required by the building code.~~

b. **Impact Fee.**

i. No impact fee is required for an ADU or JADU that is less than 750 square feet in size.

ii. Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the

square footage of the primary dwelling unit. (E.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling.) “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.

~~Exception. Accessory dwelling units that meet the requirements of subsection (F)(2)(a) shall only obtain a building permit as required by the building code.~~

- iii. ~~e.~~ Except as otherwise provided in this chapter, the construction of an accessory dwelling **and junior accessory dwelling** unit shall be subject to any applicable fees adopted pursuant to the requirements of California [Government Code](#), Title 7, Division 1, Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

3. ~~2.~~ **Application Process and Timing.**

- a. **An ADU permit is considered and approved magisterially without discretionary review or hearing.**
- b. **The City must act on an application to create an ADU or JADU within 60 days from the date that the City receives a completed application, unless either:**
 - i. **The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or**
 - ii. **In the case of a JADU, and the application to create a junior accessory dwelling unit is submitted with a permit application to create a new single family dwelling on the lot, the city may delay acting on the permit application for the JADU until the City acts on the permit application to create the JADU will still be considered magisterially without discretionary review or a hearing.**
- c. ~~a.~~ **Application requirements.** Applications for an accessory dwelling unit permit shall be made in writing by the property owner or his or her authorized agent, on forms provided by the Community Development Department, and accompanied by such data and information as may be necessary to fully describe the request including:
 - i. A to-scale and fully dimensioned site plan showing the proposed accessory dwelling unit or junior accessory dwelling unit and all existing structures on the property including patio covers, other accessory structures, fences and driveways;

- ii. Elevations of the proposed accessory dwelling unit including building dimensions, material call outs and a color and materials sample board as requested by the Community Development Director;
- iii. Photographs of the exterior of the primary residence as requested by the Community Development Director; and
- iv. Construction Management Plan. Construction hours and staging to minimize impacts on surrounding residential properties.
- d. ~~b.~~ The filing and review fee shall be as prescribed by City Council resolution or ordinance. **The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance.**

~~Review.~~

- a. ~~The Community Development Director or designee will review and approve a complete application for an accessory dwelling unit permit that complies with the requirements of subsection F (Standards). The accessory dwelling unit permit application shall be considered ministerially without any discretionary review or a hearing if the accessory dwelling unit complies with the development provisions as outlined in this section.~~
- b. ~~The Community Development Director or designee will approve or disapprove of an application for an accessory dwelling unit permit within 120 days after receiving the complete application.~~

4. Nonconforming ADUs and Discretionary Approval. ~~Exceptions.~~

- a. **Any proposed ADU or JADU that does not conform to the objective standards** ~~A property owner may apply for an exception to construct an accessory dwelling unit that does not meet the standard(s) set forth in subsections (F) and (G) (1) below by applying for~~ **may be allowed by the City with a** Zoning Administrator permit in accordance with Chapters 17.132 and 17.148 of this title. A noticed public hearing shall be held in accordance with Sections 17.132.030 and 17.148.030. ~~The Zoning Administrator may approve specific exception(s) from the standards listed in subsection (F)(1), except as set forth below:~~
- i. ~~The minimum lot size standard may only be reduced to 5,000 square feet (minimum).~~ **The maximum size of an ADU subject to this subsection (E)(4) is 1,200 square feet, or three bedrooms.**
- b. Findings. Before approval of the Zoning Administrator permit granting the exception, the Zoning Administrator shall find that:
 - i. The exterior design of the accessory dwelling unit is in harmony with, and maintains the scale of, the neighborhood;
 - ii. If an exception to parking requirements is requested, the exception will not result in excessive parking congestion;

- iii. The site plan provides adequate open space usable and useful for both the accessory dwelling unit and the primary residence;
- iv. Where applicable, open space and landscaping provides for privacy and screening of adjacent properties;
- v. The location and design of the accessory unit maintains a compatible relationship to adjacent properties and does not significantly impact the privacy, noise, light air, solar access or parking of adjacent properties; and
- vi. Windows that impact the privacy of the neighboring side or rear yard have been minimized. Major windows, access stairs, entry doors and decks are generally limited to the walls facing the primary residence or the alley, if applicable.

F. General ADU and JADU Requirements. Standards The following requirements apply to all ADUs and JADUs that are approved under subsections (E)(1) or (E)(2):

1. Zoning

- a. **An ADU or JADU subject only to a building permit under subsection (E)(1) may be created on a lot in a residential or mixed-use zone.**
- b. **An ADU or JADU subject to an ADU permit under subsection (E)(2) may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.**

~~1. Except as provided in subsection 2, accessory dwelling units must meet the following standards:~~

- a. ~~General Requirements. An accessory dwelling unit shall comply with all provisions of the underlying zoning district, except as modified by this section. The requirements for other accessory structures found in Section 17.104.020 (Accessory buildings and uses) do not apply to accessory dwelling units.~~
- b. ~~Lot Size. The minimum lot size upon which an accessory dwelling unit may be located is 6,000 square feet.~~
- c. ~~Development On the Lot.~~
 - i. ~~The accessory dwelling unit must be:~~
 - (A) ~~Detached from the existing primary dwelling, but located on the same lot as the existing dwelling;~~
 - (B) ~~Attached to the existing dwelling; or~~
 - (C) ~~Located within the living area of the existing dwelling.~~
 - ii. ~~Only one accessory dwelling unit shall be allowed per lot.~~
 - iii. ~~Within a residential multiple family zone, an accessory dwelling unit may not be constructed on a parcel which is developed with more than four existing residential units.~~

- iv. ~~The accessory dwelling unit is not intended for sale separate from the primary residence(s).~~
 - v. ~~Landscape Screening. If second floor windows in a proposed accessory dwelling unit overlook the interior living areas of a direct neighbor's residence, landscaping is required for the privacy and screening of the adjacent property.~~
- 2. **Fire Sprinklers. Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.**
- 3. ~~d. Rental Term. No ADU or JADU Occupancy. The accessory dwelling unit may be rented Leases for durations of less for a term that is shorter than 30 days are prohibited.~~
- 4. **No Separate Conveyance. An ADU or JADU may be rented, but no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).**
- 5. **Owner Occupancy.**
 - a. **All ADUs created before January 1, 2020 are subject to the owner-occupancy requirement that was in place when the ADU was created.**
 - b. **An ADU that is created after that date but before January 1, 2025, is not subject to any owner-occupancy requirement.**
 - c. **All ADUs that are created on or after January 1, 2025 are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.**
 - d. **All JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.**
- 6. **e. Building and Construction.**
 - i. ~~An accessory dwelling unit shall include permanent provisions for living, sleeping, eating, cooking, and sanitation.~~
 - ii. ~~An accessory dwelling unit is required to have fire sprinklers, only if the primary residence is also required to have fire sprinklers.~~
 - a. ~~iii. An accessory unit shall meet the requirements of the building code, as adopted and amended by Chapter 15.04 of the municipal code, that apply to detached dwellings, as appropriate.~~
 - ~~iiiv. As required in the municipal code a separate utility connection may be required directly between the accessory dwelling unit and the utility.~~

- b. ~~v. No passageway shall be required in conjunction with the construction of an accessory dwelling unit. "Passageway" is defined as a pathway that is unobstructed clear to the sky and extends from to street to one entrance of the accessory dwelling unit.~~

G. Specific ADU and JADU Requirements. The following requirements apply only to ADUs that require an ADU permit under subsection (E)(2) above.

1. Maximum Size.

- a. **The maximum size of a detached or attached ADU subject to this subsection (G)(1) is 850 for a studio or one-bedroom unit and 1,000 square feet for a unit with two bedrooms. No more than two bedrooms are allowed.**
- b. **An attached ADU that is created on a lot with an existing primary dwelling shall not exceed 50 percent of the existing floor area of the primary dwelling.**
- c. **The accessory dwelling unit shall contain no less than the 150 square feet area minimum required for an efficiency dwelling unit as defined in Section 17958.1 of the Health and Safety Code.**
- d. **Application of other development standards in this subsection (G), such as FAR or lot coverage, might further limit the size of the ADU, but no application of FAR, lot coverage, or open-space requirements may require the ADU to be less than 800 square feet.**

2. f. Parking.

- i. ~~Except as provided in subparagraph (f)(ii):~~

General Requirement. Accessory dwelling units must meet the following parking standards:

- a. **One off street parking space is required for an ADU that is approved under subsection (E)(2) above.**

~~(A) Accessory dwelling units must meet the following parking standards:~~

- ~~(1) For accessory dwelling units with no separate bedrooms (such as a loft or studio), one off-street parking space shall be provided per unit.~~
- ~~(2) For accessory dwelling units with at least one separate bedroom, one off-street parking space shall be provided per bedroom.~~

- b. ~~(B) If parking configuration, if required:~~

- i. ~~(1) The required parking spaces may be located in setback areas approved by the Community Development Director (or designee) or tandem parking on an existing driveway, unless specific findings are made under subparagraph (B)(2) (G)(2)(b)(ii).~~
- ii. ~~(2) Parking arrangements in subparagraph (G)(2)(b)(i)(B)(1) are not permitted may be prohibited if the Community Development Director (or designee) makes specific findings that such parking arrangements are~~

not feasible based upon specific site or regional topographical or fire or life safety conditions, ~~or that such arrangements are not permitted anywhere in the jurisdiction.~~

~~(3) — When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces.~~

- c. **ii. Exceptions.** Parking standards shall not be imposed on an accessory dwelling unit in any of the following circumstances:
 - i. ~~(A)~~ The accessory dwelling unit is located within one-half mile of public transit, including a public bus stop, bus station or transit station.
 - ii. ~~(B)~~ The accessory dwelling unit is located within a designated historic district.
 - iii. ~~(C)~~ The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.
 - iv. ~~(D)~~ When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
 - v. ~~(E)~~ When there is an established car share vehicle stop located within one block of the accessory dwelling unit
- d. **No Replacement.** When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.

3. ~~g.~~ Height.

- a. The height of a second-story or two story attached ~~accessory dwelling unit~~ ADU shall not exceed the height of the primary structure or 30-feet in height above grade, whichever is greater, measured to the peak of the structure. ~~must meet the height standards of the applicable zoning district.~~
- b. A detached ADU may not exceed 16-feet in height, above grade, measured to the peak of the structure.
- c. A unit above a detached garage located contiguous to an alley may not exceed 25-feet in height above grade, measured to the peak of the structure.

4. ~~h.~~ Setbacks.

- a. ~~(i) Attached and Detached Accessory Dwelling Unit. Except as provided in subsection paragraphs (E)(1)(ii) and (iii), an attached or detached ADU is subject to side and rear setbacks of four feet. accessory dwelling unit shall meet the following setback standards:~~
 - ~~(A) — Single Story Accessory Dwelling Unit. The side and rear yard setback for a single story accessory dwelling unit shall be at least five feet.~~
 - ~~(B) — One and One Half Accessory Dwelling Units and Two-Story Accessory Dwelling Units. The side and rear yard setback for a one and one half accessory dwelling unit and two-story accessory dwelling unit shall be at least 10 feet.~~
- b. ~~(C) Alley Adjacent Accessory Dwelling Units and Accessory Dwelling Units Adjacent to Non-residentially Zoned Property. Side or rear yard setbacks adjacent to an alley or non-residentially zoned property shall be zero feet. Parking provided off the alley shall maintain a 24-foot back out, which includes the alley.~~
 - ~~(D) — Street-Side Corner Lot. Setback requirements for the street-side of a corner lot shall be consistent with street-side setback standards of the applicable zoning district. Other setbacks (e.g., rear or non-street side) shall be as set forth in subparagraph (h)(i)(A), (B) or (C) above.~~
- c. ~~ii. Garage and Accessory Building Conversion. No setback shall be required for a legally established, existing garage or accessory building that is converted to an accessory dwelling unit, provided the structure is not expanded under subsection (E)(1)(a)(i). Any expansion of the structure under subsection (E)(1)(a)(i) is subject to side and rear setbacks of four feet shall comply with applicable setback requirements.~~
- d. ~~iii. Addition Over a Garage. A minimum side and rear setback of five feet shall shall apply to the newly constructed portion for an accessory dwelling unit constructed above a legally established existing garage.~~
 - i. ~~Unit Size.~~
 - ~~i. — The increased floor area of an attached accessory dwelling unit shall not exceed 50% of the existing living area, with a maximum increase in floor area of 1,200 square feet.~~
 - ~~ii. — The total floor area for a detached accessory dwelling unit shall not exceed 1,200 square feet.~~
 - ~~iii. — The accessory dwelling unit shall contain no less than the 150 square feet area minimum required for an efficiency dwelling unit as defined in Section 17958.1 of the [Health and Safety Code](#).~~

5. j. Lot Coverage

- a. ~~i.~~ Lot Coverage. **No ADU subject to this subsection (G) may cause the total lot coverage of the single-family lot to exceed lot coverage standards of the applicable zoning district 50 percent.**
 - b. ~~ii.~~ Rear Yard Coverage. An accessory dwelling unit shall not result in more than 30% rear yard coverage as measured from the rear wall of the primary residence to the rear property line (or as measured from the average distance of the rear wall from the rear property boundary if the rear wall does not follow a straight line).
 - ~~iii.~~ ~~Required Rear Yard Coverage. An accessory dwelling unit shall not result in more than 35% coverage of the “required rear yard,” which is set forth by the applicable zoning district.~~
- 6. ~~k.~~ **Architecture Requirements Review**
 - a. **The materials and colors of the exterior walls, roof, and windows and doors must be the same the appearance of the primary dwelling**
 - b. **The roof slope must be the same that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.**
 - c. **The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.**
 - d. **The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building façade, not facing a public-right-of-way.**
 - e. **The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.**
 - f. **Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.**
 - g. **All second-story windows and doors in a second unit that are less than 30 feet from a property line that is not a right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.**
 - h. **Access stairs, entry doors and decks must face the primary residence or the alley, if applicable.**

- i. **A garage converted to an accessory dwelling unit shall include removal of garage door(s) which shall be replaced with architectural features, including walls, doors, windows, trim and accent details.**

- j. **The architectural treatment of an ADU to be constructed on a lot that has an identified historical resource listed on the federal, state, or local register of historic places must comply with all applicable ministerial requirements imposed by the Secretary of Interior.**
 - ~~i. — The design of the accessory dwelling unit shall relate to the design of the primary residence by use of similar quality exterior wall materials, window types, door and window trims, and roofing materials, but does not have to match the architectural style of the primary residence.~~
 - ~~ii. — A garage converted to an accessory dwelling unit shall include removal of garage door(s) which shall be replaced with architectural features, including walls, doors, windows, trim and accent details that remove any appearance that the structure was originally a garage.~~
 - ~~iii. — Windows facing interior areas of adjoining residential property shall be minimized in scale and number and fencing or landscaping shall be required to provide screening.~~
 - ~~iv. — Access stairs, entry doors and decks must face the primary residence or the alley, if applicable.~~

7. Landscape Requirements

- a. **Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels as follows:**
 - i. **At least one 15-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24" box size plant shall be provided for every ten linear feet of exterior wall.**
 - ii. **For a ground-level ADU, plant specimens must be at least six feet tall when installed. As an alternative, for a ground level ADU, a solid fence of at least 6 feet in height may be installed.**
- b. **For a second-story ADU, plant specimens must be at least 12 feet tall when installed.**
- c. **All landscaping must be drought-tolerant.**

8. Other

- a. **The ADU and primary dwelling must use the same driveway to access the street, unless otherwise required for fire-apparatus access, as determined by the fire authority.**
- b. **Each unclosed parking space shall be at least eight and one-half feet wide and eighteen feet long.**
- c. **Each parking space that is provided in an enclosed garage shall be at least ten feet wide and twenty feet long and have at least seven and a half feet vertical clearance.**

9. Notice of Construction

- a. **At least ten business days before starting any construction of a second unit, the property owner shall give written notice to all the owners of record of each of the adjacent residential parcels, which notice shall include the following information:**
 - i. **Notice that construction has been authorized,**
 - ii. **The anticipated start and end dates for construction,**
 - iii. **The hours of construction,**
 - iv. **Contact information for the project manager (for construction-related complaints), and**
 - v. **Contact information for the city building division.**
- b. **This notice requirement does not confer a right on the noticed persons or on anyone else to comment on the project before permits are issued. Approval is ministerial. Under state law, the City of Woodland has no discretion in approving or denying a particular ADU project under this section. This notice requirement is purely to promote neighborhood awareness and expectation.**

~~2. An accessory dwelling unit is exempt from the requirements of subsection (F)(1) if the unit meets all the requirements of subsection (F)(2)(a):~~

- ~~a. The accessory dwelling unit:~~
 - ~~i. Is one accessory dwelling unit per single-family lot located within a single-family residential zone;~~

- ii. ~~Is contained within the existing space of a single family residence or within the existing space of an existing accessory building or structure;~~
- iii. ~~Has independent exterior access from the existing residence; and~~
- iv. ~~The side and rear setbacks are sufficient for fire safety.~~
- b. ~~If subparagraphs requirements of paragraph (2)(a) are met, then the applicant:~~
 - i. ~~Is required to install fire sprinklers in the accessory dwelling unit if the primary residence is also required to have fire sprinklers;~~
 - ii. ~~Is not required to install a new or separate utility connection directly between the accessory dwelling unit and the utility, or to be charged a related connection fee or capacity charge;~~
 - iii. ~~Shall obtain a building permit as required by the building code as adopted and amended by Chapter 15.04 of the municipal code. (Prior code § 25-21-05)~~

Accessory Dwelling Unit Requirements Table V 12.19.19

Unit Type	Maximum size	Rear Yard Setback	Interior Side Yard Setback	Street Side Setback	Maximum Height	Min Dist from other structures	Lot Coverage	Rear Yard Coverage	Parking Required		Building Permit Required	ADU Permit Required
Junior ADU - is contained entirely within an existing or proposed single-family structure	500-sq ft	Meets Fire and Building codes	Meets Fire and Building codes	Same as primary dwelling unit	Same as primary dwelling unit	Same as primary dwelling unit	50%	30%	None		Yes	No
Single family												
Converted - within the space of an existing single family or existing accessory structure (including garage conversion) (1)	Within existing space + up to 150 sq. ft if needed to add ingress and egress	Meets Fire and Building codes	Meets Fire and Building codes	4-feet; (zero feet for alley with 24-foot back up distance).	Same as primary dwelling or structure; or up to 16-feet at the peak	Meets Fire and Building codes	50%	30%	None		Yes	No
Limited Detached (2) (Including addition over garage or accessory).	800-sq ft or smaller	4 feet (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	16 feet at the peak; A unit above a detached garage located contiguous to an alley, may not exceed 25-feet above grade to the peak.	Meets Fire and Building codes	50%	30%	One space per ADU		Yes	No
Limited Attached (2)	800-sq ft or smaller	4 feet (zero feet for alley with 24-foot back up distance).	4 feet (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	May not exceed the height of the primary structure or 30-feet, whichever is greater	Meets Fire and Building codes	50%	30%	One space per ADU		Yes	No
Detached ADU (2)(3)	Over 800 to 1,000-square feet; two bedrooms or less	4-feet (zero feet for alley with 24-foot back up distance).	4-feet (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	16-feet at the peak; A unit above a detached garage located contiguous to an alley, may not exceed 25-feet above grade to the peak.	Meets Fire and Building codes	50%	30%	One space per ADU		Yes	Yes
Attached ADU (3)	Over 800 to 1,000-square feet. May not exceed 50% of the primary dwelling.(3); two bedrooms or less	4-feet (zero feet for alley provided with 24-foot back up distance).	4-feet (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	May not exceed the height of the primary structure or 30-feet above grade to the peak , whichever is greater	Meets Fire and Building codes	50%	30%	One space per ADU		Yes	Yes
Discretionary Attached or Detached SF (2)(3) (Proposed exceptions from standards)	Over 1,000 sq ft or over 2-bedrms to a maximum of 1,200 sq feet or 3 bedrooms	4 feet (zero feet for alley with a 24-foot back up distance).	4-feet (zero feet for alley with 24-foot back up distance).	4-feet; (zero feet for alley with 24-foot back up distance).	Attached: same as primary dwelling unit or 30-feet above grade to the peak, whichever is greater. Detached: 16-feet at the peak; A unit above a detached garage located contiguous to an alley, may not exceed 25-feet above grade to the peak.	Meets Fire and Building codes	50%	30%	One space per ADU		Yes	ZAP

Accessory Dwelling Unit Requirements Table V 12.19.19

Unit Type	Maximum size	Rear Yard Setback	Interior Side Yard Setback	Street Side Setback	Maximum Height	Min Dist from other structures	Lot Coverage	Rear Yard Coverage	Parking Required		Building Permit Required	ADU Permit Required
Multiple Family												
Converted within existing multi-family dwelling structures (up to 25% of the MF units may have converted ADUs)	Shall comply with state building standards for dwellings	Meets Fire and Building codes	4-feet (zero feet for alley with 24-foot back up distance).	Same as primary dwelling unit	Same as primary dwelling unit	Meets Fire and Building codes	Same as primary unit(s)	30%	None		Yes	No
Limited Detached MF (no more than two detached ADUs on a lot with MF)	800 square feet or smaller	4-feet	4-feet	4-feet; (zero feet for alley with 24-foot back up distance).	16-feet at the peak	Meets Fire and Building codes		30%	One space per ADU		Yes	No

- (1) Accommodated within the existing space, plus up to an additional 150 square feet if expansion is limited to accommodating ingress and egress. Exterior access is independent of that for the single-family dwelling.
- (2) One detached new ADU, in addition to a JADU that may be existing as converted within an existing structure.
- (3) Application of development standards such as FAR, lot coverage, may limit the size of the ADU, but in no case may shall the ADU be required to be less than 800 square feet.

Accessory dwelling unit (ADU) means a residential dwelling unit that is detached from, attached to, or located within the living area of an existing primary dwelling unit, and that provides independent living facilities for one or more persons. An accessory dwelling unit also includes: an efficiency unit, as defined in California [Health and Safety Code](#) Section 17958.1, and a manufactured home, as defined in Section 18007.

Junior accessory dwelling unit or (JADU) means a residential unit that is no more than 500 square feet in size, is contained entirely within an existing or proposed single-family structure, includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and includes an efficiency kitchen, as defined in subsection **Error! Reference source not found.**



Proposed amendments to the Accessory Dwelling Unit Ordinance Section 17.104.010 to comply with State requirements



State Directed Amendments

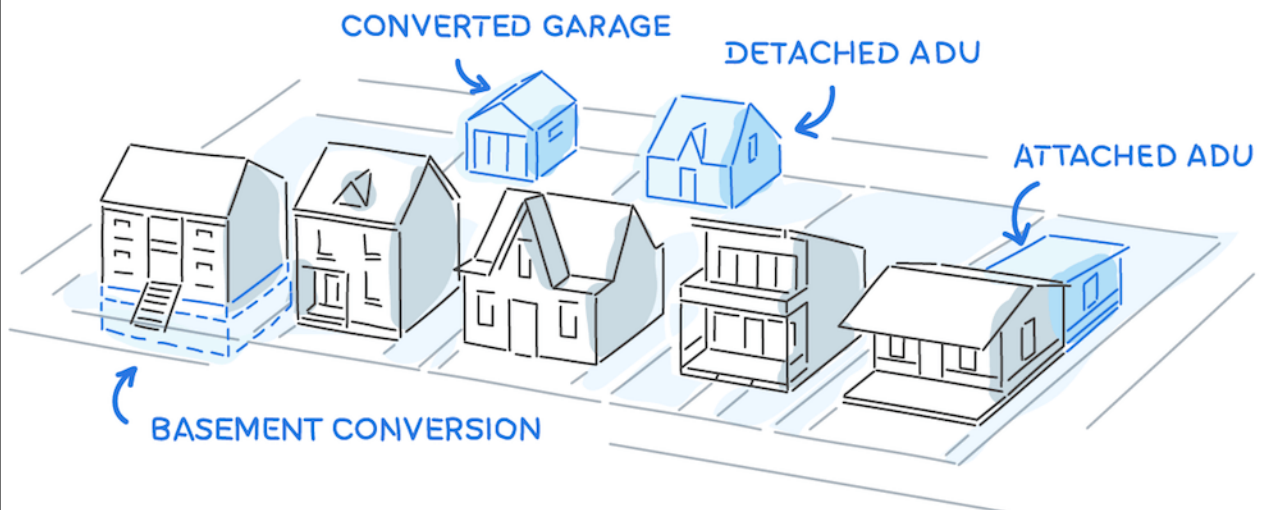
- Effective January 1, 2020; Existing City ADU Ordinance will be null and void.
- Limits local review authority
- Requires City to develop objective standards that must be clearly defined and stand alone (may not refer back to other code sections)
- No Impact fees for an ADU under 750 sq. feet, and for ADU over 750 sq. ft. fees are proportional to the size of the primary dwelling.
- May not prohibit ADUs that are:
 - 800-sq feet or less
 - Under 16-feet in height as measured to the peak
 - Have 4-foot side and rear setbacks.



ADU Amendments - Continued

- Prohibits imposing minimum lot sizes
- Prohibits requiring replacement parking required when a garage, carport, or covered parking is demolished
- Requires one parking space per ADU (non-covered)
- Allows for both an ADU and JADU on a lot where access, setbacks, and other criteria are met
- Allows ADUs in multi-family projects

Examples



ADU Review Process



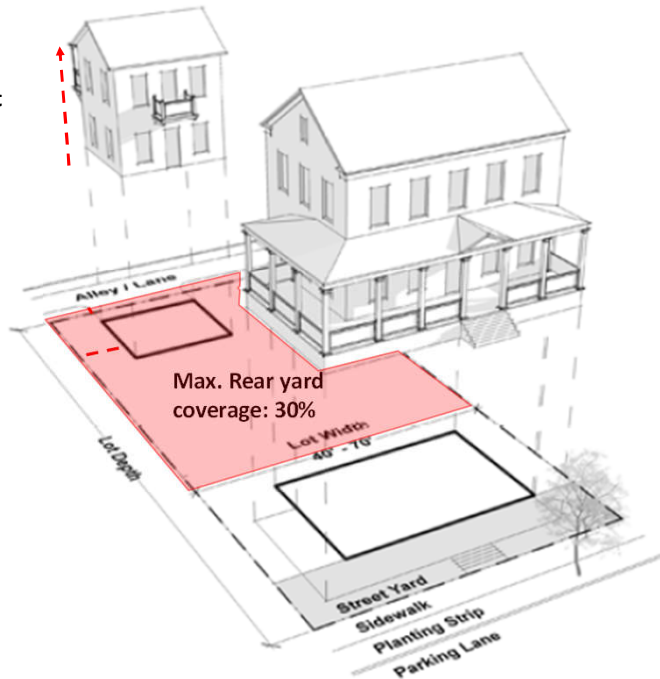
- Building Permit (Ministerial)
 - JADU and ADUs
 - 800 square feet and under
- ADU Permit (Ministerial)
 - ADUs over 800 square feet up to 1,000 square feet
 - Up to 2-bedrooms
 - Review for consistency with objective standards for architectural and landscape requirements
- Zoning Administrator (Discretionary - public notice)
 - Over 1,000 square feet to a maximum of 1,200 square feet;
 - Over 2-bedrooms (3-bedroom maximum)
 - Projects requesting relief from objective standards.

Building Heights:

- Detached new structure: **16-feet** from grade to peak
- **Above** a detached garage, located contiguous to an alley: **25-feet** from grade to peak
- **Attached** structure may not exceed the height of the primary structure or 30 ft, whichever is greater

Building Setbacks:

- Rear yard and side yard setbacks: 4-foot minimum
- On an alley, **0-feet**, as long as there is a 24-foot backup distance

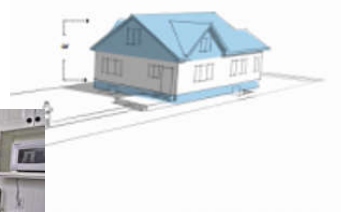
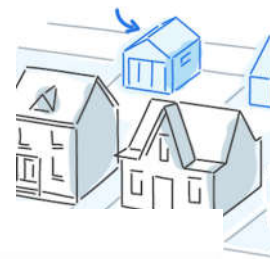


Types of ADUs – Converted Existing

Converted – Within an Existing Accessory Structure or an Existing Single Family Structure

- Max. size: Within existing space + up to 150 sq ft (for egress or ingress purposes only)
- Rear/side yard setbacks: Meets Fire and Building codes, Any addition shall meet 4-foot side/rear; 0-foot alley
- Max. height: Same as primary structure
- Lot coverage: 50% /Rear lot coverage: 30%
- Parking: None

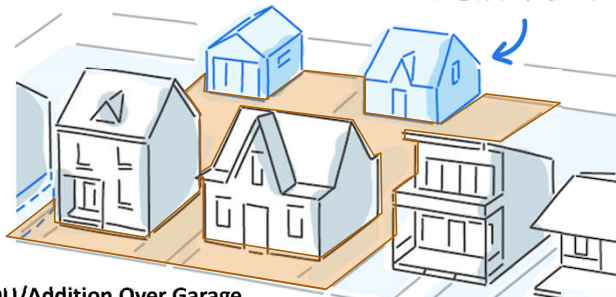
CONVERTED GARAGE



Types of ADUs – Detached



DETACHED ADU



Limited Detached/Detached ADU/Addition Over Garage

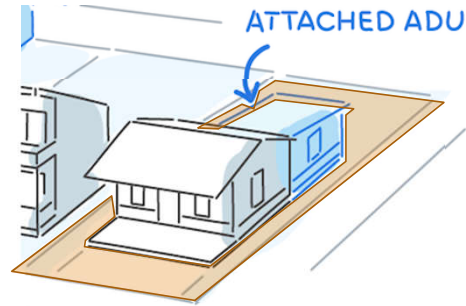
- Max. size: ≤ 800 sq ft **OR** 800 – 1000 sq ft **OR** 1000 – 1200 sq ft, respectively
- Rear/side yard setbacks: 4 ft; 0 ft for alley with 24-ft back up distance
- Max. height: 16 ft at the peak; if above a detached garage on an alley may be up to 25 ft
- Lot coverage: 50%/Rear lot coverage: 30%



Types of ADUs – Attached

Limited Attached/Attached ADU/Discretionary Attached

- Max. size: ≤ 800 sq ft **OR** 800 – 1000 sq ft **OR** 1000 – 1200 sq ft, respectively
- Max 2-bedrooms, may request 3-bedrooms with discretionary review
- May not exceed 50% of the primary dwelling size.
- Rear/side yard setbacks: 4 ft; 0 ft for alley with 24-ft back up distance
- Max. height: May not exceed the height of the primary structure or 30-ft, whichever is greater
- Total lot coverage: 50%/Rear lot coverage: 30%



Types of ADUs – Multi-Family

Multiple Family ADUs

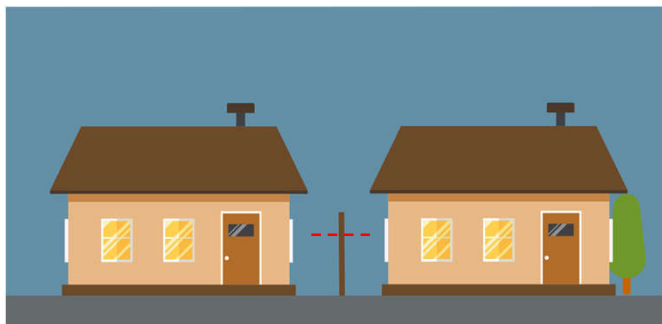
- Allowed with building permit review only
- Allowed on any site where multi-family is permitted (includes CMU)
- Converted space within existing multi-family structures, up to 25% of the MF units may have converted units.
- Up to 2 detached ADUs on a lot with MF units.



Architectural and Landscape Requirements

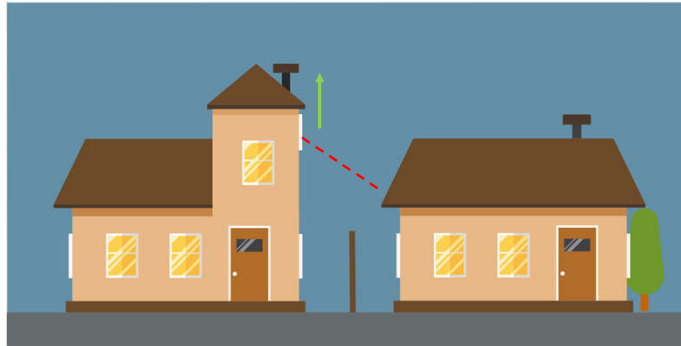
- Materials
- Roof
- Independent exterior entrance
- Windows may not have a direct line of sight to adjoining property
- Stairs and access doors shall face the primary residence or alley
- Garage conversion shall include removal of the garage doors and replaced with doors/windows/walls....
- ADU and primary dwelling shall use the same driveway access, unless otherwise require for fire-access.
- Landscaping must be planted between the ADU and adjacent parcels.
- See **Section 17.104.010 (G)(6 & 7)** of the Municipal Code

Line-of-Sight – No Concern



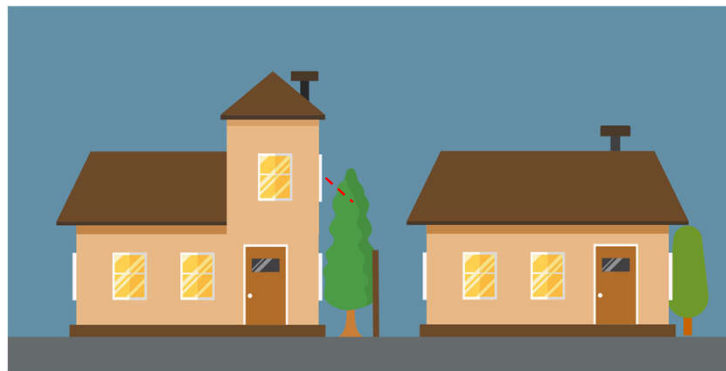
The following images on slides 12-14 are adapted from Vecteezy.com

Line-of-Sight Screening: Higher Window Placement or Obscure Glass



“Second story windows and doors in a second unit that are less than 30-feet from a property line that is not a right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six-feet above the finished floor, or (for windows or doors) utilize frosted or obscure glass.”

Line-of-Sight Screening: Landscaping Required



Web Based Information Available

City of Woodland Handouts

Web based advertising – multiple companies:

✓ Check your property to get zoning info & price quotes for ADU feasibility & design services:

I'm interested in ☒ ZONING ☐ FINANCING ☐ COSTS

123 Example Dr Woodland, CA [GET PROPERTY CHECK >](#)

Contact

Our architects are talented and accomplished professionals



ADU Model 700 sqft

W 35 ft L 20 ft



Want custom ADU designs for your property?

The End





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 7, 2020
ITEM #: I.6.
SUBJECT: Status Report - 2019-2020 Council Goals

Recommendation for Action: Staff recommends that the City Council receive an informational progress report on the status of Council's Priority Goals for 2019-2020.

Fiscal Impact:

As an informational report, there is no direct fiscal impact associated with this staff report. However, going forward, progress toward and implementation of the Council's priority goals will directly impact priorities for the upcoming 2020/21 budget process as well as funding priorities over the next several years. To the extent that identified priority projects and initiatives require resources beyond those currently appropriated, staff will return to Council for subsequent action related to funding allocations, as appropriate.

Background:

Following the swearing-in of the current City Council in December 2018, a formal goal-setting retreat was held on January 26, 2019 to review and update the new Council's priority goals and objectives for the 2019-2020 Council session. The updated priority goals were subsequently adopted by the City Council at their meeting of February 19, 2019. This report is intended to

provide a summary of progress made during 2019 to advance the Council's two-year goals as well as incorporate selected initiatives that have emerged as priorities since adoption of the 2019-2020 goals.

Establishing explicit City Council goals and priorities for the next year (and beyond) is important in several respects. First, the goals set by the Council will continue to form the basis for assessing progress made in addressing the most important issues facing the City and community. In addition, clearly articulated Council priorities will assist in ensuring that the City's limited resources are focused on those initiatives and programs that contribute most directly to the outcomes envisioned in advancing city priorities.

Discussion:

This staff report provides an update on the status of selected priority goals and initiatives established by the city council at the start of the current two-year (2019-2020) council term. The complete set of goals are articulated in the attachment to this staff report, following the framework first established by the Council in 2012-2013. The goals are organized around eight major topic areas, to include: Quality of Life, Sustainability, Downtown, Economic Development/Jobs, Public Safety, Infrastructure, Fiscal Responsibility and Governance/Organizational Effectiveness.

In turn, within each goal area, the Council has established broad overall objectives and strategies as well as specific critical initiatives and special projects aimed at advancing each goal. Tonight's report focuses exclusively on progress made during the past year on the critical initiatives and special projects within each goal area, to include "completed projects," "initiatives in progress," and "pending initiatives."

The following summarizes selected highlights from the attached progress report on the Council's 2019-2020

Priority Goals:

Goal Area: Quality of Life

Initiatives in Progress

- East Beamer Way Neighborhood Campus – partnering with Yolo County and Friends of the Mission to leverage state No Place Like Home funding to construct 61 permanent supportive housing units, as well as relocate and expand Fourth and Hope’s Emergency Shelter and Walter’s House rehabilitation program to city-owned property at County Road 102 and East Beamer.

Next Steps: Development Agreement with project partners
 Relocation of Emergency Shelter (June/July)
 Complete financing plan

- Second Community Aquatics Facility – develop funding and phasing for construction of new pool adjacent to Pioneer High School, in partnership with WJUSD

Next steps: Development financing plan (public/private)

- Woodland Regional Park – complete improvements to provide access to outdoor environmental resources as well as recreational opportunities, in partnership with Tuleyome and Explorit Yolo.

Next steps: Complete wetlands restoration and construction of initial trails

- Sports Park – continue to work with user groups and the Woodland Recreation Foundation to advance new recreation facilities

Next steps: Consider operating agreement with Fastpitch Softball and soccer

- Library Master Plan – continuing to work on short-term projects identified in plan.

Next steps: Review capital program priorities as part of FY2020/21 budget

- Neighborhood Traffic Calming – updated criteria for evaluating requests for traffic calming; implemented initial pilot projects

Next steps: Evaluation of pilot projects and process streamlining

- Summer Internship Program – initial efforts with 12 high school and WCC students visiting local business over 3-day program (summer 2019).

Pending Initiatives

- Youth Master Plan - Explore collaboration with WJUSD on community-wide plan; developing outline for MOU with WJUSD

- On-demand Micro-Transit - Assess feasibility of a pilot project, as an alternative to fixed-route transit.

Goal Area: Sustainability

Completed Initiatives

- Agricultural Mitigation Ordinance – updated
- Urban Forestry Master Plan – updated
- Woodland Regional Park – secured grant funding for restoration of 20 acres of wetlands
- Sustainability Advisory Committee – formally established and convened

Initiatives in Progress

- Recycled Water Project – re-submitted grant application for funding to implement Phase II of recycled water project (Spring Lake parks); design of Phase III to be incorporated with specific plan application for development of SP-1A (Research / Tech Park)
- Woodland Regional Park – finalizing habitat conservation easement
- Climate Action Plan Implementation

Next Steps: Sustainability Advisory Committee work plan (spring)
 Energy Efficiency Master Plan / City Facilities
 Greening City Fleet – SACOG Leadership Academy project
 EV Charging Stations – funding and deployment plan

Goal Area: Downtown / Economic Development / Jobs

Completed Initiatives

- Development Impact Fees – updated to encourage infill projects, job-generating uses and expansion of existing businesses
- Dog Gone Alley Utility Upgrades – completed
- Incubator Wet Lab Space – partner with AgStart to provide lab space for ag-tech start-ups, pending federal grant (Economic Development Administration)

Initiatives in Progress

- Woodland Research and Tech Park

Next Steps: Draft Specific Plan submittal (spring)
 Entitlement process (summer / fall)

- Workforce Development project - ongoing
- Lower Cache Creek Feasibility Study

Next Steps: Environmental clearance (NEPA/CEQA) – spring
 Agency Decision Milestone (Army Corps) – Q1 2020

Complete Feasibility Study – Q1 2021

- Auto dealerships – evaluate incentive program(s) to support expansion and/or relocation of auto dealerships
- Downtown Hotel Project (groundbreaking spring 2020)

Goal Area: Public Safety

Completed Projects

- Appointment of new Police Chief and Interim Fire Chief
- Implemented next phase of GREAT Program - gang-education training curriculum now taught in all 4th and 7th grade classrooms
- Completed Standards of Coverage study for Woodland Fire Department
- Migrated Fire Prevention program to comprehensive Community Risk Reduction model

Initiatives in Progress

- Secured SAFER grant (FEMA) to add three new firefighters and increase minimum staffing
- Redeployment of sworn police personnel to enhance Traffic Unit and Homeless Outreach Street Team
- Enhance coordination with partner law enforcement agencies in response to gun-related crimes
- Continued expansion of Crime Prevention Program
- Public Safety Youth Academy
- Continued expansion of WPD Volunteer Program
- Plans for relocation of Fire Station #3
- Community CPR Program

Goal Area: Infrastructure

Completed Projects

- I-5/Hwy113 Interchange – successfully worked to retain project in update of regional transportation project priorities (Metropolitan Transportation Plan)
- I-5 /CR102 Interchange – completed landscape improvements
- Kentucky Avenue – completed reconstruction project (East St. to West St.)

Initiatives in Progress

- West Woodland Safer Routes to Schools - complete fall 2020
- West Main Road Rehabilitation – complete spring/summer 2020
- East Main Street – commence construction summer 2020
- Gibson Road – 2021 construction
- Sports Park Drive Bike / Pedestrian Over-crossing
- Flood Protection – see Lower Cache Creek Feasibility Study
- North Area Storm Drainage Facility Master Plan
- Annual water and sewer main replacement program

- Water facilities – Aquifer Storage and Recovery (ASR) wells and Phase II of Recycled Water project

Goal Area: Fiscal Responsibility

Completed Initiatives

- Development Impact Fee Update

Pending Initiatives

- Measure J Renewal – for November 2020 ballot
- Investment Policy – pending review

Goal Area: Governance / Organizational Effectiveness

Completed Projects

- Board and Commission recruitment and appointment process (July 2019)

Initiatives in Progress

- Public Information / Social Media strategy
- Recruitment and retention – ongoing
- Animal Services JPA – exploratory planning across all Yolo agencies

Pending Initiatives

- Digitizing Document Management / Records

New Initiatives

- Municipal Electric Utility – partnering with Valley Clean Energy JPA member-agencies on feasibility of acquiring PG&E's electric distribution system assets through pending bankruptcy proceedings

Conclusion:

Progress in advancing Council goals is best achieved when there is consensus around community priorities, alignment of resources and shared focus across the Council, staff and our boards and commissions. Staff applauds the Council's continued interest in updating its goals and priorities, and to its support for building the organizational capacity critical to our efforts.

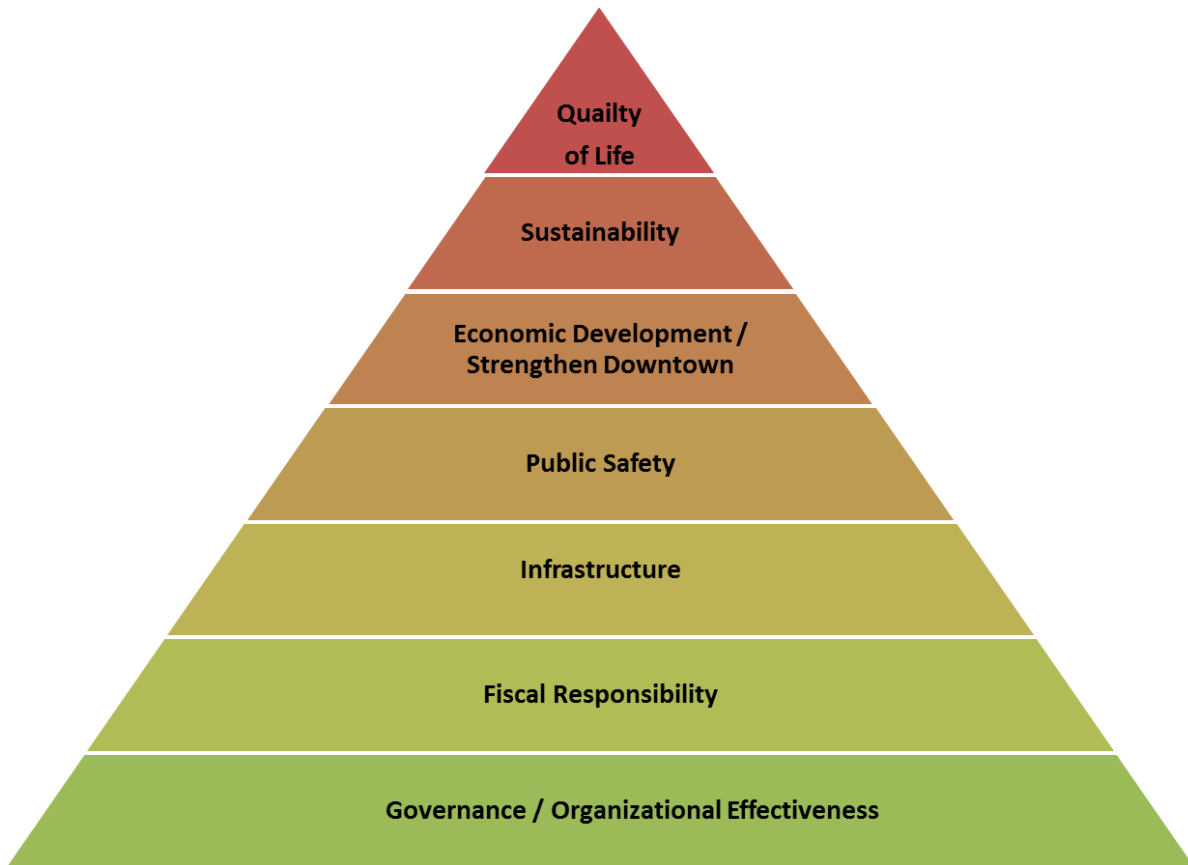


Paul Navazio
City Manager

Attachments:

1. Attach_Council Goals 2019-2020 UPDATE

CITY COUNCIL PRIORITY GOALS 2019-2020



City Council Priority Goals

QUALITY OF LIFE
<i>Maintain and enhance Woodland's quality of life by promoting a wide range of parks and recreational facilities and activities, and provision of exceptional public services, consistent with community expectations.</i>
SUSTAINABILITY
<i>Foster a sustainable community for the next generation and protect and improve the quality of the natural environment and human well-being through stewardship of land, water, air and energy resources and by providing all residents with opportunities to live active and healthy lifestyles.</i>
STRENGTHEN DOWNTOWN
<i>Revitalize the Downtown district as the Heart of the City, and center of civic activity, by enhancing a mix of residential and commercial activity, while preserving its historic and cultural resources and small-town character.</i>
ECONOMIC DEVELOPMENT / JOB CREATION
<i>Provide for a diversified economic base with a range of employment opportunities by supporting growth of existing businesses, and providing expanded opportunities for new businesses through targeted infrastructure investments and leveraging existing community and regional assets.</i>
PUBLIC SAFETY
<i>Maintain and enhance Woodland's quality of life by ensuring the highest level of public safety.</i>
INFRASTRUCTURE
<i>Ensure that the City's physical infrastructure is planned, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources.</i>
FISCAL RESPONSIBILITY
<i>Maintain structurally-balanced budget where current services can be sustained with ongoing, recurring revenues, while maintaining prudent reserves, adequately funding infrastructure maintenance and replacement needs, and addressing long-term unfunded liabilities and debt obligations.</i>
GOVERNANCE / ORGANIZATIONAL EFFECTIVENESS
<i>Promote a local government and city organization that is committed to meeting the needs of the community, encourages collaboration, civic participation, and promotes accountability and transparency in the effective delivery of services.</i>

CITY COUNCIL PRIORITY GOALS

Strategic Actions

QUALITY OF LIFE

Strategies

- Identify funding opportunities to further expand recreation programs and library services, to include focus on facility needs
- Ensure adequate funding to maintain parks, streetscapes, and other community amenities
- Update Bike Master Plan and implement projects to enhance bicycle and pedestrian friendly infrastructure and promote safe routes to school
- Implement traffic calming strategies to improve neighborhood livability
- Work collaboratively with WJUSD and WCC to embrace our youth and support enhanced educational opportunities and academic achievement goals
- Assess park utilization and work to promote expanded programming and community events in neighborhood parks
- Promote new development and re-investment that continues to enhance Woodland's unique sense of place as a desirable place to live, learn, work and recreate
- Improve public outreach to all segments of the community related to city programming and services
- Implement programs and strategies to engage community around healthy active lifestyles
- Continue to implement programming consistent with the Measure J Spending Plan to expand recreational opportunities and increase Library hours of operation

SUSTAINABILITY

Strategies

- Implement the City's 2035 Climate Action Plan by supporting projects and programs that:
 - Reduce non-renewable energy demand and increase renewable energy supply
 - Reduce private motor vehicle dependency
 - Maintain, enhance, and improve the City's tree canopy
 - Reduce, reuse, and recycle solid waste
- Protect and enhance the natural quantity and qualities of surface water and groundwater resources, and expanded use of recycled water
- Support projects and programs that protect and enhance sensitive natural habitats
- Implement and support programs that promote the well-being of Woodland residents

STRENGTHEN DOWNTOWN

Strategies

- Update Downtown Specific Plan and project review procedures to streamline development consistent with General Plan Goals and Policies
- Improve Live/Work Balance in the Downtown district
- Seek to leverage remaining financing tools and tax credit programs to encourage

reinvestment

- Continue efforts to enhance flexibility with regard to Code interpretations and fee structures for renovations of older downtown structures
- Continue to promote Special Events and Community Activities throughout the downtown
- Expand Arts & Entertainment Activities/Venues in Downtown
- Continue to make investments to enhance walkability and “Sense of Place”
- Effectively manage and allocate parking resources to maximize utilization of existing space

ECONOMIC DEVELOPMENT / JOB CREATION

Strategies

- Implement General Plan Policies that support diversification of economy
- Complete the Comprehensive Review of City Codes and Regulations to encourage new uses that increase jobs and fiscal benefits to the community
- Ensure the City has ample supply of “shovel ready” sites to attract new industry and retail services
- Develop Plan to Mitigate Flood Issues in City's Industrial Area
- Continue to Improve Business-Friendly Culture and Practices make City processes and procedures more “user friendly”
- Partner with existing food and agriculture Industry via the Food Front initiative to continue to reinforce Woodland’s reputation as the region’s epicenter of food and agriculture
- Support efforts to develop effective workforce readiness program(s) that provide the necessary skills and training to support the growth and evolution of our economy
- Market and promote targeted business opportunities in collaboration with local and regional agencies/organizations
- Ensure Woodland’s development fees and processes are regionally competitive

PUBLIC SAFETY

Strategies

- Ensure appropriate staffing and resource support of public safety departments to meet the current and future needs of our developing and growing community
- Expand Crime Prevention and Neighborhood Watch
- Implement Prevention and Intervention program for at-risk youth
- Review and update Fire Department Master Plan
- Explore opportunities for shared services and resources with neighboring agencies
- Enhance public education and outreach to all populations in support of public safety objectives
- Increase planning, preparedness, and technology to reduce community safety risks
- Increase transparency and trust by educating the community through the use of social media and special programs
- Improve traffic safety citywide

INFRASTRUCTURE

Strategies

- Sustainably manage City's overall water supply to ensure long-term reliability, resilient to changes to climate and environmental regulations
- Manage existing infrastructure to prioritize necessary maintenance and replacement projects to ensure continuity of service
- Improve public access to communicate infrastructure problems within the community
- Seek support for securing Federal/State, regional and local funding for major infrastructure projects
- Actively manage continuous process improvements at Wastewater Treatment Facility to facilitate expanded use of recycled water
- Explore regional opportunities for sharing of infrastructure facilities, reduce environmental impacts and costs
- Complete Lower Cache Creek Flood Feasibility Study for the Woodland Flood Risk Reduction Project
- Evaluate flood management solutions for the Yolo Bypass West Levee
- Update Facilities Master Plan to include energy efficiency
- Ensure appropriate staffing and resources to meet the current and future needs of our developing and growing community and to meet expanded regulatory requirements
- Implement storm drainage system improvements to accommodate development and expanded regulatory requirements

FISCAL RESPONSIBILITY

Strategies

- Ensure ongoing expenditures are supported by ongoing revenues; one-time sources applied to one-time needs
- Maintain prudent reserves across all major operating funds
- Explore opportunities to expand and diversify citywide revenue sources
- Achieve agreement on fair and sustainable labor contracts
- Implement measures to address long-term unfunded liabilities
- Reduce burden of existing debt obligations

GOVERNANCE / ORGANIZATIONAL EFFECTIVENESS

Strategies

- Expand and strengthen collaborations with Yolo County and its cities
- Actively engage in advocacy at State/Federal level to support City interests
- Partner with community-based organizations to leverage community assets towards common objectives
- Empower city employees and work groups
- Enable appropriate alternative service-delivery models
- Increase transparency and public trust through effective community outreach, public information and constituent services
- Expand opportunities for increased community engagement and public participation in civic affairs

QUALITY OF LIFE

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain and enhance Woodland’s quality of life by promoting a wide range of parks and recreational facilities and activities, provision of exceptional public services, consistent with community expectations.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Identify funding opportunities to further expand recreation programs and library services, to include focus on facility needs*
- B. *Ensure adequate funding to maintain parks, streetscapes, and other community amenities*
- C. *Update Bike Master Plan and implement projects to enhance bicycle and pedestrian friendly infrastructure and promote safe routes to school*
- D. *Implement traffic calming strategies to improve neighborhood livability*
- E. *Work collaboratively with WJUSD and WCC to embrace our youth and support enhanced educational opportunities and academic achievement goals*
- F. *Assess park utilization and work to promote expanded programming and community events in neighborhood parks*
- G. *Promote new development and re-investment that continues to enhance Woodland’s unique sense of place as a desirable place to live, learn, work and recreate*
- H. *Improve public outreach to all segments of the community related to city programming and services*
- I. *Implement programs and strategies to engage community around healthy active lifestyles*
- J. *Continue to implement programming consistent with the Measure J Spending Plan to expand recreational opportunities and increase Library hours of operation*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Leverage **No Place Like Home Program** funding with other funding sources to advance City’s Housing First Model addressing homelessness and expand collaboration with local and regional partners to expand housing options
- Develop funding options for a **second community aquatics** complex at Pioneer High School
- Complete improvements at the **Woodland Regional Park** to provide access to outdoor environmental resources as well as passive and active recreational opportunities
- Continue to work with user groups and the Woodland Recreation Foundation to advance **new recreation facilities at the Sports Park**
- Develop funding plan for continued work on short-term priority projects identified through the **Library Master Plan**
- Monitor impacts of legalized cannabis and review/update city and county’s regulatory provisions for **commercial cannabis uses**
- Update criteria for **neighborhood traffic calming** program and implement traffic calming strategies to improve neighborhood livability

- Expand citywide **Volunteer Program** in support of community projects, events and programs
- Establish **Summer Internship Program** matching students with local businesses. Initial program offered in summer of 2019. 12 high school and WCC students participated and visited 4 businesses during the 3-day program.
- Ensure adequate funding for **park improvement projects** / existing facilities.

PENDING INITIATIVES

- Update **Joint Use Agreement** between the City and the WJUSD
- Identify means to increase funding for maintenance of parks and urban forest
- Explore collaboration with WJUSD on community-wide **Youth Master Plan**
- Assess feasibility of an **on-demand micro-transit pilot project**, as an alternative to fixed-route transit.

SUSTAINABILITY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Foster a sustainable community for the next generation and protect and improve the quality of the natural environment and human well-being through stewardship of land, water, air, and energy resources and by providing all residents with opportunities to live active and healthy lifestyles.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Implement the City's 2035 Climate Action Plan by supporting projects and programs that:*
 - *Reduce non-renewable energy demand and increase renewable energy supply*
 - *Reduce private motor vehicle dependency*
 - *Maintain, enhance, and improve the city's tree canopy*
 - *Reduce, reuse, and recycle solid waste*
- B. *Protect and enhance the natural quantity and qualities of surface water and groundwater resources, and expanded use of recycled water*
- C. *Support projects and programs that protect and enhance sensitive natural habitats*
- D. *Implement and support programs that promote improving the well-being of Woodland residents*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

Completed Initiatives

- Update City's **Agricultural Mitigation Ordinance** consistent with General Plan policy objectives
- Adopted **Updated Urban Forest Master Plan**
- Several miles of new **bike and pedestrian facilities** have been constructed as part of Kentucky Avenue Complete Streets, West Woodland Safe Routes to Schools, and new Spring Lake roadway projects
- Secure grant funding and construct 20 acres permanent and seasonal wetland at the **Woodland Regional Park (WRP)**
- Formalized new **Sustainability Advisory Committee** to assist with implementation of City's Climate Action Plan

INITIATIVES IN PROGRESS

- Evaluate **Tree Ordinance** related to development projects as well as add new requirements related to protecting certain trees on residential property
- Expand the City's use of **recycled water** (Phase II/III)
- Update the City's **Bike Master Plan** / Active Transportation Plan
- Continue to maintain and improve the city's **pedestrian and bikeway network**
- Complete a **habitat conservation easement** on the Woodland Regional Park (WRP) site

- Partner with Tuleyome and Yolo Explorit on planning, design and grant-funding to develop **Environmental Education Center** at the WRP
- Review and update Municipal Code sections related to sustainability
- Expand **communitywide health and wellness programs** for youth, adults, and seniors
- Continue to implement **youth and adult sport programs** to promote physical fitness and improved well-being
- Improve **energy efficiency** of municipal facilities, vehicles and processes through integration of hybrid and electric vehicles
- Increase **electric vehicle charging** opportunities for City vehicles and the public

STRENGTHEN DOWNTOWN

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Revitalize the Downtown district as the Heart of the City and center of civic activity, by enhancing mix of residential, commercial & entertainment activity, while preserving its historic and cultural resources and small-town character.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Update Downtown Specific Plan and project review procedures to streamline development consistent with General Plan goals and policies*
- B. *Improve Live/Work Balance in the Downtown district*
- C. *Seek to leverage available financing tools and tax credit programs to encourage reinvestment*
- D. *Continue efforts to enhance flexibility with regard to Code interpretations and fee structures for renovations of older downtown structures*
- E. *Continue to promote Special Events and Community Activities throughout the downtown*
- F. *Expand Art & Entertainment Activities/Venues in Downtown*
- G. *Continue to make investments to enhance the walkability and “Sense of Place”*
- H. *Effectively manage and allocate parking resources to maximize utilization of existing space*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

COMPLETED INITIATIVES

- Establish **updated development impact fees** that encourage construction of new development downtown
- Evaluate establishment of **Mills Act Program** to provide tax incentives for renovation of historic structures
- Completed replacement of City and Private **Utility upgrades to Dog Gone Alley** between College and Bush Streets.

INITIATIVES IN PROGRESS

- Update **Downtown Specific Plan**
- Complete **Downtown Hotel Project**
- Complete **Wayfinding and Signage** Upgrade
- Complete comprehensive **downtown parking** and access plan
- Develop strategies for advancing **infill housing development** on opportunity sites
- Identify deficiencies and develop plan to **upgrade infrastructure** in support of downtown revitalization and infill development.
- Continue to make improvements to **lighting, landscaping, and outdoor dining**

- Expand and **relocate homeless services** provided at Fourth and Hope and Walter's House to new facility / campus

PENDING INITIATIVES

- Targeted improvements/upgrades to alleys for circulation and activity
- Improve **broadband service** throughout downtown (1GB Service Goal)
- ~~Complete the Tree House Music Venue~~
- Support establishment of a **Property-Based Business Improvement District (PBID)**
- Improve **Heritage Plaza** to support community events and function as community's central civic space

ECONOMIC DEVELOPMENT/JOB

Goal Statement/Objective(s) – What are we trying to accomplish?

Provide for a diversified economic base with a range of employment opportunities by supporting growth of existing businesses, and providing expanded opportunities for new business through targeted infrastructure investments and leveraging existing community and regional assets.

Goal Strategies - How do we envision accomplishing this goal/objective(s)?

- A. *Implement General Plan Policies that support diversification of economy*
- B. *Complete the Comprehensive Review of City Codes and Regulations to encourage new uses that increase jobs and fiscal benefits to the community*
- C. *Ensure the City has ample supply of “shovel ready” sites to attract new industry and retail services*
- D. *Develop Plan to Mitigate Flood Issues in City's Industrial Area*
- E. *Continue to Improve Business-Friendly Culture and Practices make City processes and procedures more “user friendly”*
- F. *Partner with existing food and agriculture Industry via the Food Front initiative to continue to reinforce Woodland's reputation as the regional epicenter of food and agriculture*
- G. *Support efforts to develop effective workforce readiness program(s) that provide the necessary skills and training to support the growth and evolution of our economy*
- H. *Market and promote targeted business opportunities in collaboration with local and regional agencies/organizations*
- I. *Ensure Woodland's development fees and processes are regionally competitive*

Critical Initiatives/Special Projects – What specific work plan efforts are most likely to advance this goal and related strategies?

COMPLETED INITIATIVES

- **Updated Development Impact Fee Program (MPFP)** and set fees/establish programs to encourage job-generating development and expansion of existing companies

INITIATIVES IN PROGRESS

- Complete Entitlement Process and annex **Woodland Research and Technology Park** and **Woodland Commerce Center**
- Continue collaboration with hoteliers and YCVB to develop new strategies to **promote Woodland as a destination**
- Establish a robust **local workforce development program** that aligns educational/training programs with evolving industry needs
- Partner with local and regional workforce development organizations to develop coordinated and dynamic **strategic plan to train workforce**
- Complete **Lower-Cache Creek Flood Study** and Implementation Plan
- Develop **economic development strategies** to leverage Woodland's proximity to UCD

- Support growth of **AgStart** as the region's premier Ag Technology incubator/accelerator.
- Seek to leverage Federally-designated **Opportunity Zones** for redevelopment in targeted commercial corridors, including East Street Corridor
- Update **Storm Drainage Facilities Master Plan** for the Industrial area of the City.

PENDING INITIATIVES

- Improve Infrastructure / Industrial Area
 - Industrial Area Capital Infrastructure and Financing Plan
 - Broadband Service
 - Aesthetics / Brand of Industrial District(s)

PUBLIC SAFETY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain and enhance Woodland's quality of life by ensuring the highest level of public safety.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Ensure appropriate staffing and resource support of public safety departments, programs and initiatives*
- B. *Expand Crime Prevention and Neighborhood Watch*
- C. *Review and Update Fire Department Master Plan*
- D. *Enhance public education and outreach to all populations in support of public safety objectives*
- E. *Increase planning, preparedness, and technology to reduce community safety risks*
- F. *Increase transparency and trust by educating the community through the use of social media and special programs*
- G. *Improve traffic safety citywide*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

COMPLETED INITIATIVES

- Implement next phase of **GREAT program** – GREAT is now taught at both 4th and 7th grade levels
- Shared Service agreement with the Sacramento Valley Juvenile **Fire Setters Program** - Implemented prevention and intervention programs for at-risk youth - the program targets at risk youth to reduce their infatuation with fire, and the associated arson tendencies.
- Complete **Standard of Cover (SOC)** and staffing review to assess the Fire Department capacity and needs in relation to community risks and service levels
- Migrate Fire Prevention program to **Community Risk Reduction** model

INITIATIVES IN PROGRESS

- SAFER Grant Firefighters – Three newly authorized positions are in the academy and Truck staffing will increase to four after the mid-April graduation, bringing the department closer to the NFPA 1710 staffing recommendations.
- The Woodland Police Department **Crime Prevention Program** continues to expand. Several new Neighborhood Watch meetings were conducted in the fall of 2019 to include a large community meeting around the area of Ferns Park. Launched Crime Free Multi Housing program started in November 2019 at two locations (Mutual Housing at Springlake and Heritage Oak Apartments).
- Continued collaboration between the Police Department and Fire Department to successfully host the **Public Safety Youth Academy**.
- The Woodland Police Department continues to provide **education and outreach** through social media and community meetings. This accomplished through Neighborhood Watch, Crime Free Multi Housing, and Unidos meetings.

- **Emergency Operations** – continue EOC positional training; secured grant to update back-up EOC location (at Fire Station #3).
- **Expanded the Traffic Unit** by reassigning an officer to create an additional Motor Officer. PD staff worked with Information Systems and Traffic Engineering staff to create a GIS map for tracking of traffic complaints and enforcement efforts.
- Review, update, and support Police and Fire management **succession plans**
- The **HOST** Team has also reassigned an officer to increase the team by one officer to address homeless issues throughout the city. This HOST officer will also serve during the weekends providing HOST services 7 days a week.
- WPD is currently working with the Yolo County Sheriff Office and Yolo County Probation to increase staffing and resources to address violent and **gang-associated crimes**. In the meantime, the Special Service Unit investigator has reinvested a large portion of his availability to working with the gang investigators.
- Finalize plans for **new fire station** to serve Southeast Area (Spring Lake) and identify funding sources for relocation of Fire Station 3 on acquired site
- Initiate **Community CPR** programs
- Integrated technology to reduce staff workload to include Fire Tele-staff upgrade
- **Volunteer Program** - Currently WPD has 34 Volunteers in Policing and 7 Chaplains. Since July 1, 2019, the volunteers have dedicated over 1,100 hours to include 29 community and department events. The department will begin some targeted outreach for specific skill sets, as well as, recruiting from our Citizen Police Academy for new volunteers.
- Explore increased communication capabilities and interoperability to include broadening YECA partnerships and **800mgh migration** for P25 compliancy
- Initiate Lexipol for development of Fire Department **standard operating procedures**.
- Continue to advance cooperative **Rescue Task Force** and iMCI training and programs with Fire, Police and regional partners
- Continue to support and expand **YGRIP Program**;
 - Engaged YCRC on a regular basis for diversionary programs
 - Support and integrate Police Activities League (PAL)
 - Continue to implement at-risk youth mentoring programs

PENDING INITIATIVES

- Evaluate development of **Community Emergency Response Team (CERT)** program is pending
- Health and Wellness Program (WFD)

INFRASTRUCTURE

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Ensure that the City's physical infrastructure is planned to be efficient and sustainable, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Sustainably manage City's overall water supply to ensure long-term reliability, resilient to changes to climate and environmental regulations*
- B. *Manage existing infrastructure to prioritize necessary maintenance and replacement projects to ensure continuity of service*
- C. *Improve public access to communicate infrastructure problems within the community*
- D. *Seek support for securing Federal/State, regional and local funding for major infrastructure projects*
- E. *Actively manage continuous process improvements at Wastewater Treatment Facility to facilitate expanded use of recycled water*
- F. *Explore regional opportunities for sharing of infrastructure facilities, reduce environmental impacts and costs*
- G. *Complete Lower Cache Creek Flood Feasibility Study for the Woodland Flood Risk Reduction Project*
- H. *Evaluate flood management solutions for the Yolo Bypass West Levee*
- I. *Update Facilities Master Plan to include energy efficiency*
- J. *Enhance coordination with private utilities to support safe and reliable utility infrastructure*
- K. *Promote community engagement and public information related to priority infrastructure projects*
- L. *Ensure appropriate staffing and resources to meet the current and future needs of our developing and growing community and to meet expanded regulatory requirements in water and storm drainage*
- M. *Implement storm drainage system improvements to accommodate development and expanded regulatory requirements*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

COMPLETED INITIATIVES

- Ensure regional transportation plans (MTP/SCS) prioritize **I-5/113 Interchange Project**
- Complete **Kentucky Avenue (East to West Streets)** reconstruction project
- I-5/CR 102 landscaping project (Completed)

INITIATIVES IN PROGRESS

Flood Control / Storm water Management

- Complete **LCC Feasibility Study** to advance comprehensive flood solution(s) and funding plan to address flood risk from Lower Cache Creek
- Evaluate flood protection alternatives for the **West Levee of the Yolo Bypass**
- Update the **North Area Storm Drainage Facilities Master Plan** for the Industrial Area to accommodate both planned development and the Woodland Flood Risk Reduction Project
- Develop a funding source that will sufficiently fund the requirements of current and future NPDES MS4 **Storm Drain Permit** requirements.
- Construct the **south urban growth area drainage project** including the North Gibson Pond detention basin and South Pond pump station
- Revise the **north area storm drainage master plan** in order to facilitate development in the industrial area
- Perform preliminary design for the **Outfall Channel Outlet Structure Project**

Facilities

- Develop listing of facilities assets with lifecycle maintenance and replacement costs as a basis for prioritizing and funding building repairs and accruing an adequate reserve fund
- Update **Facilities Master Plan** to include energy efficiency

Transportation

- Complete/Advance major road projects:
 - West Woodland Safe Routes to School (complete fall 2020)
 - West Main Street Road Rehabilitation (complete spring/summer 2020)
 - East Main Street (complete construction summer 2020)
 - Gibson Road Complete Streets Improvements (2021 construction season)
- Complete environmental document, right of way acquisition and pre-design and finalize funding plan for the **Sports Park Drive Pedestrian Overcrossing Project**
- Develop plan for downtown **Transit Center** and evaluate use of micro-transit services(s)
- Update the City's **Bike Master Plan / Active Transportation Plan**
- Pursue grant funding for complete **street improvements** and roadway maintenance
- Continue to evaluate opportunities for **Rail Relocation** project
- Adequately maintain the City's existing infrastructure to extend service life maximizing return on investment and ensure no reduction in service level which would require replacement
- Investigate new technologies for improved infrastructure performance and longevity including new marking methods, wheel rolled concrete pothole repair and other potential advances
- Publicize/promote targeted pot hole repair program

Parks

- Identify means to increase funding for **maintenance of parks and urban forest**
- Update **Park/Facilities Joint Use Agreement** with WJUSD

Utilities

- Continue annual projects to **replace aging and failing water mains**, with approximately 40% of the water mains over 50-years old and some over 100-years old, work towards a replacement rate of 1% per year to replace each pipe every 100-years on average
- Continue evaluation and annual projects to maintain the **sewer collection system**, including replacement of Orangeburg Sewer laterals to maintain continuity of service

- Further integrate **ASR wells** into the City's infrastructure and adapt the distribution system to larger point source supplies from diffuse neighborhood wells
- Develop and educate staff to operate increasingly complex processes and equipment to meet state and national objectives
- Continue to expand our **recycled water program** capabilities by installing purple pipe where appropriate in all of our new developments
- Explore new technologies to increase efficiency and longevity of the City's infrastructure investment

FISCAL RESPONSIBILITY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain structurally-balanced budget where current services can be sustained with ongoing, recurring revenues, while maintaining prudent reserves, adequately funding infrastructure maintenance and replacement needs, and addressing long-term unfunded liabilities and debt obligations.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Ensure ongoing expenditures are supported by ongoing revenues; one-time sources applied to one-time needs*
- B. *Maintain prudent reserves across all major operating funds*
- C. *Achieve agreement on fair and sustainable labor contracts*
- D. *Implement measures to address long-term unfunded liabilities*
- E. *Reduce burden of existing debt obligations*
- F. *Explore opportunities to expand and diversify citywide revenue sources*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

COMPLETED INITIATIVES

- Review **Development Impact Fee Program** (MPFP) to ensure that current fees are consistent with long-term infrastructure requirements and development projections

INITIATIVES IN PROGRESS

- Implement a **multi-year budget** model to improve financial planning, enhance organizational stability, and align with Council two-year goals and initiatives
- Develop plan to manage impact of increasing **CalPERS pension costs**
- Continue to **work with labor groups** to address ongoing burden of unfunded liabilities while ensuring adequate benefits for active employees and retirees
- Review and **update City User Fees** to ensure that they are commensurate with actual costs of providing services
- Continue to pursue opportunities for **restructuring existing debt** obligations to minimize overall burden on existing community

PENDING INITIATIVES

- Establish groundwork for **renewal of ¼-cent Sales Tax (Measure J)** via November 2020 ballot
- Review and update **comprehensive budget and fiscal management policies**

GOVERNANCE/ORGANIZATIONAL EFFECTIVENESS

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Promote local government and city organization that is committed to meeting the needs of the community: encourages collaboration, civic participation, and promotes accountability and transparency in the effective delivery of services.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. *Expand and strengthen collaborations with Yolo County and its cities*
- B. *Actively engage in advocacy at State/Federal level to support City interests*
- C. *Partner with community-based organizations to leverage community assets towards common objectives*
- D. *Empower city employees and work groups*
- E. *Enable appropriate alternative service models*
- F. *Increase transparency and public trust through effective community outreach, public information and constituent services*
- G. *Expand opportunities for increased community engagement and public participation in civic affairs*

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

COMPLETED INITIATIVES

- Implement transition to annual **Board and Commission** recruitment and appointment process

INITIATIVES IN PROGRESS

- Improve and enhance access to **public information** and **constituent services**
- Evaluate city's **recruitment and retention** of essential staff across all city departments
- Review and updates to city's electronic **information and social media** platforms
- Improve collaboration with partner agencies and community organizations to leverage resources toward **evidenced-based programs**
- **Animal Services JPA** to explore alternative governance and service-delivery model(s)
- Continue to engage and **collaboration with employee bargaining groups**
- Expand **volunteer programs**

PENDING INITIATIVES

- Transition City's **Document Management System** to digital format

NEW INITIATIVES

- Partner with Valley Clean Energy JPA member agencies on feasibility of **acquiring PG&E's electrical distribution system assets** through pending bankruptcy proceedings – with goal of establishing a municipal electric utility to serve Yolo County.