



City of Woodland
Meeting Agenda
City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

September 16, 2025
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

Land Acknowledgment Statement - The City of Woodland acknowledges the land on which we live and work. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil DeHe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Wintun Nation, and Yocha Dehe Wintun Nation. The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.

D. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed 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. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

1. SUBJECT: General Public Comments

WRITTEN COMMUNICATIONS: This section is reserved for "General" Public Comments emailed within two (2) hours prior to the Council Meeting. These comments will be provided to the City Council and incorporated into the meeting minutes. Any other written communications submitted for items specific to this agenda will be attached as a file to the associated agenda item.

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.

2. SUBJECT: Long Range Calendar

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

F. CONSENT CALENDAR

3. SUBJECT: Proclaim October 2025 as Breast Cancer Awareness Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation recognizing October 2025 as Breast Cancer Awareness Month and acknowledging the local efforts of Thriving Pink.

4. SUBJECT: Junior League Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve a proclamation recognizing the contributions of the Junior League of Sacramento and declaring September 18 as "Find the Good Day"

5. SUBJECT: Proclaim September to be National Service Dog Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation declaring September to be National Service Dog Month.

6. SUBJECT: Resolution Authorizing the Acceptance and Appropriation of FY 2024 Homeland Security Grant Program Funds for Target Hazard Pre-Planning Project and Equipment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt resolution No. ____ authorizing the acceptance and appropriation of Fiscal Year 2024 Homeland Security Grant Program funds in the amount of \$31,238 to support the Target Hazard Pre-Planning Project and the purchase of related Global Information System-enabled equipment.

7. SUBJECT: Resolution Authorizing the Acceptance and Appropriation of the 2023 Homeland Security Grant Program Emergency Preparedness Intern Program.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ____ authorizing the appropriation of \$10,240 to Fund 330 (Other Federal Grants Fund) for the implementation and administration of the Emergency Preparedness Intern Program, as awarded under the 2023 Homeland Security Grant Program.

8. SUBJECT: Approve Sole Source Finding and Goods Purchase Agreement for water meters and smartpoints with Aqua-Metric Sales Company for the Water Meter Replacement Project, CIP 22-03

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ for:

1. Making a finding designating certain products, brands, or services by Aqua-Metric Sales Company to be required for the continued functionality of the existing water meter infrastructure;
2. Authorizing the City Manager to execute a goods purchase agreement with Aqua-Metric Sales Company for water meters and smartpoints in

the amount of \$367,316.80 for the Water Meter Replacement Project, CIP 22-03.

9. SUBJECT: Development Agreement with Pacific Coast Producers — 1376 Lemen Avenue

RECOMMENDATION FOR ACTION: Staff recommends that the City Council conduct a second reading and adopt the following ordinance:
Ordinance No. _____, approving a Development Agreement by and between the City of Woodland and Pacific Coast Producers for the Lemen Avenue agricultural processing facility (1376 Lemen Avenue) and authorizing the execution of said agreement.

10. SUBJECT: Update and Approve a Drainage Basin Agreement with PCCP, LLC in the Northeast Industrial Area

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving the Drainage Basin Agreement with PCCP, LLC.

G. PUBLIC HEARINGS

11. SUBJECT: Woodland Municipal Code Title 17 "Zoning" Updates for Clarity and Usability

RECOMMENDATION FOR ACTION: Staff recommends that City Council hold a Public Hearing and take the following action:
Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17 "Zoning" in multiple sections for enhanced clarity, usability, and State law conformity.

12. SUBJECT: Woodland Municipal Code Title 17, "Zoning" and Title 16, "Subdivision" Amendments related to Two-Unit projects and Urban Lot Splits

RECOMMENDATION FOR ACTION: Staff recommends that City Council hold a Public Hearing and take the following action:
Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17, "Zoning", and Title 16, "Subdivision", Sections 17.84.380 and 16.90 related to Two-Unit projects and Urban Lot Splits.

13. SUBJECT: Urgency Ordinance Adopting Changes to the 2022 California Fire and Building Codes

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Ordinance No. ____, an Urgency Ordinance amending Section 8.20.040 of Chapter 8.20 of Title 8, and Section 15.04.030(H) of Chapter 15.04 of Title 15, of the Woodland Municipal Code Relating to Amendments to the 2022 California Fire Code and the 2022 California Building Code.

14. SUBJECT: Public Hearing and Approval of Fiscal Year 2024/25 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council take the following actions:

1. Hold a public hearing to receive community input on the Fiscal Year (FY) 2024/25 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER); and
2. Adopt Resolution No.____, approving the FY2024/25 CDBG CAPER in substantially the same form presented to the City Council and incorporating public comments received at the public hearing; and
3. Authorize the City Manager or designee to finalize and submit the CAPER to the U.S. Department of Housing and Urban Development after the conclusion of the 15-day public comment period.

H. REPORTS OF THE CITY MANAGER

15. SUBJECT: Yolo Transit District Short-Range Transit Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Receive a presentation on the Yolo Short Range Transit Plan, and
2. Recommend the Yolo Transit District Board approve the proposed Short Range Transit Plan routing changes for Woodland for the purpose of preparing cost analysis and proceed with planning for the future transfer point on Main Street between 5th and 6th Street.

16. SUBJECT: Introduction and Waiver of First Reading on Ordinances Relating to Entertainment Zones; and Authorization for the City Manager, or their Designee, to Enter into a Memorandum of Understanding with Eligible Businesses that Wish to Participate in the Entertainment Zone.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1) Introduce and waive the first reading of an Ordinance amending Chapter 9.28 "Offenses - Miscellaneous" section 9.28.220, and Chapter 12.40 "Special Events" section 12.40.050, and adding Chapter 12.42 "Entertainment Zones", and
- 2) Adopt Resolution No. ____ authorizing the City Manager, or their designee, to enter into Memoranda of Understanding with participating businesses upon the establishment of a Downtown Entertainment Zone.

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/ Woodland Finance Authority of the City of Woodland scheduled for September 16, 2025 was posted on September 12, 2025 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Marissa Kersey
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: September 16, 2025
ITEM #: D.1
SUBJECT: General Public Comments

This section is reserved for "General" Public Comments emailed within two (2) hours prior to the Council Meeting. These comments will be provided to the City Council and incorporated into the meeting minutes. Any other written communications submitted for items specific to this agenda will be attached as a file to the associated agenda item.



Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: E.2
SUBJECT: Long Range Calendar

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



Ken Hiatt
City Manager

Attachments:

1. Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

October 7th

REGULAR MEETING

Proclamation – Hispanic Heritage Month
Proclamation – Fire Prevention Week
Police Department Semi-Annual Report
Community Development Department Semi-Annual Report
Entertainment Zone Ordinance (second reading)
SB 9/450 (second reading)
Zoning Code Updates (second reading)
Accept DPPA Funding from WDCWA and Reallocate to ASR Well #31
Approving Consultant Agreement for ESDC WPCF Grit and IPS Project
FY24/25 Budget Carry-Overs
Emergency Operations Plan Presentation

October 21st

REGULAR MEETING

Approving Consultant Agreement for Fire Station #4 Project
Approving License Agreement with Community Care Car
Woodland Soccer Club – License Agreement Sports Park
Downtown Parking Time Limit Changes
Presentation: Citywide Road Maintenance Program
Yolo Active Transportation Corridors Project Presentation

November 4th

REGULAR MEETING

Approving a Declaration of Surplus Property at 3 Well Sites

Future Topics / Study Sessions:

MOU with Yolo County for Crisis Now Receiving Beds (TBD) Animal Services Governance Model (TBD) Cemetery Maintenance (December) Solar PPA Buyout – Terra Verde (December) Sewer and Water Rate Study Presentations (Jan/Feb 2026)

Updated 9/11/2025



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.3
SUBJECT: Proclaim October 2025 as Breast Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation recognizing October 2025 as Breast Cancer Awareness Month and acknowledging the local efforts of Thriving Pink.



Ken Hiatt
City Manager

Attachments:

1. Proclamation - Breast Cancer Awareness Month 2025



**PROCLAMATION
RECOGNIZING OCTOBER AS NATIONAL BREAST CANCER AWARENESS
MONTH AND ACKNOWLEDGING THE LOCAL EFFORTS OF THRIVING
PINK**

WHEREAS, breast cancer is the most commonly diagnosed cancer among American women. It is estimated that 1 in 8 women will be diagnosed with breast cancer over the course of their lifetime, with over 3.8 million women now living in the U.S. with a history of breast cancer; and

WHEREAS, during National Breast Cancer Awareness Month, we renew our commitment to fighting this disease, providing education prevention and early detection, and supporting those affected by breast cancer; and

WHEREAS, Thriving Pink, established in 2016 as a local 501c3 nonprofit organization, has a mission to help local breast cancer survivors thrive with a network of support and offers all programs and services at no charge to the community; and

WHEREAS, Thriving Pink volunteers represent breast cancer survivors, community members, business owners, and health and wellness professionals, who come together to make a difference in the lives of those in our community who are battling this disease; and

WHEREAS, Thriving Pink helps the breast cancer community from the time of initial diagnosis and throughout survivorship, providing individual financial grants for immediate and essential needs, and programs such as ProspeROSA for the Spanish speaking breast cancer community, and Pink Peer mentors for newly diagnosed individuals, renewal retreats for those who have completed treatment, support groups, and wellness/educational workshops for all; and

WHEREAS, Thriving Pink has expanded outreach to underserved communities throughout Yolo County to meet increased needs with the vision that no one will go through breast cancer alone; and

WHEREAS, Thriving Pink is grateful for the caring and compassionate Woodland community, whose support helps Thriving Pink continue to make a positive impact and difference in the lives of those diagnosed with this challenging and difficult disease; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland proclaims October 2025 as National Breast Cancer Awareness Month and recognizes the outstanding support that Thriving Pink provides to local breast cancer survivors in our community.

Dated: September 16, 2025

Rich Lansburgh, Mayor

Tom Stallard, Mayor Pro Tempore

David Moreno, Council Member

Tania Garcia-Cadena, Council Member

Mayra Vega, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.4
SUBJECT: Junior League Proclamation

Recommendation for Action: Staff recommends that the City Council approve a proclamation recognizing the contributions of the Junior League of Sacramento and declaring September 18 as "Find the Good Day"

Staff Contact:

Spencer Bowen, Communication & Strategic Policies Manager
| spencer.bowen@cityofwoodland.gov, (530) 661-5808

Discussion:

Staff and Mayor Lansburgh received a request from Junior League of Sacramento members to recognize their efforts and participate in "International Find the Good Day." The Junior League of Sacramento is a community organization dedicated to advancing women's leadership for meaningful community impact through volunteer action, collaboration, and training.

The "Find the Good Day" initiative encourages individuals to focus on the positive aspects of our community and to engage in acts of kindness, volunteerism, and community service.

Over the years, the Junior League of Sacramento has been involved in numerous initiatives that have positively impacted our region. Many Junior League members live in Woodland.

Community project examples include:

- Fairytale Town: Founded in 1959 by the Junior League of Sacramento, this beloved attraction has been bringing reading and fairy tales to life for over 60 years.
- SMUD Museum of Science and Curiosity (MOSAC): Originally the California Junior Museum, then the Powerhouse Museum, this state-of-the-art museum was a benefactor of Junior League fundraising efforts.
- Sacramento Region Community Foundation: Founded by the Junior League of Sacramento in 1983, the Foundation is now a primary provider of philanthropic solutions, including the Big Day of Giving each May.

Conclusion:

Staff recommends that the City Council approve a proclamation recognizing the contributions of the Junior League of Sacramento and declaring September 18 as "Find the Good Day"

A handwritten signature in black ink, appearing to read "Ken Hiatt".

Ken Hiatt
City Manager

Attachments:

1. Junior League Proclamation 09.16.25



**PROCLAMATION
RECOGNIZING THE CONTRIBUTIONS OF THE JUNIOR LEAGUE OF SACRAMENTO
AND DECLARING “FIND THE GOOD DAY”**

WHEREAS, The Junior League of Sacramento is dedicated to promoting volunteerism, empowering women, and enhancing communities through effective leadership and action; and

WHEREAS, Find the Good Day, observed on September 18, 2025, encourages individuals to recognize and celebrate the positive aspects of their communities and to take action to uplift others; and

WHEREAS, on this day, we acknowledge the importance of kindness, compassion, and community service in fostering positive change and building stronger, more resilient communities; and

WHEREAS, The Junior League of Sacramento continues to play a pivotal role in advocating for significant community initiatives and empowering individuals to make a lasting impact.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Woodland does hereby formally declare September 18, 2025, as Find the Good Day in the City of Woodland and encourages all residents to participate in acts of kindness, volunteerism, and community service.

DATED: September 16, 2025

Rich Lansburgh, Mayor

Tom Stallard, Mayor Pro Tempore

Tania Garcia-Cadena, Council Member

David Moreno, Council Member

Mayra Vega, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.5
SUBJECT: Proclaim September to be National Service Dog Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation declaring September to be National Service Dog Month.



Ken Hiatt
City Manager

Attachments:

1. Proclamation - National Service Dog Month 2025



**PROCLAMATION
DECLARING SEPTEMBER 2025 TO BE NATIONAL SERVICE DOG MONTH
IN THE CITY OF WOODLAND, CALIFORNIA**

WHEREAS, we believe in the joyful, transformative power of the human-canine bond and inclusivity of all citizens; and

WHEREAS, in the United States, 70 million adults have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need is growing; and

WHEREAS, Canine Companions created the service dog for people with physical disabilities 50 years ago in 1975, creating a new kind of support for disability; and

WHEREAS, Canine Companions is a nonprofit organization that enhances the lives of people with disabilities by providing expertly trained service dogs and ongoing support to ensure quality partnerships, free of charge; and

WHEREAS, Canine Companions and their service dogs empower people with disabilities to lead life with greater independence by providing best-in-class training, ongoing follow-up services and a deeply committed community of support; and

WHEREAS, National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting their handlers; and

WHEREAS, The City of Woodland, California continues to work toward becoming an inclusive community in which all citizens, and their trained service dogs, are embraced.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland proclaims September 2025 as National Service Dog Month and encourages all citizens to celebrate service dogs and be respectful of the rights to safe access in our community afforded to the adults, children, and veterans who lead more independent lives because of their assistance.

Dated: September 16, 2025

Rich Lansburgh, Mayor

Tom Stallard, Mayor Pro Tempore

David Moreno, Council Member

Tania Garcia-Cadena, Council Member

Mayra Vega, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.6
SUBJECT: 2024 Homeland Security Grant Program Funds for Target Hazard Pre-Planning Project and Equipment

Recommendation for Action: Staff recommends that the City Council adopt resolution No. ____ authorizing the acceptance and appropriation of Fiscal Year 2024 Homeland Security Grant Program funds in the amount of \$31,238 to support the Target Hazard Pre-Planning Project and the purchase of related Global Information System-enabled equipment.

Staff Contact:

Eric Zane, Fire Chief, (530) 661-5861, eric.zane@cityofwoodland.gov

Fiscal Impact:

There is no negative impact to the General Fund. The total grant amount of \$31,238 will be appropriated to Fund 330 (Other Federal Grants Fund) and used solely for project costs as outlined in the resolution. All expenses will be reimbursed by the Department of Homeland Security Program upon submission of required documentation.

Background:

The City of Woodland Fire Department has been awarded grant funding through the fiscal year 2024 Homeland Security Grant Program. This competitive federal grant supports homeland security initiatives that enhance public safety, emergency preparedness, and disaster response capabilities.

The awarded funds total \$31,238, allocated for the following purposes:

- \$27,000 for the City of Woodland Fire Target Hazard Pre-Planning Project, and
- \$4,238 for the purchase of iPads preloaded with Geographic Information System (GIS) maps to support field operations.

Discussion:

The Target Hazard Pre-Planning Project is a collaborative initiative between the Woodland Fire and Police Departments aimed at improving emergency response capabilities through pre-incident planning. The project involves identifying and documenting critical facilities and high-risk locations throughout the city using GIS technology and field assessments.

The grant-funded iPads will enhance field access to GIS-based hazard maps and facility data, improving situational awareness and operational efficiency during emergencies. These investments will strengthen public safety by allowing first responders to access real-time information, coordinate resources effectively, and reduce response times during critical incidents.

This grant operates on a reimbursement basis, meaning the City will be reimbursed up to the full amount of \$31,238 upon successful completion of eligible project activities.

Conclusion:

Staff recommends that the City Council adopt resolution No. ____ authorizing the acceptance and

appropriation of Fiscal Year 2024 Homeland Security Grant Program funds in the amount of \$31,238 to support the Target Hazard Pre-Planning Project and the purchase of related Global Information System-enabled equipment.

Prepared by: Nallely Castro, Management Analyst

Approved by: Eric Zane, Fire Chief



Ken Hiatt
City Manager

Attachments:

1. FY24 HSGP Award Letter - Woodland Fire Target Hazard Pre-planning Project, iPads
2. Proposed Resolution - 2024 HSGP



COUNTY OF YOLO

Office of Emergency Services



Kristin Weivoda
Chief of Emergency Services

625 Court St, # 202 • Woodland, CA 95695
(530) 666-8150 • www.yolocounty.org

March 21, 2025

Eric Zane, Fire Chief
Woodland Fire Department
1000 Lincoln Ave
Woodland, CA 95695

SUBJECT: NOTIFICATION OF AWARD
FY 2024 HOMELAND SECURITY GRANT PROGRAM
Assistance Listings Number: 97.067
Federal Grantor Agency: US DEPARTMENT OF HOMELAND SECURITY
Pass-Through Agency: CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT
Subrecipient: COUNTY OF YOLO
Subrecipient DUNS Unique Entity ID: F9LLL27DJFY4
Performance Period: September 1, 2024 – May 31, 2027

Dear Chief Zane,

The City of Woodland Fire Department has been awarded a FY 2024 Homeland Security Grant Program project in the amount of \$31,238. This project is authorized for funding the City of Woodland Police and Fire Target Hazard Pre-Planning project (\$27,000) and the City of Woodland Police and Fire Target Hazard Pre-planning project iPad Pros pre-loaded GIS Maps (\$4,238).

Agencies and/or Jurisdictions to Benefit	Project Requested	Funding Approved
City of Woodland Fire Department and Police Department	Target Hazard Pre-Planning	\$27,000
	iPad Pro Pre-loaded GIS Maps (AEL: 04HW-01-MOBL)	\$4,238

By accepting this award, you acknowledge that this is a federal monetary award and your agency or department is a Sub-Recipient to Yolo County, as Sub-Grantee to the State of California, who is the Grantee.

Your agency or City is subject to a mandatory annual A-133 Single Audit if your agency expends more than \$750,000 per fiscal year in total federal funding. A copy of your Single Audit annual report must be submitted to Yolo County Office of Emergency Services (OES), no later than April 15 of each applicable year while this grant is open.

Sub-recipients are responsible to comply with all federal and state statutes, regulations, policies, guidelines and requirements, including but not limited to:

- Federal Acquisition Regulation (FAR) at 48 CFR, Federal Acquisition Regulations System.
- 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs set forth in Title 2 of the Code of Federal Regulations (CFR), including Part 200 and all subparts, as well as updates issued by the Office of Management and Budget (OMB).
- DHS/FEMA Information Bulletins (IB).
- Applicable Federal, State and Local Laws including but not limited to those listed in grant assurances.
- Federal and State Supplemental Program Guidance.
- All sections of FY2024 CalOES Grant Assurances.

Sub-recipients are responsible for meeting the following conditions:

1. Your agency accepts complete financial liability and will provide:
 - a. Signed Federal Grant Assurances, from the 2022 grant guidance, by an agency authorized signatory.
 - b. Check every contractor and vendor against the federal debarment list before contracting with that entity—as required by Executive Orders (EOs) 12549 and 12689, 2 CFR 200.212 and Part 180—and print results.
 - c. Repay any funds due to an over-payment for a non-eligible or unapproved activity, or as required by a negative audit finding.
2. All Sole Source procurements must include a Sole Source form and approval by your Purchasing Manager, as well. No purchases can be made until approval from Yolo OES and CalOES is obtained. Sole source purchase requests are appropriate only if the item or service is only available from one source, or after solicitation of a number of sources, competition was determined inadequate
3. All activities and programs must comply with federal Environmental Planning and Historic Preservation (EHP) policy, stated in FP 108-023-1 and FP 108.24.4. All projects requiring Environmental and Historical Preservation (EHP) reviews must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
4. All projects that involve emergency communication projects and related activities must comply with the SAFECOM Guidance. All projects requiring SAFECOM consult must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
5. Executive Order 13688, DHS/FEMA has issued Information Bulletin (IB) 407 which has placed restrictions on controlled equipment. All projects requesting Controlled Equipment must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security. Grant funds may be used for the purchase of Controlled Equipment, however, because of the nature of the equipment and the potential impact on the community, there are additional and specific requirements in order to acquire this equipment.
6. All Emergency Operations Center related projects must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
7. All aviation and watercraft requests must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
8. Follow any applicable Federal, state, local, tribal, or territorial statutes or regulations governing any real or potential conflicts of interest.
9. DHS/FEMA requires that any information technology system funded or supported by these funds comply with 28 C.F.R. Part 23.
10. Funds may only be spent for operational overtime costs upon prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
11. Equipment categories and equipment standards for HSGP are listed on the Authorized Equipment List (AEL). Equipment must meet all mandatory regulatory and/or DHS/FEMA-adopted standards to

- be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.
12. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the grant period if grant funds are used to purchase the plan or warranty.
 13. Exercises conducted with grant funding should be managed and conducted consistently with HSEEP. Recipients are required to submit one After Action Report/Improvement Plan (AAR/IP) for each HSGP-funded exercise. AAR/IPs should be submitted to Yolo County OES, no more than 60 days after completion of the exercise.
 14. The use of DHS/FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable, as described in FEMA Policy FP 205-402-125-1 under all active and future grant awards, unless otherwise noted.
 15. Some projects that involve planning, consultants, and other components, require the submission of deliverables to Yolo County OES and CalOES prior to reimbursement.
 16. All grant funded purchases that are part of a purchase, project, or contract that total \$150,000 or more—regardless of the dollar amount that grant funding represents—must be submitted to Yolo County OES for CalOES approval.
 17. Subrecipients must obtain a performance bond for any equipment item over \$250,000, or any vehicle, aircraft or watercraft, financed in whole or in part with homeland security dollars.
 18. All project modifications require notification to Yolo County OES, and prior approval by OES and CalOES. A modification must be completed prior to initiating any scope of work or incurring any expenses not previously approved.
 19. Reimbursement claims and status updates are due biannually in June and December of each year.
 20. All claims for reimbursement must be supported by source documentation, such as cancelled checks, paid bills, payroll records, signed time and attendance sheets, purchase orders, invoices, delivery receipts, contracts, etc. All documentation must be maintained and submitted to Yolo County OES with all reimbursement requests, as well as upon request for monitoring or audit by Yolo County, the state, or federal government.
 21. All claims must submit a canceled check or general ledger report to show that vendors were paid prior to reimbursement.
 22. Ensure all original invoices are clearly labeled with the grant year and project(s) before they are copied and sent for payment to ensure subsequent copies are auditable and not double-billed to another grant/budget.
 23. The expenditure cover sheet must be completed, signed by the department head, and submitted to OES with all requests for reimbursement. The sheet identifies the expenses that are being claimed for reimbursement, and summarizes the expenditures shown in the invoices and other backup documentation.
 24. Reimbursement by CalOES is in whole dollars only, with any fractions of a dollar rounded down.
 25. Subrecipients must have an effective inventory management system, to include: Property records that document description, serial number or other ID, title information, acquisition date, cost, location, use and condition, and ultimate disposition; conducting a physical inventory annually; and a control system to prevent loss, damage, and theft of grant purchased equipment and supplies.
 26. All equipment will be labeled and tracked according to federal and state guidelines. Yolo OES will provide tags to track equipment and other assets. Equipment will be inventoried and tracked by your agency.
 27. When equipment acquired under the HSGP is no longer needed for program activities, the subrecipient must contact Yolo County OES to request disposition instructions. Equipment that is lost, stolen, or destroyed needs to be reported to Yolo OES immediately and may need to be replaced by your agency at agency cost.
 28. All contracts, including small purchase, funded by federal grants must include the required federal contract provisions, as described in CFR Part 215.

29. Maintain complete and accurate records of all grant related activities for three years from the date of receipt of a closeout letter from the County. Letters will not be sent until after the state has closed the grant program.
30. Cost savings must be returned for reallocation by OES and the Approval Authority and may not be expended on additional or unapproved items.
31. The more restrictive Procurement policy between your agency, the County Procurement Policy, and 2 C.F.R. §200.320 must be used. Bids, quotes, approvals, etc. must be obtained prior to making purchases, as appropriate. Cost analysis must also be performed, documented, and submitted to Yolo County OES.
32. Prior to making any purchases, submit contracts, bids, suspension and debarment checks, and other documentation to Yolo OES. Purchases will not be made until both Yolo OES and County Purchasing review for compliance with all federal, state, and other grant requirements, and then approve the purchase. If purchases are made without this approval, it is possible that CalOES, and therefore the County, will not reimburse your agency for the costs.

Failure to comply with any federal, state, or county, or local statutes, regulations, policies, guidelines, requirements, and/or grant conditions may result in adverse action including but not limited to deobligation of funds, repayment of disallowed costs, or other unfavorable outcomes associated with non-compliance.

Sub-Recipients may not begin their projects until this notice and the Grant Assurances have been signed, dated and returned to Yolo County OES. In the absence of an existing resolution identifying approved signatories, the department or agency head must sign.

We appreciate your interest in better preparing our community and we welcome your participation in our regional safety net. We are here to assist you so please feel free to contact Susan Hensley at (530) 309-4200 or Susan.Hensley@yolocounty.org with any questions.

Sincerely,

Susan Hensley
Emergency Services Coordinator

I acknowledge receipt of this Notification of Sub-Recipient Application Approval and requirements of participation in this federal grant program.

Signature	Name/Title	Date
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RESOLUTION NO. ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE ACCEPTANCE AND APPROPRIATION OF FISCAL YEAR 2024
HOMELAND SECURITY GRANT PROGRAM FUNDS IN THE AMOUNT OF \$31,238
FOR THE TARGET HAZARD PRE-PLANNING PROJECT AND RELATED
EQUIPMENT

WHEREAS, the City of Woodland Fire Department has been awarded funding under the Fiscal Year (FY) 2024 Homeland Security Grant Program (HSGP) in the amount of \$31,238; and

WHEREAS, this grant funding is designated for the City of Woodland Police and Fire Target Hazard Pre-Planning Project in the amount of \$27,000, and for the purchase of iPad Pros pre-loaded with Global Information System (GIS) maps in the amount of \$4,238; and

WHEREAS, this project will benefit both the City of Woodland Fire Department and Police Department by enhancing their ability to conduct hazard assessments, improve situational awareness, and support emergency response efforts through pre-incident planning and the use of GIS technology; and

WHEREAS, the City of Woodland will be reimbursed a total of \$31,238 under the FY 2024 HSGP for the implementation of this project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Council hereby accepts the FY 2024 Homeland Security Grant Program award in the amount of \$31,238 for the City of Woodland Police and Fire Target Hazard Pre-Planning Project and related GIS technology.

SECTION 2. The City Council authorizes the appropriation of \$31,238 to Fund 330 (Other Federal Grants Fund) for eligible project costs, including \$27,000 for the Target Hazard Pre-Planning project and \$4,238 for the purchase of iPad Pros pre-loaded with GIS maps.

SECTION 3. The City Council authorizes the City Manager, or designee, to execute all documents and take all actions necessary to implement and administer the grant in accordance with applicable laws, regulations, and grant requirements.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, CMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.7
SUBJECT: 2023 Homeland Security Grant Program Emergency Preparedness Intern Program

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____ authorizing the appropriation of \$10,240 to Fund 330 (Other Federal Grants Fund) for the implementation and administration of the Emergency Preparedness Intern Program, as awarded under the 2023 Homeland Security Grant Program.

Staff Contact:

Eric Zane, Fire Chief, (530) 661-5861, eric.zane@cityofwoodland.gov

Fiscal Impact:

There is no fiscal impact to the General Fund. The project will be fully funded through the Homeland Security Grant Program. Staff recommends appropriating \$10,240 to Fund 330 (Other Federal Grants Fund) to account for reimbursable expenditures related to intern wages and program supplies.

Background:

The Woodland Fire Department applied for and was awarded \$10,240 through the Fiscal Year 2023 Homeland Security Grant Program. This funding will be used to support the Emergency Preparedness Intern Program, which will employ a paid intern for a limited number of hours during the fiscal year. The intern will support Community Risk Reduction efforts by participating in public events throughout the City and educating the community on All Hazards Preparedness. Outreach activities will include public engagement and distribution of preparedness materials and supplies.

Discussion:

The Emergency Preparedness Intern Program provides a cost-effective and community-centered approach to promoting emergency preparedness. The intern will serve as an ambassador for the City's Community Risk Reduction program, increasing public awareness and readiness for various emergencies and disasters. The \$10,240 grant allocation includes funding for intern wages and necessary supplies to support public outreach and education. The City will be fully reimbursed for these expenses under the grant terms, with no impact on the General Fund.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____ authorizing the appropriation of \$10,240 to Fund 330 (Other Federal Grants Fund) for the implementation and administration of the Emergency Preparedness Intern Program, as awarded under the 2023 Homeland Security Grant Program.

Prepared by: Nallely Castro, Management Analyst

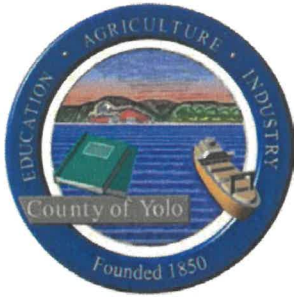
Approved by: Eric Zane, Fire Chief



Ken Hiatt
City Manager

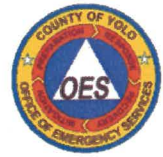
Attachments:

1. HSGP Award (Intern) UPDATED SIGNED
2. Proposed Resolution - 2023 HSGP-Intern



COUNTY OF YOLO

Office of Emergency Services



Kurt Johnson
Interim Emergency Services Manager

625 Court St, # 202 • Woodland, CA 95695
(530) 666-8150 • www.yolocounty.org

August 28, 2025

Eric Zane, Fire Chief
Woodland Fire Department
1000 Lincoln Ave
Woodland, CA 95695-3424

SUBJECT: NOTIFICATION OF AWARD – Updated Amount
FY 2023 HOMELAND SECURITY GRANT PROGRAM
Assistance Listings Number: 97.067
Federal Grantor Agency: US DEPARTMENT OF HOMELAND SECURITY
Pass-Through Agency: CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT
Subrecipient: CITY OF WOODLAND - FIRE DEPARTMENT
Subrecipient DUNS Unique Entity ID: YAXJHVRK3M68
Performance Period: September 1, 2023 – May 31, 2026

Dear Chief Zane,

The City of Woodland Fire Department has been awarded a FY 2023 Homeland Security Grant Program project in the amount of 10,240. The original awarded amount of \$4,000 was modified to the current awarded amount due to reallocation of funds from another project. This project funding is authorized for funding the Emergency Preparedness Intern Program.

Agencies and/or Jurisdictions to Benefit	Project Requested	Funding Approved
City of Woodland, Fire Department	Emergency Preparedness Intern Program	\$10,240

By accepting this award, you acknowledge that this is a federal monetary award and your agency or department is a Sub-Recipient to Yolo County, as Sub-Grantee to the State of California, who is the Grantee.

Your agency or City a sub-recipient is subject to a mandatory annual A-133 Single Audit if your agency expends more than \$750,000 per fiscal year in total federal funding. A copy of your Single Audit annual report must be submitted to Yolo County Office of Emergency Services (OES), no later than April 15 of each applicable year while this grant is open.

Sub-recipients are responsible to comply with all federal and state statutes, regulations, policies, guidelines and requirements, including but not limited to:

- Federal Acquisition Regulation (FAR) at 48 CFR, Federal Acquisition Regulations System.
- 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs set forth in Title 2 of the Code of Federal Regulations (CFR), including Part 200 and all subparts, as well as updates issued by the Office of Management and Budget (OMB).
- DHS/FEMA Information Bulletins (IB).
- Applicable Federal, State and Local Laws including but not limited to those listed in grant assurances.
- Federal and State Supplemental Program Guidance.
- All sections of FY2022 CalOES Grant Assurances.

Sub-recipients are responsible to meet the following conditions:

1. Your agency accepts complete financial liability and will provide:
 - a. Signed Federal Grant Assurances, from the 2022 grant guidance, by an agency authorized signatory.
 - b. Check every contractor and vendor against the federal debarment list before contracting with that entity—as required by Executive Orders (EOs) 12549 and 12689, 2 CFR 200.212 and Part 180—and print results.
 - c. Repay any funds due to an over-payment for a non-eligible or unapproved activity, or as required by a negative audit finding.
2. All Sole Source procurements must include a Sole Source form and approval by your Purchasing Manager, as well. No purchases can be made until approval from Yolo OES and CalOES is obtained. Sole source purchase requests are appropriate only if the item or service is only available from one source, or after solicitation of a number of sources, competition was determined inadequate
3. All activities and programs must comply with federal Environmental Planning and Historic Preservation (EHP) policy, stated in FP 108-023-1 and FP 108.24.4. All projects requiring Environmental and Historical Preservation (EHP) reviews must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
4. All projects that involve emergency communication projects and related activities must comply with the SAFECOM Guidance. All projects requiring SAFECOM consult must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
5. Executive Order 13688, DHS/FEMA has issued Information Bulletin (IB) 407 which has placed restrictions on controlled equipment. All projects requesting Controlled Equipment must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security. Grant funds may be used for the purchase of Controlled Equipment, however, because of the nature of the equipment and the potential impact on the community, there are additional and specific requirements in order to acquire this equipment.
6. All Emergency Operations Center related projects must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
7. All aviation and watercraft requests must complete the appropriate documentation and receive prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
8. Follow any applicable Federal, state, local, tribal, or territorial statutes or regulations governing any real or potential conflicts of interest.
9. DHS/FEMA requires that any information technology system funded or supported by these funds comply with 28 C.F.R. Part 23.
10. Funds may only be spent for operational overtime costs upon prior approval from Yolo County OES, CalOES, and possibly FEMA or the U.S. Department of Homeland Security.
11. Equipment categories and equipment standards for HSGP are listed on the Authorized Equipment List (AEL). Equipment must meet all mandatory regulatory and/or DHS/FEMA-adopted standards to

- be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.
12. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the grant period if grant funds are used to purchase the plan or warranty.
 13. Exercises conducted with grant funding should be managed and conducted consistent with HSEEP. Recipients are required to submit one After Action Report/Improvement Plan (AAR/IP) for each HSGP-funded exercise. AAR/IPs should be submitted to Yolo County OES, no more than 60 days after completion of the exercise.
 14. The use of DHS/FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable, as described in FEMA Policy FP 205-402-125-1 under all active and future grant awards, unless otherwise noted.
 15. Some projects that involve planning, consultants, and other components, require the submission of deliverables to Yolo County OES and CalOES prior to reimbursement.
 16. All grant funded purchases that are part of a purchase, project, or contract that totals \$150,000 or more—regardless of the dollar amount that grant funding represents—must be submitted to Yolo County OES for CalOES approval.
 17. Subrecipients must obtain a performance bond for any equipment item over \$250,000, or any vehicle, aircraft or watercraft, financed in whole or in part with homeland security dollars.
 18. All project modifications require notification to Yolo County OES, and prior approval by OES and CalOES. A modification must be completed prior to initiating any scope of work or incurring any expenses not previously approved.
 19. Reimbursement claims and status updates are due biannually in June and December of each year.
 20. All claims for reimbursement must be supported by source documentation, such as cancelled checks, paid bills, payroll records, signed time and attendance sheets, purchase orders, invoices, delivery receipts, contracts, etc. All documentation must be maintained and submitted to Yolo County OES with all reimbursement requests, as well as upon request for monitoring or audit by Yolo County, the state, or federal government.
 21. All claims must submit a canceled check or general ledger report to show that vendors were paid prior to reimbursement.
 22. Ensure all original invoices are clearly labeled with the grant year and project(s) before they are copied and sent for payment to ensure subsequent copies are auditable and not double-billed to another grant/budget.
 23. The expenditure cover sheet must be completed, signed by the department head, and submitted to OES with all requests for reimbursement. The sheet identifies the expenses that are being claimed for reimbursement, and summarize the expenditures shown in the invoices and other backup documentation.
 24. Reimbursement by CalOES is in whole dollars only, with any fractions of a dollar rounded down.
 25. Subrecipients must have an effective inventory management system, to include: Property records that document description, serial number or other ID, title information, acquisition date, cost, location, use and condition, and ultimate disposition; conducting a physical inventory annually; and a control system to prevent loss, damage, and theft of grant purchased equipment and supplies.
 26. All equipment will be labeled and tracked according to federal and state guidelines. Yolo OES will provide tags to track equipment and other assets. Equipment will be inventoried and a tracked by your agency.
 27. When equipment acquired under the HSGP is no longer needed for program activities, the subrecipient must contact Yolo County OES to request disposition instructions. Equipment that is lost, stolen, or destroyed needs to be reported to Yolo OES immediately and may need to be replaced by your agency at agency cost.
 28. All contracts, including small purchase, funded by federal grants must include the required federal contract provisions, as described in CFR Part 215.

29. Maintain complete and accurate records of all grant related activities for three years from the date of receipt of a closeout letter from the County. Letters will not be sent until after the state has closed the grant program.
30. Cost savings must be returned for reallocation by OES and the Approval Authority and may not be expended on additional or unapproved items.
31. The more restrictive Procurement policy between your agency, the County Procurement Policy, and 2 C.F.R. §200.320 must be used. Bids, quotes, approvals, etc. must be obtained prior to making purchases, as appropriate. Cost analysis must also be performed, documented, and submitted to Yolo County OES.
32. Prior to making any purchases, submit contracts, bids, suspension and debarment checks, and other documentation to Yolo OES. Purchases will not be made until both Yolo OES and County Purchasing review for compliance with all federal, state, and other grant requirements, and then approve the purchase. If purchases are made without this approval, it is possible that CalOES, and therefore the County, will not reimburse your agency for the costs.

Failure to comply with any federal, state, or county, or local statutes, regulations, policies, guidelines, requirements, and/or grant conditions may result in adverse action including but not limited to deobligation of funds, repayment of disallowed costs, or other unfavorable outcomes associated with non-compliance.

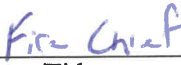
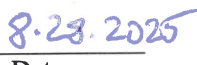
Sub-Recipients may not begin their projects until this notice and the Grant Assurances have been signed, dated and returned to Yolo County OES. In the absence of an existing resolution identifying approved signatories, the department or agency head must sign.

We appreciate your interest in better preparing our community and we welcome your participation in our regional safety net. We are here to assist you so please feel free to contact Christopher Estrada at (530) 702-1796 or Christopher.estrada@yolocounty.org with any questions.

Sincerely,

Christopher Estrada
Emergency Services Planner

I acknowledge receipt of this Notification of Sub-Recipient Application Approval and requirements of participation in this federal grant program.

 _____ Signature	 _____ Name/Title	 _____ Date
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RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE APPROPRIATION OF \$10,240 TO FUND 330 FOR THE
FUNDING OF THE EMERGENCY PREPAREDNESS INTERN PROGRAM AS
AWARDED UNDER THE 2023 HOMELAND SECURITY GRANT PROGRAM**

WHEREAS, the Woodland Fire Department successfully applied for and was awarded the 2023 Homeland Security Grant Program (HSGP) for the funding of Emergency Preparedness Intern Program; and

WHEREAS, this intern will represent Community Risk Reduction at public events throughout the City of Woodland, and will provide education and outreach to the community on All Hazards Preparedness through engagement activities and distribution of preparedness supplies; and

WHEREAS, the City of Woodland will be reimbursed \$10,240 through the HSGP for the program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Council hereby authorizes the City Manager to appropriate \$10,240 to Fund 330 for the limited Intern hours and supplies.

SECTION 2. The City Council further authorizes the City Manager to appropriate \$10,240 to the Other Federal Grants Fund (330) for the implementation and administration of the Emergency Preparedness Intern Program in accordance with the terms of the 2023 Homeland Security Grant Program award.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 2nd day of September 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.8
SUBJECT: Approve a Sole Source Finding and Goods Purchase Agreement for Water Meters and Smartpoints with Aqua-Metric Sales Company for the Water Meter Replacement Project, CIP 22-03

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ for:

1. Making a finding designating certain products, brands, or services by Aqua-Metric Sales Company to be required for the continued functionality of the existing water meter infrastructure;
2. Authorizing the City Manager to execute a goods purchase agreement with Aqua-Metric Sales Company for water meters and smartpoints in the amount of \$367,316.80 for the Water Meter Replacement Project, CIP 22-03.

Staff Contact:

Matt Cohen, Associate Engineer, (530) 661-5973, matt.cohen@cityofwoodland.gov

Fiscal Impact:

Funding for the Aqua-Metric Sales Company goods purchase of water meters and smartpoints is included in the CIP 22-03 Water Meter Replacement Project budget, intended precisely for purchases such as water meters and smartpoints. Whereas CIP 22-03 currently has an available budget of \$932,157.12 with additional annual funding being added at a rate of \$200,000 per year, the Goods Purchase Agreement with Aqua-Metric Sales Company is for \$367,316.80.

There is no impact to the General Fund.

Background:

The City has nearly 18,000 water meters and more than 15,000 water meters that have been in service for over 15 years as of September 2025, and are in need of replacement. Water meters have a useful life of approximately 15 – 20 years and are due for replacement after their useful life. Over time, water meters lose accuracy and underreport water usage. Underreporting of water usage results in lost revenue because customers are billed for less volume than was actually used. The results from City staff's 2023 meter bench testing showed 98.8 percent meter accuracy for 15-year-old meters and 90.6 percent accuracy for 20-year-old meters (meaning 20-year-old meters failed to account for 9.4 percent of the actual water volume). Recent State laws regarding water use reporting require the City to track non-revenue water and endeavor to reduce the amount of water loss, both real loss and apparent loss, from water systems. The loss of accuracy in the aging water meters results in excessive apparent water loss, which makes meeting the State's water loss requirements more difficult.

Discussion:

The State Water Resources Control Board has established Water Loss Standards for each Public

Water System, with a deadline to meet the standards by January 1, 2028. The Real Loss Standard (for leakage) for Woodland is 41.9 gallons per connection per day (gpcd), approximately 700,000 gallons per day Citywide and the Apparent Loss Standard (for meter inaccuracy) is 8.2 gpcd (approximately 140,000 gallons per day). For calendar year 2023 (the most recent validated water loss audit), Woodland had a unit real loss of 46 gpcd (780,000 gallons per day) and a unit apparent loss of 18.6 gpcd (300,000 gallons per day). The unit apparent loss was above the 90% percentile for meter inaccuracy among public water systems in California, meaning Woodland has a need to improve overall meter accuracy, especially by comparison to other public water systems. At approximately 20 years old, the battery in the meters fails, and the meters stop reporting water use altogether. Additionally, several thousand meters are oversized and don't accurately report minor amounts of water use. It is more cost-effective to replace the meters with the correct size than to replace the battery.

The City will purchase 807 1-inch diameter meters and 753 smartpoints, which are the radio transceivers to the City's billing system. These are standard shipping quantities for meters and smartpoints. City staff will install these meters over the next few months. Over the next few years, the City will need to expedite meter replacement utilizing contractor-install to avoid regulatory issues with Real Loss and Apparent Loss standards by 2028. This Goods Purchase Agreement allows the City to keep up with internal replacement of old and failing meters to prevent falling further behind.

Public Contract Code section 3400 allows the City to specify "sole source" products, brands, or trade names if the City Council has made certain findings related to the product or item. One of the statutorily permissible grounds for a sole source finding is that the product or item is needed to match other products in use at City facilities in order to establish uniform, complete, and compatible systems or specifications for City facilities (See Public Contract Code § 3400 (b)(2)). Further, competitive bidding is not required when the City determines it would produce no advantage for the City, or the advertising of bids is futile, undesirable, impractical or impossible (*Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal. App.3d 631; see also *Los Angeles Dredging Co. v. City of Long Beach* (1930) 210 Cal. 348; *Los Angeles Gas & Electric Corp. v. City of Los Angeles* (1922) 188 Cal. 307, 319).

Woodland City Council passed and adopted Resolution No. 8137 on August 15, 2023. The resolution approved and adopted the City Manager's determination with respect to the sole source purchase of water meters, smartpoints, and software from Aqua-Metrics for the measurement and billing of potable water and authorized the City Manager to execute sole source contracts with Aqua-Metrics, in amounts not-to-exceed \$200,000. Since the current Goods Purchase agreement is for \$367,316.80, an amount exceeding \$200,000, City staff proposes to pass the resolution accompanied by this staff report.

Aqua-Metric Sales Company is a direct distributor of the necessary Sensus equipment, while other vendors typically act as intermediaries and apply additional markups. Due to its direct supplier relationship with Sensus, Aqua-Metric is able to offer the City more competitive pricing than alternative vendors thereby rendering competitive bidding unavailing and against the public interest in this instance. Dispensing with competitive bidding and approving and entering into a goods purchase agreement with Aqua-Metrics Sales Company for the purchase of 807 water meters and 753 smart points for an amount of \$367,316.80 is in the best interest of the City and will achieve cost-efficiency, avoid delay, and preserve the integrity and compatibility of the City's meter systems.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____ for:

1. Making a finding designating certain products, brands, or services by Aqua-Metric Sales Company to be required for the continued functionality of the existing water meter infrastructure;
2. Authorizing the City Manager to execute a goods purchase agreement with Aqua-Metric Sales Company for water meters and smartpoints in the amount of \$367,316.80 for the Water Meter Replacement Project, CIP 22-03.

Prepared by: Tim Busch, P.E., Principal Utilities Civil Engineer

Reviewed by: Brent Meyer, P.E., City Engineer/ Community Development Director



Ken Hiatt
City Manager

Attachments:

1. Exhibit A - Aqua Metric proposal
2. Proposed Resolution - Aquametrics Contract

**Aqua-Metric Sales Company**

Mike Bortoletto - Solutions Specialist
1060 National Drive #5. Sacramento, CA 95834
Phone: (916)668-4656 | Cell: (916)-824-4552

Exhibit A

Sales Quote

August 28, 2025

Quote for: City of Woodland
Attention: Matt Cohen
Address: 655 N. Pioneer Ave
City, State, ZIP: Woodland, CA 95776
Phone: 530-661-5873
Email:

Quantity	Description	Unit Price	Line Total
0			
807	1" iPerl TRPL 1CF	\$245.00	\$197,715.00
753	520M SmartPoint	\$172.00	\$129,516.00
0			
TAXES AND FEES. All prices quoted are exclusive of federal taxes, state taxes, municipal taxes, tariffs, duties, and other government-imposed fees (collectively the "Taxes and Fees") related to the procurement, installation, and delivery of materials and equipment. Customer shall be liable for all applicable Taxes and Fees imposed upon the Goods purchased. Taxes and Fees will be added to each applicable invoice and are the responsibility of the Customer. If Customer is exempt from sales tax, Customer is required to provide all applicable tax exemption documentation at the time of purchase. Any changes in Taxes and Fees may result in adjustments to the final invoice accordingly.			

Subtotal	\$327,231.00
Tarriff	\$9,816.93
Shipping & Handling	
Sales Tax	\$30,268.87
Total	\$367,316.80

This quote for the product and services named above is subject to the following terms::

1. All quotes are subject to the Aqua-Metric Terms of Sale.
2. Quote is valid for thirty days.
3. Freight allowed on single orders exceeding \$80,000.00.
4. Net Thirty Days to Pay
5. Returned product may be subject to a 25% restocking fee.
6. Sales Tax and/or Freight charges are approximated and may vary on final invoice.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING A SOLE-SOURCE PROCUREMENT BY DESIGNATING CERTAIN
PRODUCTS, THINGS, OR SERVICES PURSUANT TO PUBLIC CONTRACT CODE
SECTION 3400 AND APPROVING A GOODS PURCHASE FOR WATER METERS
AND SMARTPOINTS WITH AQUA-METRIC SALES COMPANY FOR THE WATER
METER REPLACEMENT PROJECT, CIP 22-03**

WHEREAS, pursuant to Public Contract Code Section 3400(c), the City of Woodland (City) may make findings designating certain products, things, or services by specific brand or trade name for the statutorily enumerated purposes; and

WHEREAS, the City has undertaken considerable research of various options for the procurement of water meters and smartpoints in order to determine the equipment that best matches the City's needs; and

WHEREAS, the City Council has reviewed the City's current facilities and general contracts to evaluate the City's need to establish uniform, complete, and compatible water meters and smartpoints that are consistent with the City's potable water system in order to facilitate the most reliable, dependable, and cost-efficient replacement; and

WHEREAS, in accordance with Public Contract Code 3400(c)(2), the water meters and smartpoints that are listed in the attached Exhibit A are compatible with the City's existing water meter infrastructure and software and match those components currently in use at other locations; and

WHEREAS, the City has identified reliable operation of water meters and smartpoints to be a priority; and

WHEREAS, on August 15, 2023, the City Council adopted Resolution No. 8137 approving a sole source purchase of equipment from Aqua-Metric Sales Company ("Aqua-Metric"); and

WHEREAS, the equipment supplied by Aqua-Metric is manufactured by Sensus and this metering equipment is also available for purchase through other vendors; and

WHEREAS, Aqua-Metric is a direct distributor of Sensus equipment, while other vendors typically act as intermediaries and apply additional markups. Due to its direct supplier relationship with Sensus, Aqua-Metric is able to offer the City more competitive pricing than alternative vendors thereby rendering competitive bidding unavailing and against the public interest in this instance; and

WHEREAS, California case law excuses compliance with competitive bidding requirements in exceptional circumstances such as where requests for competitive bids would be futile, unavailing, or would not produce an advantage, including when there is only one contracting party who can complete the work (*Los Angeles Dredging Co. v. Long Beach* (1930) 210 Cal.348; *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal.App.3d 631); and

WHEREAS, “[a] public entity's award of a contract, and all of the acts leading up to the award, are legislative in character. [T]he letting of contracts by a governmental entity necessarily requires an exercise of discretion guided by consideration of the public welfare[]”. (*Mike Moore's 24-Hour Towing v. City of San Diego* (1996) 45 Cal.App.4th 1294, 1303); and

WHEREAS, based on the City Council’s above-described review and Public Contract Code Section 3400(c)(2), the Council has determined that the City must require and specify the use of compatible water meters and smartpoints listed in the attached Exhibit A; and

WHEREAS, The City, pursuant to Public Contract Code Section 3400, intends to procure uniform components that are compatible with the system currently being utilized on the public water system in order to facilitate the most reliable, dependable, and cost-efficient system throughout the City; and

WHEREAS, The City has found compatibility, cost, ease of maintenance and use of different types of water meters and smartpoints to be problematic at this time and believes it necessary to establish a uniform equipment manufacturer requirement in order to avoid incompatibility issues as well as to ensure security, durability, reliability of equipment and to avoid the waste of City funds associated with addressing incompatible components; and

WHEREAS, The City’s research also indicates that including multiple brands of water meters and smartpoints may cause incompatibility issues and make data retrieval and transmission more difficult, furthermore, the City’s existing potable water infrastructure is already equipped with the products listed in Exhibit A and can be readily configured with this equipment; and

WHEREAS, City operations and maintenance staff has been trained in the operation, maintenance, and replacement of the components listed in Exhibit A and maintain a stock of the equipment needed for repairs or replacements; and

WHEREAS, The City Council further finds that the water meters and smartpoints listed in Exhibit A have demonstrated reliability, durability, and quality; and

WHEREAS, the City Council finds that dispensing with competitive bidding and approving and entering into a goods purchase agreement with Aqua-Metric for the purchase of 807 water meters and 753 smart points for an amount of \$367,316.80 is in the best interest of the City and will achieve cost-efficiency, avoid delay, and preserve the integrity and compatibility of the City’s meter systems (“Staff Findings”).

WHEREAS, the City wishes to enter into a goods purchase agreement with Aqua-Metric Sales Company in the amount of \$367,316.80 and authorize its execution through adoption of this Resolution; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. The City Council adopts the Staff Findings as its own (“Council Findings”).

SECTION 3. The City has undertaken research into the products and brands of equipment listed in Exhibit A, and, pursuant to Public Contract Code Section 3400(c)(2), the City Council hereby designates the equipment listed in Exhibit A for a goods purchase agreement so as to match the other water meters and smartpoints in use throughout the City’s public water system and associated infrastructure and software, thus avoiding incompatibility issues of other products, as well as security, replacement, and maintenance problems.

SECTION 4. The City Council hereby approves the Goods Purchase Agreement with Aqua-Metric Sales Company in the amount of \$367,316.80; the City Manager is authorized and directed to execute the contract, subject to City Attorney approval; and, the City Attorney is authorized to make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

SECTION 5. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

SECTION 6. This Resolution shall be effective as of the date of adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.9
SUBJECT: Development Agreement with Pacific Coast Producers - 1376 Lemen Avenue

Recommendation for Action: Staff recommends that the City Council conduct a second reading and adopt the following ordinance:

Ordinance No. _____, approving a Development Agreement by and between the City of Woodland and Pacific Coast Producers for the Lemen Avenue agricultural processing facility (1376 Lemen Avenue) and authorizing the execution of said agreement.

Staff Contact:

Erika Bumgardner, Deputy Community Development Director, (530) 661-5886, erika.bumgardner@cityofwoodland.gov

Fiscal Impact:

Processing costs for this application have been fully funded by the project applicant. If approved, the Development Agreement (DA) obligates Pacific Coast Producers (PCP) to provide both financial and in-kind community benefits, including:

- **Initial Payment:** \$500,000 dedicated to City innovation initiatives and/or public safety improvements (deposited upon DA effective date).
- **Ongoing Annual Payment:** \$200,000 per year (inflation-adjusted as defined in the DA) to support workforce development and economic innovation programs administered or sanctioned by the City.
- **In-Kind Improvements:** Facility screening and public art, sustainability upgrades, and site maintenance measures are described under “Community Contributions” below.

Annual payments are anticipated to offset staff time for monitoring and implementation. Additional details on Community Contributions is provided in the Discussion section.

Background:

At its September 2, 2025, meeting, the City Council introduced and waived the first reading of an ordinance approving a Development Agreement by and between the City of Woodland and Pacific Coast Producers for the Lemen Avenue agricultural processing facility located at 1376 Lemen Avenue.

The proposed Development Agreement between the City of Woodland and Pacific Coast Producers is intended to provide long-term operational certainty for PCP’s existing agricultural processing facility while delivering sustained public benefit. The DA memorializes vested rights to continue current and future operations consistent with today’s land use regulations for fifty-five (55) years, and it secures community contributions that advance City priorities related to economic development, workforce training, sustainability, public safety, and visual screening.

Key Provisions of the Development Agreement

1. Term & Vesting

- **55-year term** from the DA effective date.
- Vests rights for current and future facility operations as defined in the DA, including 24/7 seasonal operations, outdoor storage, truck parking, and on-site wastewater treatment, subject to applicable permits and performance standards.

2. Applicable Regulations / Land Use Protections

- Land use regulations in effect on the DA effective date will govern the vested uses.
- No additional discretionary land use approvals (e.g., conditional use permits) are required for continued or expanded operations within the DA's defined scope.
- Compliance with generally applicable building, fire, environmental, and operational regulations remains required.

3. Community Contributions

- **Initial Payment:** PCP shall make an initial payment of Five Hundred Thousand Dollars (\$500,000) to the City within thirty (30) days of the recordation date of the DA. The initial payment shall be allocated towards investments that accelerate innovation benefiting Woodland's evolving food, agriculture, and life science economy and/or improve public safety equipment needed to enhance protection of property and life.
- **Annual Payments:** \$200,000/year, inflation-adjusted as defined in the DA. Ongoing annual payments shall be designated for workforce training, particularly in support of the local food and agriculture industry, and/or investments that accelerate innovation benefiting Woodland's evolving food, agriculture, and life science economy
- **Facility Screening & Public Art:** Installation/refresh of **enhanced fencing, landscaping, and mural improvements** along public frontages to improve visual quality and compatibility.
- **Sustainability & Resiliency Improvements:** In consideration of the vested rights provided by the DA, PCP commits to investing in projects that enhance operational sustainability over the next ten (10) years. Commitments may include wastewater aeration upgrades, solar generation, microgrid readiness/establishment, and decarbonization measures, coordinated with relevant utilities and agencies. Beginning in year 11 and continuing through the term of the agreement, PCP commits to ongoing improvements and investments in sustainability and efficiency upgrades that further the City's Climate Action Plan goals, in an amount equal to no less than 10 percent (10%) of PCP's ongoing general capital investments, evaluated and reported every five (5) years.
- **Environmental Stewardship at Closure:** Preparation and implementation of a site remediation plan upon facility closure consistent with applicable laws and agency requirements.
- **Affordable Housing Coordination:** Good-faith cooperation with the City and partners on potential affordable housing redevelopment of the nearby Housing Authority, Yolano and Donnelly properties.
- **Ongoing Site Maintenance & Screening:** Regular property upkeep and screening of outdoor storage areas to maintain orderly, safe, and attractive operations.

3. Implementation & Monitoring

- PCP will submit periodic reports (as specified in the DA) to document compliance with DA obligations.
- The DA provides default and remedy provisions and allows amendment by mutual consent to address future regulatory, infrastructure, or community needs.

Environmental Determination: The City of Woodland has determined that the adoption of the

ordinance is exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the ordinance is categorically exempt pursuant to CEQA regulations Section 15301 applicable to existing facilities and Section 15183 applicable to projects consistent with the General Plan and Zoning.

Conclusion:

Staff recommends that the City Council conduct a second reading and adopt the following ordinance: Ordinance No. _____, approving a Development Agreement by and between the City of Woodland and Pacific Coast Producers for the Lemen Avenue agricultural processing facility (1376 Lemen Avenue) and authorizing the execution of said agreement.



Ken Hiatt
City Manager

Attachments:

1. Development Agreement
2. Location Map
3. Proposed Ordinance - Pacific Coast Producers

Recorded at request of:)
City Clerk)
City of Woodland)
)
When recorded return to:)
City of Woodland)
300 First Street)
Woodland, CA 95695)
Attention: City Clerk)
)

Exempt from filing fees pursuant to Government
Code §6103

**DEVELOPMENT AGREEMENT
(Lemen Avenue Agricultural Processing Facility)**

**A DEVELOPMENT AGREEMENT
BETWEEN CITY OF WOODLAND**

and

PACIFIC COAST PRODUCERS, A California Corporation

DEVELOPMENT AGREEMENT
(Lemen Avenue Agricultural Processing Facility)

This Development Agreement (hereinafter "Agreement") is entered into as of this day of _____, 2025, by and between the City of Woodland, a California municipal corporation ("City"), and Pacific Coast Producers, a California Corporation ("PCP"), each of whom shall sometimes be referred to as a "Party" and together as the "Parties."

RECITALS

WHEREAS, City is authorized to enter into binding development agreements with persons having legal or equitable interests in real property for the operation and development of such property, pursuant the California Government Code commencing with Section 65864.

WHEREAS, PCP, and its predecessors in interest, have owned and continuously operated an agricultural processing facility located at 1376 Lemen Avenue (APNs 063-060-007-000; 063-050-009-000; and 063-050-010-000) since 1942 ("Woodland Plant Property"). The Woodland Plant Property is depicted in Exhibit A and a legal description is provided as Exhibit B. The Woodland Plant Property shall also sometimes be referred to as the "Facility."

WHEREAS, PCP is an agricultural marketing and food producer cooperative. Founded in 1971, PCP has been committed to growing, canning, and supplying canned fruits and tomatoes at locations across Northern California and the Pacific Northwest. PCP is the current owner and operator of the Woodland Plant Property and employs in excess of 900 employees during the peak of harvest season and over 65 year-round employees at the Facility. Food and beverage processing accounts for 8% of total employment in Yolo County employing over 59,000 people county wide. Yolo County and the City of Woodland have historically been leaders in agricultural and food processing for the State of California.

WHEREAS, current and future operations at the Woodland Plant Property include multiple food preparation and packaging/canning lines with both interior and exterior processing facilities and associated ancillary operations including wastewater disposal, warehousing and outdoor storage of pallets, bins, trailers, crates, and process-related construction materials and equipment, as well as supportive office and administrative uses. In addition, transportation to and from the facility and the parking and storage of semi-trucks, trailers, service vehicles, employee vehicles, and other vehicles are integral to existing and future operation of the Facility.

WHEREAS, current and future operations at the Woodland Plant Property, which occur twenty- four (24) hours a day, seven (7) day a week during seasonal operations, do and are anticipated to continue to produce noise, vibrations, illumination, and particulate that is perceptible to adjacent uses. In addition, current and future operations at the Facility are associated with significant semi-truck trips for the hauling in of raw ingredients and packaging/canning materials and the hauling out of food items manufactured at the facility.

WHEREAS, agriculture and agricultural processing in the City and in the region as a whole is definitive of the City's history, and fundamental to the City's future. The majority of the

growers associated with PCP are based in Woodland with 85% of the tomatoes processed by PCP grown within a 17-mile radius of the Facility. The City is mindful that, just decades past, some of California's most productive farming communities and sustainable farming economies have been lost to urban development. Maintaining sites where agricultural products can be processed locally is essential to maintaining the farming character and economy of the City and the region.

WHEREAS, the City and PCP have worked cooperatively over the years. For example, the City is fee owner of approximately 0.7 acres of certain Pump Property also located at 1376 Lemen Avenue used to operate a pumping plant for processing wastewater. Additionally, the City currently leases to PCP an 835-acre property for PCP's use as sprayfields for its wastewater ("Sprayfield Property").

WHEREAS, this Agreement applies to the Woodland Plant Property.

WHEREAS, PCP and the City wish to enter into a development agreement to allow PCP to make continued and long term investments in its operations. This development agreement will provide PCP with certainty that its right to operate at the Woodland Plant Property will be protected and allowed to continue as of right and as a longstanding vested nonconforming use.

WHEREAS, PCP has received a vested rights determination in accordance with the rules and regulations of the City. (Resolution No. 8301)

WHEREAS, the terms and conditions of this Agreement have undergone extensive review by the City and PCP and have been found to be fair, just and reasonable.

WHEREAS, the best interests of the citizens of the City and the public health, safety and welfare will be served by entering into this Agreement.

WHEREAS, all of the procedures of the California Environmental Quality Act have been met.

WHEREAS, this Agreement and PCP's operations at the Woodland Plant Property are consistent with the Woodland General Plan and the Woodland Zoning Code, as amended.

WHEREAS, all actions taken and approvals given by the City have been duly taken or approved in accordance with all applicable legal requirements for notice, public hearings, findings, votes, and other procedural matters.

WHEREAS, continued operations of the Woodland Plant Property in accordance with this Agreement will provide substantial benefits to the City and will support important policies and goals of the City.

WHEREAS, this Agreement will eliminate uncertainty in planning and provide for the orderly operation and ongoing use and development of PCP's property, ensure progressive installation of necessary improvements, provide for public services appropriate to the ongoing development of the site, and generally serve the purposes for which development agreements are intended under the California Government Code Commencing with Section 65864.

NOW, THEREFORE, in consideration of the above recitals and of the mutual covenants hereinafter contained and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

AGREEMENT

1. DEFINITIONS AND EXHIBITS

1.1 Definitions. The following terms when used in this Agreement shall be defined as follows:

1.1.1 "Agreement" means this Development Agreement.

1.1.2 "City" means the City of Woodland, a California municipal corporation.

1.1.3 "City Council" means the duly elected City council of the City of Woodland.

1.1.4 "Development" means the continued operation of the agricultural processing plant at the Woodland Plant Property. Agricultural processing includes production, packaging, processing, preparation or manufacturing of a food, beverage, or ingredient used or intended for use by human consumption and involves the process of canning, extracting, fermenting, distilling, pickling, freezing, baking, drying, smoking, grinding, cutting, mixing, coating, stuffing, packing, bottling or packaging, or through any other treatment or preservation process. Development may include multiple food preparation and packaging/canning lines where processes are both interior and exterior to buildings. These systems modernize and change from time to time consistent with improvements in agricultural and food processing technology. Development may also involve warehousing and outdoor storage including, but not limited to, pallets, bins, trailers, crates, and process-related construction materials and equipment. Ancillary office space is also consistent with Development. Development also encompasses the treatment of wastewater and solid wastes which are created as a byproduct of food, beverage, or ingredient processing procedures. Further, Development includes the use and operation of processing equipment, the delivery of goods to and from the Facility by truck and rail, the right to rebuild any equipment following failure or destruction, storage of goods and product, ancillary office uses, parking for transport trucks and employee vehicles, the production and conveyance of wastewater and the modernization and adaptation of such features as needed to address changes in the agricultural and consumer landscape. During harvest and other seasons, Development includes Facility operations of twenty-four (24) hours a day, seven (7) days per week. The right to start and stop such operations is inherent in the functioning of the Facility.

1.1.5 "Development Approvals" means all permits and other entitlements for use subject to approval or issuance by the City in connection with development of the Woodland Plant Property including, but not limited to: general and specific plans and amendments; tentative and final subdivision and parcel maps; conditional use permits, zoning and vested use determinations, administrator permits and plot plans; zoning;

and other discretionary approvals or entitlements.

1.16 "Effective Date" means the date the ordinance approving and authorizing this Agreement becomes effective.

1.17 "Land Use Regulations" means all constitutional principles, ordinances, resolutions, codes, rules, regulations and official policies of the City governing the development and use of land, including, without limitation, the protection for vested nonconforming uses, the permitted use of land, the density or intensity of use, subdivision requirements, the maximum height and size of proposed buildings, the provisions for reservation or dedication of land for public purposes, and the design, improvement, and construction standards and specifications applicable to the development of the Woodland Plant Property. "Land Use Regulations" includes the confirmation of vested rights referred to in the recitals. "Land Use Regulations" does not include any City ordinance, resolution, code, rule, regulation, or official policy, governing: the conduct of businesses, professions, and occupations; taxes (special or general) and assessments; the control and abatement of nuisances; the granting of encroachment permits and the conveyance of rights and interests that provide for the use of or the entry upon public property; or the exercise of the power of eminent domain.

1.18 "Mortgagee" means a mortgagee of a mortgage, a beneficiary under a deed of trust or any other security-device lender, and their successors and assigns.

1.19 "Reservation of Rights" means the rights and authority excepted from the assurances and rights provided to PCP under this Agreement and reserved to the City under Section 3.3 of this Agreement.

1.2 Exhibits. The following documents are attached to, and by this reference made a part of, this Agreement:

Exhibit "A" – Map of Woodland Plant Property

Exhibit "B" – Woodland Plant Property

Exhibit "C" – Map of Sprayfield Property

Exhibit "D" – Vested Rights Determination

2. GENERAL PROVISIONS

2.1 Binding Effect of Agreement. The Woodland Plant Property and its corresponding Development are vested and are hereby made subject to this Agreement and are separately vested pursuant to the 2024 Vested Rights Determination and in the Land Use Regulations in effect on the date of this Agreement. Moreover, future Development of the Woodland Plant Property is vested and authorized without the need for any further Development Approvals.

2.2 Ownership of Property. PCP represents and covenants that it is the owner of the fee

simple title to, or has an equitable interest in, the Woodland Plant Property.

23 Term. The term of this Agreement shall commence upon the Effective Date and shall be in force for fifty-five (55) years.

24 Assignment.

24.1 Right to Assign. PCP shall have the right to sell, transfer, or assign the Woodland Plant Property in whole or in part to any person, partnership, joint venture, firm or corporation at any time during the term of this Agreement; provided, however, that any such sale, transfer or assignment shall include the assignment and assumption of the rights, duties, and obligations arising under or from this Agreement and shall be made in strict compliance with the following conditions precedent:

(a) No sale, transfer, or assignment of any right or interest under this Agreement shall be made unless made together with the sale, transfer, or assignment of all of the Woodland Plant Property.

(b) Concurrent with any such sale, transfer, or assignment, PCP shall notify the City, in writing, of such sale, transfer, or assignment and shall provide the City with an executed agreement ("Assignment and Assumption Agreement"), in a form reasonably acceptable to the City, by the purchaser, transferee or assignee and providing therein that the purchaser, transferee, or assignee expressly and unconditionally assumes all the duties, obligations, agreements, covenants, and waivers of PCP under this Agreement, including, without limitation, the covenants not to sue and waivers contained in Sections 6.1 and 7.6 hereof.

(c) Notwithstanding the failure of any purchaser, transferee, or assignee to execute the agreement required by Paragraph (b) of this Subsection 2.4.1, the burdens of this Agreement shall be binding upon such purchaser, transferee, or assignee, but the benefits of this Agreement shall not inure to such purchaser, transferee, or assignee until and unless such agreement is executed.

24.2 Release of Transferring PCP. Notwithstanding any sale, transfer, or assignment, PCP shall continue to be obligated under this Agreement with respect to the transferred Woodland Plant Property or any transferred portion thereof, unless PCP is given a release in writing by the City (which written confirmation may be in the form of execution and recordation of the Assignment and Assumption Agreement), which release shall be provided by the City upon the full satisfaction by PCP of the following conditions:

(a) PCP no longer operates or has a legal or equitable interest in all or any part of the Facility subject to the transfer.

(b) PCP is not then in default under this Agreement.

(c) PCP has provided the City with the notice and executed agreement required under Paragraph (b) of Subsection 2.4.1 above.

(d) The purchaser, transferee, or assignee provides the City with security equivalent to any security, if any was originally required, previously provided by PCP to secure performance of its obligations hereunder.

243 Subsequent Assignment. Any subsequent sale, transfer, or assignment after an initial sale, transfer, or assignment shall be made only in accordance with and subject to the terms and conditions of this Section.

2.5 Amendment or Cancellation of Agreement. This Agreement may be amended or cancelled in whole or in part only by written consent of all parties in the manner provided for in Government Code Section 65868. This provision shall not limit any remedy of the City or PCP as provided by this Agreement.

2.6 Termination. This Agreement shall be deemed terminated and of no further effect upon the occurrence of any of the following events:

(a) Discontinuance of agricultural production and processing at the Facility, with no intent to resume such production and processing in the future.

(b) Entry of a final judgment setting aside, voiding or annulling the adoption of the ordinance approving this Agreement.

(c) The adoption of a referendum measure overriding or repealing the ordinance approving this Agreement.

(d) Expiration of the Agreement by its own terms.

Termination of this Agreement shall not constitute termination of any other Development Approvals for the Woodland Plant Property. Upon termination of this Agreement, no party shall have any further right or obligation hereunder except with respect to any obligation to have been performed prior to such termination or with respect to any default in the performance of the provisions of this Agreement that has occurred prior to such termination or with respect to any obligations that are specifically set forth as surviving this Agreement.

2.7 Notices

(a) As used in this Agreement, "notice" includes, but is not limited to, the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver, appointment, or other communication required or permitted hereunder.

(b) All notices shall be in writing and shall be considered given either: (i) when delivered in person to the recipient named below; or (ii) on the date of delivery shown on the return receipt, after deposit in the United States mail in a sealed envelope as either registered or certified mail with return

receipt requested, and postage and postal charges prepaid, and addressed to the recipient named below; or (iii) on the date of delivery shown in the records of the telegraph company after transmission by telegraph to the recipient named below. All notices shall be addressed as follows:

If to the City:

City of Woodland
300 First Street
Woodland, CA 95695
Attn: Ken Hiatt, City Manager
Telephone: (530) 661-5800
Facsimile: (530) 661-5848
Email: ken.hiatt@cityofwoodland.gov

Copy to:

Best, Best & Krieger, LLP
Woodland City Attorney
500 Capitol Mall, Suite 2500 Sacramento, CA 95814
Attn: Ethan Walsh, Esq.
Telephone: (916) 325-4000
Facsimile: (916) 325-4010
Email: ethan.walsh@bbklaw.com

If to PCP:

Pacific Coast Producers
General Counsel
631 N. Cluff Ave., Lodi, CA 95240
Attn: Mona Shulman, Esq.
Telephone: (209) 367-6271
Email: mshulman@pcoastp.com

Copy to:

Harrison, Temblador,
Hungerford, & Guernsey, LLP
2801 T Street Sacramento, CA 95816
Attn: David Temblador, Esq.
Telephone: (916) 382-4377
Email: dtemblador@hthglaw.com

(c) Either party may, by notice given at any time, require subsequent notices to be given to another person or entity, whether a party or an officer or representative of a party, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change.

3. DEVELOPMENT AND USE OF THE PROPERTY

3.1 Acknowledgment of Existing Development. The City and PCP acknowledge that this Agreement grants certainty to both parties concerning the Development at the Woodland Plant Property and continuation of operating rights at the Facility. In particular, the City, on April 2, 2024, has confirmed that the Facility's historic operations are vested and that those uses predate the adoption of restrictive zoning requirements requiring a use permit or other discretionary approval. Further, subsequent to the City's recent adoption of the 2024 vesting determination, the City has implemented a new zoning code which clarifies that the Facility is a permitted-by-right use in the applicable zone such that, consistent with its historical vesting and the terms of this Agreement, no further Development Approvals, whether by use permit or otherwise, shall be required for the Development as defined in this Agreement.

3.2 Effect of Agreement on Land Use Regulations. Except as otherwise provided under the terms of this Agreement including the Reservation of Rights, the Land Use Regulations governing permitted uses of the Woodland Plant Property the density and intensity of use of the Woodland Plant Property the maximum height and size of proposed buildings, and the design, improvement, and construction standards and specifications applicable to Development of the Woodland Plant Property shall be the Land Use Regulations in effect on the Effective Date. The City shall accept for processing, review, and action all applications for future Development Approvals which exceeds the rights acknowledged in this agreement. Such applications shall be processed in the same manner, and the City shall exercise its discretion when required or authorized to do so, to the same extent they would otherwise be entitled in the absence of this Agreement.

3.3 Reservation of Rights.

3.3.1 Limitations, Reservations and Exceptions. Notwithstanding any other provision of this Agreement, the following regulations shall apply to the Development of the Woodland Plant Property.

3.3.2 The City Reserves the right to Enforce and/or Require:

(a) Processing fees and charges of every kind and nature imposed by the City to cover the estimated actual costs to the City of processing applications for Development Approvals or for monitoring compliance with any Development Approvals granted or issued.

(b) Procedural regulations relating to hearing bodies, petitions, applications, notices, findings, records, hearings, reports, recommendations, appeals, and any other matter of procedure.

(c) Regulations, adopted policies, and rules governing engineering and construction standards and specifications applicable to public and private improvements, including, without limitation, all uniform codes adopted by the City and any local amendments to those codes adopted by the City, including, without limitation, the City's Building Code, Plumbing Code, Mechanical Code, Electrical Code, and Grading Ordinance.

(d) Regulations that may be in material conflict with this Agreement but that are reasonably necessary to protect the immediate community from a condition perilous to their health or safety; provided, however, that the City hereby acknowledges that no material conflicts with PCP's Development or Development Approvals as of the effective date of this Agreement. To the extent possible, any such future regulations shall be applied and construed so as to provide PCP with the rights and assurances provided under this Agreement.

(e) Regulations that are not in material conflict with this Agreement or the Development. Any regulation, whether adopted by initiative or otherwise, materially limiting the nature of the Development of the Property as described herein shall be deemed to materially conflict with the Development and shall therefore not be applicable to the Development of the Woodland Plant Property.

(f) Regulations that are in material conflict with the Development or Development Approvals associated with the Woodland Plant Property; provided PCP has given written consent to the application of such regulations.

3.4 Modification or Suspension by State or Federal Law. In the event that State, County, or Federal laws or regulations, enacted after the Effective Date of this Agreement, prevent or preclude compliance with one or more of the provisions of this Agreement, such provisions of this Agreement shall be modified or suspended as may be necessary to comply with such State or Federal laws or regulations; provided, however, that this Agreement shall remain in full force and effect to the extent it is not inconsistent with such laws or regulations and to the extent such laws or regulations do not render such remaining provisions impractical to enforce.

3.5 Intent. The parties acknowledge and agree that the City is restricted in its authority to limit certain aspects of its police power by contract and that the foregoing limitations, reservations, and exceptions are intended to reserve to the City all of its police power that cannot be or are not expressly so limited. This Agreement shall be construed to reserve to the City all such power and authority that cannot be or is not by this Agreement's express terms so restricted.

3.6 Regulation by Other Public Agencies. It is acknowledged by the parties that other public agencies not within the control of the City may possess authority to regulate aspects of the Development of the Woodland Plant Property separately from, or jointly with, the City, and this Agreement does not limit the authority of such other public agencies.

4. PUBLIC BENEFIT

4.1 The parties acknowledge and agree that this Agreement confers substantial private benefits on PCP that should be balanced by commensurate public benefits. Accordingly, the parties intend to provide consideration to the public to balance the private benefits conferred on PCP's operation by providing for the satisfaction of public needs beyond the economic benefit to the City that already exists by virtue of the existence of PCP in the City.

4.2 As consideration for the City's approval and performance of its obligations as set forth in this Agreement, PCP shall, except as provided in Section 7.2 below, fulfill the following

obligations:

4.2.1 Community Contribution Fund. PCP shall make an initial payment of Five Hundred Thousand Dollars (\$500,000) to the City within thirty (30) days of the recordation date of this Agreement. PCP shall also make ongoing annual payments, commencing with a first annual payment of Two Hundred Thousand Dollars (\$200,000) to the City, which annual payment shall thereafter be increased annually by two percent (2%) with the first annual payment due within thirty (30) days of the first anniversary of the recordation date of this Agreement and each subsequent payment shall be due within 30 days of the first anniversary of the recordation date of this Agreement every year thereafter. The initial payment shall be allocated toward investments that accelerate innovation benefiting Woodland's evolving food, agriculture, and life science economy and/or improve public safety equipment needed to enhance protection of property and life. Ongoing annual payments shall be designated for workforce training, particularly in support of the local food and agriculture industry, and/or investments that accelerate innovation benefiting Woodland's evolving food, agriculture, and life science economy.

4.2.2 Right of Way Frontage Improvements. PCP shall replace existing fencing and landscaping along Main Street and Lemen Avenue to the City's satisfaction. Within thirty (30) days of the recordation date of this Agreement, PCP shall provide the City with a facility map designating areas where a solid wall, slated powder-coated chain-link fence, landscaping, or other enhanced screening will be constructed to improve aesthetics along property frontages, including E. Main Street, Lemen Avenue, and Cannery Road. PCP and the City shall collaborate to determine the wall and/or fencing material and height. PCP shall also refresh and expand its public art/mural installation along E. Main Street and Lemen Avenue. PCP shall work with City staff to identify an artist and submit proposed murals and artwork for approval. The mural expansion shall be completed within one (1) year of the execution date of this Agreement. The City shall approve the plans, artists, or proposed artwork within thirty (30) days of receipt of each such proposal and shall not unreasonably withhold approval of any proposal. Failure by the City to approve or request reasonable revisions within the thirty (30) day period will result in an automatic approval of any such proposal. Further, for the term of this Agreement, PCP shall periodically (not less than once every 10 years) further refresh its public art/mural installation to maintain it in good condition.

4.2.3 Sustainability/ Conservation Commitment. In consideration of the vested rights provided by this Agreement, PCP commits to investing in projects that enhance operational sustainability over the next ten (10) years, including but not limited to:

- Installing aerators in the ponds at the Sprayfield Property to reduce the Biochemical Oxygen Demand of PCP's wastewater by June 1, 2035, with the exception that if the Sprayfield Property is relocated, at any time before June

1, 2035 then PCP shall receive an automatic extension of five (5) years to June 1, 2040 to complete this project.

- Increasing the usage of the Solid Air Flotation unit to reduce organics in wastewater by June 1, 2035.
- Installing solar infrastructure at the Sprayfield Property to operate the entire irrigation system using renewable energy by June 1, 2035 with the exception that if the Sprayfield Property is relocated, at any time before June 1, 2035 then PCP shall receive an automatic extension of five (5) years to June 1, 2040 to complete this project.
- Establishing a microgrid at the Woodland Plant Property to harness and utilize excess energy from PCP's steam turbine, thereby reducing reliance on the electrical grid by June 1, 2035.
- PCP also agrees to use commercially reasonable best efforts to meet all decarbonization and electrification goals for process systems in PCP's Facility, provided such measures are technically and financially feasible.

Beginning in year 11 and continuing through the term of the Agreement, PCP commits to ongoing improvements and investments in sustainability and efficiency upgrades at its Woodland Plant Property that further the City's Climate Action Plan goals, in an amount equal to no less than 10 percent (10%) of PCP's ongoing general capital investments in its Woodland Plant Property, evaluated and reported every five (5) years. The first such report being due June 1, 2040 for the period covering June 2, 2035 to May 30, 2040. Each subsequent report to be due June 1 every five (5) years thereafter.

4.2.4 Yolano Donnelly Housing Authority Repositioning. In consideration of land use guarantees conveyed by this Agreement, PCP shall work in good faith with the City and the Yolo County Housing Authority to address potential proximity-related impacts resulting from the Housing Authority's repositioning strategy, including, but not limited to the adoption and recordation of reciprocal collaborative land use easements and covenants. PCP further agrees not to contest the redevelopment of the Housing Authority property and associated public infrastructure improvements as deemed necessary or appropriate by the City to facilitate redevelopment of the Housing Authority property.

4.2.5 Property Upkeep. The Facility shall be maintained in good order. Buildings, operational equipment and any portion of the property visible from any public right-of-way shall be kept free of weeds, litter/trash, and graffiti. Paint, landscaping, and fences/walls shall be refreshed at least every ten (10) years, or sooner as needed.

4.2.6 Outdoor Storage. Goods, operational equipment, trucks, trailers, and similar items stored on-site shall be stored in a manner that minimizes visibility from the public right-of-way, particularly Main Street. Screening shall include fencing and/or landscaping approved by the City. PCP shall submit a site plan for storage screening for City approval within ninety (90) days of the recordation date of this

Agreement. The City shall approve the screening plan within thirty (30) days of receipt and shall not unreasonably withhold approval of any screening plan. Failure by the City to approve or request reasonable revisions within the thirty (30) day period will result in an automatic approval of the screening plan.

4.2.7 Clean Closure. Upon closure of the Woodland Plant Property, PCP, or its successor, shall conduct environmental testing and remediation of any contaminants, whether above ground or underground, that could impede future reuse or redevelopment of the site. PCP shall submit a closure remediation plan to the City for approval no less than ninety (90) days prior to the planned closure date. The City shall approve the remediation plan within thirty (30) days of receipt and shall not unreasonably withhold approval of any remediation plan. Failure by the City to approve or request reasonable revisions within the thirty (30) day period will result in an automatic approval of the remediation plan. Further, PCP shall indemnify and hold harmless the City relating to environmental conditions as set forth in section 7.3 below.

5. REVIEW FOR COMPLIANCE

5.1 Periodic Review. City shall review this Agreement annually, on or before the anniversary of the Effective Date, in order to ascertain PCP's compliance with the terms of the Agreement. PCP shall submit an Annual Monitoring Report, in a form acceptable to the City Manager, within thirty (30) days after written notice from the City Manager. The Annual Monitoring Report shall be accompanied by an annual review and administration fee sufficient to defray the estimated costs of review and administration of the Agreement during the succeeding year. The amount of the annual review and administration fee shall be set annually by resolution of the City Council.

5.2 Special Review. The City Council may order a special review of compliance with this Agreement at any time. The Community Development Director, or his or her designee, shall conduct such special reviews.

5.3 Procedure.

(a) During either a periodic review or a special review, PCP shall be required to demonstrate substantial evidence of good faith compliance with the terms of the Agreement. The burden of proof on this issue shall be on PCP.

(b) Upon completion of a periodic review or a special review, the Community Development Director, or his or her designee, shall submit a report to the Planning Commission setting forth the evidence concerning good faith compliance by PCP with the terms of this Agreement and his or her recommended finding on that issue.

(c) If the Planning Commission finds and determines on the basis of substantial evidence that PCP has complied in good faith with the terms and conditions of this Agreement, the review shall be concluded.

(d) If the Planning Commission finds and determines, based on a preponderance of evidence, that PCP has not demonstrated substantial evidence of good faith compliance with the terms and conditions of this Agreement, the Commission may recommend to the City Council modify or termination of this Agreement. PCP may appeal a Planning Commission determination pursuant to the City's rules for consideration of appeals in zoning matters then in effect. Notice of default as provided under Section 6.3 of this Agreement shall be given to PCP prior to or concurrent with proceedings under Section 5.4 and Section 5.5 below.

5.4 Proceedings Upon Modification or Termination. If, upon a finding under Section 5.3, the City determines to proceed with modification or termination of this Agreement, the City shall give written notice to PCP of its intention so to do. The notice shall be given at least thirty (30) calendar days prior to the scheduled hearing and shall contain: The time and place of the hearing;

(a) A statement as to whether or not the City proposes to terminate or to modify the Agreement; and

(b) Such other information that the City considers necessary to inform PCP of the nature of the proceeding.

5.5 Hearing on Modification or Termination. At the time and place set for the hearing on modification or termination, PCP shall be given an opportunity to be heard. PCP shall be required to demonstrate substantial evidence of good faith compliance with the terms and conditions of this Agreement. If the City Council finds, based upon a preponderance of the evidence, that PCP has not demonstrated substantial evidence that it complied in good faith with the terms or conditions of the Agreement, the City Council may terminate this Agreement or modify this Agreement and impose such conditions as are reasonably necessary to protect the interests of the City.

5.6 Certificate of Agreement Compliance. If, at the conclusion of a Periodic or Special Review, PCP is found to be in compliance with this Agreement, the City shall, upon request by PCP, issue a Certificate of Agreement Compliance ("Certificate") to PCP stating that after the most recent Periodic or Special Review and based upon the information known or made known to the Community Development Director and City Council that: (1) this Agreement remains in effect; and (2) PCP is not in default. The Certificate shall be in recordable form, shall contain information necessary to communicate constructive record notice of the finding of compliance, shall state whether the Certificate is issued after a Periodic or Special Review, and shall state the anticipated date of commencement of the next Periodic Review. PCP may record the Certificate with the County Recorder. Failure to make a Certificate of Agreement Compliance result shall not indicate as such lack of compliance.

Whether or not the Certificate is relied upon by assignees or other transferees or PCP, the City shall not be bound by a Certificate if a default existed at the time of the Periodic or Special Review but was concealed from or otherwise not known to the Community Development Director or City Council.

6. DEFAULT AND REMEDIES

6.1 Remedies in General. It is acknowledged by the parties that the City would not have entered into this Agreement if it were to be liable in damages under this Agreement, or with respect to this Agreement or the application thereof. In general, each of the parties hereto may pursue any remedy at law or equity available for the breach of any provision of this Agreement, except that the City shall not be liable in damages to PCP. PCP covenant not to sue for damages or claim any damages:

(a) For any breach of this Agreement or for any cause of action that arises out of this Agreement; or

(b) For the taking, impairment or restriction of any right or interest conveyed or provided under or pursuant to this Agreement; or

(c) Arising out of or connected with any dispute, controversy, or issue regarding the application or interpretation or effect of the provisions of this Agreement.

6.2 Release. Except for non-monetary remedies, PCP, for itself, its successors and assignees, hereby releases City, its officers, agents and employees from any and all claims, demands, actions, or suits of any kind or nature arising out of any liability, known or unknown, present or future, including, but not limited to, any claim or liability, based or asserted, pursuant to Article I, Section 19 of the California Constitution, the Fifth and Fourteenth Amendments to the United States Constitution, or any other law or ordinance that seeks to impose any other liability or damage, whatsoever, upon the Parties because they entered into this Agreement or because of the terms of this Agreement. The parties hereby acknowledge that they have read and are familiar with the provisions of California Civil Code Section 1542, which is set forth below:

GENERAL RELEASE DOES NOT EXTEND TO CLAIMS
WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT
TO EXIST IN HIS OR HER FAVOR AT THE TIME OF
EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM
OR HER MUST HAVE MATERIALLY AFFECTED HIS OR
HER SETTLEMENT WITH THE DEBTOR.

By initialing below, the parties hereby waive the provisions of Section 1542 in connection with the matters that are the subject of the foregoing waivers and releases.

PCP's Initials

City's Initials

6.3 Termination or Modification of Agreement for Default of PCP. The City may terminate or modify this Agreement for any failure of PCP to perform any material duty or obligation of PCP under this Agreement, or to comply in good faith with the terms of this Agreement (hereinafter referred to as "default"); provided, however, the City may terminate or modify this Agreement pursuant to this Section only after providing written notice to PCP of

default setting forth the nature of the default and the actions, if any, required by PCP to cure such default and, where the default can be cured, PCP has failed to take such actions and cure such default within sixty (60) days after the effective date of such notice or, in the event that such default cannot be cured within such sixty (60) day period but can be cured within a longer time, has failed to commence the actions necessary to cure such default within such sixty (60) day period and to diligently proceed to complete such actions and cure such default.

7. LITIGATION.

7.1 General Plan Litigation. The City has determined that this Agreement is consistent with its General Plan and that the General Plan meets all requirements of law. PCP has reviewed the General Plan and concurs with the City's determination. The City shall have no liability in damages under this Agreement for any failure of the City to perform under this Agreement or the inability of PCP to develop the Property as contemplated by this Agreement as the result of a judicial determination that on the Effective Date, or at any time thereafter, the General Plan, or portions thereof, and as it may be amended, is invalid or inadequate or not in compliance with law.

7.2 Third Party Litigation Concerning Agreement. PCP shall defend, at its sole cost and expense, including attorneys' fees, indemnify, and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding against the City, its agents, officers, or employees to attack, set aside, void, or annul the approval of this Agreement, or the approval of any permit granted pursuant to this Agreement. The City shall promptly notify PCP of any claim, action, proceeding, or determination included within this Section 7.2, and the City shall cooperate in the defense. The City may, in its discretion, participate in the defense of any such claim, action, proceeding, or determination. During the pendency of any third-party litigation concerning this Agreement, PCPs obligations under Section 4.2 of this Agreement shall be tolled and until such time as the litigation is resolved and all appeals have been exhausted.

7.3 Environmental Assurances. PCP shall indemnify and hold the City, its officers, agents, and employees free and harmless from any liability, based or asserted, upon any act or omission of PCP, its officers, agents, employees, subcontractors, predecessors in interest, successors, assigns, and independent contractors for any violation of any federal, state or local law, ordinance or regulation relating to industrial hygiene or to environmental conditions on, under, or about the Property, including, but not limited to, soil and groundwater conditions, and PCP shall defend, at its sole cost and expense, including attorneys' fees, the City, its officers, agents, and employees in any action based or asserted upon any such alleged act or omission. The City may in its discretion participate in the defense of any such action.

7.4 Indemnity. In addition to the provisions of sections 7.1, 7.2, and 7.3 above, PCP shall indemnify and hold the City, its officers, agents, employees, and independent contractors free and harmless from any liability whatsoever, based or asserted upon any act or omission of PCP, its officers, agents, employees, subcontractors, and independent contractors, for property damage, bodily injury, or death (PCP's employees included) or any other element of damage of any kind or nature, relating to or in any way connected with or arising from the activities contemplated hereunder, including, but not limited to, the study, design, engineering, construction, completion, failure, and conveyance of the public improvements, save and except claims for damages arising

through the sole active negligence or sole willful misconduct of the City. PCP shall defend, at its expense, including attorneys' fees, the City, its officers, agents, employees, and independent contractors in any legal action based upon such alleged acts or omissions. The City may in its discretion participate in the defense of any such legal action.

7.5 Reservation of Rights. With respect to Sections 7.1, 7.2, 7.3, and 7.4 herein, the City reserves the right to either (1) reasonably approve the attorney(s) that the indemnifying party selects, hires, or otherwise engages to defend the indemnified party hereunder, which approval shall not be unreasonably withheld, or (2) conduct its own defense; provided, however, that the indemnifying party shall reimburse the indemnified party forthwith for any and all reasonable expenses incurred for such defense, including attorneys' fees, upon billing and accounting therefor.

7.6 Survival. The provisions of this Section 7 shall survive the termination of this Agreement.

8. MORTGAGEE PROTECTION.

The parties hereto agree that this Agreement shall not prevent or limit PCP, in any manner, at PCP's sole discretion, from encumbering the Woodland Plant Property or any portion thereof or any improvement thereon by any mortgage, deed of trust, or other security device securing financing with respect to the Woodland Plant Property. However, PCP will provide notice of any intent to enter into a mortgage on the Woodland Plant Property at least thirty (30) days prior to entering into any such encumbrance. The City acknowledges that the lenders providing such financing may require certain Agreement interpretations and modifications and agrees upon request, from time to time, to meet with PCP and representatives of such lenders to negotiate in good faith any such request for interpretation or modification. The City will not unreasonably withhold its consent to any such requested interpretation or modification provided such interpretation or modification is consistent with the intent and purposes of this Agreement. The city will provide consent or notice of withholding consent for any such request within thirty (30) days of receipt of notice. Upon noticing the withholding of consent, the City will include a detailed report of the reasonability of such determination. Any Mortgagee of the Woodland Plant Property shall be entitled to the following rights and privileges:

(a) Neither entering into this Agreement nor a breach of this Agreement shall defeat, render invalid, diminish, or impair the lien of any mortgage on the Woodland Plant Property made in good faith and for value, unless otherwise required by law.

(b) The Mortgagee of any mortgage or deed of trust encumbering the Woodland Plant Property, or any part thereof, which Mortgagee has submitted a request in writing to the City in the manner specified herein for giving notices, shall be entitled to receive written notification from the City of any default by PCP in the performance of PCP's obligations under this Agreement.

(c) If the City timely receives a request from a mortgagee requesting a

copy of any notice of default given to PCP under the terms of this Agreement, the City shall provide a copy of that notice to the Mortgagee within ten (10) days of sending the notice of default to PCP. The Mortgagee shall have the right, but not the obligation, to cure the default during the remaining cure period allowed such party under this Agreement.

(d) Any Mortgagee who comes into possession of the Woodland Plant Property, or any part thereof, pursuant to foreclosure of the mortgage or deed of trust, or deed in lieu of such foreclosure, shall take the Woodland Plant Property, or part thereof, subject to the terms of this Agreement. Notwithstanding any other provision of this Agreement to the contrary, no Mortgagee shall have an obligation or duty under this Agreement to perform any of PCP's obligations or other affirmative covenants of PCP hereunder, or to guarantee such performance; provided, however, that to the extent that any covenant to be performed by PCP is a condition precedent to the performance of a covenant by the City, the performance thereof shall continue to be a condition precedent to the City's performance hereunder, and further provided that any sale, transfer, or assignment by any Mortgagee in possession shall be subject to the provisions of Section 2.5 of this Agreement.

9. MISCELLANEOUS PROVISIONS.

9.1 Recordation of Agreement. This Agreement and any amendment or cancellation thereof shall be recorded with the Yolo County Recorder by the Clerk of the City Council within ten (10) days after the City enters into the Agreement, in accordance with Section 65868.5 of the Government Code. If the parties to this Agreement or their successors in interest amend or cancel this Agreement, or if the City terminates or modifies this Agreement as provided herein for failure of PCP to comply in good faith with the terms and conditions of this Agreement, the City Clerk may have notice of such action recorded with the Yolo County Recorder.

9.2 Entire Agreement. This Agreement sets forth and contains the entire understanding and agreement of the parties, and there are no oral or written representations, understandings or ancillary covenants, undertakings, or agreements that are not contained or expressly referred to herein. No testimony or evidence of any such representations, understandings, or covenants shall be admissible in any proceeding of any kind or nature to interpret or determine the terms or conditions of this Agreement.

9.3 Severability. If any term, provision, covenant, or condition of this Agreement shall be determined invalid, void, or unenforceable, the remainder of this Agreement shall not be affected thereby to the extent such remaining provisions are not rendered impractical to perform, taking into consideration the purposes of this Agreement.

9.4 Interpretation and Governing Law. This Agreement and any dispute arising hereunder shall be governed and interpreted in accordance with the laws of the State of California. This Agreement shall be construed as a whole according to its fair language and common meaning to achieve the objectives and purposes of the parties hereto, and the rule of construction

to the effect that ambiguities are to be resolved against the drafting party shall not be employed in interpreting this Agreement, all parties having been represented by counsel in the negotiation and preparation hereof.

9.5 Section Headings. All section headings and subheadings are inserted for convenience only and shall not affect any construction or interpretation of this Agreement.

9.6 Singular and Plural. As used herein, the singular of any word includes the plural.

9.7 Estoppel Certificate. Any party to this Agreement and any Lender may, at any time, and from time to time, deliver written notice to a party requesting such party to certify in writing that, to the knowledge of the certifying party, (i) the Agreement is in full force and effect and a binding obligation on the parties, (ii) the Agreement has not been amended or modified, either orally or in writing, and if so amended or modified, identifying the amendments or modifications, and (iii) as of the date of the estoppel certificate, the requesting party (or any party specified by a Lender) is not in breach in the performance of its obligations under the Agreement, or if in breach to describe therein the nature of any such breach and the steps or actions to be taken by the other party reasonably necessary to cure any such alleged breach. A party receiving a request hereunder shall execute and return such certificate or give a written detailed response explaining why it will not do so within thirty (30) days following the receipt of such request. Each party acknowledges that such an estoppel certificate may be relied upon by third parties acting in good faith. An estoppel certificate provided by the City establishing the status of this Agreement shall be in recordable form and may be recorded at the expense of the recording party.

9.8 Time of Essence. Time is of the essence in the performance of the provisions of this Agreement as to which time is an element.

9.9 Waiver. Failure by a party to insist upon the strict performance of any of the provisions of this Agreement by the other party, or the failure by a party to exercise its rights upon the default of the other party, shall not constitute a waiver of such party's right to insist and demand strict compliance by the other party with the terms of this Agreement thereafter.

9.10 No Third-Party Beneficiaries. This Agreement is made and entered into for the sole protection and benefit of the parties and their successors and assigns. No other person shall have any right of action based upon any provision of this Agreement.

9.11 Force Majeure. Neither party shall be deemed to be in default where failure or delay in performance of any of its obligations under this Agreement is caused by floods, earthquakes, other Acts of God, fires, wars, riots or similar hostilities, strikes and other labor difficulties beyond the party's control, (including the party's employment force), government regulations, court actions (such as restraining orders or injunctions), or other causes beyond the party's control. If any such events shall occur, the Term of this Agreement and the time for performance by either party of any of its obligations hereunder may be extended by the written agreement of the parties for the period of time that such events prevented such performance, provided that the Term of this Agreement shall not be extended under any circumstances for more than five (5) years.

9.12 Mutual Covenants. The covenants contained herein are mutual covenants and also constitute conditions to the concurrent or subsequent performance by the party benefited thereby of

the covenants to be performed hereunder by such benefited party.

9.13 Successors in Interest. The burdens of this Agreement shall be binding upon, and the benefits of this Agreement shall inure to, all successors in interest to the parties to this Agreement. All provisions of this Agreement shall be enforceable as equitable servitudes and constitute covenants running with the land. Each covenant to do or refrain from doing some act hereunder with regard to Development of the Woodland Plant Property: (a) is for the benefit of and is a burden upon every portion of the Wood Plant Property; (b) runs with the Woodland Plant Property and each portion thereof; and (c) is binding upon each party and each successor in interest (including assignees) during ownership of the Woodland Plant Property or any portion thereof.

9.14 Counterparts. This Agreement may be executed by the parties in counterparts, which counterparts shall be construed together and have the same effect as if all of the parties had executed the same instrument.

9.15 Jurisdiction and Venue. Any action at law or in equity arising under this Agreement or brought by a party hereto for the purpose of enforcing, construing, or determining the validity of any provision of this Agreement shall be filed and tried in the Superior Court of the County of Yolo, State of California, and the parties hereto waive all provisions of law providing for the filing, removal, or change of venue to any other court.

9.16 Project as a Private Undertaking. It is specifically understood and agreed by and between the parties hereto that the Development of the Woodland Plant Property is a private development, that neither party is acting as the agent of the other in any respect hereunder, and that each party is an independent contracting entity with respect to the terms, covenants, and conditions contained in this Agreement. No partnership, joint venture, or other association of any kind is formed by this Agreement. The only relationship between the City and PCP is that of a government entity regulating the development of private property and the owner of such property.

9.17 Further Actions and Instruments. Each of the parties shall cooperate with and provide reasonable assistance to the other to the extent contemplated hereunder in the performance of all obligations under this Agreement and the satisfaction of the conditions of this Agreement. Upon the request of either party at any time, the other party shall promptly execute, with acknowledgment or affidavit if reasonably required, and file or record such required instruments and writings and take any actions as may be reasonably necessary under the terms of this Agreement to carry out the intent and to fulfill the provisions of this Agreement or to evidence or consummate the transactions contemplated by this Agreement.

9.18 Eminent Domain. No provision of this Agreement shall be construed to limit or restrict the exercise by the City of its power of eminent domain.

9.19 Agent for Service of Process. In the event PCP is not a resident of the State of California or it is an association, partnership, or joint venture without a member, partner, or joint venturer resident of the State of California, or it is a foreign corporation, then in any such event, PCP shall file with the Community Development Director, upon its execution of this Agreement, a designation of a natural person residing in the State of California, giving his or her name, residence, and business addresses, as its agent for the purpose of service of process in any court

action arising out of or based upon this Agreement, and the delivery to such agent of a copy of any process in any such action shall constitute valid service upon PCP. If for any reason service of such process upon such agent is not feasible, then in such event PCP may be personally served with such process out of this County and such service shall constitute valid service upon PCP. PCP is amenable to the process so served, submits to the jurisdiction of the Court so obtained and waives any and all objections and protests thereto.

9.20 Authority to Execute. The person or persons executing this Agreement on behalf of PCP warrants and represents that he or she/they have the authority to execute this Agreement on behalf of his or her/their corporation, partnership, or business entity and warrants and represents that he or she/they has/have the authority to bind PCP to the performance of its obligations hereunder.

9.21 Obligations Joint and Several. The obligations of PCP under this Agreement shall be joint and several with respect to the entities which, collectively, comprise PCP. Further, the obligations of PCP under this Agreement shall apply with respect to the entire Property, as it may be subdivided, sold, transferred, or otherwise conveyed, and run with the land.

IN WITNESS WHEREOF, the parties hereto have executed this Development Agreement on the last day and year set forth below.

PCP

PACIFIC COAST PRODUCERS

An agricultural cooperative

By: _____

Its: _____

Dated: _____

City

CITY OF WOODLAND, a California
municipal corporation

By: _____

Ken Hiatt, City Manager

Dated: _____

ATTEST:

By: _____

Sarah Lansburgh, City Clerk

APPROVED AS TO LEGAL FORM:

Ethan Walsh, City Attorney

STATE OF CALIFORNIA)

) ss.

COUNTY OF YOLO)

On _____, before me, _____, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Public

[SEAL]

STATE OF CALIFORNIA)

) ss.

COUNTY OF YOLO)

On _____, before me, _____, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

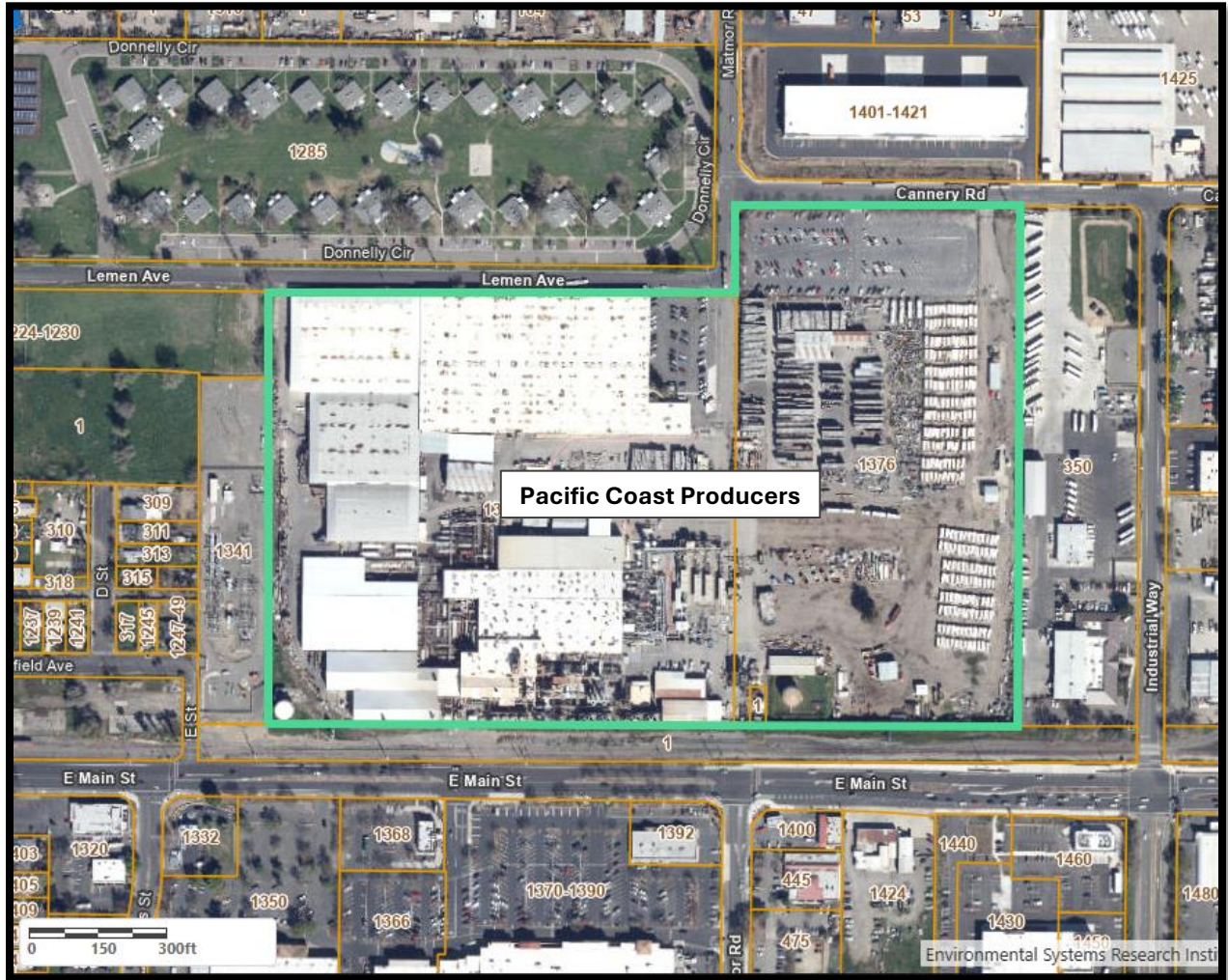
Notary Public

[SEAL]

Location Map

Pacific Coast Producers Agricultural Processing Facility

1376 Lemen Avenue, Woodland



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WOODLAND AND PACIFIC COST PRODUCERS FOR THE LEMEN AVENUE AGRICULTURAL PROCESSING FACILITY (1376 LEMEN AVENUE) AND AUTHORIZING EXECUTION OF SAID AGREEMENT

WHEREAS, City is authorized to enter into binding development agreements with persons having legal or equitable interests in real property for the operation and development of such property, pursuant the California Government Code commencing with Section 65864; and

WHEREAS, PCP, and its predecessors in interest, have owned and continuously operated an agricultural processing facility located at 1376 Lemen Avenue (APNs 063-060-007-000; 063-050-009-000; and 063-050-010-000) since 1942 (“Woodland Plant Property”). The Woodland Plant Property is depicted in Exhibit A and a legal description is provided as Exhibit B. The Woodland Plant Property shall also sometimes be referred to as the “Facility”; and

WHEREAS, PCP is an agricultural marketing and food producer cooperative. Founded in 1971, PCP has been committed to growing, canning, and supplying canned fruits and tomatoes at locations across Northern California and the Pacific Northwest. PCP is the current owner and operator of the Woodland Plant Property and employs in excess of 900 employees during the peak of harvest season and over 65 year-round employees at the Facility. Food and beverage processing accounts for 8% of total employment in Yolo County employing over 59,000 people county wide. Yolo County and the City of Woodland have historically been leaders in agricultural and food processing for the State of California; and

WHEREAS, current and future operations at the Woodland Plant Property include multiple food preparation and packaging/canning lines with both interior and exterior processing facilities and associated ancillary operations including wastewater disposal, warehousing and outdoor storage of pallets, bins, trailers, crates, and process-related construction materials and equipment, as well as supportive office and administrative uses. In addition, transportation to and from the facility and the parking and storage of semi-trucks, trailers, service vehicles, employee vehicles, and other vehicles are integral to existing and future operation of the Facility; and

WHEREAS, current and future operations at the Woodland Plant Property, which occur twenty-four (24) hours a day, seven (7) day a week during seasonal operations, do and are anticipated to continue to produce noise, vibrations, illumination, and particulate that is perceptible to adjacent uses. In addition, current and future operations at the Facility are associated with significant semi-truck trips for the hauling in of raw ingredients and packaging/canning materials and the hauling out of food items manufactured at the facility; and

WHEREAS, agriculture and agricultural processing in the City and in the region as a whole is definitive of the City’s history, and fundamental to the City’s future. The majority of the growers associated with PCP are based in Woodland with 85% of the tomatoes processed by PCP grown within a 17-mile radius of the Facility. The City is mindful that, just decades past, some of California’s most productive farming communities and sustainable farming economies have been lost to urban development. Maintaining sites where agricultural products can be processed locally is essential to maintaining the farming character and economy of the City and the region; and

WHEREAS, the City and PCP have worked cooperatively over the years. For example, the City is fee owner of approximately 0.7 acres of certain Pump Property also located at 1376 Lemen Avenue used to operate a pumping plant for processing wastewater. Additionally, the City currently leases to PCP an 835-acre property for PCP's use as sprayfields for its wastewater ("Sprayfield Property"); and

WHEREAS, PCP and the City wish to enter into a development agreement to allow PCP to make continued and long term investments in its operations. The Development Agreement will provide PCP with certainty that its right to operate at the Woodland Plant Property will be protected and allowed to continue as of right and as a longstanding vested nonconforming use; and

WHEREAS, PCP has received a vested rights determination in accordance with the rules and regulations of the City (Resolution No. 8301); and

WHEREAS, the terms and conditions of this Agreement have undergone extensive review by the City and PCP and have been found to be fair, just and reasonable; and

WHEREAS, the best interests of the citizens of the City and the public health, safety and welfare will be served by entering into the Development Agreement; and

WHEREAS, all of the procedures of the California Environmental Quality Act have been met; and

WHEREAS, the Development Agreement and PCP's operations at the Woodland Plant Property are consistent with the Woodland General Plan and the Woodland Zoning Code, as amended; and

WHEREAS, all actions taken and approvals given by the City have been duly taken or approved in accordance with all applicable legal requirements for notice, public hearings, findings, votes, and other procedural matters; and

WHEREAS, continued operations of the Woodland Plant Property in accordance with the Development Agreement will provide substantial benefits to the City and will support important policies and goals of the City; and

WHEREAS, the Development Agreement will eliminate uncertainty in planning and provide for the orderly operation and ongoing use and development of PCP's property, ensure progressive installation of necessary improvements, provide for public services appropriate to the ongoing development of the site, and generally serve the purposes for which development agreements are intended under the California Government Code Commencing with Section 65864; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on August 21, 2025, as required by law to consider all of the information presented by staff and public testimony presented in writing and at the meeting, and voted to adopt a Resolution, recommending City Council adopt and Ordinance approving a Development Agreement between the City and Pacific Coast Producers for the Lemen Avenue agricultural processing facility; and

WHEREAS, a Notice of Public Hearing was duly published in the Woodland Daily Democrat on or before August 24, 2025, providing notice of the City Council's September 2, 2025, public hearing regarding the Development Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland does hereby ordain as follows:

SECTION 1: Recitals.

A. Government Code Sections 65864 through 65869.5 (the “Development Agreement Statute”) authorize cities to enter into development agreements with persons having a legal or equitable interest in real property for the development of such property, in order to provide certainty in the development approval process and to secure community benefits.

B. Pacific Coast Producers, a California agricultural nonprofit cooperative association, is the owner/operator of the agricultural processing facility located at 1376 Lemen Avenue, Woodland, California, commonly known as the Woodland Plant (the “Property”). The Property is identified in the Development Agreement by assessor’s parcel number(s) APN: 063-060-007-000, 063-050-009-000, and 063-050-010-000, and more particularly described in Exhibit A to the Development Agreement.

C. PCP has applied for approval of, and the City and PCP desire to enter into, a Development Agreement with a term of fifty-five (55) years (the “Agreement” or “Development Agreement”). The Agreement will provide PCP vested rights and regulatory certainty to continue operating the Woodland Plant as a longstanding, vested use, subject to and consistent with the land use regulations in effect on the effective date of the Agreement, and will secure specified financial and in-kind community benefits, facility improvements, and on-going maintenance commitments for the benefit of the City of Woodland and the community.

D. Material community benefit terms of the Agreement include, without limitation: (i) an initial payment of Five Hundred Thousand Dollars (\$500,000) dedicated to City innovation initiatives and/or public safety improvements upon the Agreement’s effective date; (ii) an ongoing annual payment of Two Hundred Thousand Dollars (\$200,000), subject to inflation adjustment as set forth in the Agreement, to support workforce development and economic innovation programs administered or sanctioned by the City; and (iii) in-kind improvements including facility screening and public art, sustainability upgrades, and site maintenance measures, all as further described in the Agreement. Annual payments are anticipated to offset City staff time for monitoring, reporting, and implementation activities under the Agreement.

E. The Planning Commission held a duly noticed public hearing on August 21, 2025, received public testimony, reviewed the proposed Development Agreement and staff report, and adopted Resolution No. PC25-25-08 recommending that the City Council adopt an ordinance approving the Development Agreement and authorizing its execution.

F. On September 2, 2025, the City Council held a duly noticed public hearing on the proposed Development Agreement in accordance with Government Code Section 65867 and Chapter 25 of the Woodland Municipal Code, received the Planning Commission’s recommendation, considered all public testimony and written materials in the record, and closed the public hearing.

G. California Environmental Quality Act (CEQA). The City Council finds and determines that approval of this Ordinance and the Development Agreement is exempt from CEQA under one or more of the following provisions of the CEQA Guidelines: Section 15061(b)(3) (common-sense exemption) because it can be seen with certainty that there is no possibility that the approval of the Agreement will have a significant effect on the environment; Section 15301 (Existing Facilities) because the Agreement recognizes and governs ongoing operations of existing facilities without expansion of use; and/or Section 15183 (Projects Consistent with a Community Plan, General Plan or Zoning) because the Agreement does not authorize any new or more intensive uses than those otherwise permitted by existing plans and

zoning. Any future project-level actions outside the scope of this Ordinance or the Agreement will be subject to separate environmental review, as applicable.

H. The City Council finds the Development Agreement is consistent with the City of Woodland General Plan and applicable zoning and land use regulations in effect as of the effective date of the Agreement, and that the Agreement is in the public interest because it promotes economic stability, ensures continued employment and investment in the local economy, secures ongoing community benefits, and provides for monitoring and maintenance obligations that protect public health, safety, and welfare.

The City Council hereby adopts the foregoing recitals and findings as true and correct and as an integral part of this Ordinance.

SECTION 2: Approval of Development Agreement.

The City Council of the City of Woodland hereby approves the “Development Agreement By and Between the City of Woodland and Pacific Coast Producers (Lemen Avenue Agricultural Processing Facility),” in substantially the form on file with the City Clerk and attached to this Ordinance as Exhibit "A" (incorporated herein by this reference). The City Manager, or designee, is authorized and directed to make such minor, non-substantive revisions to the Development Agreement as may be necessary or appropriate to carry out the intent of this Ordinance, provided that such revisions do not materially increase the City’s obligations or reduce the benefits to the City as set forth herein, and to execute and deliver the Development Agreement on behalf of the City.

SECTION 3: Severability.

If any section, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4: Mandatory Duty of Care.

This ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the City or any officer or employee thereof a mandatory duty of care towards persons and property within or without the City, so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

SECTION 5: Effective Date.

This Ordinance shall take effect thirty (30) days after its passage by the City Council and following the affirmative vote of a majority of the members of the City Council. Within 15 days of its adoption, a summary of the ordinance shall be published in a newspaper of general circulation in the City of Woodland, State of California, which summary shall include the names of those Council Members voting for and against the ordinance. A certified copy of the full text of such adopted ordinance or amendment shall be on file in the office of the City Clerk.

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of Woodland on the 2nd day of September 2025, and thereafter **PASSED, APPROVED, AND ADOPTED** by the City Council on the 16th day of September 2025 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

Exhibit A – Development Agreement

Exhibit A – Development Agreement

[Insert DA]



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: F.10
SUBJECT: Approve a Drainage Basin Agreement with PCCP, LLC in the Northeast Industrial Area

Recommendation for Action: Staff recommends the City Council adopt Resolution No. _____, approving the Drainage Basin Agreement with PCCP, LLC.

Staff Contact:

Brent Meyer, Community Development Director/ City Engineer, (530) 661-5947, brent.meyer@cityofwoodland.org

Fiscal Impact:

As part of this agreement, PCCP, LLC (Developer), is required to excavate portions of City property bound by E Kentucky Ave, County Road (CR) 102, E Beamer Street and existing development within the City. Prior to commencing the excavation work, the Developer is required to pay \$1,179,960 related to the Annexation Public Facilities Contribution. This amount was a requirement of the Developer from 2005 and has been adjusted for inflation. The Developer is also required to prepay \$3,300,000 in development impact fees prior to commencing the excavation work.

Background:

Staff have been working with the Kamilos Companies over the past year to facilitate development of a 165-acre site at the northwest corner of the E Kentucky Avenue/CR 102 intersection. The property is now owned by PCCP, LLC, an entity that continues to work closely with the Kamilos Company to develop the site, including the construction of three or more buildings totaling approximately 2.65 million square feet. As part of the development process, a flood study was required to determine if there were any flood impacts resulting from the development of the project. A flood model was approved contingent upon the excavation of a large portion of soil on the City's property and use of that soil to construct building pad(s) above the flood elevation. The City benefits from this work because it provides additional storm drainage capacity for the City's ponds.

Discussion:

Listed below are the key deal points included in the agreement:

- The Developer will excavate, grade, and remove the soil material at no cost to the City.
- Aside from earthmoving activities, the Developer will be reimbursed through the impact fee program for permanent site improvements such as plant establishment and other erosion control measures.
- The Developer will pay a fair share cost of maintenance for the storm drainage pond on the City's property.
- The Developer will be required to pay the Annexation Public Facilities Contribution prior to performing earthwork operations.
- The Developer will be required to prepay \$3,300,000 of development impact fees prior to performing earthwork operations.

Conclusion:

Staff recommends the City Council adopt Resolution No. _____, approving the Drainage Basin Agreement with PCCP, LLC.

Prepared by: Brent Meyer, Community Development Director / City Engineer



Ken Hiatt
City Manager

Attachments:

1. Location Map
2. Woodland_ Drainage Basin Agreement 2025
3. Proposed Resolution - Drainage Basin Agreement with PCCP, LLC



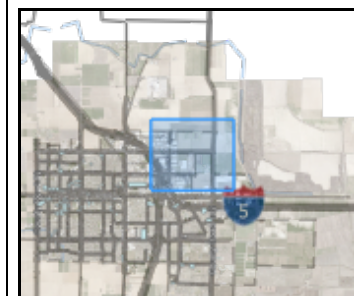
EXHIBIT B

DRAINAGE BASIN AGREEMENT

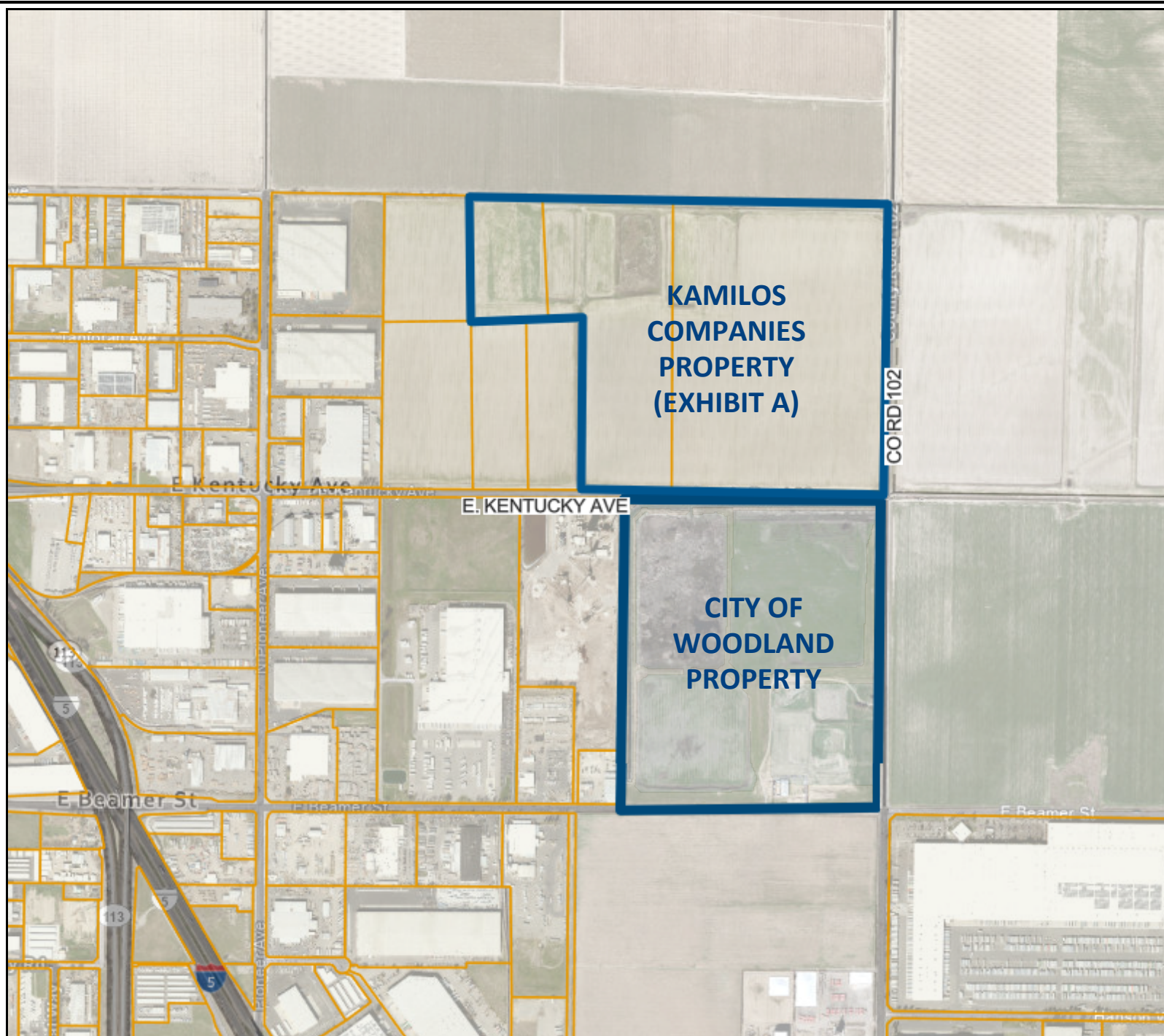
Legend

COWGIS

Parcels



Notes



0 2000 4000
ft



When Recorded Mail Document To:

City of Woodland
300 Main Street
Woodland, CA 95695
Attn: City Clerk

Exempt from recording fees pursuant to
Government Code Section 27383

SPACE ABOVE THIS LINE FOR RECORDER'S USE

DRAINAGE BASIN AGREEMENT

This Drainage Basin Agreement (this “**Agreement**”) is made and entered into as of September __, 2025 (the “**Effective Date**”), by and between PCCP, LLC, a Delaware LLC (collectively, “**Developer**”), and the City of Woodland, a California municipal corporation (“**City**”). Developer and City are each respectively referred to herein as a “**Party**” and collectively as the “**Parties**”.

R E C I T A L S:

A. Developer is the owner of that certain property comprised of approximately 165 acres located in the City of Woodland at the northwest corner of East Kentucky and County Road 102, as more particularly described in Exhibit A to this Agreement, attached hereto and incorporated herein by this reference (the “**Property**”);

B. Developer desires to develop the Property with three buildings totaling approximately 2.65 million square feet (the “**Project**”). The Property is designated in the City’s General Plan as Industrial property, and is zoned Industrial in the City’s Zoning Ordinance. The Project will need to comply with the applicable General Plan and Zoning requirements within the City’s Industrial zones, and additionally in order to develop the Property, Developer does need to comply with the Conditions of Approval and CEQA mitigation measures imposed by the City as part of the approval of Woodland Tentative Parcel Map 4600, which includes the Property.

C. The Property is additionally located within an area that is subject to flooding when flows within Cache Creek (located north of the City) exceed the capacity of the Cache Creek Channel and spill out into the area north of the City. Prior to development within this area, Developer must provide a 200-year level of flood protection in accordance with California Department of Water Resources Urban Level of Protection criteria. In order to demonstrate that development of the Project can meet these requirements, Wood Rogers has prepared a hydraulic impacts analysis for the project site and technical memorandum dated January 7, 2022 (the “**Wood Rogers Analysis**”). The modeling included in the Wood Rogers Analysis indicates that in order to meet the requirements for flood protection, flows from the Property would, in part, flow into an existing drainage basin (the “**Drainage Basin**”) on that certain property owned by the City and located south of the Property and west of County Road 102 on Kentucky Avenue (the “**City Property**”) as depicted on the Site Map attached to this Agreement as Exhibit B and incorporated herein by this reference.

D. Developer desires to excavate soil material from the Drainage Basin and conduct the grading and improvements on the City Property necessary to allow the Drainage Basin to accommodate runoff from the Property following completion of the Project. Developer further desires to use the soil material excavated from the City Property to increase the elevation of the portions of the Property to be improved as part of the Project, as contemplated in the Wood Rogers Analysis.

E. City is willing to allow Developer to access the City Property to excavate the soil material needed for the Project, and complete the grading and associated maintenance activities to the Drainage Basin as needed to accommodate the runoff from the Property, as contemplated in the Wood Rogers Analysis, subject to the conditions set forth in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. License to Enter City Property. City grants to Developer a non-exclusive right and license to enter, and for Developer to allow Developer's officers, employees, contractors, subcontractors, consultants, representatives, agents, permittees and invitees (collectively, "**Developer's Representatives**") to enter the City Property for purposes of excavating soil material from the Drainage Basin and constructing certain improvements to the Drainage Basin as required pursuant to this Agreement or any approvals required by City in connection with the completion of the Drainage Basin, and performing all activities necessary or desirable related thereto (collectively, "**Developer's Activities**"). Developer shall coordinate with the City on the Developer's Activities, secure all City approvals necessary for the Developer's Activities whether or not they are referenced or required in this Agreement, and shall provide the City with at least twenty-four (24) hours' notice prior to entering the City Property for any Developer's Activities.

2. Excavation of Soil Material. Developer may, at Developer's sole cost, excavate approximately 450,000 cubic yards of soil material from the Drainage Basin, subject to the following conditions:

2.1 Developer shall, at its sole cost, prepare grading plans for the excavation work within the Drainage Basin, which grading plans shall be subject to review and approval by the City. The grading plans must ensure that the excavated Drainage Basin meets all required setbacks from the existing wetlands and other existing land uses on the City Property.

2.2 Developer shall, at its sole cost, conduct a preconstruction survey of the Drainage Basin area prior to any grading, excavation, or other earth moving activity on the City Property. Developer shall coordinate with the City on the survey work and the City Engineer or his designee shall review and approve such survey prior to commencement of such work.

2.3 The approved grading plans are required to incorporate connections to the City's existing storm drainage infrastructure to ensure property functioning of the Drainage Basin upon completion of the excavation of soil material and associated work by Developer in the Drainage Basin as required by this Agreement and other City approvals. The City may, as part of

the approval of the grading plans in accordance with City policies and procedures, require the excavated portions of the Drainage Basin to be contoured to incorporate wetland areas, deep water pools and upland areas. City review of the grading plans shall ensure compliance with this requirement.

2.4 Developer shall, at its sole cost, generate and implement a Stormwater Pollution Prevention Plan (“SWPPP”) for Developer’s Activities in accordance with City standards. Final restoration of the Drainage Basin area following excavation shall include planting and establishment of native seeding, including both pollinator species and wetland vegetation which shall be completed according to plans reviewed and approved by the City.

2.5 The excavation, grading and improvements described herein shall be completed in a manner that allows the Drainage Basin to be used to provide water quality and hydromodification for the Project.

2.6 Recycled water shall be used for earthwork activities for excavation and filling work that requires a water supply. The contractor shall obtain a permit for the use of recycled water from the City. Recycled water is available at the project site on the south side of Kentucky Avenue.

3. Credit for Stormwater Impact Fees. To the extent that the Developer’s Activities include improvements to the Drainage Basin that are included in the program of improvements that serve as the basis for the City’s adopted storm drain impact fee, the Developer shall receive a credit against the storm drain impact fee obligation that will be required to be paid as a condition of issuance of building permits for the Project. Creditable items include establishment of native seeding and other permanent vegetation that serves as erosion control. The City and Developer shall enter into a reimbursement agreement in order to document the reimbursable items and determine a method for payment of credits or cash reimbursement. Developer and City agree and acknowledge that the cost of excavation, grading and removal of soil materials are not eligible for reimbursement of storm drain impact fees. Developer shall not receive fee credits or reimbursement for such costs.

4. Repair to City Property or Public Roads. Developer shall be responsible for any damage to the City Property or any public roads resulting from the Developer’s Activities, including but not limited to damages to public roads as a result of the hauling of excavated soil materials from the City Property to the Property. Developer shall promptly repair and restore to its original condition or better the City Property or any public roads that may be altered, damaged or destroyed in connection with the conducting of the Developer’s Activities or implementation of this Agreement.

5. Drainage Basin Maintenance Costs. Developer shall contribute its proportionate share of the cost of the maintenance of the Drainage Basin, based on the projected stormwater runoff from the Property resulting from Developer’s property in relation to the projected stormwater from other properties that flow into the Drainage Basin. Developer will also be responsible for an additional maintenance cost because the Drainage Basin is functioning as a water quality and hydromodification basin for their project. Developer and City shall enter into a separate agreement providing for the maintenance work required for the Drainage Basin and the calculation and payment of such maintenance cost. If proposed by City, Developer shall cooperate

in and shall not object to the formation of a special assessment district, community facilities district, storm drainage fee increase or alternate mechanism to pay such ongoing maintenance costs.

6. Flood Improvements. City is working to develop a regional flood risk reduction project that will provide flood risk prevention and management for the City of Woodland and certain proximate regions (the “**Flood Project**”). Developer recognizes the benefit of a Flood Project to the Property and the Project, and to that end agrees as follows:

6.1 Prior to commencement of construction of the Project, Developer will provide the City with an operations and maintenance easement across 30 foot wide strip along the northern boundary line of the Property to provide City access as may be needed in connection with a Flood Project. Developer does not intend to construct a building or structure within this 30 foot wide area and therefore this easement will not interfere with Developer’s proposed use of the Property.

6.2 In the event a Flood Project is constructed, the City may be required to increase the road elevation of County Road 102 in connection with the Flood Project. Developer agrees that the Project site plan will accommodate an additional set back of up to 40 feet from County Road 102 to allow for the additional fill that will be required to increase the elevation of County Road 102. The City anticipates that if County Road 102 needs to be elevated, the final road elevation will be 20 feet above existing ground elevation. This offset will taper as the road extends south of the future levee. The road will slope at a maximum of 5%. The City shall confirm that the site plan for the Project accommodates the need for this additional set back prior to issuance of building permits for the Project. To the extent that it is necessary for Developer to dedicate land to accommodate this setback, Developer will dedicate the land to City for no additional compensation beyond the consideration provided under this Agreement.

6.3 Developer will cooperate in, and will not object to or oppose the formation of any special assessment district, community facilities district or alternate financing mechanism to pay for the construction and/or maintenance and operation of public infrastructure facilities or improvements required as part of a Flood Project. Notwithstanding the foregoing, it is acknowledged and agreed by the parties that nothing contained in this Agreement shall be construed as requiring City or the City Council to form any such district or to issue and sell bonds to finance the improvements required as part of a Flood Project.

6.4 In exchange for the City’s agreement to allow the City Property to be graded consistent with the Wood Rogers Analysis, in the absence of which Developer would be required to acquire flowage easements from the City to allow runoff across the City Property, Developer agrees to make annual payments to the City of \$0.07/square feet multiplied by all building square footage on the Property, which payments shall be used by the City for the purpose of funding flood control improvements to serve the area subject to potential flooding from Cache Creek. The current estimate of this payment at buildout is \$185,500, and shall be increased on an annual basis by the Engineering News-Record Construction Cost Index (“**ENR CCI**”), which the City uses to apply inflationary adjustments to public works related projects, or similar inflationary index utilized by the City in the future to make adjustments to the cost of public projects. These payments will begin on January 1, 2027 and end after 30 annual payments. After that time, the Developer will be subject to paying annual maintenance payments for the maintenance of the

Flood Project. Further, Developer and City acknowledge and agree that in the event that the City determines, in its sole discretion, that it will not construct the Flood Project, the annual payments required to be paid under this Section may be used for any purpose at the City's sole discretion, and City shall have no obligation to return any payments made by Developer. Prior to the Developer entering into the City Property or conducting any of the Developer's Activities, the City and the Developer shall enter into an agreement to document the method of providing payment and provide adequate security, as determined by the City in its discretion, for the amounts referenced in this section of the Agreement. City shall have no obligation to allow entrance to the City Property or excavation of soil materials from the City Property until an agreement as described in this Section is entered into by and between City and Developer.

7. Annexation Public Facilities Contribution. As a condition of the annexation of the Property into the City, Developer and City entered into that certain Agreement Regarding Annexation and Development of a Specific Plan for a Regional Industrial Business Park dated December 17, 2002, as amended by that certain First Amendment to that Agreement dated November 18, 2003 and that certain Second Amendment to that Agreement dated June 14, 2005 (collectively, the "**Annexation Agreement**"). The Annexation Agreement requires, among other things, that Developer make a monetary contribution to the City to be used for public purposes consistent with City Council direction. The total contribution was separated into three separate contributions, and the third and final contribution of Seven Hundred Five Thousand Dollars (\$705,000.00) has been due and owing since 2006, but has not yet been paid by Developer. In light of the delay in such payment, City and Developer agree that an inflationary adjustment to the amount owing under the Annexation Agreement is merited. As stated above, the City uses the ENR CCI to apply inflationary adjustments to public works related projects. The ENR CCI from 2006 to 2025 is 67.3%. Therefore, the parties agree that with the inflationary adjustment under the ENR CCI, the total amount due and owing by Developer to City under the Annexation Agreement shall be One Million One Hundred Seventy-Nine Thousand Nine Hundred Sixty Dollars (\$1,179,960.00) (the "**Annexation Agreement Contribution**"), provided that if the Annexation Agreement Contribution is paid after January 1, 2026, the amount due shall be adjusted by ENR CCI for an additional year and the Developer shall pay to City the amount due as adjusted. As consideration for Developer's agreement to the inflationary adjustment as set forth herein, City agrees to forego any compensation for the soil materials that Developer shall excavate from the City Property.

8. Timing of Project; Termination of Agreement. City's willingness to allow for the excavation of the Drainage Basin as set forth herein is conditioned on the Project moving forward to construction in the immediate future. City and Developer therefore agree that Developer shall do the following to demonstrate significant progress toward the construction of the Project:

8.1 On or before March 31, 2026, and prior to entering into the City Property or conducting any of the Developer's Activities, Developer shall pay the Annexation Agreement Contribution in full to the City in cash of One Million One Hundred Seventy Nine Thousand Nine Hundred Sixty Dollars (\$1,179,960.00), provided that if the amount due hereunder is paid after January 1, 2026, the amount shall be adjusted by ENR CCI, and Developer shall pay the amount due, as adjusted.

8.2 On or before March 31, 2026, and prior to entering into the City Property or conducting any of the Developer's Activities, Developers shall prepay a portion of the development impact fees that will be due and payable for the Project. City and Developer estimate that the total development impact fees for the Project will be Forty Two Million Two Hundred Thousand Dollars (\$42,200,000.00), and therefore the prepayment amount to be made by Developer pursuant to this Agreement shall be Three Million Three Hundred Thousand Dollars (\$3,300,000.00) (the "**Impact Fee Prepayment**"). If the Impact Fee Prepayment is paid after January 1, 2026, the amount shall be adjusted by ENR CCI, and Developer shall pay the Impact Fee Prepayment due, as adjusted. The Impact Fee Prepayment shall be made in cash, and shall be credited against development impact fees on a proportionate basis as determined by dividing the proposed building square footage by the total building square footage for the site. For the purposes of this calculation, the total building square footage for the site shall be Two Million Six Hundred Fifty Thousand (2,650,000) square feet.

In the event that Developer does not make the Annexation Agreement Contribution and the Impact Fee Prepayment by the dates as set forth in this Agreement, this Agreement shall automatically terminate on April 1, 2026, and neither Party shall have any further rights or obligations hereunder.

9. Compliance. Developer shall perform Developer's Activities, including in compliance with all applicable laws and City approvals.

10. Mechanics Liens. Developer will not permit any mechanics liens to be filed against the City Property by reasons of any work, labor, materials, supplies, or services furnished or purportedly furnished on or about the City Property in connection with Developer's Activities. If any such mechanics lien shall be filed against the City Property, Developer shall discharge or release the same by posting a bond or otherwise; provided, however, that Developer may contest any such lien so long as the enforcement thereof is stayed. If Developer does not cause any such mechanics lien to be released of record or the enforcement thereof stayed within sixty (60) days after demand by City, City shall have the right, but not the obligation, to cause such lien to be released by posting a bond, and Developer shall reimburse City for all reasonable expenses incurred by City in posting such bond.

11. Indemnification. Developer agrees to indemnify, defend and hold City harmless from and against any and all claims, losses, liabilities, damages, costs and expenses, including, but not limited to, reasonable attorneys' fees and costs (collectively, "**Claims**") relating to injury to or death of persons or physical damage to personal property, to the extent directly caused by the negligence or willful misconduct of Developer or Developer's Representatives in the course of performing Developer's Activities pursuant to this Agreement. City acknowledges that the foregoing obligation is intended to protect City from claims it may suffer solely as a result of Developer conducting Developer's Activities on the City Property, and that it is not intended to and does not include an indemnification of City for, among other things, any monetary damages or diminution in the value of the City Property as a result of the discovery of any pre-existing condition in, on or under the City Property or Claims arising after expiration or termination this Agreement. The provisions of this Section shall survive the expiration or termination of this Agreement.

12. Insurance.

12.1 Developer shall obtain or require all contractors it directly engages to conduct the Developer's Activities to obtain and maintain insurance of the types and in the amounts described below in a form and with carriers satisfactory to City at any time that Developer is conducting work or otherwise accessing the City Property:

(a) Commercial General Liability Insurance. Occurrence version commercial general liability insurance or equivalent form with a limit of not less than two million dollars (\$2,000,000.00) (or such lesser amount as may be approved in writing by City). If such insurance contains a general aggregate limit, it shall apply separately to construction work authorized by this Agreement or be no less than two times the occurrence limit and shall also name City, its officials, officers, employees, agents, and volunteers as additional insureds by endorsement. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed additional insureds.

(b) Business Automobile Liability Insurance. Business automobile liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000.00) each accident shall be maintained. Such insurance shall include coverage for owned, hired, and non-owned automobiles and shall contain the same provisions regarding additional insureds as set forth in Section 14.A.i. above.

(c) Workers' Compensation Insurance. Workers' compensation insurance with statutory limits and employer's liability insurance with limits of not less than one million dollars (\$1,000,000.00) each accident.

12.2 Other insurance requirements. Developer shall:

(a) Prior to taking any actions authorized by this Agreement, furnish City with properly executed certificates of insurance and endorsements or copies of insurance policies that evidence all insurance required in this Section 12 and that such insurance may not be canceled, allowed to expire, or be materially reduced in coverage except with thirty (30) days' prior written notice to City.

(b) Replace or require the replacement of certificates, policies, and endorsements for any insurance required herein expiring prior to substantial completion of the Developer's Activities on the City Property.

(c) Maintain all insurance required herein through the time that Developer completes all Developer's Activities to be conducted on the City Property.

(d) Place all insurance required herein with insurers licensed to do business in California and reasonably acceptable to City.

13. Notices. All notices or other communications required or permitted under this Agreement shall be in writing and shall be personally delivered or sent by registered or certified mail, return receipt requested, postage prepaid, or by a nationally recognized overnight courier, such as FedEx or UPS, with charges prepaid for next business day delivery, addressed to the parties as follows:

If to City: City of Woodland
300 First Street
Woodland, CA 95695
Attn: City Manager

With a copy to:

Best Best & Krieger LLP
500 Capitol Mall, Suite 2500
Sacramento, CA 95814
Attn: Ethan Walsh

If to Developer: PCCP, LLC
a Delaware limited liability company

The date of any notice or communication shall be the date of receipt, provided that rejection or other refusal to accept or the inability to deliver because of a change in address of which no notice was given shall be deemed to constitute receipt of the notice, demand, request or communication sent. Any party may change its address for notice by giving notice to the other party in accordance with this Section 13.

14. Miscellaneous.

(a) Governing Law. This Agreement shall in all respects be interpreted, enforced, and governed by and under the laws of the State of California.

(b) Binding Effect. This Agreement and the covenants and agreements herein contained shall be binding on, and inure to the benefit of, the parties hereto and their respective heirs, successors and assigns.

(c) Survival. The obligations of the parties to indemnify, protect, defend and hold harmless the other party shall survive the expiration or earlier termination of this Agreement.

(d) Attorneys' Fees. Should either party bring an action against the other party, by reason of or alleging the failure of the other party with respect to any or all of its obligations hereunder, whether for declaratory or other relief, and including any appeal thereof, then the party which prevails in such action shall be entitled to its attorneys' fees (of both in-house and outside counsel) and expenses related to such action, in addition to all other recovery or relief.

(e) No Third Party Beneficiary. The provisions of this Agreement are for the exclusive benefit of the parties and their successors and assigns, and shall not be deemed to confer any rights upon any person, except such parties, their successors and assigns. No obligation of a party under this Agreement is enforceable by, or is for the benefit of, any other third parties.

(f) Interpretation. This Agreement shall be construed according to the fair meaning of its language. The rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be employed in interpreting this Agreement. The captions in

this Agreement are for reference only and shall in no way define or interpret any provision hereof. Unless the context clearly requires otherwise: (i) the plural and singular shall each be deemed to include the other; (ii) the masculine, feminine, and neuter genders shall each be deemed to include the others; (iii) “shall,” “will,” or “agrees” are mandatory, and “may” is permissive; (iv) “or” is not exclusive; (v) “include,” “includes,” and “including” are not intended to be restrictive, and lists following such words shall not be interpreted to be exhaustive or limited to items of the same type as those enumerated; and (vi) “days” means calendar days, except if the last day for performance occurs on a Saturday, Sunday, or any legal holiday, then the next succeeding business day shall be the last day for performance.

(g) Severability. If any provision of this Agreement shall be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the full extent permitted by law, provided the material provisions of this Agreement can be determined and effectuated.

(h) Counterparts. This Agreement may be executed in identical counterpart copies, each of which shall be an original, but all of which taken together shall constitute one and the same agreement.

(i) Authority; Execution. City represents that the person executing this Agreement on behalf of City is duly authorized to do so. Developer represents that the person executing this Agreement on behalf of Developer is duly authorized to do so.

(j) Final Agreement; Amendment. This Agreement supersedes all previous oral and written agreements between and representations by or on behalf of the parties with respect to the subject matter hereof. This Agreement may not be amended except by a written agreement executed by both parties.

(k) Joint and Several Liability. California Compass Logistic Center, LLC and Woodland/Spreckels Industrial Business Park, LLC are jointly and severally liable for all obligations set forth in this Agreement, and a default by either entity that comprise the Developer shall be a default of the Developer under this Agreement. Further, at any time for so long as this Agreement is in effect that the Property is owned, in whole or in part, by more than one owner, all obligations of such owners under this Agreement shall be joint and several, and the default of any such owner shall be the default of all such owners.

(l) Successors in Interest. The burdens of this Agreement shall be binding upon, and the benefits of this Agreement shall inure to, all successors in interest to the parties to this Agreement. All provisions of this Agreement shall be enforceable as equitable servitudes and constitute covenants running with the Property. Each covenant to do or refrain from doing some act hereunder with regard to development of the Property: (a) is for the benefit of and is a burden upon every portion of the Property; (b) runs with the Property and each portion thereof; and, (c) is binding upon each party and each successor in interest during ownership of the Property or any portion thereof.

SIGNATURE PAGE TO DRAINAGE BASIN AGREEMENT

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

CITY:

CITY OF WOODLAND,
a municipal corporation

By: _____

Name: _____

Its: _____

Date: _____

APPROVED AS TO FORM:

By: _____
Ethan Walsh, City Attorney

DEVELOPER:

PCCP, LLC
a Delaware limited liability company

[end of signatures]

EXHIBIT A

PROPERTY DESCRIPTION

The land described herein is located in the State of California, County of Yolo, City of Woodland and is described as follows:

Parcel One: Parcels C and D as shown on Parcel Map No. 4600, filed for record December 28, 2005, in Book 2005 of Maps, Pages 215-216, Yolo County Records. APN's: 027-210-035 and 027-210-036

Parcel Two: Parcel B, as shown on Parcel Map No. 4600, filed for record December 28, 2005, in Book 2005 of Maps, Pages 215-216, Yolo county Records. APN: 027-210-034

EXHIBIT B

MAP DEPICTING PROPERTY AND CITY PROPERTY

(attached)

B-1

50221849.2
82093.0000643501953.3

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING A DRAINAGE BASIN AGREEMENT WITH PCCP, LLC**

WHEREAS, PCCP LLC, a Delaware limited liability company (“Developer”), either directly or through an affiliate or joint venture intends to acquire certain property comprised of approximately 165 acres located in the City of Woodland at the northwest corner of East Kentucky and County Road 102 (the “Property”); and

WHEREAS, following acquisition Developer intends to develop the Property with three buildings totaling approximately 2.65 million square feet, however the Property is located within an area that is subject to flooding when flows within Cache Creek (located north of the City) exceed the capacity of the Cache Creek Channel and spill out into the area north of the City and to development within this area, Developer must provide a 200-year level of flood protection in accordance with California Department of Water Resources Urban Level of Protection criteria; and

WHEREAS, Developer desires to excavate soil material from an existing drainage basin located on City Property and conduct the grading and improvements necessary to allow the drainage basin to accommodate runoff from the Property following completion of the Developer’s contemplated project, and the Developer further desires to use the soil material excavated from the City’s property to increase the elevation of the portions of the Property to be improved as part of the Project; and

WHEREAS, in furtherance of these goals City and Developer have negotiated a Drainage Basin Agreement, pursuant to which the owner of the Property will be granted access to the City’s property to conduct the necessary improvements to the drainage basin and to excavate the soil materials from the City’s property to be used to increase the elevation of property of the Property for the anticipated development in exchange for certain consideration to be provided to the City; and

WHEREAS, the City desires to enter into the Drainage Basin Agreement with the Developer, an affiliate or joint venture of Developer, or a successor in interest to Developer, that acquires fee title to the Property for the purpose of developing the contemplated development; and

WHEREAS, the City Council wishes to approve the Drainage Basin Agreement and authorize the City Manager to execute and enter into the Drainage Basin Agreement with Developer or an affiliate or joint venture formed by Developer, or a successor to Developer that owns the Property in fee title and intends to develop the Property as contemplated in the Drainage Basin Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The above recitals are true and correct and are incorporated herein in their entirety.

SECTION 2. The City Council hereby approves the Drainage Basin Agreement in the form as is on file with the City Clerk, provided that the City Attorney is hereby authorized to make clarifying and conforming changes so long as the total dollar amounts of commitments made in the Drainage Basin Agreement do not change.

SECTION 3. The City Manager is hereby authorized to execute or enter into the Drainage Basin Agreement with Developer, or an affiliate or joint venture of Developer at such time that the party to the Drainage Basin Agreement owns fee title to the Property, or to enter into the Drainage Basin Agreement with a successor to Developer that owns the Property in fee title and intends to develop the Property as contemplated in the Drainage Basin Agreement.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: G.11
SUBJECT: Woodland Municipal Code Title 17 "Zoning" Updates for Clarity and Usability

Recommendation for Action: Staff recommends that City Council hold a Public Hearing and take the following action:

Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17 "Zoning" in multiple sections for enhanced clarity, usability, and State law conformity.

Staff Contact:

Anna Canales, Assistant Planner (530) 661-5819, anna.canales@cityofwoodland.gov

Hadlie Ward, Assistant Planner (530) 661-5960, hadlie.ward@cityofwoodland.gov

Background:

On June 4, 2024, the City adopted a comprehensive Zoning Code, along with a new Zoning Map, and updates to the 2035 General Plan and Land Use Map, aimed at clarifying zoning provisions, standards, guidelines, and procedures.

The City Zoning Code has traditionally functioned as a living document that reflects the goals and policies of the General Plan translated into regulatory requirements. Through the implementation of the Comprehensive Zoning Code Update in the past year, staff identified opportunities to improve clarity, consistency, and compliance with state and federal law. Given the breadth of the changes in the 2024 Comprehensive Zoning Code update, staff anticipated that minor clean-up amendments would be needed after use and implementation of the code in practice.

The proposed amendments outlined in this report aim to further clarify the Zoning Code and ensure compliance with state regulations. As usage increases and laws change, staff further anticipate that the Zoning Code will require ongoing updates for clarity, usability, and compliance with state law. Zoning amendments, similar to the items discussed in this report, are also intended to further establish a routine review process to maintain the code's effectiveness and legal conformity moving forward.

Planning Commission Recommendation

At its August 21, 2025, meeting, the Woodland Planning Commission voted 6-0 to recommend City Council approval of the proposed amendments to multiple sections of the Woodland Municipal Code, Zoning Ordinance.

Discussion:

Following the 2024 Comprehensive Zoning Code Update, a number of opportunities for minor amendments to the City Zoning Code have been identified that would improve the clarity of zoning provisions, standards, guidelines, and procedures.

The topics of the proposed amendments outlined in this report include additional and amended definitions, added language that clarifies provisions but does not ultimately change the nature of the provisions, changes to specific uses from conditional to permitted uses, and clarification of standards and review procedures.

Because the proposed amendments consist of broad updates, the following is an overview of each of the proposed amendments and the reasoning behind them. The draft zoning code redlines attached to this report (Attachment 2) show the proposed amendments within the context of the entire provision where it is located in the code. The table in Attachment (3) summarizes the key amendments proposed. Minor clarifications and corrections of text errors are not delineated in the table or described in detail in the report.

Minor General Text Amendments

Staff has identified a number of terms and descriptions of land use classifications in the Zoning Code that could benefit from minor editorial amendments to improve clarity, readability, and consistency. Proposed amendments include revisions to multiple use categories and definitions to better differentiate between them and accurately reflect their operational characteristics. These proposed amendments have been prioritized to make sure the Zoning Ordinance remains an effective tool for implementing the City's General Plan.

Proposed Amendments to Allowed Uses

Small and Large Family Daycares, Section 17.32.020

The California Health and Safety Code section 1597.45 requires that small and large family daycares be allowed by-right in all zones where residential uses are permitted. The state must license family daycares and have additional restrictions to ensure that they are smaller in scale than commercial childcare centers. Amendments to this section have been proposed to align the standards for small and large family daycare uses with the standards of the underlying zones where residential uses are allowed, in order to further align the city code with state law.

Residential Care Facilities (RCFs), Section 17.32.020

California Health & Safety Code sections 1566.3 and 1569.85 specify that small residential facilities and RCFs with six or fewer residents cannot be subject to any requirements that do not apply to residential development in the underlying zone. Proposed changes allow small RCFs wherever residential development is permitted.

Proposed changes also allow large RCFs by right in the Downtown Civic (DX-2), Downtown Transitional (DX-3), Corridor Mixed-Use-West Main (CMU-WM), Corridor Mixed-Use-East (CMU-E), Corridor Mixed-Use-Armfield (CMU-A), Corridor Mixed-Use-Flex (CMU-F), Community Commercial Mixed-Use (CCMU), Neighborhood Mixed-Use (NMU), and Corridor Mixed-Use-Gateway (CMU-G) zones as they are seen as compatible with the intent of mixed-use zoning. The current standards for RCFs will remain, with some additional standards proposed for large RCFs as described later in this report.

Personal Services, Massage Establishment Standards, Section 17.28.020

The current code requires a Conditional Use Permit for massage establishment uses in downtown and Regional Commercial Flex (RC-F) zones. The proposed amendments would allow massage establishments with a Zoning Administrator Permit in the Downtown Core (DX-1), DX-2, DX-3, and Downtown Gateway (DX-4), and Regional Commercial-Flex (RC-F) zones. Performance standards in Section 17.84.290 remain, with some additional standards proposed as outlined later in this report. Chapter 5.20, Massage Establishments, in the Woodland Municipal Code contains additional license verification and review procedures through the City Police Department that will remain applicable to all new massage businesses.

Following the Planning Commission meeting on August 21, 2025, staff observed that, similar to the reduced review proposed for massage establishments, reduced review for small-scale General Personal Services and Business, Professional, and Technology Office uses is appropriate in the DX-

3 zone. These uses currently require a Zoning Administrator in this zone, and staff proposes to allow these uses by-right if the businesses are less than 2,000 square feet in area with low on-site client volumes and meet minimum parking requirements in Section 17.68.030, subject to the Director's discretion. As with the proposed amendments for massage establishments, this amendment will support small businesses such as salons, day spas, clothing rental, and administrative offices in the downtown while maintaining additional review for circumstances where a business could impact neighboring properties and residential uses.

Supportive and Transitional Housing, Section 17.28.020 and Section 17.32.020

California Government Code Section 65583(c)(3) requires transitional and supportive housing to be subject to the same residential standards that apply to other residential uses in the underlying zone. The proposed amendments add supportive and transitional housing to the downtown and mixed-use tables, where other residential land uses are considered, to meet these state requirements.

Drive-Through Food Establishments, Section 17.32.020

The proposed amendments would expand drive-through food establishments to be conditionally allowed in the CMU-WM zone with approval of a Conditional Use Permit. With standards that specify that drive-throughs must be located within 600 feet of an interstate off-ramp or highway, drive-throughs would be limited to areas near West Main Street and County Road 98, which is considered a state highway. If expanded to this zone, drive-through restaurants could serve similar regional needs for state highway traffic as in other zones where drive-throughs are allowed, such as the Community Commercial Mixed-Use (CCMU) zone.

Single Room Occupancy (SRO) Units, Section 17.32.020

Currently, SROs are only conditionally allowed in the CMU-E and CMU-F zones and require a Conditional Use Permit. The proposed amendments define differences between small SROs with six or fewer residents and large SROs with seven or more residents, in line with other state-defined uses with similar thresholds. The small SROs are proposed to be allowed by-right in the CMU-E and CMU-F zones, and the large SROs are proposed to remain conditionally allowed with a Conditional Use Permit. Additions to the existing performance standards are proposed to address large SROs, as detailed later in this report.

Recycling Facilities, Section 17.32.020 and 17.40.020

Staff proposes to add donation containers to the use table, to be allowed in the same zones as reverse vending machines. This aligns with the proposed donation container definition and clarifying standards. Upon further evaluation, staff have made minor changes to the amendments proposed at the Planning Commission meeting on August 21 to retain current regulations which conditionally allow recycling collection facilities only in the IG zone.

Proposed Amendments to Standards

Flag Lots, Section 17.24.030

Under the current code, lot width is measured midway between front and rear lot lines. Given this definition, a flag lot, or site with minimal frontage on a public street, could occur. To support the requirement in the Title 16 Subdivision Ordinance that "a public street shall serve lots used for residential purpose," staff proposes to prohibit flag lots in residential zones. This change would apply only to the creation of new legal lots and would address concerns about emergency access, addressing, and neighborhood consistency.

Following direction from the Planning Commission at the August 21, 2025, meeting, staff adjusted the proposed language to more clearly provide an exception for flag lots if a method of access is approved by the Director or otherwise allowed by state law. Due to these exceptions, staff does not anticipate that this requirement will prevent urban lot splits allowed by the state through Senate Bill

(SB) 9.

Accessory Structures, Section 17.64.020

The current Accessory Structure development standards apply a uniform set of size and height limitations across all residential lots, which can be overly restrictive on larger parcels and may not adequately preserve open space on smaller lots. Staff have proposed minor amendments to clarify definitions for Accessory Structures, further differentiate standards for enclosed and unenclosed structures, and introduce more flexible development standards for structure size.

Flagpoles, Section 17.64.030

Staff have proposed to remove flagpoles from the accessory structure definition and create specific standards for residential flagpoles. These include a proposed minimum setback of 10 feet for flagpoles in residential zones and a maximum height equal to the height of the primary home or 20 feet, whichever is less. This is intended to allow flexibility for standard-sized flagpoles in residential areas, while ensuring that they will not significantly impact neighboring properties.

Landscape Standards, Section 17.64.040

Staff proposes minor text amendments to the City's landscape standards, outlined in Woodland Municipal Code Section 17.64.040, to further clarify existing standards related to protecting existing mature trees during construction activities, as well as the establishment of a minimum percentage of required plant materials that are native or climate-adapted.

Required Parking, Section 17.68.030.C.

The current code mandates that required parking for single-family homes and duplexes be located in a garage. However, staff have observed that many homes in the downtown zones and the Neighborhood Preservation (N-P) zone do not have garages. Additionally, state ADU law restricts local agencies from requiring replacement parking when a garage is converted into an accessory dwelling unit. The proposed amendments will maintain a requirement of two parking spaces per dwelling unit for single-family homes and duplexes, but eliminate the stipulation that these spaces must be in a garage.

Signage, Sections 17.72.04, 17.72.050, and 17.72.060

The proposed amendments clarify standards and definitions for permanent and temporary signage to improve usability. In practice, staff found that some of the requirements in the current code were overly restrictive, such as the maximum sign width of 15% of the building facade for wall signs. Staff have proposed some further clarification of the standards applicable to logo signs for improved usability.

The current code mentions a time limit for temporary signs but does not specify a time duration. Staff proposes to clarify a time limit for temporary signage of up to 30 days, which aligns with previous practices. Further, staff proposes the addition of standards that allow for the consideration of feather banners as temporary signage.

Digital Sign Standards

Staff proposes minor amendments to the zoning standards for digital signage to clarify provisions related to uses such as larger format hospitals or medical clinics. This clarification is intended to address how these facilities can use digital signage for essential public information, such as health emergencies, campus wayfinding, and operational announcements, which may differ from standard commercial advertising.

Accessory Dwelling Units (ADUs), Section 17.84.030

Prior to the Planning Commission meeting on August 21, 2025, staff received a public comment from

the California Housing Defense Fund (Attachment 5) regarding the City's existing ADU Ordinance, as well as proposed amendments, and compliance with state law. Based on the comment received, the Planning Commission instructed staff to verify that the ADU Ordinance is compliant with state law before bringing the proposed zoning amendments forward to City Council.

The City Attorney's office reviewed the public comment letter and ADU Ordinance and provided recommendations for state compliance. The proposed amendments to the ADU Ordinance align with these recommendations, including: (1) correction of references to the California Government Code; (2) removal of previously proposed language regarding front setback requirements for state-exempt ADUs; and (3) removal of size restrictions on state-exempt ADUs on multifamily sites.

While not discussed in the public comment, the City Attorney's office also recommended that the existing bedroom limits and the proposed emergency access requirement be removed to comply with state requirements for objective standards ministerial ADUs. Additionally, the following amendments originally presented to the Planning Commission are retained: (1) removal of the deed restriction requirement on ADUs, except for Junior ADUs which will retain a deed restriction requirement, as specified by state ADU law; and (2) removal of the requirement for separate utility connections for individual ADUs, as separate connections can create additional costs to property owners.

The City Attorney's office confirmed that the City is able to continue to require Zoning Administrator Review for ADUs over 1,000 square feet. State law does not require agencies with compliant ADU Ordinances to allow ADUs above 1,000 square feet. By allowing ADUs that do not qualify for ministerial review to seek approval through the Zoning Administrator Process, the City is exceeding the minimum state law requirements and creating more opportunities for larger ADUs.

Commercial Cannabis Business, Section 17.84.120

Staff proposes minor amendments to the City's commercial cannabis use ordinance to clean up minor text inconsistencies and improve the ordinance's clarity and application. One component of this proposed minor update is to clarify the standards for commercial cannabis delivery to explicitly consider the use as an accessory to a permitted storefront retail cannabis business.

Day Care Centers, Family Day Cares, and Residential Care Facilities, Section 17.84.150

Large residential care facilities (RCFs) are defined in the code as facilities with more than six residents. To address potential concerns about commercial-scale RCF buildings in lower-density residential zones and to accommodate the specific operational needs of larger facilities, the proposed amendments set a limit of 12 residents for RCFs in Residential Low (R-L), Neighborhood Preservation (N-P), and Residential Low-Medium (R-LM) zones, aiming to ensure smooth integration of any new facilities.

Staff noted the implementation of a resident cap in specific zones used by other neighboring jurisdictions, such as Roseville, Sacramento County, and Citrus Heights. The proposed changes indicate that facilities located in other zones, where larger residential care facilities are permitted, may accommodate more than 12 residents. In addition to the current performance standards for residential care facilities, standards for maintenance and building design for large RCFs are proposed.

Drive-Through Establishments, Section 17.84.160

The current code requires drive-through facilities in mixed-use zones to be 600 feet from a highway or interstate off-ramp and prohibits drive-throughs within 500 feet of each other. This unintentionally limits proposed uses in the CMU-G zone, which was created for future annexation areas near I-5 and County Road 102. This zone includes regional-serving retail and commercial areas where drive-through facilities are well-suited. Staff proposes to exempt properties in CMU-G zones from the

distancing requirements that restrict where drive-through restaurants can be located.

Mobile Vending and Food Preparation, Section 17.84.250

The recent code update unintentionally did not allow stationary mobile vendors that are part of existing brick-and-mortar restaurants in downtown zones. Staff proposes to allow brick-and-mortar restaurants in downtown zones to have one mobile vending operation adjacent to the restaurant.

Single Room Occupancy (SRO), Section 17.84.340

Staff proposes to define SRO housing with six or fewer residents as small SROs and with seven or more residents as large SROs. Additional standards for SROs are proposed, including increased minimum common area requirements for all SROs. Existing performance standards in the code for management and maintenance are proposed to apply to large SROs.

Telecommunication Facilities, Section 17.84.360

The Federal Spectrum Act of 2012 mandated streamlined permitting of eligible modifications to existing wireless telecommunication facilities. The Federal Communications Commission revised the Spectrum Act in 2020 to make modifications eligible for this streamlining. The current definition in the Zoning Ordinance that determines eligibility for streamlining does not align with the definition in Title 47 Code of Federal Regulations (CFR) Section 1.6100(b)(7). Staff proposes to remove the outdated definition from the Zoning Ordinance text and replace it with reference to the federal regulations for future consistency.

Personal Services, Section 17.84.290

Staff proposes minor modifications to the permitted hours of operation for massage establishments to align with standard business practices. As a result of discussions following the Planning Commission meeting on August 21, 2025, staff also proposes additional review through a Zoning Administrator Permit for any personal services use that may need additional evaluation of impacts on surrounding uses, subject to the Director's discretion.

Recycling Facilities, Section 17.84.310

Staff proposes to specify standards for donation containers, including limiting them to one container per commercial center or site and outlining screening requirements. The proposed standards also require containers to be marked with contact information for the operator and signage regarding accepted materials.

Short-Term Rentals, Section 17.84.330

The current code conditionally allows short-term rentals in some downtown and mixed-use zones (DX-1, DX-3, CMU-WM, CMU-E, and CMU-G). Language in the standards for short-term rentals suggested that this use could only be allowed in single-family homes. Staff proposed to clarify this standard to allow a limited number of units in multi-unit and mixed-use developments to be short-term rentals.

Public Notice, Section 17.96.080

Staff proposes minor updates to public noticing standards to clarify requirements related to when public notice postings should be taken down from a property following a final determination on a project. Further, proposed minor modifications to the social media posting subsection are intended to clarify the intended standards for using social media as a tool for public outreach for projects under review.

Amendments to the Zoning Map and Text - Planning Commission Hearing and Recommendation, Section 17.108.040 and City Council Hearing and Action, Section 17.108.050

AB 2904, which took effect on January 1, 2025, requires a 20-day public notice for Planning

Commission hearings on a proposed zoning ordinance or zoning ordinance amendment that affects the permitted uses of real property. Staff proposes minor amendments to this section of the Zoning Code to update the public notice requirements referenced in this section to conform to state law.

General Plan Consistency

The General Plan outlines a vision for Woodland's long-term physical and economic development and community enhancement. It also provides goals and policies that will allow this vision to be accomplished. The General Plan, inclusive of the Housing Element, provides the basis for establishing priorities for implementing plans and programs, such as the Zoning Ordinance.

The proposed minor Zoning Code amendments support the implementation of multiple policies outlined in the City of Woodland 2035 General Plan as follows:

Policy 2.A.4: Downtown. *Promote Downtown Woodland as the city's sole civic, cultural, entertainment, and central business district that serves as the primary specialty-retail and dining, entertainment, office, arts, and government center. Support new mixed-use development in the Downtown with an emphasis on retail, entertainment, and other active uses at the ground level and residential and office uses on upper levels along Main Street. In addition, allow ground floor office uses on side streets.*

The proposed amendments to key uses in downtown zones support Downtown Woodland as a cultural, entertainment, and central business district. For example, clarifying the definition of brewpubs and wine bars will encourage flexible, active businesses that often support the arts and entertainment. Additionally, reducing the level of review required for massage establishments and general personal services in some downtown zones will reduce barriers for small businesses with low impacts in these areas.

Policy 2.F.1: Development Regulations. *Promote design excellence by ensuring that development regulations clearly express both desired and intended outcomes, in addition to those that may be prohibited or undesired.*

Amendments to clarify standards for accessory structures, flagpoles, signage, and equipment screening are proposed to prevent confusion and ensure design consistency throughout the community.

Policy 7.A.5. Landscape Water Conservation Standards. *Ensure consistency with the State water conservation requirements and Model Ordinance provided by the DWR as well as review and update the City's water conservation requirements and ordinance as needed.*

Policy 7.B.8. Native and Compatible Non-Native Plant Species. *Require developers to use native and compatible non-native species, especially drought-resistant species, to the extent possible in order to preserve the visual integrity of the landscape, provide benefits for native wildlife, and ensure that a variety of plants suited to the region are maintained.*

Policy 7.B.9: Tree Canopy. *Manage, enhance, and improve the city's tree canopy as a valuable ecological resource.*

In support of the three policies above, the proposed amendments specify a percentage of landscaping that must be native and/or low-water, climate-adapted plantings. Additionally, the proposed addition of tree protection standards during construction will further efforts to protect the existing tree canopy.

Housing Element Consistency

The Zoning Ordinance is the regulatory framework that supports implementation of the City's General Plan, including the Housing Element (HE).

HE Implementation Program A.2:

- *Prepare a new code that is user-friendly and easy for all users to understand and navigate, without staff assistance.*
- *Amend the Code consistent with Health and Safety Code Section 17021.5 and 17021.6 to facilitate housing for farmworkers.*

Continuing the efforts of the 2024 Comprehensive Zoning Code, the proposed amendments are an effort to clarify and edit text to improve usability for all users. Additionally, staff proposes to add employee housing to the single-family dwelling unit definition to comply with California Health and Safety Code Section 17021.5.

HE Implementation Program A.13: *Continue to encourage new residential development projects to incorporate accessory dwelling units (ADUs) or multi-gen units that can be utilized as ADUs in the future and are not subject to impact fees.*

The proposed amendments remove the requirement for separate utility connections for ADUs, which supports ADU development by eliminating connection fee costs for homeowners who are able to connect to existing water and sewer lines.

HE Implementation Program A.25: *Amend the Zoning Code regulations for transitional and supportive housing to ensure compliance with AB101 and AB2162, including allowing transitional and supportive housing in areas that allow multifamily and mixed-use residential.*

Proposed amendments allow for transitional and supportive housing uses in areas where multi-unit and mixed-use residential development is allowed.

HE Implementation Program C.10: *Review and amend the zoning code to allow group homes (i.e., residential care facilities) for seven or more persons as a permitted use in residential zones and ensure zoning permits group homes objectively with approval certainty consistent with State law and fair housing requirements.*

The proposed modifications allow large residential care facilities by right in the DX-2, DX-3, CMU-WM, CMU-E, CMU-A, CMU-F, CCMU, NMU, and CMU-G zones to align more closely with areas where multi-unit residential uses are allowed. Allowing these facilities by right in additional downtown and mixed-use zones supports the HE objective of removing barriers to housing for people with disabilities.

Climate Action Plan Consistency

The City of Woodland's 2035 Climate Action Plan (CAP) includes strategies across six focus areas, such as "Urban Forest and Open Space" and "Water and Solid Waste," which would be supported through the proposed zoning code amendments. A number of the proposed changes to the landscape standards in Woodland Municipal Code Section 17.64 align with CAP goals. Specifically, proposed amendments to standards related to tree protection during construction support the goals of the "Urban Forest and Open Space" strategy. A healthier tree canopy has the potential to help mitigate the urban heat island effect, lower building energy demand, and increase carbon sequestration. Further, proposed amendments to standards that specify a certain percentage of

native and climate-adapted plants directly support the "Water and Solid Waste" strategy by promoting the wise stewardship of water, which aims to reduce irrigation demand, and the energy used for water conveyance and treatment.

Zoning Amendment Findings

Following a public hearing, the City Council may approve a zoning amendment, if all of the following findings can be made:

1. *The proposed amendments are consistent with the goals, objectives, and policies of the General Plan as follows:* The proposed amendments are aligned with the City's broader goals to provide access to development standards that are clear, fair, and consistently applied, and are intended to make the Zoning Code more user-friendly and predictable for the public and staff. Further, a number of the proposed amendments align with City Housing Element goals that call for encouraging and facilitating the development of housing. The proposed zoning amendments align with the following specific General Plan Policies:
 - **Policy 2.A.4: Downtown:** The proposed amendments to key uses in downtown zones support Downtown Woodland as a cultural, entertainment, and central business district;
 - **Policy 2.F.1: Development Regulations:** Amendments to clarify standards for accessory structures, flagpoles, signage, and equipment screening are proposed to prevent confusion and ensure design consistency throughout the community;
 - **Policy 7.A.5. Landscape Water Conservation Standards, Policy 7.B.8. Native and Compatible Non-Native Plant Species, and Policy 7.B.9: Tree Canopy:** the proposed amendments specify a percentage of landscaping that must be native and/or low-water, climate-adapted plantings. Additionally, the proposed addition of tree protection standards during construction will further efforts to protect the existing tree canopy.
 - The proposed zoning amendments align with the following specific Housing Element (HE) Policies:
 - **HE Implementation Program A.2:** Continuing the efforts of the 2024 Comprehensive Zoning Code, the proposed amendments are an effort to clarify and edit text to improve usability for all users. Additionally, staff proposes to add employee housing to the single-family dwelling unit definition to comply with California Health and Safety Code Section 17021.5;
 - **HE Implementation Program A.13:** The proposed amendments remove the requirement for separate utility connections for ADUs, which supports ADU development by eliminating connection fee costs for homeowners who are able to connect to existing water and sewer lines;
 - **HE Implementation Program A.25:** Staff proposed changes to allow transitional and supportive housing in areas that allow for multi-unit and mixed-use residential development; and
 - **HE Implementation Program C.10:** The proposed modifications allow large residential care facilities by right in the DX-2, DX-3, CMU-WM, CMU-E, CMU-A, CMU-F, CCMU, NMU, and CMU-G zones to align more closely with areas where multi-unit residential uses are allowed. Allowing these facilities by right in additional downtown and mixed-use zones supports the HE objective of removing barriers to housing for people with disabilities.
2. *That the proposed amendment will promote growth of the City in an orderly manner and will promote and protect the public health, safety, or welfare of the community;* The proposed amendments support growth of the City by refining and improving various sections of the Zoning Code, which is the primary tool used to implement growth and development in the City.

By clarifying standards and definitions, these amendments facilitate a more predictable and orderly process for residents, builders, and decision makers.

3. *That the anticipated land uses on the subject site will be compatible with existing and future surrounding uses;* The proposed amendments are not site-specific but apply citywide, and they are prepared to ensure that new development will be compatible with existing neighborhood character.
4. *That the City's inventory of residential lands for qualified housing sites has not been reduced;* and the proposed Zoning Code amendments do not involve any change of zone or re-designation of property that would reduce the City's inventory of residential land.
5. *That the proposed amendment is consistent with any development-related application that is processed and approved concurrently with the amendment application.* The proposed Zoning Code amendments are a city-initiated effort to improve the clarity, consistency, and legal standing of the City's development regulations. It is a general update to the text of the code itself and is not tied to a specific development project. The proposed amendments, being general, do not conflict with any development-related applications that are currently being processed by the City. The changes are intended to provide a clearer regulatory framework for all future projects and are consistent with any concurrently processed applications.

Environmental Review:

The City of Woodland has determined that the adoption of the ordinance is exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the ordinance is categorically exempt pursuant to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations.

Public Noticing:

The Community Development Department prepared a public notice advertising for the public hearing on the project in accordance with the notification procedures outlined in the City of Woodland's Municipal Code and State Planning Law.

Legal notice was published in the Woodland Daily Democrat on July 31, 2025, for the Planning Commission meeting on August 21, 2025. For the City Council Meeting on September 16, 2025, a legal notice was published in the Woodland Daily Democrat on August 24, 2025. Both notices were published 20 days before the public hearings.

Public Comment:

Prior to the Planning Commission meeting, staff received one public comment from the California Housing Defense Fund regarding the City's ADU standards, as included in Attachment 5. The staff response to this public comment is detailed previously in this report.

Conclusion:

Staff recommends that City Council hold a Public Hearing and take the following action: Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17 "Zoning" in multiple sections for enhanced clarity, usability, and State law conformity.

Prepared by: Anna Canales, Assistant Planner
Hadlie Ward, Assistant Planner

Reviewed by: Erika Bumgardner, Deputy Director of Community Development



Ken Hiatt
City Manager

Attachments:

1. Proposed Ordinance - Zoning Code Amendments
2. Zoning Amendment Redlines
3. Summary Table of Proposed Amendments
4. Planning Commission Resolution No. PC 25-09
5. Public Comment - 8.21.25 - California Housing Defense Fund

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AMENDING VARIOUS SECTIONS OF TITLE 17 OF THE WOODLAND MUNICIPAL
CODE TO UPDATE AND CLARIFY THE PROVISIONS OF THE ZONING
ORDINANCE**

WHEREAS, the purpose of the Zoning Ordinance of the City of Woodland is to establish a precise and detailed plan for the use of land in the City based on the General Plan; and

WHEREAS, Article 17 of the Woodland Municipal Code establishes various zones, permitted and conditional uses, development standards and entitlement process procedures to promote the orderly and harmonious growth of the city and stability of land values and investments and general welfare of the city; and

WHEREAS, the procedures set forth in Title 17 provide for a process to review the proposed residential, commercial and industrial projects and to ensure that the architectural design of the proposed project is suitable for purposes of the building and the site and will enhance the character of the neighborhood and community, and will ensure that the proposed use is compatible with existing properties and anticipated future developments; and

WHEREAS, the City has identified a need to periodically update the Zoning Ordinance to improve its clarity, streamline review procedures, address new State laws, and better implement the goals and policies of the General Plan; and

WHEREAS, this ordinance (“Ordinance”) provides for updates to multiple sections of Title 17 to achieve these goals; and

WHEREAS, on August 21, 2025, the Planning Commission conducted a duly noticed public hearing to consider the staff report, recommendations by staff, and public testimony concerning the Ordinance. Following the public hearing, the Planning Commission voted to forward the Ordinance to the City Council with a recommendation in favor of its adoption; and

WHEREAS, the adoption of the ordinance is exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the ordinance is categorically exempt pursuant

to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations; and

WHEREAS, on September 16, 2025, the City Council conducted a duly noticed public hearing to consider the Ordinance, including all public testimony and reports prepared in connection with the Ordinance, and the recommendation of the Planning Commission; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The recitals above are true and correct and are hereby adopted as findings as if fully set forth herein.

SECTION 2. CEQA. The City Council finds that the adoption of the ordinance is exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the ordinance is categorically exempt pursuant to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations.

SECTION 3. Code Amendment. Title 17 (Zoning) of the Woodland Municipal Code is hereby amended to read in its entirety as set forth in Exhibit “A,” attached hereto and incorporated herein by this reference.

SECTION 4. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid by a court of competent jurisdiction, 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 Ordinance are severable.

SECTION 5. Certification and Publication. The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published once within 15 days of adoption in a newspaper of general circulation printed and published within the City of Woodland, and shall post a certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk in accordance with California Government Code, section 36933.

SECTION 6. Effective Date. This Ordinance shall become effective 30 days after its adoption.

INTRODUCED at a regular meeting of the City Council of the City of Woodland, California on the 16th of September 2025, and **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Woodland at a regular meeting held on _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

EXHIBIT A

[Insert Exhibit A – Title 17]

Title 17

ZONING

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Division I
General Provisions

CHAPTER 17.04
PURPOSE AND EFFECT OF THE ZONING CODE

§ 17.04.010. Title.

Title 17 of the Woodland Municipal Code shall be known and cited as the "Zoning Code" or "Code."

§ 17.04.020. Authority.

The Woodland Zoning Code is adopted in compliance with the authority contained in California Government Code § 65850.

§ 17.04.030. Purpose.

The Zoning Code is enacted in order to promote the public health, safety, comfort, and general welfare, to provide a plan for sound and orderly development, and to ensure social and economic stability within the various zones established by the provisions of this Zoning Code. More specifically, the Zoning Code is adopted to achieve the following objectives:

- A. Provide standards for the orderly growth and development of the City, and guide and control the use of land to provide a safe, harmonious, attractive, and sustainable community.
- B. Achieve the arrangement of land uses depicted in the Woodland General Plan, consistent with the goals and policies of the General Plan.
- C. Enhance the appearance of the City and promote high-quality design.
- D. Preserve and enhance the quality of life and character of residential neighborhoods.
- E. Incorporate sustainability practices and ensure climate resiliency.
- F. Promote economic growth and the creation of jobs.
- G. Promote compact development patterns, mixed land use, and higher-development intensities that conserve land resources, reduce vehicle trips, improve air quality, and facilitate walking, bicycling, and transit use.
- H. Facilitate the appropriate location of community facilities, institutions, transportation, and parks and recreation areas.
- I. Allow for public participation in government decision-making regarding land use and development in a manner consistent with State law.
- J. Define the duties and power of administrative bodies and officers responsible for implementing the Zoning Code.

§ 17.04.040. Relationship to the General Plan.

This Zoning Code implements the goals and policies of the Woodland General Plan by regulating the use of land and structures within the City. This Zoning Code and the General Plan shall be consistent with one another. Any permit, license, or approval issued in compliance with this Zoning Code must be consistent with the General Plan and all applicable Specific Plans. In any case where there is a conflict between this Zoning Code and the General Plan, the General Plan shall control.

§ 17.04.050. Applicability.

- A. **Applicability to Property.** This Zoning Code shall apply, to the extent allowed by law, to all property within the corporate limits of the City and to property for which applications for annexation and/or subdivisions have been submitted to the City, including all uses, structures, and land owned by any private person, firm, corporation, or organization, or the City or other local, State, or Federal agencies. Any governmental agency shall be exempt from the provisions of this Zoning Code only to the extent that such property may not be lawfully regulated by the City.
- B. **Requirements.** The provisions of this Zoning Code shall establish requirements for the promotion of the public health, safety, and general welfare. Where this Zoning Code provides for more discretion on the part of a City official or body, that discretion may be exercised to impose more stringent requirements than set forth in this Zoning Code as may be necessary to promote orderly land use development and the purposes of this Zoning Code.
- C. **Compliance with Regulations.** No land shall be used, and no structure shall be constructed, occupied, enlarged, altered, demolished, or moved in any zone, except in accordance with the provisions of this Zoning Code, including the development and performance standards herein, and any permit issued in compliance hereto. The temporary or transitory nature of a use does not exempt it from this requirement.
- D. **Conflicting Regulations.** The regulations of this Zoning Code and requirements or conditions imposed in compliance with this Zoning Code shall not supersede any other regulations or requirements adopted or imposed by the City Council, the State of California, or any Federal agency that has jurisdiction by law over uses and projects authorized by this Zoning Code. All uses and projects authorized by this Zoning Code shall comply with all other such regulations and requirements. Where conflict occurs between the provisions of the Zoning Code and any other City ordinance, resolution, or regulation, the more restrictive provision shall control.
- E. **Private Agreements.** This Zoning Code shall not interfere with or annul any recorded easement, covenant, or other agreement now in effect, provided that where this Zoning Code imposes greater restriction than imposed by an easement, covenant, or agreement, this Zoning Code shall control. The City shall not be responsible for monitoring or enforcing private agreements.
- F. **Prior Ordinance.** The provisions of this Zoning Code supersede all prior ordinances codified in Title 17 of the Woodland Municipal Code and any amendments. No provisions of this Zoning Code shall validate any land use or structure established, constructed, or maintained in violation of the prior Zoning Code, unless such validation is specifically authorized by this Zoning Code and is in conformance with all other regulations.
- G. **Effect on Previously Approved Projects and Projects in Progress.**
 - 1. **Building Permit.** Any building or structure for which a Building Permit (see Building Permit,

§ 17.100.130) has been issued may be completed and used in accordance with the plans, specifications, and permits on which the Building Permit was granted, provided at least one inspection has been requested and posted for the primary structure on the site where the permit is issued and provided construction is diligently pursued. No extensions of time except as provided for in the Building Code shall be granted for commencement of construction unless the applicant has secured an allowed permit extension from the Planning Division.

2. ***Previously Approved Land Use Authorization.*** This Zoning Code shall not interfere with, repeal, abrogate, or annul any previously granted land use authorization. All allowances, requirements, and conditions of approval of previous land use authorizations shall apply until the applicable review authority specifically repeals the allowance, requirement, or condition.
3. ***Land Use Authorization in Process.*** An application for a discretionary land use authorization that has been accepted by the Planning Division as complete for processing prior to the adoption of this Zoning Code or any applicable amendment shall be processed according to the requirements of this Zoning Code or the prior Code upon written request from the project applicant. The written request shall be made no later than 30 days after the effective date [July 18, 2024] of this Zoning Code and entitlement(s) are diligently pursued.

H. **Application During Local Emergency.** The City Council may authorize a deviation from a provision of this Zoning Code during a local emergency declared and ratified in accordance with the Woodland Municipal Code. The City Council may authorize a deviation by resolution without notice or public hearing.

§ 17.04.060. Severability.

If any section, sentence, clause, phrase, word, portion, or provision of this Zoning Code is held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect, impair, or invalidate any other section, sentence, clause, phrase, word, portion, or provision of this Zoning Code which can be given effect without the invalid provision. The invalidation of the application of any section, sentence, clause, phrase, word, portion, or provision of this Zoning Code to a particular property or structure, or any particular properties or structures, by any court of competent jurisdiction shall not affect the application of such section, sentence, clause, phrase, word, portion or provision to any other property or structure not specifically included in said invalidation.

CHAPTER 17.08
INTERPRETATION AND RULES OF MEASUREMENT

§ 17.08.010. Purpose.

This chapter provides specific rules that explain how to interpret the Zoning Code and how to perform calculations and measurements that are required to implement the Zoning Code (e.g., measuring floor area, lot area, setbacks, or floor area ratio).

§ 17.08.020. Interpretation.

- A. **Conflict Between Text and Figure.** In the event of a difference or conflict between the text and a figure, illustration, heading, caption, diagram or graphic, the text controls.
- B. **Conflict Within this Zoning Code.** Where provisions of this Zoning Code are in conflict, the more specific, or restrictive regulations shall apply over the more general.
- C. **Public Property.**
 - 1. In the event public streets, alleys, or public property are vacated, abandoned, become private property, or are leased for private use, they shall be classified by the Planning Commission at the time of change of status.
 - 2. In the event that any public property is not indicated as being zoned on the Zoning Map, it shall not be used for private purposes until said property has been classified as to zone.
- D. **Interpretation of Zone Boundaries.** When determining the boundary of a zone, the following rules shall apply:
 - 1. Where uncertainty exists regarding the location of a zone boundary or other feature shown on the Zoning Map, the following rules shall apply:
 - a. Boundaries indicated as approximately following the centerlines of alleys, lanes, streets, highways, streams, or railroads shall be construed to follow such centerlines.
 - b. Boundaries indicated as approximately following lot lines, City limits, or extraterritorial boundary lines, shall be construed as following such lines, limits, or boundaries.
 - c. Boundaries not indicated as following an alley, lane, street, highway, stream, or railroad and not following or coinciding approximately with a lot line, City limits, or extraterritorial lot line shall be determined by the use of the scale designated on the Zoning Map to determine the boundary location.
 - d. Where further uncertainty exists, the Planning Commission, upon receiving written application or upon its own motion, shall determine the location of the zone boundary in question, giving due consideration.
 - 2. Where the Zoning Code references applicable provisions of State law (e.g., the California Government Code, Subdivision Map Act, or Public Resources Code), the reference shall be construed to be to the applicable State law provisions as they may be amended from time to time.
- E. **Parcels Containing Two or More Zones.**

1. For parcels containing two or more zones the location of the zone boundary shall be determined by the Community Development Director (Director).
 2. For parcels containing two or more zones, the applicable regulations for each zone shall apply.
- F. **Interpretation.** Where uncertainty exists regarding the interpretation of any provision of this Zoning Code or its application to a specific site, the Director shall determine the interpretation of the provision (see Table 17.100.020-1: Planning Processes/Permits and Review Authority). The determination of the Director may be appealed in compliance with the provisions of § 17.96.160, Appeals.
- G. **Definitions.** The Director shall make the interpretation for any definition not expressly identified in this Zoning Code.
- H. **Interpretation of Words and Conjunctions.** Unless the context clearly indicates the contrary, the following conjunctions shall be interpreted as follows:
1. "And" indicates that all connected words or provisions may apply.
 2. "And/or" indicates that the connected words or provisions may apply singularly or in any combination.
 3. "Or" indicates that the connected words or provisions may apply singularly or in any combination.
 4. "Either. . .or" indicates that the connected words or provisions shall apply singularly, but not in combination.
 5. The words "shall," "will," "must," and "is to" are always mandatory and not discretionary. "Should" is a regulation that is not mandatory but must be either fulfilled or the applicant must demonstrate an alternative that fulfills the intent of the regulation. "May" is permissive.
 6. The present tense includes the past and future tenses, and the future tense includes the past.
- I. **Calendar Days.** All references to days are to calendar days, unless otherwise indicated. If a deadline falls on a weekend or holiday, or a day when the City offices are closed, it shall be extended to the next working day.

§ 17.08.030. Rules of Measurement.

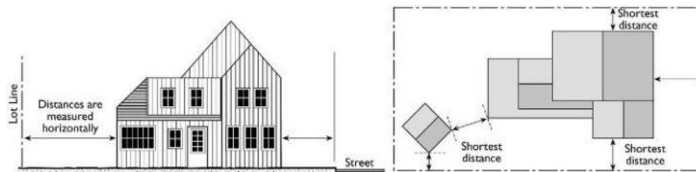
- A. For all calculations, the applicant shall be responsible for supplying drawings illustrating the measurements that apply to a project. These drawings shall be drawn to scale and of sufficient detail to allow easy verification upon inspection by the Review Authority.
- B. **Fractions.** Whenever this Zoning Code requires consideration of distances, parking spaces, dwelling units, or other aspects of development or the physical environment expressed in numerical quantities, and the result of a calculation contains a fraction of a whole number, the results will be rounded as follows:
1. **General Rounding.** Fractions of one-half or greater shall be rounded up to the nearest whole number and fractions of less than one-half shall be rounded down to the nearest whole number, except as otherwise provided.

2. **Exception for State Affordable Housing Density Bonus.** For projects eligible for bonus density in accordance with California Government Code § 65915 or any successor statute and Woodland Municipal Code Chapter 15.16, Affordable Housing, any fractional number of allowed bonus density units shall be rounded up to the next whole number.

C. Measuring Distances.

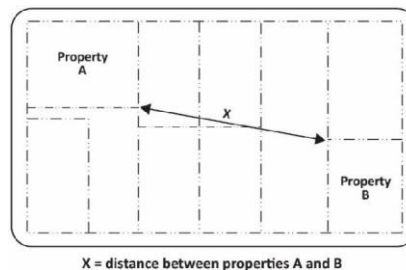
1. **Measurements are Shortest Distance.** When measuring a required distance, such as the minimum distance between a structure and a lot line, the measurement is made at the closest or shortest distance between the two objects.

FIGURE 17.08.030.C-1: MEASURING DISTANCES



2. **Distances are Measured Horizontally.** When determining distances for setbacks and structure dimensions, all distances are measured along a horizontal plane from the appropriate line, edge of building, structure, storage area, parking area, or other object. These distances are not measured by following the topography or slope of the land.
3. **Measurements Involving a Structure.** Measurements involving a structure are made to the closest support element of the structure. Structures or portions of structures that are entirely underground are not included in measuring required distances.
4. **Measurement of Vehicle Stacking or Travel Areas.** Measurement of a minimum travel distance for vehicles, such as garage entrance setbacks and stacking lane distances, are measured down the center of the vehicle travel area. For example, curving driveways and travel lanes are measured along the center arc of the driveway or traffic lane.
5. **Measuring Distance Between Two Properties.** When a specified land use is required to be located a minimum distance from another land use, the minimum distance is measured in a straight line from all points along the lot line of the subject project.

FIGURE 17.08.030.C-2: MEASURING DISTANCES BETWEEN PROPERTIES

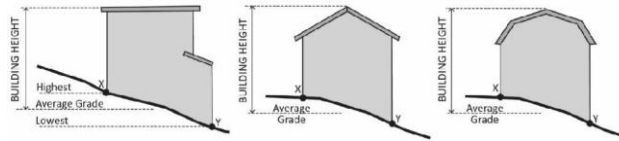


D. Measuring Height.

1. **Measuring Building Height.**

- a. Building height is measured from the average level of the highest and lowest point where the vertical plane of the exterior walls touches existing or finished grade, whichever is lower, to the highest point on the roof, the top of the parapet wall, the wall coping of a flat roof, or the deck line of a mansard roof.

FIGURE 17.08.030.D-1: MEASURING BUILDING HEIGHT

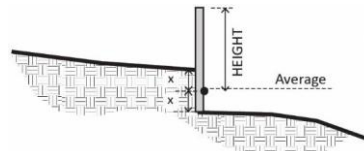


- b. *Exceptions.* Chimneys, cupolas, spires, grain silos and towers, elevators, and rooftop equipment are not included in the building height.

2. **Measuring Fence Height.**

- a. *Fences at Grade.* The height of any fence or wall is measured as the vertical distance from the average of the ground levels immediately adjacent to both sides of the fence or wall to the highest point of the fence or wall.
- b. Any fence or railing required by the California Building Code to exceed the maximum height is allowed.

FIGURE 17.08.030.D-2: MEASURING HEIGHT FENCES ON RETAINING WALLS

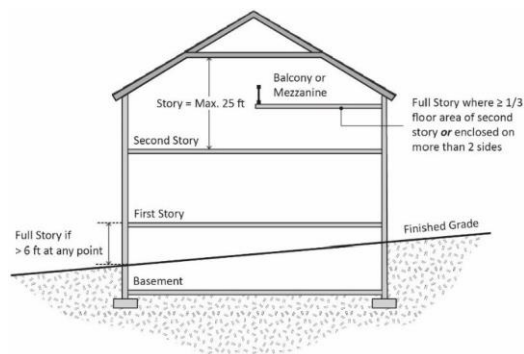


3. **Measuring the Number of Stories in a Building.** In measuring the height of a building in stories the following measurement rules shall apply:

- a. A story means that portion of a building included between the surface of any floor and the surface of the floor next above, or if there is no floor above, the ceiling or roof above it.
- b. A basement shall be counted as a full story if the vertical distance between the finished grade and the finished floor level directly above a basement or cellar is more than six feet at any point.
- c. An interior balcony or mezzanine shall be counted as a full story if its floor area exceeds one-third of the total area of the nearest full floor directly below it or if it is enclosed on more than two sides.
- d. A story of a commercial or residential building shall not exceed 25 feet in height from the upper surface of the floor to the ceiling above. Industrial buildings are exempt from this

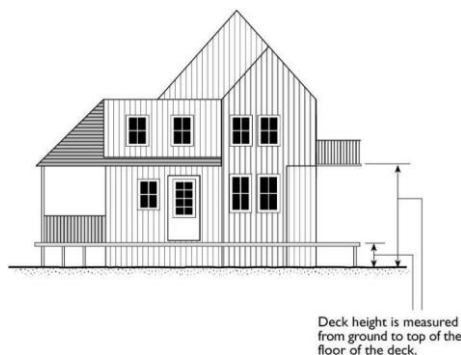
standard.

FIGURE 17.08.030.D-3: MEASURING NUMBER OF STORIES IN A BUILDING



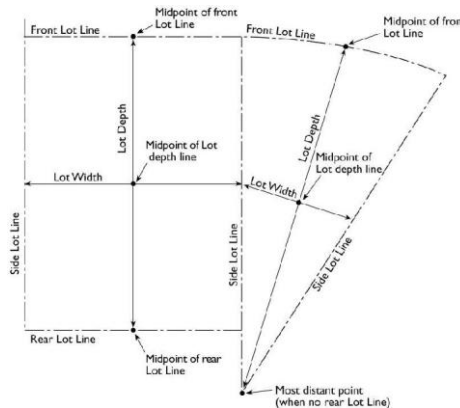
4. **Measuring the Height of Decks.** Deck height is determined by measuring from the ground to the top of the floor of the deck directly above the ground point.

FIGURE 17.08.030.D-4: MEASURING THE HEIGHT OF DECKS



E. Measuring Lot Width and Depth.

1. **Lot Width.** Lot width is the horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines.
2. **Lot Depth.** Lot depth is measured along an imaginary straight line drawn from the midpoint of the front property line of the lot to the midpoint of the rear property line or to the most distant point on any other lot line where there is no rear lot line. See also definitions for lot line, front, rear and side in Chapter 17.136, Definitions of Terms.

FIGURE 17.08.030.E-1: MEASURING LOT WIDTH AND DEPTH

- F. **Determining Average Slope.** The average slope of a lot is calculated using the following formula: $S = 100(I)(L)/A$, where:

S = Average slope (in percent)

I = Contour interval (in feet)

L = Total length of all contour lines on the lot (in feet)

A = Area of subject lot (in square feet)

- G. **Determining Floor Area.** The floor area of a building is the sum of the gross horizontal areas of all floors of a building or other enclosed structure.

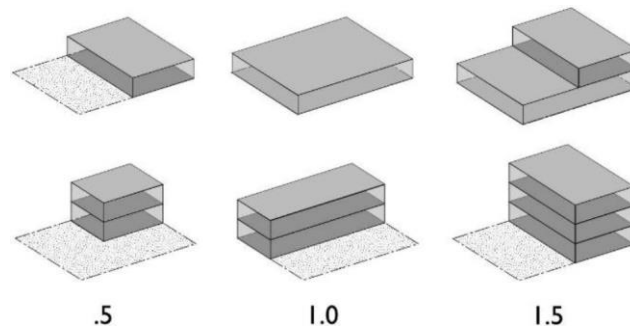
1. **Included in Floor Area.** Floor area includes, but is not limited to, habitable space (as defined in the California Building Code) including basements and cellars that are below the roof and within the outer surface of the main walls of principal or accessory buildings or the centerlines of party walls separating such buildings or portions thereof or within lines drawn parallel to and two feet within the roof line of any building without walls. In the case of a multi-story building that has covered or enclosed stairways, stairwells or elevator shafts, the horizontal area of these features shall be counted only once at the floor level of their greatest area of horizontal extent.
2. **Excluded from Floor Area.** Floor area does not include mechanical, electrical, and communication equipment rooms that do not exceed two percent of the building's gross floor area; bay windows or other architectural projections where the vertical distance between the lowest surface of the projection and the finished floor is 30 inches or greater; areas that qualify as usable open space; and areas used for off-street parking spaces or loading spaces; driveways; ramps between floors of a multi-level parking garage; and maneuvering aisles that are located below the finished grade of the property. Gross square floor area excludes areas of a building devoted to flood protection measures.
3. **Nonresidential Uses.** For nonresidential uses, gross floor area includes pedestrian access interior walkways or corridors, interior courtyards, walkways, paseos, or corridors covered by a roof or skylight. Nonresidential gross floor area does not include arcades, porticoes, and similar open areas that are located at or near street level and are accessible to the general public but are not designed or used as sales, display, storage, service, or production areas.

- H. **Determining Floor Area Ratio.** Floor area ratio (FAR) is the ratio of the floor area, excluding the areas described below, of all principal and accessory buildings on a site to the site area. To calculate FAR, floor area is divided by site area, and typically expressed as a decimal. For example, if the floor area of all buildings on a site totals 20,000 square feet, and the site area is 10,000 square feet, the FAR is expressed as 2.0.

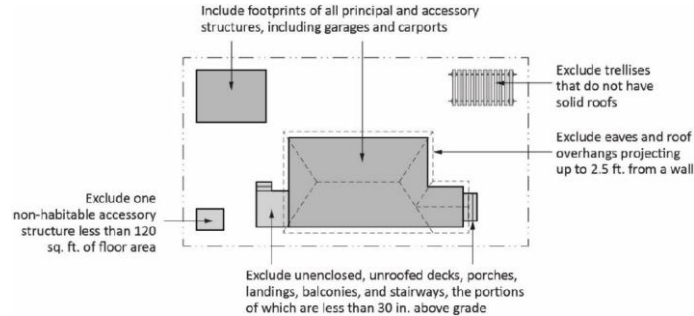
1. ***Excluded from Floor Area in Calculating FAR.***

- a. *Underground Areas.* Floor area located below finished grade.
- b. *Parking.* Parking areas located below finished grade or beneath the finished floor of habitable space where the vertical distance between the finished floor of habitable space and finished grade is less than six feet.

FIGURE 17.08.030.H-1: DETERMINING FLOOR AREA RATIO

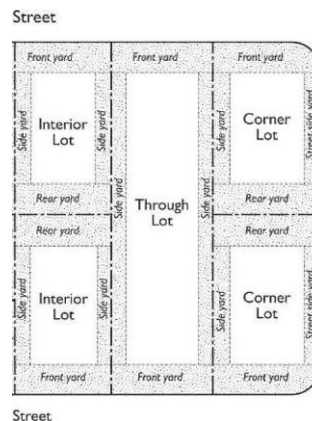


- I. **Determining Lot Coverage.** Lot coverage is the ratio of the total footprint area of all structures on a lot to the net lot area, typically expressed as a percentage. The footprints of all principal and accessory structures, including garages, carports, covered patios, and roofed porches, shall be summed in order to calculate lot coverage. The following structures shall be excluded from the calculation:
1. Unenclosed and unroofed decks, uncovered patio slab, porches, landings, balconies, and stairways less than 30 inches in height;
 2. Eaves and roof overhangs projecting up to two and one-half feet from a wall;
 3. Fences, walls, and hedges;
 4. Trellises and similar structures that have roofs that are at least 50% open to the sky through with uniformly distributed openings;
 5. Swimming pools and hot tubs that are not enclosed in roofed structures or decks; and
 6. One small, nonhabitable accessory structure under 120 square feet and under seven feet high. Structures above quantity of one shall be included in lot coverage.

FIGURE 17.08.030.I-1: DETERMINING LOT COVERAGE

J. **Determining Lot Frontage.** The lot frontage is the line separating the lot from the street right-of-way.

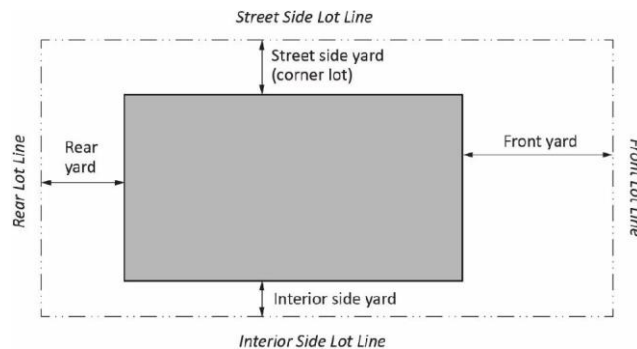
1. **Corner Lots.** In the case of a corner lot, the applicant may choose which street he or she shall designate as the front of the lot, subject to approval by the Director and the Fire Department. It is recommended that any driveway be located on the less traveled street in most cases. Once the choice of frontage has been made, it cannot be changed unless all requirements for yard space are complied with. The lot frontage shall provide primary ingress/egress to the front door/primary entrance unless otherwise approved by the Director and the Fire Department.
2. **Through Lot.** In the case of a through lot, the lot frontage is the line that abuts the street of primary access (e.g., driveway access) to the lot.

FIGURE 17.08.030.J-1: THROUGH LOTS

K. **Determining Required Setbacks.** A line defining a required setback is parallel to and at the specified distance from the corresponding front, side, or rear property line. The following special regulations for determining setbacks when a lot abuts a proposed street or alley. Required setbacks shall be unobstructed from the ground to the sky except where allowed in compliance with § 17.64.060, Projections into Required Setbacks, subject to compliance with the California Building Code, or as otherwise allowed in this Zoning Code.

1. **Required Setbacks on Alleys.**

- a. If a side lot line abuts an alley, the side abutting the alley shall be considered an interior side rather than a corner side.
 - b. In calculating the required setback for any lot abutting an alley or private driveway, no part of the width of the alley or private driveway may be considered as part of the required setback.
2. **Setbacks Abutting Planned Street Expansions.** If a property abuts an existing or proposed street for which the existing right-of-way is narrower than the right-of-way ultimately required for the street, the required setback shall be established from the edge of the future right-of-way.
- L. **Measuring Yards.** Yards shall be measured as the distance between the nearest lot line and the closest point on the exterior of a building or structure along a line at right angles to the lot line.

FIGURE 17.08.030.L-1: MEASURING YARDS

- M. **Measuring Signs.** The calculation of measurements related to signs are described in § 17.72.040, General Standards for All Signs.

**CHAPTER 17.12
ZONES**

§ 17.12.010. Zones Established.

The City shall be classified into zones, the designation and regulation of which are set forth in this Zoning Code and as follows:

Table 17.12.010-1: Zones			
Chapter	Zone Abbrev.	Zone Name	Implements the following General Plan Land Use:
Residential Zones			
Chapter 17.24	R-L	Low-Density Residential	Low Density Residential (1-8 du/ac)
Chapter 17.24	N-P	Neighborhood Preservation	Low Density Residential (1-8 du/ac)
Chapter 17.24	R-LM	Residential Low-Medium	Medium-Low Density Residential (5-15 du/ac)
Chapter 17.24	R-M	Residential Medium	Medium Density Residential (8.1-19.9 du/ac)
Chapter 17.24	R-H	Residential High	High Density Residential (20-40 du/ac)
Downtown Zones			
Chapter 17.28	DX-1	Downtown Core	Downtown Mixed-Use
Chapter 17.28	DX-2	Downtown Civic	Downtown Mixed-Use
Chapter 17.28	DX-3	Downtown Transitional	Downtown Mixed-Use
Chapter 17.28	DX-4	Downtown Gateway	Downtown Mixed-Use
Mixed-Use Zones			
Chapter 17.32	CMU-WM	Corridor Mixed-Use-West Main	Corridor Mixed-Use
Chapter 17.32	CMU-E	Corridor Mixed-Use-East	Corridor Mixed-Use and Downtown Mixed-Use
Chapter 17.32	CMU-K	Corridor Mixed-Use-Kentucky	Corridor Mixed-Use
Chapter 17.32	CMU-A	Corridor Mixed-Use-Armfield	Corridor Mixed-Use
Chapter 17.32	CMU-F	Corridor Mixed-Use-Flex	Corridor Mixed-Use with Light Industrial Flex Overlay

Table 17.12.010-1: Zones			
Chapter	Zone Abbrev.	Zone Name	Implements the following General Plan Land Use:
Chapter 17.32	CCMU	Community Commercial Mixed-Use	Community Commercial
Chapter 17.32	NMU	Neighborhood Mixed-Use	Neighborhood Commercial
Chapter 17.32	CMU-G	Corridor Mixed-Use-Gateway	Corridor Mixed-Use
Commercial Zones			
Chapter 17.36	RC-F	Regional Commercial-Flex	Regional Commercial with Light Industrial Flex Overlay
Chapter 17.36	RC	Regional Commercial	Regional Commercial
Employment Zones			
Chapter 17.40	IF	Industrial Flex	Industrial with Light Industrial Flex Overlay
Chapter 17.40	IG	Industrial General	Industrial
Chapter 17.40	BP	Business Park	Business Park
Public and Open Space Zones			
Chapter 17.44	PF	Public Facilities/Institutional	Public/Quasi-Public
Chapter 17.44	OS	Open Space	Open Space
Chapter 17.44	FSA	Flood Study Area	Flood Study Area
Specific Plans			
Chapter 17.52	SLSP	Spring Lake Specific Plan	Various
Chapter 17.52	SASP	Southeast Area Specific Plan	Various
Overlays			
Chapter 17.48	PD	Planned Development	N/A

CHAPTER 17.16
MAPS

Maps referenced in this Zoning Code are not included in this Zoning Code but are maintained by the City Clerk. The official maps, together with all legends, symbols, notations, references, zone boundaries, map symbols, and other information on the maps, have been adopted by the City Council and are incorporated into this Zoning Code by reference, together with any amendments previously or hereafter adopted, as though they were fully included here.

§ 17.16.010. Zoning Map.

The boundaries of the zones established by this chapter are shown on the Official Zoning Map maintained by the City Clerk.

§ 17.16.020. National Historic Register Map.

Properties included on the National Register of Historic Places are shown on a National Historic Register Map maintained by the City Clerk.

§ 17.16.030. Floodplain Map.

The boundaries of the Woodland Floodplain Map established by this chapter are shown on the Official Floodplain Map maintained by the City Clerk.

CHAPTER 17.20
(RESERVED)

Division II Zone Regulations

CHAPTER 17.24 RESIDENTIAL ZONES

§ 17.24.010. Purpose and Applicability.

The purpose of this chapter is to provide for the development of residential dwellings that are suitable to the character of Woodland's residential neighborhoods while allowing for neighborhood services that meet the daily needs of residents. Additional purposes of each zone are described below.

- A. **Low-Density Residential (R-L).** The R-L zone is intended to accommodate primarily low-density housing with private yards and private parking; to provide space for community facilities needed to complement urban residential areas and for institutions which require a residential environment. The R-L zone implements areas of the Low Density Residential General Plan land use designation.
- B. **Neighborhood Preservation (N-P).** The purpose of the N-P zone is to stabilize and protect the established diverse character of older, predominately residential neighborhoods, where a mix of housing types and other uses exist. These areas are along the fringes of the Downtown zones and are characterized by homes generally constructed prior to 1940. This zone is intended to be applied to those areas designated Low Density Residential in the General Plan. This zone is intended to provide space for community facilities needed to complement urban residential areas and for institutions which require a residential environment.
- C. **Residential Low-Medium (R-LM).** The R-LM zone is intended to provide a variety of housing types with a compatible mixture of low and medium density housing; to provide space for community facilities needed to complement urban residential areas and for institutions which require a residential environment. The R-LM zone implements areas of the Medium-Low Density Residential General Plan land use designation.
- D. **Residential Medium (R-M).** The R-M zone is intended to provide residential areas which can accommodate a suitable mixture of more intensive land uses, including multiple-unit dwellings, community facilities, and limited commercial and office uses compatible with the surrounding area. The R-M zone also accommodates a range of detached and attached housing types including triplexes, fourplexes, and townhomes. The R-M zone implements the Medium Density Residential General Plan land use designation.
- E. **Residential High (R-H).** The R-H zone is intended to accommodate a mix of higher density multi-unit development types including rowhouses and stacked flats (apartments or condominiums). Units can be contained in single structures or in a collection of cohesive structures with common open spaces and amenities. Multi-story structures are intended to include centrally located parking in order to provide urban intensity at locations within easy walking distance to transit, recreation, and community facilities. In addition, ancillary commercial uses as well as medical and professional offices may be allowed when found to be compatible with the surrounding neighborhood. The R-H zone implements the High Density Residential General Plan land use designation.

§ 17.24.020. Use Regulations.

Table 17.24.020-1: Use Regulations - Residential Zones, lists the uses permitted, permitted with a staff-

level Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definitions of Uses.

Table 17.24.020-1: Use Regulations – Residential Zones						
Use Classification	R-L	N-P	R-LM	R-M	R-H	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed						
Residential Uses						
Single-Family						
Detached	P	P	P	—	—	
Attached	P	P	P	—	—	
Duplex	P	P	P	—	—	
SB 9 Project	P	P	P	—	—	See Title 16, Subdivisons and Section 17.84.380, Two-Unit Projects
Small Lot Subdivision	A	A	A	P	P	
Multi-Unit Dwelling	—	—	A	P	P	
Accessory Dwelling Unit	See Section 17.84.030, Accessory Dwelling Units					
Family Day Care						
Small	P	P	P	P	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	PA	PA	PA	PA	PA	See Section 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities
Live/Work	—	—	A	A	P	See Section 17.84.230, Live/Work
Manufactured Home Park	—	—	C	C	—	See Section 17.84.240, Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings
Residential Care Facilities						
Small	P	P	P	P	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	P	P	P	P	P	See Section 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities
Supportive Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone					
Transitional Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone					
Commercial Uses						
Eating and Drinking Establishments						
Restaurant, Limited Counter Service/Fast Casual Food (no drive-through)	—	—	—	A ¹	A ¹	See also Section 17.84.320, Residential Limited Retail
Tasting Room	—	—	—	A ¹	A ¹	See Section 17.84.060, Alcoholic Beverage Sales

Table 17.24.020-1: Use Regulations – Residential Zones

Use Classification	R-L	N-P	R-LM	R-M	R-H	Additional Regulations
<i>“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed</i>						
Lodging						
<i>Bed and Breakfast</i>	—	C	—	A	A	See Section 17.84.100, Bed and Breakfast Lodging
<i>Short-Term Rental</i>	—	—	—	—	—	See Section 17.84.330, Short-Term Rental
Office Uses						
<i>Business, Professional, and Technology</i>	—	—	—	A ¹	P ¹	
<i>Medical and Dental Offices</i>	—	—	—	C	—	
Personal Services						
<i>General Personal Services</i>	—	—	—	A ¹	P ¹	See Section 17.84.290, Personal Services
<i>Instructional Services</i>	—	—	—	A ¹	P ¹	See Section 17.84.290, Personal Services
<i>Massage Establishments</i>	—	—	—	A ¹	A ¹	See Section 17.84.290, Personal Services and WMC Chapter 5.20, Massage Establishments
Recreation, Fitness, and Entertainment						
<i>Indoor Sports and Recreation, Small-Scale</i>	—	—	—	C	C ¹	
<i>Indoor Entertainment Facility</i>	—	—	—	—	—	
<i>Outdoor Sports and Recreation Facility</i>	C	C	C	C	—	
Retail						
<i>Residential Limited Retail</i>	A	A	A	A	A	See Section 17.84.320, Residential Limited Retail
Public/Institutional Uses						
<i>College and Trade School</i>	—	—	—	A ¹	A ¹	
<i>Community and Religious Assembly</i>	C	C	C	C	A	
<i>Community Garden</i>	A	A	A	A ¹	A ¹	See Section 17.84.130, Community Gardens
<i>Cultural Facility</i>	—	—	C	C	A ¹	
<i>Day Care Center</i>	C	C	C	A	A	See Section 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities
<i>Government Buildings</i>	C	C	C	P	P	
Hospitals and Clinics						
<i>Skilled Nursing Facility</i>	A	A	A	A	—	
<i>Clinic</i>	—	—	—	C	A ¹	
<i>Park and Recreation Facility, Public</i>	P	P	P	P	—	
<i>School</i>	C	C	C	C	—	
Transportation, Communications, and Utilities						
Communication Facilities						
<i>Antennas and Transmission Towers</i>	See Section 17.84.360, Telecommunication Facilities					

Table 17.24.020-1: Use Regulations – Residential Zones

Use Classification	R-L	N-P	R-LM	R-M	R-H	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed						
Equipment within Buildings	See Section 17.84.360, Telecommunication Facilities					
Cannabis Uses						
Indoor Personal Cannabis Cultivation	P	P	P	P	P	See Section 17.84.280, Personal Cultivation of Cannabis
Other Uses						
Accessory Uses	See Section 17.84.020, Accessory Uses					
Home Occupations	See Section 17.84.200, Home Occupations and Cottage Food Operations					
Temporary Uses	See Section 17.84.370, Temporary Uses					

Notes:

1. Use shall be considered as accessory to a primary use only.

§ 17.24.030. Development Standards.

Table 17.24.030-1: Development Standards - Residential Zones, establishes the development standards for the residential zones. Letters refer to subsections that directly follow the table.

Table 17.24.030-1: Development Standards – Residential Zones

Standard	R-L	N-P	R-LM	R-M	R-H
Density and Lot Standards					
Density (units/acre)	1- 8	1- 8	5-15	8.1-19.9	20-40
Lot Area (sf)					
Corner Lot	Min. 6,000	Min 6,000	Min. 5,000	n/a	n/a
Interior Lot	Min. 5,000	Min. 5,000	Min. 5,000	n/a	n/a
Small Lot Subdivision (see Section 17.56.040)	n/a	n/a	n/a	n/a	n/a
Lot Width (ft.)					
Corner Lot	Min. 60	Min. 60	Min. 60	n/a	n/a
Interior Lot	Min. 50 <u>(D)</u>	Min. 50 <u>(D)</u>	Min. 50 <u>(D)</u>	n/a <u>(D)</u>	n/a <u>(D)</u>
Small Lot Subdivision (see Section 17.56.040)	n/a	n/a	n/a	n/a	n/a
Max. Lot Coverage	50%	50%	60%	60%	70%
Building Form and Placement Standards					
Max. Building Height (ft.)	30	40	30	40; 30 within 40 feet of an R-L, N-P or R-LM zone	45; 30 within 40 ft of an R-L, N-P or R-LM zone
Min. Setbacks (ft.)					
Front, Primary Structure	20 (A)	20 (A)	20 (A)	15	15
Front, Porch/Stoop	14 (C)	14 (C)	14 (C)		
Front, Garage	20	20	20	n/a	n/a
Street Side	15	15	10	10	10

Table 17.24.030-1: Development Standards – Residential Zones

Standard	R-L	N-P	R-LM	R-M	R-H
<i>Interior Side</i>	5	5	5	5; 10 when abutting R-L or N-P	5, 10 when abutting R-L or N-P
<i>Rear</i>	20	20	20	10; 15 when abutting R-L or N-P	10; 15 when abutting R-L or N-P
<i>Alley</i>	4 (B)	4 (B)	4 (B)	4 (B)	4 (B)
<i>Small Lot Subdivision</i>	See Section 17.56.040				
Site and Open Space Standards					
Max. Impervious/Paved Area	50% of required front and street side setbacks	50% of required front and street side setbacks	50% of required front and street side setbacks	n/a	n/a
Min. Private Open Space	n/a	n/a	100 sf per unit	48 sf per unit	n/a
Min. Private Open Space Dimension	n/a	n/a	6 ft.	6 ft.	n/a
Min. Common Open Space	n/a	n/a	100 sf per unit	100 sf per unit	n/a
Private OR Common Open Space	n/a	n/a	n/a	n/a	48 sf per unit

- A. Where a uniform setback which differs from the above standard exists on the block or cul-de-sac, the setback shall conform to the established setback of the block or cul-de-sac.
- B. Setbacks facing alleys may be reduced to zero where determined by the Director to allow adequate maneuverability for emergency and waste vehicles and where no garage access is required.
- C. A front porch may project into the required front setback up to six feet in order to provide a covered porch that is open on three sides and parallel to the street frontage.
- ~~D. Flag lots are prohibited in residential zones, except when an alternative method of access, such as a legal easement, is approved by the Director or otherwise allowed by state law.~~

§ 17.24.040. Supplemental Regulations.

- A. **General Design Standards.** See § 17.56.010, General Design Standards.
- B. **Single-Family and Duplex Design Standards.** See § 17.56.020, Single-Family and Duplex Design Standards.
- C. **Multi-Unit Use Design Standards.** See § 17.56.030, Multi-Unit Design Standards.
- D. **Small Lot Subdivision Design Standards.** See § 17.56.040, Small Lot Subdivision Design Standards.
- E. **Citywide Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.28
DOWNTOWN ZONES

§ 17.28.010. Purpose and Applicability.

The purpose of this chapter is to provide for the development of a range of uses suitable to the character of Downtown Woodland. Additional purposes of each zone are described below.

- A. **Downtown Core (DX-1).** The Downtown Core zone is intended to support a diverse mix of offices, housing, and active uses such as theaters, retail, professional services, restaurants, and entertainment in Woodland's historic downtown core. The zone envisions primarily a vertical mix of uses that support a vibrant district centered on Main Street. The DX-1 zone implements areas of the Downtown Mixed-Use General Plan land use designation.
- B. **Downtown Civic (DX-2).** The Downtown Civic zone is intended to support a mix of public uses and offices, housing, retail, professional services, and open space in the Court Street corridor of Woodland's historic downtown core. The zone envisions both vertical and horizontal mix of uses that support a vibrant and walkable civic-oriented downtown district. The DX-2 zone implements areas of the Downtown Mixed-Use General Plan land use designation.
- C. **Downtown Transitional (DX-3).** The Downtown Transitional zone is intended to support a mix of offices, housing, and active uses on the edges of Woodland's historic downtown core. Centered on the Lincoln Avenue and North Street corridors, this zone provides a transition from the downtown core to the residential neighborhoods north and south of the zone. The zone supports vertical and horizontal mixed-use development with a lower intensity urban feel that provides walkable transition to the residential neighborhoods to the north and south. The DX-3 zone implements areas of the Downtown Mixed-Use General Plan land use designation.
- D. **Downtown Gateway (DX-4).** The Downtown Gateway zone supports a vibrant mixed-use node at the primary entry point to Woodland's historic downtown core. Centered on Main Street between 5th Street and East Street, the DX-4 zone facilitates a mix of uses and open spaces that welcome residents and visitors to the Downtown, that intensify opportunity areas abutting the railroad, and that ensure appropriate transitions to the corridor, downtown, and residential areas. The DX-4 zone implements areas of the Downtown Mixed-Use General Plan land use designation.

§ 17.28.020. Use Regulations.

Table 17.28.020-1: Use Regulations - Downtown Zones, lists the uses permitted, permitted with a staff-level Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definition of Uses.

Table 17.28.020-1: Use Regulations – Downtown Zones					
Use Classification	DX-1	DX-2	DX-3	DX-4	Additional Regulations
<i>“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed</i>					
Residential Uses					
Single-Family					
<i>Detached</i>	—	—	P	—	
<i>Attached</i>	—	—	P	—	
Duplex	—	—	P	—	

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Table 17.28.020-1: Use Regulations – Downtown Zones

Use Classification	DX-1	DX-2	DX-3	DX-4	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed					
Small Lot Subdivision	P ¹	P	P	P ¹	
Multi-Unit Dwelling	P ¹	P	P	P ¹	
Accessory Dwelling Unit	See Section 17.84.030, Accessory Dwelling Units				
Family Day Care					
Small	P	P	P	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	P ¹	P C	P A	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Live/Work	A ¹	P	P	A ¹	See Section 17.84.230, Live/Work
Residential Care Facilities					
Small	P ¹ —	P —	P	P ¹ —	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	—	P A ²	P A	—	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Supportive Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone. Shall be allowed by right, subject to the requirements in California Government Code Section 65651.				
Transitional Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone.				
Commercial Uses					
Animal Care, Sales, and Services					
Grooming	A	P	A	P	
Pet Store	P	P	A	P	
Veterinary Services	P ²	A	A	C ²	
Automobile/Vehicle Sales and Services					
Automobile Rental Office	P	P	P	P	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/Vehicle Sales and Leasing, New	C	—	—	—	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/Vehicle Service and Repair, Minor ³	—	—	—	—	
Banks and Financial Institution					
Bail Bonds	—	C ⁴	—	—	See Section 17.84.260, Non-Traditional Financial Institutions
Bank and Savings and Loan	P	P	—	P	
Business and Communication Services					
General Business Services	P	P	A	P	
Printing and Copy Services	P	P	A	P	
Eating and Drinking Establishments					
Bar/Night Club/Lounge	C	C	—	C	See Section 17.84.060, Alcoholic Beverage

Table 17.28.020-1: Use Regulations – Downtown Zones

Use Classification	DX-1	DX-2	DX-3	DX-4	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed					
					Sales
<i>Brewpub/Wine Bar</i>	A	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
<i>Microbrewery</i>	A	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
<i>Micro-Distillery</i>	C	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
<i>Restaurant, Full Service</i>	P	P	A	P	
<i>Restaurant, Limited Counter Service/Fast Casual Food</i>	P	P	A	P	
<i>Tasting Room</i>	P	P	A	P	See Section 17.84.060, Alcoholic Beverage Sales
<i>Funeral and Internment Service</i>	P ²	P	A	—	
Lodging					
<i>Bed and Breakfast</i>	A	A	A	A	See Section 17.84.100, Bed and Breakfast Lodging
<i>Boarding House</i>	—	€	—	—	
<i>Hotel and Motel</i>	C	C	—	C	
<i>Short-Term Rental</i>	A	—	A	—	See Section 17.84.330, Short-Term Rental
<i>Maintenance and Repair Services</i>	P	P	A	P	
Office Uses					
<i>Business, Professional, and Technology</i>	P	P	A ⁶	P	
<i>Medical and Dental Offices</i>	P ¹	P	A	P	
Personal Services					
<i>General Personal Services</i>	P	P	A ⁶	P	See Section 17.84.290, Personal Services
<i>Dry Cleaner/Self Service Laundry</i>	P ^{1, 2}	P ^{1, 2}	—	—	See Section 17.84.290, Personal Services
<i>Instructional Services</i>	P	P	P	P	See Section 17.84.290, Personal Services
<i>Massage Establishments</i>	A€	A€	A€	A€	See Section 17.84.290, Personal Services
<i>Tattoo/Body Modification Parlor</i>	A	A	—	A	See Section 17.84.290, Personal Services
Recreation, Fitness, and Entertainment					
<i>Cinema/Theaters</i>	P	—	—	—	
<i>Indoor Entertainment Facility</i>	P	A	—	A	
<i>Indoor Sports and Recreation, Small-Scale</i>	P	P	—	P	
Retail					
<i>Artisan Shop</i>	P	P	P	P	
<i>Convenience/Small Grocery Market</i>	P	P	A	P	
<i>General Retail Sales</i>	P	P	P	P	
<i>Liquor Sales as Primary Use</i>	C	C	—	—	See Section 17.84.060, Alcoholic Beverage Sales
<i>Liquor Sales as Accessory Use,</i>	A	A	A	A	See Section 17.84.020, Accessory Uses and

Table 17.28.020-1: Use Regulations – Downtown Zones

Use Classification	DX-1	DX-2	DX-3	DX-4	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed					
<i>Small</i>					Section 17.84.060, Alcoholic Beverage Sales
<i>Liquor Sales as Accessory Use, Large</i>	A	A	—	A	See Section 17.84.020, Accessory Uses and Section 17.84.060, Alcoholic Beverage Sales
<i>Secondhand/Consignment Store</i>	P	P	P	P	
Public/Institutional Uses					
College and Trade School	P	P	—	P	
Community and Religious Assembly	A	A	A	C	
Community Garden	—	—	A	—	See Section 17.84.130, Community Gardens
Cultural Facility	P	P ⁵	P ⁵	P ⁵	
Day Care Center	A ²	A	C	—	See Section 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities
Emergency Shelter	—	C	A	A	See Section 17.84.170, Emergency Shelters, Daytime Services Facilities, and Low Barrier Navigation Centers
Government Buildings	P	P	C	P	
Hospitals and Clinics					
<i>Skilled Nursing Facility</i>	—	C	C	—	
<i>Clinic</i>	—	—	—	—	
Park and Recreation Facility, Public	P	P	P	P	
School	C	C	C	C	
Industrial Uses					
Artisan/Small-Scale Manufacturing	A	A	A	P	
Artist’s Studio	P	P	P	P	
Food and Beverage Manufacturing					
<i>Small Scale</i>	P ¹	P	P ¹	—	
Food Preparation	P	P	A	P	
Research and Development	P ⁵	P ⁵	—	P ⁵	
Transportation, Communications, and Utilities					
Communication Facilities					
<i>Antennas and Transmission Towers</i>	See Section 17.84.360, Telecommunication Facilities				
<i>Equipment within Buildings</i>	See Section 17.84.360, Telecommunication Facilities				
Emergency Services	P	P	P	P	
Cannabis Uses					
Indoor Personal Cannabis Cultivation	P	P	P	P	See Section 17.84.280, Personal Cultivation of Cannabis
Cannabis Retail	—	—	—	—	See Section 17.84.280, Personal Cultivation of Cannabis
Other Uses					
Accessory Uses	See Section 17.84.020, Accessory Uses				
Home Occupations	See Section 17.84.200, Home Occupations and Cottage Food Operations				

Table 17.28.020-1: Use Regulations – Downtown Zones

Use Classification	DX-1	DX-2	DX-3	DX-4	Additional Regulations
<i>“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed</i>					
Temporary Uses	See Section 17.84.370, Temporary Uses				

Notes:

1. Not permitted on the ground floor facing Main Street.
2. Not permitted on properties fronting/adjacent to Main Street.
3. Existing auto repair businesses, established prior to the Effective Date may remain. Any proposed expansion or modification shall be subject to a Conditional Use Permit (see Section 17.100.100, Conditional Use Permit) and shall be subject to the standards of Chapter 17.80, Nonconforming Provisions.
4. Bail bonds are subject to the same design and operational standards as non-traditional financial institution; see Section 17.84.260, Non-Traditional Financial Institutions.
5. A ZAP is required for establishments greater than 5,000 gross square feet.
6. Small-scale establishments that are less than 2,000 gross square feet with low on-site client volume and/or turnover and that meet the parking requirements as outlined in Section 17.68.030, Required On-Site Parking Spaces, may be allowed as a permitted use at the discretion of the Director.

§ 17.28.030. Development Standards.

Table 17.28.030-1: Development Standards - Downtown Zones, establishes the development standards for the Downtown zones. Letters refer to subsections that directly follow the table.

Table 17.28.030-1: Development Standards – Downtown Zones

Standard	DX-1	DX-2	DX-3	DX-4
Intensity and Lot Standards				
Density (du/ac)	Min. 15; Max. Unlimited	Min. 15; Max. Unlimited	Unlimited	Min. 15; Max. Unlimited
FAR of Residential and Non-residential Combined	Min 1.0, Max. 4.0 (A)	Min 1.0, Max. 4.0 (A)	Min 1.0, Max. 4.0 (A)	Min 1.0, Max. 4.0 (A)
Max. Lot Coverage	100%	70%	60%	70%(B)
Building Form and Placement Standards				
Building Height				
<i>Principal Structure</i>	Min. 25 ft., Max. 65 ft., 50 ft. within 50 ft. of DX-3 zone	Max. 55 ft., 50 ft. within 50 ft. of DX-3 zone	Max. 40 ft.	Min. 25 ft., Max 65 ft.
<i>Min. Ground Floor Height, Floor to Ceiling</i>	12 ft.	10 ft.	10 ft.	12 ft.
<i>Min. Upper Floor Height, Floor to Ceiling</i>	9 ft.	9 ft.	9 ft.	9 ft.
Setbacks				
<i>Front and Street Side</i>	Min. 0, Max. 15 ft.; Max. 5 ft. if fronting Main Street (C)	Min. 0, Max. 20 ft.	Min. 8, Max. 20 ft.	Min. 5, Max. 15 ft. (C)
<i>Interior Side</i>	0 ft.; Min. 5 ft. adjacent to DX-3 or adjacent residential land use	5 ft.	5 ft.	0 ft.
<i>Rear</i>	Min. 0 ft.; Min. 10 ft.	Min. 0 ft.; Min. 10 ft.	Min. 10 ft.; 15 ft. if	Min. 0 ft.; Min. 30 ft.

Table 17.28.030-1: Development Standards – Downtown Zones

Standard	DX-1	DX-2	DX-3	DX-4
	adjacent to DX-3 or any Residential zone	adjacent to DX-3 or any Residential zone	building is over 30' in height and adjacent to any Residential zone	adjacent to railroad centerline
<i>Open Space Standards for Residential Uses</i>				
Min. Private Open Space	n/a	48 sf per unit	48 sf per unit	n/a
Min. Private Open Space Dimension	n/a	6 ft.	6 ft.	n/a
Min. Common Open Space	0 sf if development fronts Main Street; 50 sf per unit if off Main Street	50 sf per unit	100 sf per unit	50 sf per unit

- A. Additional FAR may be granted for uses that offer community benefits. Eligible benefits include but are not limited to public open space beyond what is required, restoration or adaptive reuse of a historic structure, or the promotion of alternative modes of transportation. The additional development capacity and nature of community benefits may be determined through a Development Agreement (see § 17.100.180, Development Agreements).
- B. In the Downtown Gateway DX-4 district, development approved as part of a master plan or precise plan, may allow for increase in lot coverage for one or more individual parcels if community serving features have been incorporated, such as a plaza, open space, or pass through to an interior courtyard.
- C. Building setback from Main Street may be increased to allow for outdoor dining, patio, or plaza space at the discretion of the Director or applicable Review Authority.

§ 17.28.040. Supplemental Regulations.

- A. **Preservation/Restoration of and Additions to Historic Structures.** See § 17.56.050, Preservation/Restoration of and Additions to Historic Structures.
- B. **New Development or Renovation of Non-Historic Structures Design Standards in the Downtown Zones.** See § 17.56.060, New Development or Renovation of Non-Historic Structures Design Standards in the Downtown Zones.
- C. **Citywide Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.32
MIXED-USE ZONES

§ 17.32.010. Purpose and Applicability.

The purpose of this chapter is to provide for the development of a range of uses suitable to the character of Woodland's corridors. Additional purposes of each zone are described below.

- A. **Corridor Mixed-Use-West Main (CMU-WM).** West of Downtown, the Corridor Mixed-Use-West Main Zone is a mixed-use corridor intended to accommodate residential infill and neighborhood-serving retail. The residential density and intensity of nonresidential uses are intended to give the corridor an urban character and revitalize and replace older strip commercial development. Residential, retail, commercial service, and office uses are permitted in a horizontal or vertical mixed-use setting to enhance the streetscape. The CMU-WM zone implements the Corridor Mixed-Use General Plan land use designation.
- B. **Corridor Mixed-Use-East (CMU-E).** The Corridor Mixed-Use-East zone facilitates the revitalization of the auto-oriented East Street corridor. Supporting a mix of uses, the zone permits a flexibility of design intended to enhance the urban character and streetscape of the corridor. Residential, retail, commercial service, office, and light industrial uses are permitted in a horizontal or vertical mixed-use configuration. The CMU-E zone implements the Corridor Mixed-Use General Plan land use designation.
- C. **Corridor Mixed-Use-Kentucky (CMU-K).** The Corridor Mixed-Use-Kentucky zone accommodates a mix of uses including service and light industrial uses. Residential uses are allowed on the south side of Kentucky. The zone allows this area to continue to function as an agriculture-industrial corridor while sensitively integrating new, mixed-use development to activate specific sections of the corridor. The CMU-K zone implements the Corridor Mixed-Use General Plan land use designation.
- D. **Corridor Mixed-Use-Armfield (CMU-A).** The Corridor Mixed-Use-Armfield zone supports a mix of uses similar to the CMU-E zone and permits a flexibility of design intended to enhance the urban character and streetscape of the area with residential, retail, commercial service, and office, uses in a horizontal or vertical mixed-use configuration while providing appropriate transitions and buffers between newer higher intensity uses and existing single-family residential uses. The CMU-A zone implements the Corridor Mixed-Use General Plan land use designation.
- E. **Corridor Mixed-Use-Flex (CMU-F).** The Corridor Mixed-Use-Flex zone supports a sensitive transition between the North East Street corridor and the industrial areas to the east. Like the CMU-E zone, it facilitates the revitalization of the auto-oriented East Street corridor and supports a mix of uses to enhance the urban character and streetscape of the corridor, with residential, retail, commercial service, office, and light industrial uses in a horizontal or vertical mixed-use configuration. Smaller-scale custom, light industrial and artisan manufacturing are allowed to add flexibility and vitality to the corridor. The CMU-F zone implements the Corridor Mixed-Use General Plan land use designation.
- F. **Community Commercial Mixed-Use (CCMU).** The Community Commercial Mixed-Use zone is intended to support commercial development that serves local neighborhoods as well as the rest of the City but does not regularly attract regional, visitor, or pass-through traffic. Uses in this zone include retail, services, grocery stores, restaurants, professional offices, hotels, and similar commercial uses, as well as higher density housing and mixed-use development. The CCMU zone

implements the Community Commercial General Plan land use designation.

- G. **Neighborhood Mixed-Use (NMU).** The Neighborhood Mixed-Use zone supports commercial development that meets the needs of local neighborhoods. Uses in this zone include smaller scale retail, grocery stores, office, and service-oriented businesses, as well as higher density housing and mixed-use development. The NMU zone implements the Neighborhood Commercial General Plan land use designation.
- H. **Corridor Mixed-Use-Gateway (CMU-G).** The Corridor Mixed-Use-Gateway zone, located along an important north-south corridor, is envisioned by the General Plan to support a mix of uses including retail, medical services, offices, business park development and housing. The zone allows for vertical and horizontal mixed-use development. The CMU-G zone implements the Corridor Mixed-Use General Plan land use designation.

§ 17.32.020. Use Regulations.

Table 17.32.020-1: Use Regulations - Mixed-Use Zones, lists the uses permitted, permitted with a staff-level Zoning Administrator Permit, and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definition of Uses.

Table 17.32.020-1: Use Regulations – Mixed-Use Zones									
Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
Residential Uses									
Single-Family									
Detached	—	A	A ¹	A	—	—	—	—	
Attached	—	A	A ¹	A	—	—	—	—	
Duplex	—	A	—	A	—	—	—	—	
Small Lot Subdivision	P	P	A ¹	A	—	A ²	—	P	
Multi-Unit Dwelling	P	P	p ¹	P	P	p ²	p ²	p ²	
Accessory Dwelling Unit	See Section 17.84.030, Accessory Dwelling Units								
Family Day Care									
Small	P	P	P	P	<u>P</u> —	P	P	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	P	<u>P</u> A	<u>P</u> —	<u>P</u> A	<u>P</u> —	<u>P</u> ² —	<u>P</u> ² —	P	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Live/Work	p ²	P	p ¹	A	A	A	P	p ²	See Section 17.84.230.

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
									Live/Work
Manufactured Home Park	—	C	—	—	—	—	—	—	See Section 17.84.240, Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings
Residential Care Facilities									
Small	P	P	P	P	<u>P</u> —	<u>P</u> ² —	<u>P</u> ² A	<u>P</u> A	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Large	<u>P</u> A	<u>P</u> A	P	<u>P</u> A	<u>P</u> —	<u>P</u> —	<u>P</u> —	<u>P</u> A	See Section 17.84.150, Day Care Centers, Family Day Cares, and Residential Care Facilities
Single-Room Occupancy									
<u>Small</u>	=	<u>P</u>	=	=	<u>P</u>	=	=	=	See Section 17.84.340, Single Room Occupancy Units
<u>Large</u>	=	C	=	=	C	=	=	=	See Section 17.84.340, Single Room Occupancy Units
Supportive Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone. Shall be allowed by right, subject to the requirements in California Government Code Section 65651.								
Transitional Housing	Subject only to those restrictions that apply to other residential uses of the same type in the same zone.								
Commercial Uses									
Adult Businesses	—	—	—	—	C	—	—	—	See Section 17.84.040, Adult Businesses
Animal Care, Sales and Services									
Animal Boarding Kennel/Pet Day Care	—	—	C	—	C	—	—	C	
Grooming	P	P	P	P	P	P	A	P	
Pet Store	P	P	P	P	P	P	P	P	
Veterinary Services	P	P	P	P	—	P	A	A	
Automobile/Vehicle Sales and Services									
Automobile Rental Office	P	P	P	P	P	P	—	P	See Section 17.84.090, Automobile/Vehicle Sales and Service

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
									Uses
Automobile/ Vehicle Sales and Leasing, New	A ³	A ³	A ³	—	—	—	—	A ³	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/ Vehicle Service and Repair, Major	—	C	C	—	C	—	—	—	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/ Vehicle Service and Repair, Minor	P ⁴	P ⁴	P ⁴	P ⁴	P ⁴	A	—	P ⁴	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Farm/Agricultural Equipment Sales, Service and Rental	P	P	P	A	P	—	—	P	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Fueling Station	C ⁵	C ⁵	C ⁵	—	—	C ⁵	—	C ⁵	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Large Vehicle and Equipment Sales, Service and Rental	—	—	—	—	C	—	—	—	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Washing (Full Service)	—	C ⁶	—	—	—	—	—	—	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Washing (Self- Serve)	A ⁶	A ⁶	A ⁶	—	A ⁶	C ⁶	—	A ⁶	See Section 17.84.090, Automobile/Vehicle Sales and Service Uses
Banks and Financial Institution									
Bank and Savings and Loan	P	P	P	P	—	P	P	P	
Non-Traditional Financial Institution	A	A	—	—	—	A	—	—	See Section 17.84.260, Non- Traditional Financial Institutions
Business and Communication Services									
General Business Services	P	P	P	P	P	P	P	P	
Printing and Copy	P	P	P	P	P	P	P	P	

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
Services									
Drive-Through Facility									
Drive-Through, Food Establishment	C—	—	—	—	—	C	—	A	See Section 17.84.160, Drive-Through Establishments
Drive-Through, Limited	C	—	—	—	—	C	—	A	See Section 17.84.160, Drive-Through Establishments
Eating and Drinking Establishments									
Bar/Night Club/Lounge	C	C	C	C	C	C	—	C	See Section 17.84.060, Alcoholic Beverage Sales
Brewpub/ Wine Bar	A	A	A	A	A	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Microbrewery	A	A	A	A	A	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Micro-Distillery	A	A	A	A	A	C	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Restaurant, Full Service	P	P	P	P	P	P	P	P	
Restaurant, Limited Counter Service/Fast Casual Food	P	P	P	P	P	P	P	P	
Tasting Room	P	P	P	P	P	P	P	P	See Section 17.84.060, Alcoholic Beverage Sales
Funeral and Internment Service	P	P	P	—	A	—	—	—	
Hookah Lounge	C	C	—	—	—	—	—	C	See Section 17.84.210, Hookah Lounges
Lodging									
Bed and Breakfast	A	A	—	A	—	—	A	A	See Section 17.84.100, Bed and Breakfast Lodging
Boarding House	A	—	—	—	—	—	—		
Hotel and Motel	A	A	—	A	—	A	—	A	
RV Park Resort	—	—	—	—	C	—	—	—	See Section 17.84.240,

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
									Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings
Short-Term Rental	A	A	—	—	—	—	—	A	See Section 17.84.330, Short-Term Rental
Maintenance and Repair Services	P	P	P	P	P	P	P	P	
Office Uses									
Business, Professional, and Technology	P	P	P	P	P	P	P	P	
Medical and Dental Offices	P	P	P	P	P	P	P	P	
Personal Services									
General Personal Services	P	P	P	P	P	P	P	P	See Section 17.84.290, Personal Services
Instructional Services	P	P	P	P	P	P	P	P	See Section 17.84.290, Personal Services
Massage Establishments	A	A	C	C	—	A	C	A	See Section 17.84.290, Personal Services
Tattoo/Body Modification Parlor	A	A	A	A	A	A	C	A	See Section 17.84.290, Personal Services
Recreation, Fitness, and Entertainment									
Cinema/Theaters	—	—	—	—	—	—	—	—	
Indoor Entertainment Facility	P	P	P	A	A	A	A	P	
Indoor Sports and Recreation, Large-Scale	A	A	C	—	C	A	—	A	
Indoor Sports and Recreation, Small-Scale	P	P	P	P	A	P	P	P	
Outdoor Sports and Recreation	—	—	—	A	A	—	—	—	
Retail									
Artisan Shop	P	P	P	P	P	P	P	P	
Convenience/ Small Grocery Market	P	P	P	P	P	P	P	P	See Section 17.84.020, Accessory Uses and Section 17.84.060, Alcoholic Beverage Sales

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
<i>Firearm Sales and Servicing</i>	A	A	A	A	A	A	—	A	See Section 17.84.180, Firearms Sales
<i>General Retail Sales</i>	P	P	P	P	P	P	P	P	
<i>Grocery Store</i>	P	P	P	A	A	P	P	P	
<i>Large Format Retail Sales</i>	—	—	—	—	—	—	—	P	
<i>Liquor Sales as Primary Use</i>	C	C	C	C	C	C	C	C	
<i>Liquor Sales as Accessory Use, Small</i>	A	A	A	C	C	A	A	A	See Section 17.84.020, Accessory Uses and Section 17.84.060, Alcoholic Beverage Sales
<i>Liquor Sales as Accessory Use, Large</i>	A	A	A	C	C	A	—	A	See Section 17.84.020, Accessory Uses and Section 17.84.060, Alcoholic Beverage Sales
<i>Nursery and Garden Center</i>	P	P	P	A	P	P	P	P	
<i>Pawn Shop</i>	A	A	A	—	A	—	—	—	
<i>Secondhand/Consignment Store</i>	P	P	P	P	—	P	P	P	
<i>Smoke Shop</i>	A	A	—	—	A	—	—	—	See Section 17.84.350, Smoke Shops
Public/Institutional Uses									
<i>College and Trade School</i>	P	P	P	P	P	P	—	P	
<i>Community and Religious Assembly</i>	A	A	A	A	A	A	A	A	
<i>Community Garden</i>	—	—	A	A	—	—	A	—	See Section 17.84.130, Community Gardens
<i>Cultural Facility</i>	P ⁷	P ⁷	P	P ⁷	P ⁷	—	P ⁷	P ⁷	
<i>Day Care Center</i>	A	A	A	C	C	A	A	A	See Section 17.84.150, Day Care Centers, Family Day cares and Residential Care Facilities
<i>Emergency Shelter</i>	P	P	P	P	P	P	—	—	See Section 17.84.170, Emergency Shelters, Daytime Service Facilities,

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed									
									and Low Barrier Navigation Centers
Government Buildings	P	P	P	P	—	P	—	P	
Hospitals and Clinics									
<i>Hospital</i>	C	C	C	—	—	—	—	C	
<i>Skilled Nursing Facility</i>	A	A	A	A	—	—	—	A	
<i>Clinic</i>	A	A	A	—	—	—	A	A	
Park and Recreation Facility, Public	P	P	—	P	A	P	—	P	
Parking Facilities (privately-owned)	—	C	—	—	—	—	—	—	
School	—	C	—	C	—	C	—	—	
Social Service Centers/ Daytime Service Facility	C	C	A	—	C	—	—	—	See Section 17.84.170, Emergency Shelters, Daytime Service Facilities, and Low Barrier Navigation Centers
Industrial Uses									
Agricultural Production, Light	—	—	A	—	A	—	—	—	
Artisan/Small-Scale Manufacturing	P	P	P	P	P	—	—	P	
Artist’s Studio	P	P	P	P	P	P	P	P	
Building Materials and Supply	A	A	A	A	A	A	—	A	
Food and Beverage Manufacturing									
<i>Small Scale</i>	A	A	A	—	P	A	—	A	
<i>Large Scale</i>	—	—	—	—	P	—	—	—	
Food Preparation	P	P	P	P	P	P	A	P	
Industrial, Light	—	A	A	—	P ⁸	—	—	—	
Recycling Facilities									
<i>Reverse Vending Machine / Donation Container</i>	A	A	A	A	A	A	—	A	
Research and Development	P/A ⁹	P/A ⁹	P/A ⁹	P/A ⁹	P	P/A ⁹	—	P/A ⁹	
Storage Yard	—	P ¹⁰	P ¹⁰	—	P ¹⁰	—	—	—	See Section 17.70.040 Outdoor Storage Areas, Section 17.84.020 Accessory Uses, and Subsection 17.64.100.B Truck

Table 17.32.020-1: Use Regulations – Mixed-Use Zones

Use Classification	CMU-WM	CMU-E	CMU-K	CMU-A	CMU-F	CCMU	NMU	CMU-G	Additional Regulations
<i>"P" = Permitted; "A" = Zoning Administrator Permit (ZAP) required; "C" = Conditional Use Permit (CUP) required; "—" = Not Allowed</i>									
									Storage
Warehousing, Storage, Logistics, and Distribution									
<i>Indoor Warehousing and Storage</i>	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹	—	—	—	See Section 17.84.020, Accessory Uses
<i>Logistics and Distribution</i>	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹	—	—	P ¹¹	See Section 17.84.020, Accessory Uses
<i>Chemical or Mineral Storage</i>	—	—	—	—	—	—	—	—	
<i>Personal Storage Warehouse Facility</i>	—	—	—	—	—	—	—	—	See Section 17.84.300, Personal Storage Facilities
Transportation, Communications, and Utilities									
Communication Facilities									
<i>Antennas and Transmission Towers</i>	See Chapter 17.84, Telecommunication Facilities								
<i>Equipment within Buildings</i>	See Chapter 17.84, Telecommunication Facilities								
Emergency Services	P	P	P	P	P	P	P	P	
Transportation Passenger Facility	—	C	—	C	—	—	—	—	
Cannabis Uses									
Indoor Personal Cannabis Cultivation	P	P	P	P	P	—	—	—	See Section 17.84.280, Personal Cultivation of Cannabis
Cannabis Retail	C	C	C	C	C	C	C	C	See Section 17.84.120, Commercial Cannabis Businesses
Temporary/Other Uses									
Farmers Market	P	P	P	P	—	P	P	P	See Section 17.84.370, Temporary Uses
Mobile Vendor	See Section 17.84.250, Mobile Vendors						—	—	
Swap Market/Flea Market	—	C	—	C	—	—	—	—	See Section 17.84.370, Temporary Uses

Notes:

1. Residential uses are allowed only on the south side of Kentucky Avenue unless part of an adopted Specific Plan.
2. Residential not permitted on the ground floor facing Main Street or CR102.
3. Used Car Sales must be associated with a new car dealership, except for a large format used car dealership. A single use, used car lot is not permitted. See Subsection 17.84.090.B, Auto/Vehicles Sales, New and Used.
4. A ZAP is required where adjacent to an R-L, N-P, or R-LM zone.

5. Beer and wine sales associated with a fueling station is subject to a CUP. The sale of hard alcohol is not permitted.
6. Only allowed as an accessory use to a gas station or car dealership, typically on the same parcel. See Subsection 17.84.090.D.2.
7. A ZAP is required for establishments greater than 2,000 gross square feet.
8. A ZAP is required for outdoor processing and storage.
9. A ZAP is required for establishments greater than 5,000 gross square feet.
10. May not exceed 5,000 gross square feet. Must be located on the rear half of the lot or screened from view from the right-of-way and must be accessory to a primary use.
11. May not exceed 5,000 gross square feet and must be accessory to a primary use. See Chapter 17.84.020, Accessory Uses.

§ 17.32.030. Development Standards.

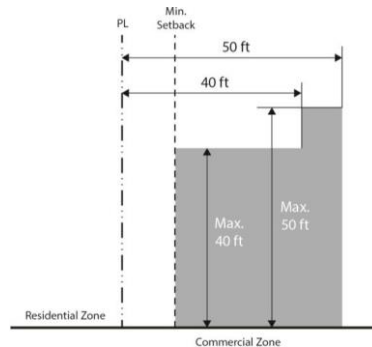
Table 17.32.030-1: Development Standards - Mixed-Use Zones, establishes the development standards for the Mixed-Use zones. Letters refer to subsections that directly follow the table.

Table 17.32.030-1: Development Standards – Mixed-Use Zones					
Standard	CMU-WM CMU-E, CMU-F, and CMU-G	CMU-K	CMU-A	CCMU	NMU
Intensity and Lot Standards					
Density (du/ac)	Min. 20, Max. 40. For CMU-G, Min. 15, Max 45	Min. 20, Max. 40	Min. 20, Max. 40	Min. 15, Max. 30	Unlimited
FAR of Residential and Non-residential Combined	0.25-2.0 for single use; 0.5-3.0 for residential mixed use (A)	0.25-2.0 for single use; 0.5-3.0 for residential mixed use (A)	0.25-2.0 for single use; 0.5-3.0 for residential mixed use (A)	0.15-0.7 for single use; 0.5-3.0 for residential mixed use (A)	0.15-0.5
Max. Lot Coverage	70%	60%	70%	60%	60%
Building Form and Placement Standards					
Building Height					
Max. Height	55 ft. (B)	55 ft. (B)	45 ft. (B)	55 ft. (B)	45 ft. (B)
Min. Height on Corner Sites	Min. 2 stories required on all corner parcels with frontage on Main, West Main and East Streets	Min. 2 stories required on all corner parcels with frontage on Kentucky Avenue	—	—	—
Minimum Setbacks					
Front	10 ft. (C)(D)	10 ft. (C)(D)	10 ft. (C)(D)	15 ft. (C)(D)	20 ft. (D)
Interior Side Setback	0 ft.; where abutting a residential zone, minimum setback is that of the abutting residential zone			5 ft.	5 ft.
Street Side Setback	10 ft. (C)(D)	10 ft. (C)(D)	10 ft. (C)(D)	10 ft. (C)(D)	10 ft. (D)
Rear Setback	0 ft.; where abutting a residential zone, minimum setback is that of the abutting residential zone			10 ft.	10 ft.
Open Space Standards					

Standard	CMU-WM CMU-E, CMU-F, and CMU-G	CMU-K	CMU-A	CCMU	NMU
Min. Common or Private Open Space (Residential)	48 sf per unit	48 sf per unit	48 sf per unit	48 sf per unit	48 sf per unit

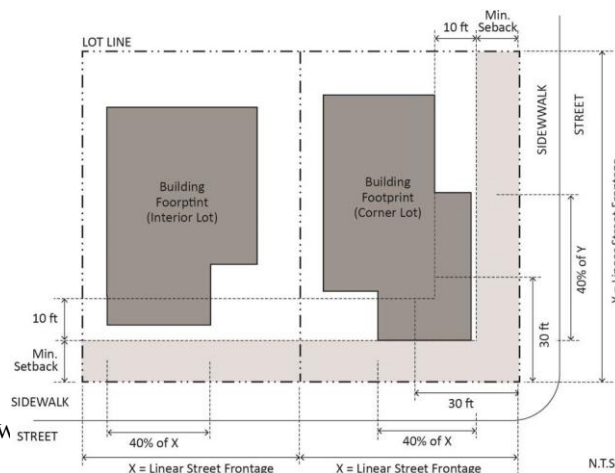
- A. **Additional FAR.** Additional FAR may be granted for uses that offer significant community benefits. Eligible benefits include, but are not limited to, the provision of public open space and the promotion of transit accessibility. The additional development capacity and nature of community benefits shall be determined through an Agreement between the City and applicant.
- B. **Maximum Height Adjacent to Residential Zones.** The maximum height within 40 feet of a residential zone is limited to 40 feet. The maximum height within 50 feet of a residential zone is 50 feet. If an adjacent residential use is 40 feet or taller, the maximum height requirement shall be that stated in Table 17.32.030-1: Development Standards - Mixed-Use Zones, above.

FIGURE 17.32.030.B-1: MAXIMUM HEIGHT ADJACENT TO RESIDENTIAL ZONES



- C. **Required Building Location.** The following building location requirements apply in all Mixed-Use zones with the exception of the NMU zone.
1. Buildings shall be located within 10 feet of the minimum required front setback line for at least 40% of the linear street frontage.
 2. Buildings shall be located within 10 feet of the required setback line within 30 feet of the street corner.

FIGURE 17.32.030.C-1: REQUIRED BUILDING LOCATION



3. **Frontage Improvements.** The area between buildings and the property line shall be improved as part of a wider sidewalk, as outdoor dining/seating area, or with landscaping.
 4. **Exceptions.** These requirements may be modified or waived by the Director upon finding that:
 - a. Entry courtyards, plazas, entries, or outdoor eating areas are located adjacent to the property line and buildings are built to the edge of the courtyard, plaza, or dining area; or
 - b. The building incorporates an alternative entrance design that creates a welcoming entry feature facing the street.
- D. **Front Setback Exception.** Where 50% or more of the block is developed and has lesser setbacks, the setbacks shall be the average of the two nearest buildings on the same side of the street.

§ 17.32.040. Supplemental Regulations.

- A. **Mixed-Use, Commercial, and Employment Zones Design Standards.** See § 17.56.070, Mixed-Use, Commercial and Employment Zones Design Standards.
- B. **Citywide Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.36 COMMERCIAL ZONES

§ 17.36.010. Purpose and Applicability.

The purpose of this chapter is to provide for the development of neighborhood shopping areas where retail business or service establishments supply commodities or perform services to meet the daily needs of the residential neighborhood and commercial uses that are appropriate in the RC-F and RC zones. Additional purposes of each zone are described below.

- A. **Regional Commercial-Flex (RC-F).** The Regional Commercial-Flex zone is located near entry access nodes to the community and supports regional commercial uses, light industrial uses, new auto and recreational vehicle sales and service, limited contractor facilities, and other retail uses. The RC-LIF zone implements the Regional Commercial with Light Industrial Flex Overlay General Plan land use designation.
- B. **Regional Commercial (RC).** The Regional Commercial zone is intended to accommodate retail establishments that serve residents and visitors of the region at large. Shopping malls and large format "big-box" retail is allowed, as are supporting uses such as gas stations and hotels, stand-alone professional office buildings, and limited ancillary office spaces. Complementary clusters of retail, healthcare, commercial, recreational, and institutional uses also are permitted. The RC zone implements the Regional Commercial General Plan land use designation.

§ 17.36.020. Use Regulations.

Table 17.36.020-1: Use Regulations - Commercial Zones, lists the uses permitted, permitted with a staff-level Zoning Administrator Permit, and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definition of Uses.

Table 17.36.020-1: Use Regulations - Commercial Zones			
Use Classification	RC-F	RC	Additional Regulations
"P" = Permitted; "A" = Zoning Administrator Permit (ZAP) required; "C" = Conditional Use Permit (CUP) required; "—" = Not Allowed			
Commercial Uses			
Animal Care, Sales, and Services			
Animal Boarding Kennel/Pet Day Care	C	—	
Grooming	P	P	
Pet Store	P	P	
Veterinary Services	P	A	
Automobile/Vehicle Sales and Service:			

Table 17.36.020-1: Use Regulations - Commercial Zones

Use Classification	RC-F	RC	Additional Regulations
Automobile Rental Office	A	P	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/Vehicle Sales and Leasing, New	P	P	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/Vehicle Service and Repair, Major	C	—	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Automobile/Vehicle Service and Repair, Minor	A	C	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Farm/Agricultural Equipment Sales, Service and Rental	P	P	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Fueling Station	C ¹	C ¹	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Large Vehicle and Equipment Sales, Service and Rental	A	—	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Washing (Self-Serve)	A ²	A	See § 17.84.090, Automobile/Vehicle Sales and Service Uses
Banks and Financial Institution			
Bank and Savings and Loan	P	P	
Business and Communication Services			
General Business Services	P	P	
Printing and Copy Services	P	P	
Drive-Through Facility			
Food Establishment	C	C	See § 17.84.160, Drive-Through Establishments
Limited	C	C	See § 17.84.160, Drive-Through Establishments
Eating and Drinking Establishments			
Bar/Night Club/Lounge	C	C	See § 17.84.060, Alcoholic Beverage Sales

Table 17.36.020-1: Use Regulations - Commercial Zones

Use Classification	RC-F	RC	Additional Regulations
Brewpub/ <u>Wine Bar</u>	A	A	See § 17.84.060, Alcoholic Beverage Sales
Microbrewery	A	A	See § 17.84.060, Alcoholic Beverage Sales
Micro-Distillery	A	A	See § 17.84.060, Alcoholic Beverage Sales
Restaurant, Full Service	P	P	
Restaurant, Limited Counter Service/Fast Casual Food	P	P	
Tasting Room	P	P	See § 17.84.060, Alcoholic Beverage Sales
Funeral and Interment Service	A	—	
Hookah Lounge	C	C	See § 17.84.210, Hookah Lounge
Lodging			
Hotel and Motel	A	A	
Maintenance and Repair Services	P	P	
Office Uses			
Business, Professional, and Technology	P	P	
Medical and Dental Offices	P	P	
Personal Services			
General Personal Services	P	P	See § 17.84.290, Personal Services
Instructional Services	P	—	See § 17.84.290, Personal Services
Massage Establishments	—	A C	See § 17.84.290, Personal Services
Tattoo/Body Modification Parlor	A	A	See § 17.84.290, Personal Services
Recreation, Fitness, and Entertainment			
Indoor Sports and Recreation, Large-Scale	A	A	
Indoor Sports and Recreation, Small-Scale	P	P	

Table 17.36.020-1: Use Regulations - Commercial Zones			
Use Classification	RC-F	RC	Additional Regulations
Outdoor Sports and Recreation Facilities	A	C	See § 17.64.090, Swimming Pools and Spas
Retail			
Artisan Shop	P	P	
Convenience/Small Grocery Market	P	—	
Grocery Store	A	P	
Firearm Sales and Servicing	A	A	See § 17.84.180, Firearms Sales
General Retail Sales	P	P	
Large Format Retail Sales	P	P	
Liquor Sales as Primary Use	C	C	
Liquor Sales as Accessory Use, Small	A	A	See § 17.84.060, Alcoholic Beverage Sales
Liquor Sales as Accessory Use, Large	A	A	See § 17.84.060, Alcoholic Beverage Sales
Nursery and Garden Center	P	A	
Secondhand/Consignment Store	P	—	
Public/Institutional Uses			
College and Trade School	A	P	
Community and Religious Assembly	A	A	
Cultural Facility	P	P	
Day Care Center	C	A	See § 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities
Government Buildings	P	P	
Hospitals and Clinics			
Hospital	—	C	
Clinic	A	A	
Park and Recreation Facility, Public	A	P	See § 17.64.090, Swimming Pools and Spas
Industrial Uses			
Artisan/Small-Scale Manufacturing	P	—	
Artist's Studio	P	—	

Table 17.36.020-1: Use Regulations - Commercial Zones			
Use Classification	RC-F	RC	Additional Regulations
Brewery	A	A	
Building Materials and Supply	A	—	
Food and Beverage Manufacturing			
Small Scale	P	—	
Large Scale	P	—	
Food Preparation	P	—	
Freight/Trucking Facilities	—	—	
Industrial, Light	P ³	—	
Recycling Facilities			
Reverse Vending Machine / Donation Container	A	—	
Research and Development	P ⁴	P ⁴	See § 17.84.020, Accessory Uses
Storage Yard	P ⁵	—	See Chapter 17.70, Screening Standards; § 17.64.100, Vehicle/Truck Parking and Storage; and § 17.84.020, Accessory Uses
Salvage and Wrecking Yard	—	—	
Warehousing, Storage, Logistics and Distribution			
Chemical or Mineral Storage	C	—	
Indoor Warehousing and Storage	P ⁶	—	See § 17.84.020, Accessory Uses
Logistics and Distribution	P ⁶	—	See § 17.84.020, Accessory Uses
Personal Storage Facility	—	—	
Wholesale Nursery	A	—	
Transportation, Communications, and Utilities			
Communication Facilities			
Antennas and Transmission Towers	See § 17.84.360, Telecommunication Facilities		
Emergency Services	P	P	
Light Fleet Based Services	A	—	
Public Service, Minor	P	P	
Cannabis Uses			

Table 17.36.020-1: Use Regulations - Commercial Zones			
Use Classification	RC-F	RC	Additional Regulations
Cannabis Retail	C	—	See § 17.84.120, Commercial Cannabis Businesses
Other Uses			
Mobile Vendor	See § 17.84.250, Mobile Vendors		
Swap Market/Flea Market	C	—	See § 17.84.370, Temporary Uses

Notes:

1. Liquor sales associated with a fueling station is subject to a CUP. The sale of hard alcohol is not permitted.
2. Only allowed as an accessory use to a gas station or car dealership, typically on the same parcel. See § 17.84.090.D.2.
3. A ZAP is required for outdoor processing and storage.
4. A ZAP is required for establishments greater than 10,000 gross square feet.
5. Must be located on the rear half of the lot or screened from view from the right-of-way and must be accessory to a primary use.
6. Outdoor pallet storage is prohibited, except as an accessory use in support of an existing business. Pallets must be stored below the fence line or otherwise screened from public view.

§ 17.36.030. Development Standards.

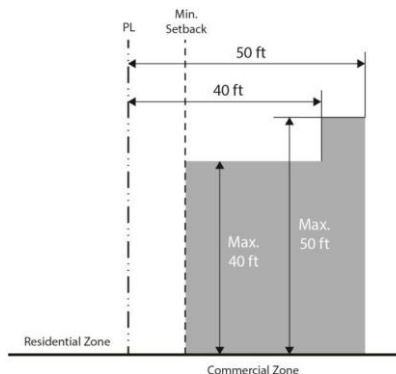
Table 17.36.030-1: Development Standards - Commercial Zones, establishes the development standards for the Commercial zones. Letters refer to subsections that directly follow the table.

Table 17.36.030-1: Development Standards - Commercial Zones		
Standard	RC-F	RC
Floor Area Ratio (FAR)	0.15 – 0.7 (A)	0.15 – 0.7 (A)
Lot Coverage	Max. 70%	Max. 70%
Building Height	Max. 65 ft. (B)	Max. 65 ft. (B)
Minimum Setbacks		
Front	15 ft. (C)	15 ft. (C)
Street Side	10 ft.	10 ft.
Interior Side	Min. 0 ft.; where abutting a residential zone, minimum setback is equal to that of the residential zone	

Table 17.36.030-1: Development Standards - Commercial Zones		
Standard	RC-F	RC
Rear	Min. 0 ft.; where abutting a residential zone, minimum setback is equal to that of the residential zone	
Surface Parking, from any Street-Facing Property Line	Min. 12 ft.	Min. 12 ft.
Common Usable Open Space for Employees	For employment uses over 50,000 sf: Min. 5 sf per 1,000 sf up to 1,500 sf. This space need not be publicly accessible.	

- A. **Additional FAR.** Additional FAR may be granted for uses that include an upper-story office, lodging or service use.
1. A total of 1.2 FAR may be achieved with a Development Review Tier 2 permit (see § 17.100.060, Development Review Tier 2).
 2. A total of 1.5 FAR may be achieved with a CUP.
- B. **Maximum Height Adjacent to Residential Zones.** The maximum height within 40 feet of a residential zone is limited to 40 feet. The maximum height within 50 feet of a residential zone is 50 feet. If an adjacent residential use is 40 feet or taller, the maximum height requirement shall be that stated in Table 17.36.030-1: Development Standards - Commercial Zones, above.

FIGURE 17.36.030.B-1: MAXIMUM HEIGHT ADJACENT TO RESIDENTIAL ZONES



- C. **Front Setback Exception.** Where 50% or more of the block is developed and has lesser setbacks, the setbacks shall be average of the two nearest buildings on the same side of the street.

§ 17.36.040. Supplemental Regulations.

- A. **Mixed-Use, Commercial, and Employment Zones Design Standards.** See § 17.56.070, Mixed-Use, Commercial and Employment Zones Design Standards.
- B. **Citywide Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.40 EMPLOYMENT ZONES

§ 17.40.010. Purpose and Applicability.

The purpose of this chapter is to encourage sound industrial development by providing areas exclusively for such development subject to regulations necessary to insure the protection of adjoining uses. Additional purposes of each zone are described below.

- A. **Industrial Flex (IF).** The Industrial Flex zone provides for a mix of research and development and limited, artisan/small-scale manufacturing uses, including multi-tenant spaces with offices, agricultural processing, food producers, industrial technology, and other sensitive processing regulated by specific performance standards. Larger and more intensive uses that may create odors, particulates, dust, vibration, etc., are restricted and, in the case of general industrial uses with outdoor facilities, are not allowed. The zone provides a transition between more intensive industrial uses and urban mixed-use environments, with the intent of minimizing conflicts with sensitive uses. The IF zone implements the Industrial with Light Industrial Flex Overlay General Plan land use designation.
- B. **Industrial General (IG).** The Industrial General zone encourages sound industrial development by providing areas exclusively for such development. The zone supports light, medium, and heavy industrial uses, including manufacturing, processing, refining, and similar uses including those with outdoor facilities. It also provides for warehousing, distribution, and logistics uses with supporting commercial services and office space. Uses in the IG zone are subject to regulations necessary to insure the protection of adjoining uses. The IG zone implements the Industrial General Plan land use designation.
- C. **Business Park (BP).** The Business Park zone accommodates master-planned office parks that may include a mix of research and development, green technology uses, and light manufacturing related to research and development. This zone additionally allows for supporting uses including professional offices, hotels, and general retail that cater to industrial and office uses. The BP zone implements the Business Park General Plan land use designation.

§ 17.40.020. Use Regulations.

- A. **Permitted Uses.** Table 17.40.020-1: Use Regulations - Employment Zones, lists the uses permitted, permitted with a staff-level Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definition of Uses.
- B. **Prohibited Uses.** Prohibited uses include those uses not listed Table 17.40.020-1: Use Regulations - Employment Zones; uses shown as not permitted in Table 17.40.020-1: Use Regulations - Employment Zones; and the following uses:
 1. Pallet storage as a primary use;
 2. Freight storage yard as a primary use;
 3. Tire or concrete recycling/storage;

4. Salvage and wrecking yard, either as a primary or accessory use;
5. Vehicle impound and tow yard, either as a primary or accessory use;
6. Personal storage facilities, either as a primary or accessory use; and
7. Personal storage warehouse facilities, either as a primary or accessory use.

Table 17.40.020-1: Use Regulations – Employment Zones

Use Classification	IF	IG	BP	Additional Regulations
<i>“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed</i>				
Residential Uses				
Small Lot Subdivision	—	—	A	
Live/Work	—	—	A	
Multi-Unit Dwelling	—	—	P	
Commercial Uses				
Adult Businesses	C	—	C	
Animal Care, Sales and Services				
<i>Animal Boarding Kennel/Pet Day Care</i>	A	A	A	
<i>Grooming</i>	A	—	—	
<i>Pet Store</i>	A	—	—	
<i>Veterinary Services</i>	A	—	A	
Automobile/Vehicle Sales and Services				
<i>Automobile Rental Office</i>	A	—	A	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Automobile/Vehicle Sales and Leasing, New</i>	A	—	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Automobile/Vehicle Service and Repair, Major</i>	C	A	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Automobile/Vehicle Service and Repair, Minor</i>	A	A	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Farm/Agricultural Equipment Sales, Service and Rental</i>	A	P	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Fueling Station</i>	C ¹	—	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Large Vehicle and Equipment Sales, Service and Rental</i>	A ²	P	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Tire Retreading and Capping</i>	—	C	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
<i>Washing (Self-Serve)</i>	A ³	—	—	See Section 17.84.090, Automobile/ Vehicle Sales and Service Uses
Business and Communication Services				
<i>General Business Services</i>	P	—	P	
<i>Printing and Copy Services</i>	P	—	P	

Eating and Drinking Establishments

Table 17.40.020-1: Use Regulations – Employment Zones

Use Classification	IF	IG	BP	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed				
Bar/Night Club/Lounge	C	—	C	See Section 17.84.060, Alcoholic Beverage Sales
Brewpub/ <u>Wine Bar</u>	C	—	A	
Microbrewery	C	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Micro-Distillery	C	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Restaurant, Full Service	A	—	A	See Section 17.84.060, Alcoholic Beverage Sales
Restaurant, Limited Counter Service/Fast Casual Food	P	P	—	See Section 17.84.060, Alcoholic Beverage Sales
Tasting Room	A	A	—	See Section 17.84.060, Alcoholic Beverage Sales
Funeral and Internment Service	A	C	—	
Maintenance and Repair Services	P	P	P	
Lodging				
Hotel and Motel	—	P ⁴	—	
Office Uses				
Business, Professional, and Technology	P	P ⁴	P	
Medical or Dental Offices	—	—	A	
Recreation, Fitness, and Entertainment				
Indoor Sports and Recreation, Large-Scale	C	C	C	
Indoor Sports and Recreation, Small-Scale	C	C	C	
Outdoor Sports and Recreation Facility	A	—	A	
Personal Services				
Dry Cleaner/Self Service Laundry	—	—	A	
General Personal Services	—	—	P	
Instructional Services	—	—	P	
Retail				
Artisan Shop	P	A	P	
Convenience/Small Grocery Market	P	—	P	
General Retail Sales	P ⁴	P ⁴	P ⁴	
Nursery and Garden Center	P	—	—	
Public/Institutional Uses				
College and Trade School	A	A	P	
Community and Religious Assembly	A	—	A	
Cultural Facility	A	—	A	
Day Care Center	C	—	C	See Section 17.84.150, Day Care Centers, Family Day Cares and Residential Care

Table 17.40.020-1: Use Regulations – Employment Zones

Use Classification	IF	IG	BP	Additional Regulations
“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed				
Facilities				
Emergency Shelter	—	C	—	See Section 17.84.170, Emergency Shelters, Daytime Service Facilities, and Low Barrier Navigation Centers
Government Buildings	P	—	P	
Hospitals and Clinics				
Clinics	—	—	A	
Hospital	—	—	C	
Park and Recreation Facility, Public	A	—	A	
Parking Facilities (privately-owned)	—	—	—	
Social Service Centers/Daytime Service Facility	—	C	—	See Section 17.84.170, Emergency Shelters, Daytime Service Facilities, and Low Barrier Navigation Centers
Industrial Uses				
Agricultural Production, Light	P	P	P	See Section 17.84.050, Agricultural Production, Light
Artisan/Small-Scale Manufacturing	P	A	P	
Artist’s Studio	P	A	P	
Brewery	C	C	C	
Building Materials and Supply	P	P	P	
Crematorium	—	C	—	See Section 17.84.140, Crematorium
Food and Beverage Manufacturing				
Small Scale	P	P	P	
Large Scale	P	P	P	
Food Preparation	P	A	P	
Freight, Trucking Facilities	—	—	—	
Hazardous Waste Management Facilities	—	C	—	See Section 17.84.190, Hazardous Waste Management Facilities
Laundry and Dry-Cleaning Plants	A	A	A	
Industrial, Heavy	—	A	—	
Industrial, Light	p ⁵	P	p ⁵	
Industrial, Medium	A	P	A	
Pallet Storage	—	—	—	Accessory only
Recycling Facilities				
Collection	—	C	—	See Section 17.84.310, Recycling Facilities
Processing	—	C	—	
Reverse Vending Machine / <u>Donation Container</u>	A	—	A	
Tire/Concrete Recycling and Storage	—	—	—	
Research and Development	P	P	P	
Storage Yard	p ^{5, 7}	p ^{6, 7}	p ^{6, 7}	See Chapter 17.70, Screening Standards; Section 17.64.100, Vehicle/Truck Parking and Storage; and Section 17.84.020, Accessory

Table 17.40.020-1: Use Regulations – Employment Zones

Use Classification	IF	IG	BP	Additional Regulations
<i>“P” = Permitted; “A” = Zoning Administrator Permit (ZAP) required; “C” = Conditional Use Permit (CUP) required; “—” = Not Allowed</i>				
				Uses
Salvage, Wrecking Yard	—	—	—	
Vehicle Impound and Tow Yard	—	—	—	
Warehousing, Storage, Logistics and Distribution				
<i>Chemical or Mineral Storage</i>	—	C ⁶	—	
<i>Indoor Warehousing and Storage</i>	C ⁶	C ⁶	A ⁶	
<i>Logistics and Distribution</i>	P ⁴	P	—	
<i>Personal Storage Facility</i>	—	—	—	
Wholesale Nursery	A	A	—	
Transportation, Communications, and Utilities				
Communication Facilities				
<i>Antennas and Transmission Towers</i>	See Section 17.84.360, Telecommunication Facilities			
<i>Equipment within Buildings</i>	See Section 17.84.360, Telecommunication Facilities			
Emergency Services	P	—	P	
Heliport	—	C	—	
Light Fleet Based Services	A	A	—	
Public Service, Major	P	C	P	
Public Service, Minor	P	P	P	
Cannabis Uses				
Cannabis Manufacturing, Volatile and Non-Volatile	C	C	C	See Section 17.84.120, Commercial Cannabis Businesses
Cannabis Testing, Research and Development	C	C	C	See Section 17.84.120, Commercial Cannabis Businesses
Cannabis Distribution	C	C	C	See Section 17.84.120, Commercial Cannabis Businesses
Other Uses				
Mobile Vendor	See Section 17.84.250, Mobile Vendors			

Notes:

1. Beer and wine sales associated with a fueling station is subject to a CUP. The sale of hard alcohol is not permitted.
2. Not permitted on properties facing Main Street or adjacent to a Main Street-facing property.
3. Only allowed as an accessory use to a gas station or car dealership, typically on the same parcel. See Section 17.84.090.D.2, Self Service Drive Through.
4. Permitted as accessory use only and shall not exceed 20% percent of the site area. Greater percentage subject to ZAP and not more than 50% of the site.
5. A ZAP is required for outdoor processing and storage.
6. Must be located on the rear half of the lot or screened from view from the right-of-way and must be accessory to a primary use.
7. Outdoor pallet storage is prohibited, except as an accessory use in support of an existing business. Pallets must be stored below the fence line or otherwise screened from public view.

§ 17.40.030. Development Standards.

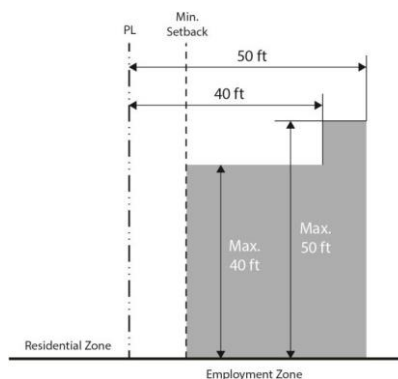
Table 17.40.030-1: Development Standards - Employment Zones, establishes the development standards for the Employment zones. Letters refer to subsections that directly follow the table.

Table 17.40.030-1: Development Standards - Employment Zones			
Standard	IF	IG	BP
Floor Area Ratio (FAR)	0 – 0.8	0 – 0.8	0.25 – 2.0
Max. Lot Coverage (%)	70%	70%	70%
Max. Building Height (ft.)	55 ft. (A)	65 ft. (A)(B)	55 ft. (A)

Table 17.40.030-1: Development Standards - Employment Zones			
Standard	IF	IG	BP
Min. Ground Floor Height, Finish Floor to Finish Floor (ft.)	12	None	12
Minimum Setbacks			
Front	15 ft. (C)	20 ft. (C)	15 ft.
Street Side	15 ft.	20 ft.	15 ft.
Interior Side	5 ft.; 15 ft. abutting an R-L, N-P or R-LM zone	0 ft.	5 ft.; 15 ft. when abutting a residential zone or use
Rear	0 ft.; 10 ft. when abutting an R-L, N-P or R-LM zone	0 ft.	0 ft.; 10 ft. when abutting a residential zone or use
Common Usable Open Space	For employment uses over 50,000 sf: Min. 5 sf per 1,000 sf, up to 1,500 sf This space need not be publicly accessible.		

- A. **Maximum Height Adjacent to Residential Zones.** The maximum height within 40 feet of a residential zone is limited to 40 feet. The maximum height within 50 feet of a residential zone is 50 feet. If an adjacent residential use is 40 feet or taller, the maximum height requirement shall be that stated in Table 17.40.030-1: Development Standards - Employment Zones, above.

FIGURE 17.40.030. A-1: MAXIMUM HEIGHT ADJACENT TO RESIDENTIAL ZONES



- B. **Height Exceptions.** Maximum height may be increased for agricultural related facilities such as grain siloes or towers. Other height exemptions may be granted through a CUP, unless otherwise permitted subject to § 17.08.030, Rules of Measurement.
- C. **Setback Exceptions.** Where 50% or more of the block is developed and has lesser setbacks, the setbacks shall be average of the two nearest buildings on the same side of the street.

§ 17.40.040. Supplemental Regulations.

- A. **Mixed-Use, Commercial, and Employment Zones Design Standards.** See § 17.56.070, Mixed-Use, Commercial and Employment Zones Design Standards.
- B. **Citywide Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.44
PUBLIC AND OPEN SPACE ZONES

§ 17.44.010. Purpose and Applicability.

The purpose of this chapter is to provide civic spaces throughout the City to properly serve the needs of residents and provide open space to recreate and conserve natural habitats. Additional purposes of each zone are described below.

- A. **Public Facilities/Institutional (PF).** The Public Facilities/Institutional zone provides for public and quasi-public facilities such as colleges, schools, hospitals, penal institutions, libraries, museums, government offices and courts, places of worship, meeting halls, cemeteries and mausoleums, and similar uses. It also includes public facilities such as fire and police stations, recycling centers, and wastewater treatment. The PF zone implements the Public/Quasi-Public General Plan land use designation.
- B. **Open Space (OS).** The Open Space zone provides for public parks, agricultural uses, outdoor recreational and equestrian uses, habitat protection, irrigation canals, reservoirs, watershed management, and natural recreation viewing areas typically limited for human occupation due to public health and safety hazards or areas containing wildlife habitat and other environmentally sensitive features. The OS zone implements the Open Space General Plan land use designation.
- C. **Flood Study Area (FSA).** The Flood Study Area zone is applied to areas restricted from urban development due to health and safety concerns related to flood risk, or because the property falls within a likely future flood project improvement area. Allowed uses include open space, as well as low-intensity agriculture or recreational uses. Generally, land uses that require extensive capital improvements or permanent infrastructure improvements shall be prohibited, except for improvements related to flood protection and control. Existing structures and business operations in areas designated as Flood Study Area Zone may remain but may not expand. The FSA zone implements the Flood Study Area General Plan land use designation.

§ 17.44.020. Use Regulations.

Table 17.44.020-1, Use Regulations: Public and Open Space Zones, lists the uses permitted, permitted with a staff-level Zoning Administrator Permit, and permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) granted at a public hearing. The right-hand column provides references to other sections of this Zoning Code where additional regulations are located. Refer to Division V, Chapter 17.144 for Definition of Uses.

Table 17.44.020-1: Use Regulations - Public and Open Space Zones				
Use Classification	PF	OS	FSA	Additional Regulations
"P" = Permitted; "A" = Zoning Administrator Permit (ZAP) required; "C" = Conditional Use Permit (CUP) required; "—" = Not Allowed				
Commercial Uses				
Cemetery	C	C	—	
Lodging				

Table 17.44.020-1: Use Regulations - Public and Open Space Zones				
Use Classification	PF	OS	FSA	Additional Regulations
RV Park Resort	C	—	—	See § 17.84.240, Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings
Recreation, Fitness and Entertainment				
Indoor Sports and Recreation, Large-Scale	A	—	—	
Outdoor Sports and Recreation Facility	A	A	—	See § 17.64.090, Swimming Pools and Spas
Public/Institutional Uses				
College and Trade School	P	—	—	
Community and Religious Assembly	A	—	—	
Community Garden	A	C	—	See § 17.84.130, Community Gardens
Cultural Facility	P	C	—	
Day Care Center	C	—	—	See Chapter 17.84, Day Care Centers, Family Day Cares and Residential Care Facilities
Government Buildings	P	C	—	
Hospitals and Clinics				
Hospital	C	—	—	
Clinic	P	—	—	
Park and Recreation Facility, Public	P	P	C ¹	
School	P	—	—	
Social Service Centers/Daytime Service Facility	A	—	—	See § 17.84.170, Emergency Shelters, Daytime Service Facilities, and Low Barrier Navigation Centers
Industrial Uses				
Agricultural Production, Light	—	C	C	See § 17.84.050, Agricultural Production, Light
Transportation, Communications, and Utilities				

Table 17.44.020-1: Use Regulations - Public and Open Space Zones				
Use Classification	PF	OS	FSA	Additional Regulations
Heliport	C	C	—	
Public Services, Minor	P	—	—	
Transportation Passenger Facility	P	—	—	

Notes:

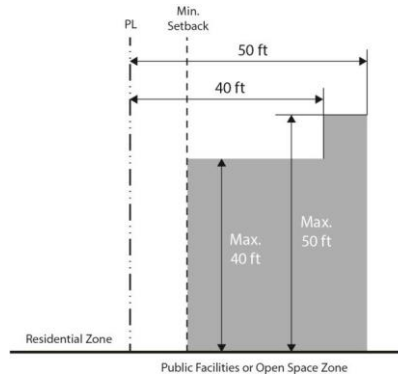
1. Permanent structures are not allowed in the FSA zone.

§ 17.44.030. Development Standards.

Table 17.44.030-1, Development Standards: Public Facilities and Open Space Zones, establishes the development standards for the PF, OS, and FSA zones. The numbers in each illustration below refer to corresponding regulations in the table. Letters refer to subsections that directly follow the table.

Table 17.44.030-1: Development Standards - Public Facilities and Open Space Zones			
Standard	PF	OS	FSA
Max. Lot Coverage	50%	10%	(A)
Max. Building Height	55 ft. (B)	30 ft.	(A)
Minimum Setbacks			
Front	20 ft.	35 ft.	(A)
Street Side	20 ft.	20 ft.	(A)
Interior Side	10 ft.	10 ft.	(A)
Rear	20 ft.	40 ft.	(A)

- Existing structures and business operations may remain but may not expand.
- Maximum Height Adjacent to Residential Zones.** The maximum height within 40 feet of a residential zone is limited to 40 feet. The maximum height within 50 feet of a residential zone is 50 feet. If an adjacent residential use is 40 feet or taller, the maximum height requirement shall be that stated in Table 17.44.030-1: Development Standards - Public Facilities and Open Space Zones, above.

FIGURE 17.44.030.B-1: MAXIMUM HEIGHT ADJACENT TO RESIDENTIAL ZONES**§ 17.44.040. Supplemental Regulations.**

- A. **Public Facilities and Open Space Zones Design Standards.** See § 17.56.080, Public Facilities and Open Space Zones Design Standards.
- B. **General Design Standards.** All development is subject to the provisions of Division III, Citywide Standards.

CHAPTER 17.48
PLANNED DEVELOPMENT

§ 17.48.010. Purpose.

The purpose of a Planned Development (PD) zone is to afford maximum flexibility and diversity in site planning and building design and layout while protecting the integrity and character of the residential, commercial, and industrial areas of the City.

§ 17.48.020. Applicability.

Upon adoption, the PD zone designation supersedes the prior base zone and any applicable overlays.

§ 17.48.030. Procedures.

- A. The procedures for review and adoption of a PD and amendment of the Zoning Map to reflect the PD are established in Chapter 17.112, Planned Development (PD).
- B. Each PD will be assigned a number by the City. The standards associated with the PD will be recorded in the assigned numbered PD.

CHAPTER 17.52 SPECIFIC PLANS

§ 17.52.010. Purpose.

The purpose of this chapter is to identify all adopted Specific Plans that apply in the City and reference the regulations that apply.

§ 17.52.020. Applicability.

Once adopted, a Specific Plan shall govern all use and development of properties within the bounds of that Specific Plan.

- A. No discretionary entitlement applications or other permits may be approved, adopted, or amended within an area covered by a Specific Plan, unless found to be consistent with the adopted Specific Plan.
- B. Where a Specific Plan is silent regarding development standards, the Director shall have the authority to determine which provisions of this Zoning Code apply to the Specific Plan area.

§ 17.52.030. Adopted Specific Plans.

The following is a list of the City's adopted Specific Plans. Each Specific Plan area is mapped on the official Zoning Map.

- A. **Spring Lake Specific Plan.** See the Spring Lake Specific Plan on file with the City.
- B. **Southeast Area Specific Plan.** See the Southeast Area Specific Plan on file with the City.
- C. New Specific Plans will be added as needed.

CHAPTER 17.56
BUILDING AND SITE DESIGN STANDARDS

§ 17.56.010. General Design Standards.

A. Durability of Materials.

1. Exterior finish materials shall have an expected lifespan of no less than 30 years.
2. Exterior timber shall be protected from decay by stain and sealant.
3. Exterior ferrous metals shall be protected from corrosion either through the use of galvanized, stainless, or weathering steel.

B. Shade, Cooling and Energy Conservation Requirements. New development shall incorporate at least two of the following thermal design/energy conservation measures:

1. "Cool" surfacing materials and roofs with high reflectivity values.
2. Adequate openings and interior ventilation, as well as ventilation corridors between buildings and public spaces.
3. A combination of building placement, vegetation, and structural shade features to provide heat mitigation and improve human thermal comfort. Structural shade features may include ramadas, pergolas, and canvas shades and other built structures can provide varying shade amounts.
4. Fixed overhangs over all south-facing windows in combination with window coverings on south and west exposures.
5. Building orientation, including the incorporation of courtyards, to provide shade and passive cooling.
6. On buildings sides with high solar exposure, improvements such as shade screens, window glazing, and less than 50% glass on east and west walls.
7. Use of high-performance building envelopes, including insulation of floors, walls, and ceilings that exceed California Code of Regulations Title 24 standards, use of low-e glass and other high-performance curtain wall or glazing systems.
8. Alternative means to address interior thermal regulation such as installation operable windows to allow cross-ventilation, ceiling fans, and alternative heating and cooling systems such as heat pump or on-demand water heating.
9. Employment of heat recovery ventilation within residential or nonresidential buildings, which rather than venting warm exhaust air outside, captures the exhaust air and uses it to preheat incoming air.
10. Use of energy efficient appliances and lighting that meet, at minimum California Green Building Code Tier 1 standards.

C. Sustainable Materials and Construction Practices. New development and redevelopment/renovations shall consider the following:

1. Sustainable local and renewable building materials should be used and verified whenever feasible.

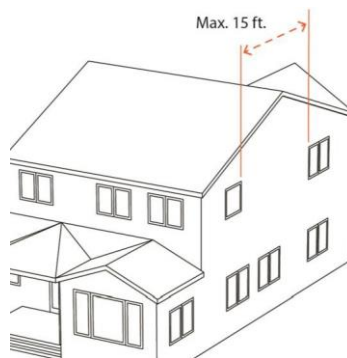
2. Projects shall strive to reduce or eliminate waste during design, construction, operation, and end of life in order to conserve natural resources.
 3. The use of low-carbon cement is encouraged whenever feasible and/or the use of alternative materials.
 4. Consider prefabricated building/structural components when feasible.
 5. Leftover material stock should be recycled, donated, or returned for alternative use at the completion of construction.
- D. **Electrification.** All new buildings shall be all-electric ready, including providing for sufficient capacity in the installed utility service, dedicated wiring, reserved electrical breaker space, and a space large enough for future electric appliances or equipment. All new development shall meet California Green Building Code requirements.
- E. **Water Conservation/Quality.** The following guidelines are recommended to minimize water use and/or improve water quality for all new development and redevelopment/renovations:
1. Use high-performance water fixtures that reduce water consumption and reduce demand on the water supply and the amount of wastewater entering the wastewater system.
 2. Design streets, parking lots, and building surfaces to collect stormwater run-off using low impact development techniques, such as bioswales or other biofiltration systems.
 3. Capture rainwater in cistern or other devices to supply water for landscape irrigation during dry months or channel rainwater from building rooftop drains to landscaping in common areas.
- F. **Affordable Unit Design.** Affordable units and market rate units in the same development shall be constructed of the same or similar exterior materials and details such that the units are not distinguishable.
- G. **Universal Design.** For residential projects with at least 10 dwelling units, 10% of the units must adhere to the following principles of Universal Design:
1. At least one entrance without steps and a flat threshold.
 2. Living space on one floor or stair landings big enough to accept lifts.
 3. Wide interior doors (32-inch clear, typically provided with 36-inch door), hallways, and alcoves with 60-inch by 60-inch turning space at doors, in kitchens, and dead ends.
 4. At least one bedroom and one bathroom must be located on the ground level. A family room or den may satisfy this bedroom requirement if a sleeping structure (such as a bed, futon, hideaway, or Murphy bed) can be placed in the room and if the room complies with provisions for emergency escape and rescue and smoke alarms in the California Building Code (CBC).
 5. At least one accessible route through the hallways consistent with the requirements of CBC Chapter 11A from the accessible entrance of the dwelling unit to the primary entry level powder room or bathroom, a common use room, and the kitchen if located on the primary entry level.
 6. If on the primary entry level, miscellaneous areas or facilities (such as a patio or yard, laundry room, or storage area) for the dwelling must have an accessible route to and from the accessible entrance, either through the dwelling unit or around the dwelling unit.

7. A 30-inch by 48-inch clear space at appliances and fixtures in bathrooms and kitchens.
8. Flooring throughout the residential dwelling unit consistent with CBC Chapter 11A.
9. The installation of all receptacle outlets, lighting controls and environmental controls through the balance of the residential dwelling unit must comply with CBC Chapter 11A or applicable provisions of the California Electrical Code.

§ 17.56.020. Single-Family and Duplex Design Standards.

- A. **Applicability.** This section applies to single-family and duplex development in all zones.
- B. **Building Orientation.** All street-facing dwelling units must have the primary entrance facing or within 30° of a public right-of-way or internal walkway.
- C. **Façade Articulation.**
 1. No building facade may extend in a continuous plane for more than 15 feet without a window or a projection, offset, or recess of the building wall at least one foot in depth.
 2. All street-facing facades shall have at least one horizontal or vertical projection or recess at least two feet in depth, for every 25 horizontal feet of wall. Building entrances and front porches may count towards meeting this requirement.
 3. Facades facing a right-of-way shall be treated with an equal level of detail and articulation as the front elevation and shall incorporate a minimum of two of the following façade articulation measures:
 - a. At least two high-quality building façade materials that accentuate or correspond to variations in building massing.
 - b. Porticos, awnings, terraces, balconies, or trellises that provide variations in the building plane.
 - c. A break in the façade plane of a minimum of six inches in depth that is applied to at least 10 vertical feet of the façade.

FIGURE 17.56.020.C-1: CONTINUOUS WALL PLANES



- d. Other additional architectural enhancements to the first floor of the primary entrance and

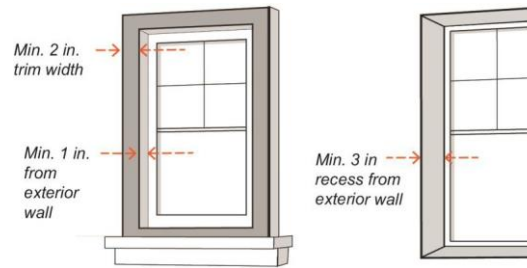
below so as to create a human scale to the building. Examples include entryway hardscape, door design, handrails, fixed planters, and ornamental details, such as lighting, molding, or tiles.

D. Architectural Diversity.

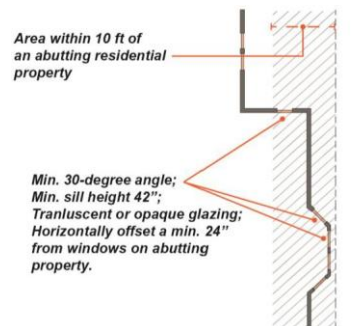
1. In order to achieve architectural diversity within residential subdivisions, the following number of unique floor plans and elevations shall be provided:

Table 17.56.020-1: Required Floor Plans for Subdivisions		
Number of Units	Required Number of Floor Plans	Required Number of Elevations per Plan
<25 units	2 plans	6 elevations (3 per plan)
25 – 50	3 plans	9 elevations (3 per plan)
51 – 75	3 plans	9 elevations (3 per plan)
76 – 120	4 plans	12 elevations (3 per plan)
>120	5 plans	15 elevations (3 per plan)

2. Twenty-five percent of all single-family detached units in any new single-family subdivision development that has more than 25 units, shall be single story.
- E. Roofline.** Roof design must include a minimum of two forms and slopes. Forms may include but are not limited to hips, gables, sheds, dormers, and parapets.
1. **Parapet Length.** Parapet segments may not exceed 25 feet in length without interruption in height or form.
 2. **Pitch.** The pitch of the roof must be 4:12 to 5:12 ratio.
 3. **Eaves.** Where eaves exceed 18 inches in depth, exterior brackets or beams are required.
- F. Entrance Project or Recess.** Building entrances shall have a roofed projection (such as a porch) or recess with a minimum depth of at least five feet and a minimum area of 30 square feet. Exceptions to this requirement may be approved for alternative designs that create a welcoming entry feature facing the street, such as a trellis or landscaped courtyard entry.
- G. Windows and Balconies.**
1. Trim at least two inches in width and one inch in depth must be provided around all windows, or windows must be recessed at least three inches from the plane of the surrounding exterior wall. The Director may consider alternatives that meet the intent of this standard of providing offsets on a flat exterior wall plane.

FIGURE 17.56.020.G-1: WINDOW DESIGN

2. Residential buildings shall incorporate operable windows on all frontages facing streets, pedestrian paths, or shared open spaces.
3. Windows shall be offset to avoid direct sightlines into and from neighboring properties. For upper-story living room, dining room, bedroom, or family room within 10 feet of an abutting residential property, windows must:
 - a. Be a minimum 30° as measured perpendicular to the adjacent side setback line;
 - b. Have a minimum sill height of 42 inches from the finished floor;
 - c. Use permanently translucent or opaque glazing; or
 - d. Be horizontally offset a minimum 24 inches from windows on abutting property.

FIGURE 17.56.020.G-2: WINDOW PLACEMENT AND PRIVACY

H. Building Materials.

1. Building materials may include, but are not limited to wood, glass, brick, metal spandrel, aluminum composite, cement board siding, tile, or other equivalent materials as approved by the Director.
2. The palette of building materials must be applied to all sides of a building.
3. Every building shall have at least two colors, not including the roof.
4. All material changes shall occur at changes in the building plane.

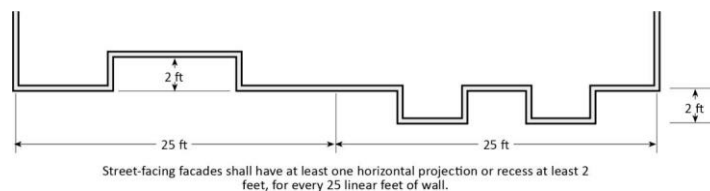
I. Garages.

1. Garages appearances shall be minimized from the public right-of-way in at least one of the following ways:
 - a. Garages shall be set back a minimum of two feet from the front façade;
 - b. A second story shall project out over a garage; or
 - c. An alternate design technique such as a trellis or balcony over the garage shall be used, as approved by the Director.
2. In projects with multiple single-family or duplex units, a maximum of 40% of units may have garages that are flush with or forward of the primary façade.
3. Where an attached garage is forward of the primary façade, usable open space must be provided within the front setback in the amount of 200 square feet or 20% of the required front setback, whichever is less. The open space area shall be delineated by low fencing, landscaping, or hardscape enabling and defining an active outdoor use area.
4. Garage doors shall be recessed a minimum of six inches from the garage door frame.
5. Detached garages and carports shall be designed to include a minimum of one of the following from the main building(s): materials, detailing, roof materials, and colors. Solar panels structures are allowed as roof material for garages or carports.

§ 17.56.030. Multi-Unit Design Standards.

- A. **Applicability.** This section applies to multi-unit and residential mixed-use development where at least two-thirds of the floor area is dedicated to residential use, in all zones.
- B. **Multi-Unit Buildings in the R-LM Zone.** In the R-LM zone, not more than four primary units can be attached or included in any one building.
- C. **Building Orientation.** All dwelling units must have the primary entrance, either individual or shared, facing a public right-of-way, a paseo/pathway, or a public open space.
- D. **Building Design and Articulation.**
 1. **Wall Facades.** All street-facing facades shall have at least one horizontal projection or recess at least two feet in depth, for every 25 horizontal feet of wall. Building entrances and front porches may count towards meeting this requirement.

FIGURE 17.56.030.D-1: WALL FACADES



2. **Ground Floor vs. Upper Floor.** Buildings over three stories shall provide a ground floor elevation that is distinctive from the upper floors by a change in material, color, accent

treatment, projections, recesses, or a change in window patterns along at least 75% of the building façade with a frontage upon a street.

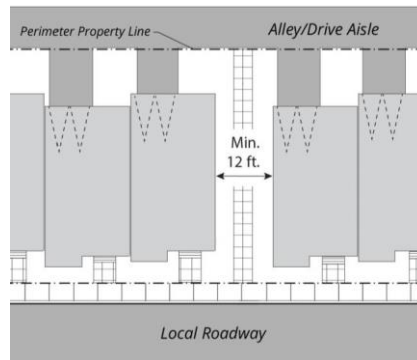
3. **Façade Articulation.**

- a. At least one of the following architectural façade details shall be incorporated into the facade design: balconies (projecting or engaged); oriels/bay windows; decks/verandahs; solar shading fins, louvers, or screens; or dormers or a story embedded within a mansard roof on the topmost level.

FIGURE 17.56.030.D-2: BUILDING ARTICULATION



- b. Where the distance between multi-unit buildings is 15 feet or greater or where a side of a building is visible from a public right-of-way, all elevations shall be articulated with the same degree of detail as the primary elevation. This includes windows, frames, shutters, color, and materials, and/or other architectural treatments.
4. **Transition Areas.** Where new multi-unit development is built adjacent to or across from the R-L and NP zones, all units shall include individual front doors at the ground level. Exceptions may be granted for stacked fourplex project types and sites separated from existing R-L and NP zones by a sound/barrier wall. Where stairs are required, stairs shall be interior to each unit.
5. **Rowhouses/Townhouses.**
- a. Attached rowhouse or townhouse development may be configured with vehicular access provided from an on-site drive aisle, from an abutting alley, or from the primary building frontage.
- b. Blocks of attached rowhouses or townhouses must be a minimum of three units and a maximum of eight units.
- c. For attached rowhouse or townhouse units, a minimum separation of 12 feet must be provided between blocks of units. Units four stories or higher, building ends shall have a minimum 16-foot separation.

FIGURE 17.56.030.D-3: BUILDING SEPARATION

E. **Roofline.** The roofline at each elevation shall be vertically articulated by:

1. Varying roof height with an offset of at least 18 inches for each one to three units exposed on that elevation, or each 60 feet, whichever is greater;
2. Varying cornice design; or
3. Varying roof form.

FIGURE 17.56.030.E-1: ROOFLINE VARIATION

The roof line for each elevation shall be offset at least 18 inches for each one to three units exposed on that elevation.

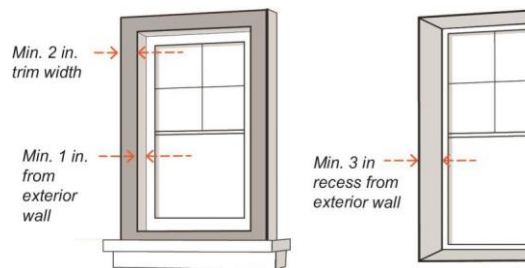
F. **Entrances.**

1. Exterior entrances to residential units or commercial tenant spaces shall be in the form of individual or shared entrances at the ground floor of the building. Unit entrances located above the ground floor are also allowed; however, no exterior access corridor located above the ground floor may provide access to three or more units.
2. **Residential Frontages.** Individual ground floor entrances to individual units within a multi-unit or mixed-use development must:
 - a. Be visible and directly accessible from the right-of-way or a shared pathway;
 - b. Incorporate usable outdoor areas such as porches, patios, stoops, or forecourts:
 - i. Porches shall measure at least six feet in depth and eight feet in width,
 - ii. Fences or walls defining and/or retaining the front yard shall not exceed three feet in height from the adjacent sidewalk;

- c. Provide a doorway that is recessed at least three inches from the building façade; and
 - d. Provide a clearly marked entryway with a side light window panel, adjacent window, or a door with a window.
3. In residential and mixed-use projects, entrances to residential units shall be physically separated from the entrance to the allowed commercial uses.
- a. The entrance to the commercial uses shall be identified through:
 - i. A change in materials, vertical or horizontal variation in the building plane, or roof projection.
 - ii. The landing area shall be enhanced with a unique paving material, texture, pattern, or color.
 - b. An exterior entrance servicing multiple units, or mixed-uses, must have a roofed projection or recess with a minimum depth of six feet and a minimum area of 60 feet.

FIGURE 17.56.030.F-1: ENTRY PROTECTION**G. Windows and Doors.**

1. **Trim.** Trim at least two inches in width and one inch in depth must be provided around all windows, or windows must be recessed at least three inches from the plane of the surrounding exterior wall. The Director may consider alternatives that meet the intent of this standard of providing offsets on a flat exterior wall plane.

FIGURE 17.56.030.G-1: WINDOW DESIGN

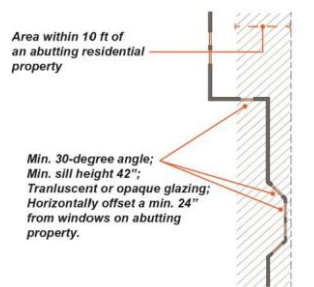
2. **Exterior Doors.** Exterior doors must include raised panels, glass, transom windows, or other forms of details and articulation and must be inset a minimum of three inches from the building façade.
3. **Operable Windows.** Residential buildings shall incorporate operable windows on all frontages

facing streets, pedestrian paths, or shared open spaces.

- H. **Privacy.** Windows and balconies shall be offset to avoid direct sightlines into and from neighboring properties. For upper-story living room, dining room, bedroom, or family room within 10 feet of an abutting residential property or within 25 feet of and facing another unit on site, windows must:

1. Be a minimum 30° as measured perpendicular to the adjacent side setback line;
2. Have a minimum sill height of 42 inches from the finished floor;
3. Use permanently translucent or opaque glazing; or
4. Be horizontally offset a minimum 24 inches from windows on abutting property.

FIGURE 17.56.030.H-1: WINDOW PLACEMENT AND PRIVACY



I. **Building Colors.**

1. Buildings shall utilize at least three exterior colors. Each cladding material, trim, or accent shall count as a color.
2. Buildings that accurately adhere to a recognized architectural style, which is appropriately expressed through one cladding material or color, can be allowed with the Director approval.

- J. **Building Materials.** At least two materials shall be used on any building frontage (excluding roof and foundation), in addition to glazing and railings. Any one material shall comprise at least 20% of the building frontage.

K. **Required Open Space Design.**

1. **Private Open Space.** Required private open space may be provided by balconies, private gardens, private yards, terraces, decks, and/or porches. Personal storage spaces can be designed as an extension of the private open space but shall not count toward meeting private open space requirements for each dwelling unit.
2. **Roof Decks.**
 - a. Roof decks along the project perimeter abutting lower density residential uses shall be stepped back a minimum of five feet from the roof edge of the floor below, and in no case may be closer than eight feet from an abutting residential property line.
 - b. All roof decks shall be screened to prevent direct views with a minimum 42-inch solid rail/parapet.

- c. Roof decks facing a right-of-way are not required to be stepped back.
- 3. **Common Open Space.**
 - a. Common outdoor recreation space must be available for passive and active outdoor recreational purposes and able to be accessed by all residents of the project.
 - b. Outdoor recreation space types shall incorporate a minimum of three of the following features, or other similar feature as determined by the Director:
 - i. Picnic areas, tot lots, sports courts, passive mini-park space, swimming pools, community gardens, courtyards, gardens, play areas, outdoor dining/seating areas, paseos wider than 19 feet, and accessible rooftop spaces.
 - ii. Open lawn or recreation space shall have a minimum dimension of 25 feet.
 - c. Common open space areas and facilities must be conveniently and centrally located to serve the majority of units.
- 4. **Separation.** Separation between common and private open space must be provided with low walls, plant materials, or fences a maximum of 42 inches in height.
- 5. **Slope.** The slope of the common outdoor recreational space must not exceed a slope of 10% and must be easily accessible for all residents.
- 6. **Accessibility.**
 - a. Common outdoor recreation spaces must be visible from primary living spaces and be accessible to all residents of the project for which the space is provided.
 - b. Amenities such as pools, club houses, or other recreation areas, common patios or greens, seating, picnic spots, tot lots, community garden boxes, and walking paths must be designed to serve all age groups and abilities of the anticipated residents of the development.
- 7. **Precluded Areas.** Common outdoor recreation space must not include driveways, public or private streets, or utility easements where the ground surface may not be appropriate for recreational space.
- L. **Pedestrian Circulation.**
 - 1. **Internal Connections.** Walkways must link the residential units with recreational and other internal facilities including parking areas and with other residential units.
 - 2. **To Circulation Network.** Regular connections between on-site walkways and the public sidewalk and other planned or existing pedestrian routes or trails shall be provided. An on-site walkway shall connect the primary building entry or entries to a public sidewalk on each street frontage.
 - 3. **To Neighbors.** Direct and convenient access shall be provided to adjoining residential and commercial areas to the maximum extent feasible while still providing for safety and security.
 - 4. **To Transit.** Safe and convenient pedestrian connections shall be provided from transit stops to building entrances.

5. ***Pedestrian Walkway Design.***

- a. Walkways shall be the shortest practical distance between the primary residential entry and path/sidewalk.
- b. Walkways shall be a minimum of six feet wide, shall be hard-surfaced, and paved with concrete, stone, tile, brick, or comparable material.
- c. Where a required walkway crosses parking areas or loading areas, it shall be clearly identifiable by a raised crosswalk, a different paving material, or similar method.
- d. Where a required walkway is parallel and adjacent to an auto travel lane, it shall be raised or separated from the auto travel lane by a raised curb at least four inches high, bollards, or other physical barrier.

M. **Parking and Garages.**

1. ***Location.*** Off-street parking serving multi-unit or mixed-use residential development must be located in one of the following facilities:
 - a. Surface parking lots, shared garages, or carports located to the side or rear of residential buildings in relation to adjacent streets. If a site fronts on two or more streets, this standard applies to the front of the lot.
 - b. Attached individually secured garages.
2. ***Surface Parking.*** One row of on-site parking may be allowed in front of a multi-unit or mixed-use residential development provided:
 - a. On-street parking is not available along the primary street frontage;
 - b. The development is sited to provide visible front entry access; and
 - c. The building is not located across the street from single-family development.
3. ***Garage Frontages.*** Garages appearances shall be minimized from the public right-of-way in at least one of the following ways:
 - a. Garages shall face a side street, alley, or private access roadway; or
 - b. Garages facing a public right-of-way shall be recessed a minimum two feet from the building façade; or
 - c. Utilizing an alternate design technique, such as a trellis or balcony over the garage, as approved by the Director.
4. ***Detached Garages and Carports.*** Detached garages and carports shall be designed to include a minimum of one of the following from the main building(s): materials, detailing, roof materials, and colors. Solar panels structures are allowed as roof material for garages or carports.

§ 17.56.040. **Small Lot Subdivision Design Standards.**

- A. **Purpose.** The purpose of the small lot subdivision is to allow for greater development flexibility on residential infill development sites and a smart growth alternative to traditional suburban style single-

family subdivisions, while retaining the essential fabric and rhythms of the surrounding neighborhood.

B. Applicability.

1. This section applies to small lot subdivisions in all Residential, Downtown and Mixed-Use zones and in the Business Park zone.
2. If conflicts arise between standards of this section (§ 17.56.040, Small Lot Subdivision Design Standards) and those of Chapter 17.56, Building and Site Design Standards, the standards of this section shall apply.

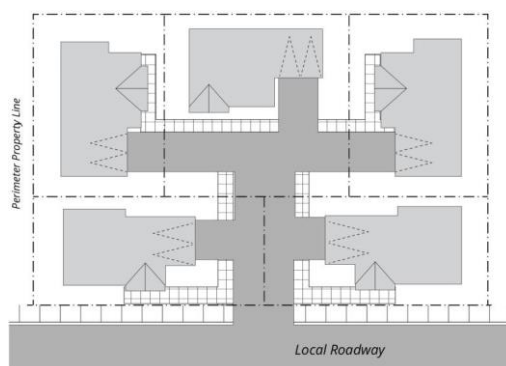
C. Subdivision Required. All small lot subdivisions must be subdivided into separate parcels.

D. Lot Coverage. Maximum lot coverage for small lot subdivisions shall be considered in view of the entire subdivision, not per parcel. Any one parcel may exceed lot coverage as long as the subdivision in its entirety does not exceed lot coverage.

E. Small Lot Building Types. Small lot development types may include, but are not limited to, cluster housing, drive courts, cottage courts, or townhouse/rowhouse configurations subject to the following:

1. **R-L and N-P Zones.** Only single-family and duplex building types are allowed within the R-L and N-P zones. Attached multi-unit dwelling types are not permitted in the R-L and N-P zones.
2. **R-LM, R-M, R-H, Downtown, Mixed-Use, and Business Park Zones.** All residential building types as defined in this Code are permitted in the R-LM, R-M and R-H zones, provided that multi-unit dwelling units (e.g., attached units such as townhomes or rowhouses) are located on individual parcels and each unit may be owned/sold with the land, fee-simple. In the R-LM zone, not more than four primary units can be located within in any one building.

FIGURE 17.56.040.E-1: DRIVE COURT WITH CENTER DRIVEWAY AND ATTACHED



GARAGES (EXAMPLE CONFIGURATION)

FIGURE 17.56.040.E-2: DRIVE COURT WITH ON THROUGH LOT (EXAMPLE CONFIGURATION)

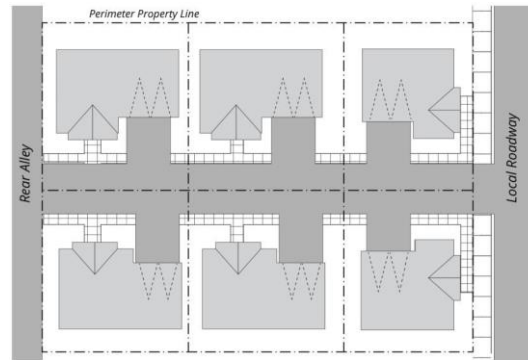


FIGURE 17.56.040.E-3: COTTAGE COURT WITH PERIMETER DRIVE AISLE, COMMON OPEN SPACE, AND DETACHED OR ATTACHED GARAGES (EXAMPLE CONFIGURATION)

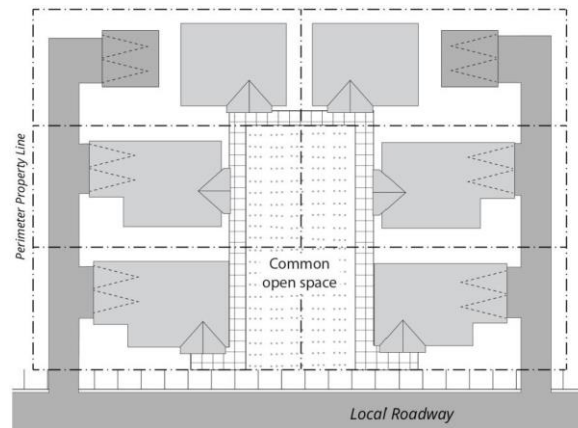


FIGURE 17.56.040.E-4: ATTACHED UNITS WITH TUCK-UNDER GARAGES (EXAMPLE CONFIGURATION)



F. Setbacks.

1. **Perimeter Setbacks.** The minimum setbacks from the property lines on the perimeter of the

small lot subdivision shall be the required setbacks of the underlying base zone, except as provided for below.

- a. *Perimeter Interior Side Setback for R-L, N-P, and R-LM Zones.* The perimeter interior side setback shall be five feet minimum within 80 feet of the perimeter front setback. For any residential unit developed further than 80 feet from the perimeter front setback, the perimeter interior side setback shall be 10 feet minimum for single-story structures and 15 feet minimum for two- or more story structures.
 - b. *Perimeter Rear Setback for R-L, N-P, and R-LM Zones.* The perimeter rear setback shall be a minimum of 15 feet for single-story structures and 20 feet for two- or more story structures.
 - c. *Perimeter Setbacks Adjacent to Nonresidential Uses.* The perimeter interior side and rear setbacks, when adjacent to nonresidential uses, may be reduced to five feet. Front setback may be reduced to the average existing front setback on the block.
2. **Interior Setbacks.** There are no minimum interior setback requirements within a small lot subdivision, except for those that may be required in accordance with the California Building Code.

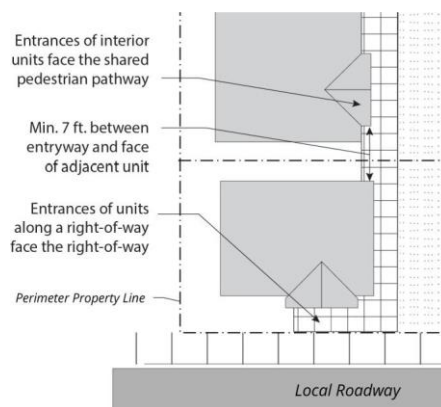
G. Building Separation.

1. Building separation for single-family attached and detached and duplex building types is a minimum seven feet for adjacent one- and two-story units, 10 feet for three-story units and 12 feet for any buildings four or more stories.
2. Building separation for multi-unit building types shall be those outlined in the Multi-Unit Design Standards.

H. Small Lot Entrances.

1. Each unit must have a primary covered or recessed entry. The primary entry of units located in the interior of the development must be oriented towards and visible from a pedestrian pathway, common central open space, or drive aisle that is connected to a public right-of-way or private street.
2. All primary entryways shall provide the address or unit identification, ornamental low-level lighting to illuminate the entry area, and a landing.
3. Units abutting a right-of-way must:
 - a. Be oriented with the primary entrance facing the right-of-way; or
 - b. Provide transparency and articulation on the street-facing façade that is commensurate with that of the primary façade.
4. A minimum seven-foot clearance (to the sky) is required between the face of the primary entryway of a unit and the adjacent building wall of a neighboring unit.

FIGURE 17.56.040.H-1: SMALL LOT ENTRANCE ORIENTATION ADJACENT TO RIGHT-OF-WAY



I. Small Lot Parking and Access.

1. Garages must not be oriented to face perimeter streets if alley or internal drive aisles can accommodate parking and garage access.
2. Required parking must be accommodated within a common/shared parking area on site, or accompanying each individual small lot, or in a combination of the two.

J. Small Lot Fencing and Landscaping.

1. All setback and common open space areas not used for buildings, parking areas, driveway, pedestrian pathways, or utilities shall be attractively landscaped and maintained.
2. Fences or walls abutting the street or common open space areas shall be decorative, including, but not limited to, latticework, ornamental fences, screen walls, hedges or dense shrubs or trees.

K. Pedestrian Pathways.

1. Pedestrian pathways a minimum width of four feet shall be provided from the public rights-of-way to all primary entryways and common areas, such as common open space areas, guest parking, mailboxes, and centralized trash enclosures.
2. A pedestrian pathway located within or parallel to a common access driveway shall be constructed and/or treated with a change of materials, finishes, pattern or paving that distinguishes the pathway from vehicular traffic.

L. Small Lot Private Open Space.

1. For detached unit types, a minimum of 150 square feet private open space must be provided for each small lot unit. This space may take the form of a rear yard, porch, deck, patio, or garden or combination thereof.
2. The minimum allowed dimension for required private open space is six feet.

M. Roof Decks.

1. Roof decks along the project perimeter abutting lower density residential uses shall be stepped

back a minimum of five feet from the roof edge of the floor below, and in no case may be closer than eight feet from an abutting residential property line.

2. All roof decks shall be screened to prevent direct views with a minimum 42-inch solid rail/parapet.
3. Roof decks facing a right-of-way are not required to be stepped back.

§ 17.56.050. Preservation/Restoration of and Additions to Historic Structures.

A. Purpose.

1. Conserve the traditional neighborhood and Downtown character, fabric, and setting while guiding future development.
2. Discourage demolition of historic and potentially historic structures and encourage the re-use of nondesignated contributing structures.
3. Provide guidance to clarify expectations for the type and quality of development.
4. Preserve the integrity of the Downtown Historic National Register designation in accordance with Chapter 15.24, Historical Landmarks, Districts and Resources.

B. Applicability. This section applies to the following:

1. Projects involving the alteration of designated historic resources, including districts, structures, and sites. Designated properties will be subject to the design guidelines found in this section as well as "The Secretary of Interior's Standards for the Treatment of Historic Properties."

C. Additions. Additions to buildings with historic designation shall be identifiable from original construction. Additions shall employ the same or complementing materials, and shall exhibit similar opening proportions, facade rhythms and horizontal elements as the original. Specific architectural elements shall not be replicated.

D. Restorations.

1. Sandblasting of masonry surfaces to remove paint will damage the material. Other methods shall be used only under the advice and guidance of an expert.
2. Original siding materials shall not be covered over or replaced with different materials unless otherwise approved by the governing authority.
3. When re-roofing, original or similar materials shall be used if available and in compliance with current codes.
4. Original architectural elements such as cornices, moldings, or trim, shall not be removed unless replaced by elements of similar outward appearance, character, texture, durability, and finish as the original.

E. Architectural Features.

1. Deteriorated architectural features shall be repaired rather than replaced wherever possible. If replacement is necessary, new materials shall match the original in design, color, texture, and other visual qualities. If the original was painted, the substitute materials shall be painted as

well.

2. Where original architectural elements such as cornices, moldings, and trim must be replaced, the new material shall match the materials being replaced in terms of its design, color, texture, and other visual qualities.

F. Windows.

1. Where the original structure includes transom windows, every effort shall be made to retain this traditional storefront feature. If the ceiling inside the structure has been lowered, the ceiling shall be stepped up to meet the transom so that light will penetrate building interior.
2. Proportions of existing door and window openings and the pattern of existing window sash shall be maintained in replacement work or additions.
3. Glazing shall enhance visibility and connection between indoor and outdoor spaces, particularly at the pedestrian/street level. Highly reflective or opaque window glazing is not allowed.
4. Wood window sash is preferred for historic buildings. Factory finished aluminum frames are acceptable if the original design can be duplicated.

G. Materials. Original siding materials shall not be covered over, clad, or replaced with a different material.

H. Awnings. Awnings shall be of a durable, commercial grade fabric, canvas or similar material having a matte finish. Canopies can be constructed of wood or other natural materials in keeping with materials used historically in the Downtown.

I. Building Code Requirements.

1. The City will utilize the California Historic Building Code for review of reuse, modification, renovation, or addition to historic structures.
2. The City Building Official and Fire Marshal will review the structure to determine the safety of the building prior to the issuance of needed permits.

J. Demolitions. See Chapter 15.24, Historical Landmarks, Districts, and Resources.

§ 17.56.060. New Development or Renovation of Non-Historic Structures Design Standards in the Downtown Zones.

A. Applicability. This section applies to all infill development or renovation in the Downtown zones, with the exception of historic structures that are subject to § 17.56.050, Preservation/Restoration of and Additions to Historic Structures. See also § 17.56.070, Mixed-Use, Commercial and Employment Zones Design Standards for design standards for residential mixed-use development and § 17.56.030, Multi-Unit Design Standards for multi-unit development as applicable.

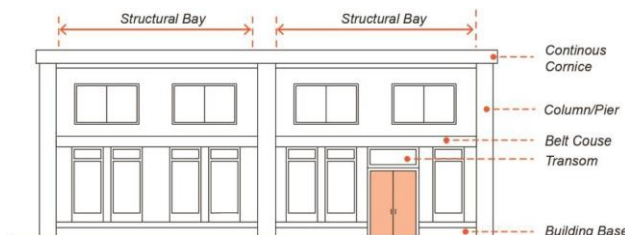
B. Street Orientation.

1. Storefronts and/or predominant building entries shall be designed to be oriented towards the major street frontage.
2. The front building façade shall be oriented parallel to the street.

3. Surface parking lots shall not be placed along Main Street.

C. Façade Design.

FIGURE 17.56.060.C-1: FAÇADE DESIGN



1. All street-facing building facades shall be composed of a clearly distinguishable base, middle, and top. Nontraditional designs may incorporate other means of façade composition.
2. Horizontal articulation shall consist of a differentiated base, a roof cornice line, an eave and gables overhang, or other architectural element that frames the middle section of the building.
3. Buildings or portions of buildings that are over four stories shall provide vertical articulation above the third story. This may be accomplished through a change in color, change in material, a cornice/belt course at the bottom of the uppermost floor, story step back, or similar measures.
4. Along Main Street, infill facades (i.e., a new building proposed between two adjacent, existing commercial structures) shall be broken down into a series of appropriately proportioned "structural bays" or components, consistent with existing characteristic facades on the street (e.g., characterized by columns/masonry piers which frame window and door elements). The characteristic rhythm, proportioning and spacing of existing door and window openings shall be maintained.

D. Corner Treatment.

1. Building massing at street intersections must be accentuated with at least one of the following elements or equivalent as determined by the Review Authority.
 - a. A tower or dome element at least 80 square feet in area;
 - b. A decorative parapet;
 - c. A rounded corner with enhanced transparency; or
 - d. Bay windows within six feet of the building corner.
2. Storefront/building design features shall extend at least 50% of the wall area on the side street elevation.

E. Entrances.

1. Entrances to ground floor commercial establishments adjacent to streets shall be no farther than 80 feet apart; and no farther than 50 feet apart if in the DX-1 and DX-4 zones.
2. The main entry to a building, leading to a lobby, stair, or central corridor, shall be emphasized

at the street to announce a point of arrival in one or more of the following ways:

- a. Flanked columns, piers, decorative fixtures, or other details;
- b. Recessed within a larger arched or cased decorative opening;
- c. Covered by means of a portico (formal porch) projecting from or set into the building face;
- d. Punctuated by means of a transom or change in roofline, a tower, or a break in surface of the subject wall.

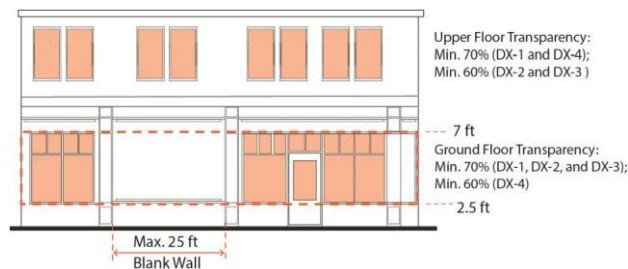
F. Roofs.

1. Roofs may be flat or sloped. For sloped roofs, the visible portion shall be sheathed with a roofing material complementary to the architectural style of the building.
2. Radical roof pitches that create overly prominent or out of character buildings such as A-frames, geodesic domes, or chalet style buildings are not permitted.
3. Appropriate roofing materials include standing seam metal, class "A" composition shingles for residential structures, tile of neutral color. Crushed stone, shake, brightly colored tile and corrugated fiberglass roofing material is not permitted.

G. Transparency.

1. **Ground Floor.** Street-facing nonresidential ground-floor facades shall include windows (at least 88% light transmission), transparent doors, storefronts or other openings with transparent glazing that provides views into retail and/or work areas in the following amounts:
 - a. *DX-1 and DX-4 Zones.* When fronting Main Street, approximately 70% of the building wall located between two and one-half and seven feet above the level of the sidewalk.
 - b. *DX-2 and DX-3 Zones.* Approximately 50% of the building wall located between two and one-half and seven feet above the level of the sidewalk.
2. **Upper Floor Transparency.** Street-facing upper-floor facades shall include fenestration in the following amounts:
 - a. *DX-1 and DX-4 Zones.* Approximately 50% of the façade surface area.
 - b. *DX-2 and DX-3 Zones.* Approximately 40% of the façade surface area.
3. Permanent, fixed security grates or grilles in front of windows are not allowed. If security grilles are necessary, they shall be placed inside the building, behind the window display area and only used when the business is closed.

H. Blank Walls. No building facade may extend in a continuous plane for more than 25 feet without a window, door, or storefront opening.

FIGURE 17.56.060.H-1: TRANSPARENCY AND BLANK WALLS**I. Exterior Materials.**

1. Building materials permitted within the DX zones include clear glass, glass block (storefront only), smooth or very light sand finish stucco/exterior plaster, new or used face/brick, cut stone or rusticated block (cast stone), clapboard, and ceramic tiles.
2. The following building materials are prohibited in the DX zones: reflective or tinted glass, "pecky cedar," plastic panels, T-111 or vertical siding.
3. Metalwork and other details may be incorporated into building design to add visual richness and interest. Such details may include the following items: light fixtures, wall mounted or hung with decorative metal brackets; metal grillwork at vent openings or as decorative features at windows, doorways, or gates; decorative scuppers, catches and downspouts; balconies, rails, finials, corbels, plaques; flag or banner bole brackets.

J. Awnings and Canopies.

1. When there are several businesses in one building, awnings of the same color shall be used with simple signs on the valance flap.
2. Where the façade is divided into distinct structural bays, awnings shall be placed within the vertical elements rather than overlapping them. The awning design shall respond to the scale, proportion, and rhythm created by these structural bay elements and be placed within the space created by the structural bay. An awning that spans several bays may be appropriate for restaurants or similar uses with outdoor seating.
3. Awning shape shall relate to the window or door opening.
4. Awnings shall be of a durable, commercial grade fabric, canvas or similar material having a matte finish. Awning frames and supports shall be of painted or coated metal or other noncorroding material.
5. Awnings shall have a single color or two-color stripes. Utilizing more colors is permitted but will be considered as sign area.
6. Awnings shall be well maintained, washed regularly, and replaced when faded or torn.

§ 17.56.070. Mixed-Use, Commercial and Employment Zones Design Standards.

- A. Applicability.** This section applies to all Mixed-Use, Commercial and Employment zones except

where otherwise noted. For mixed-use projects where at least two-thirds of the square footage is dedicated to residential uses, § 17.56.030, Multi-Unit Design Standards shall apply to the residential portions of the building in addition to the standards of this section.

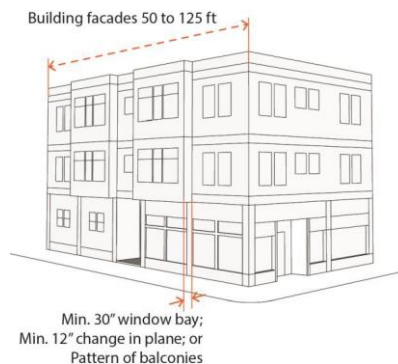
B. Building Orientation.

1. The primary façade of the building shall face the primary street and pedestrian walkway.
2. On corner lots, buildings shall help visually anchor the intersection through height, mass, and architectural features.

C. Building Articulation. Building facades must be segmented into modules or bays by columns, projecting or recessed volumes, or other articulation that frames windows, doors, and structural components.

1. Buildings or portions of buildings that are three or more stories shall provide articulation for the top story of the building through color change, material change, a cornice/belt course at the bottom of the uppermost floor, a stepped-back top story, or similar distinguishing design features.
2. Building façades between 50 and 125 feet in length along a right-of-way must incorporate at least one of the following on all floors above the first floor (not applicable within the IG zone):
 - a. At least two breaks in the facade plane a minimum 12 inches in depth; or
 - b. Window bays a minimum 30 inches in depth (recessed or projecting) from building facade; or
 - c. A regular pattern of balconies.

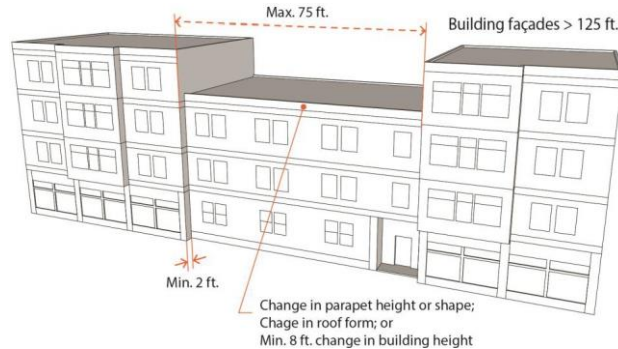
FIGURE 17.56.070.C-1: BUILDING ARTICULATION FOR STREET-FACING FACADES 50 TO 100 FEET IN LENGTH



3. When a building facade exceeds 125 feet in length along a right-of-way, it must be broken down to read as a series of buildings no wider than 75 feet each or separated into facade bays no greater than 75 feet in width defined by a recess a minimum of two feet in depth and at least one of the following strategies (not applicable within the IG zone):
 - a. Change in roof parapet height or shape;
 - b. Change in roof form and slope; or

- c. Change in building height with a minimum difference of five vertical feet.

FIGURE 17.56.070.C-2: BUILDING ARTICULATION FOR STREET-FACING FACADES OVER 125 FEET IN LENGTH



4. The maximum dimension of any single building shall not exceed 150 feet. Exceptions may be granted with approval of a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit or, at the discretion of the Director, a Conditional Use Permit (see § 17.100.100, Conditional Use Permit), based on the finding that adequate design features have been incorporated to create visual variety and avoid a large-scale, bulky, or monolithic appearance. This standard is not applicable within the IG zone.
5. Buildings within the IG zone, regardless of dimension, shall incorporate design features to create visual variety and avoid monolithic appearance. This may include but is not limited to moldings/trim, brackets, niches, enhanced cornice, awnings/shade devices, and decorative entrances.
6. All building facades that face a street, driveway, paseo, public right-of-way, or common open space area shall exhibit consistent architectural treatment and level of detail, with features wrapping around the corners of adjacent facades as appropriate. Architectural treatments may include, but are not limited to, wrap-around porches, belt courses, rustication, trellises, canopies, eaves, brackets, niches, and moldings/trims. When applicable, decorative parapets should be extended around the sides of the building and contain necessary depth to appear as an integral part of the building design and form.

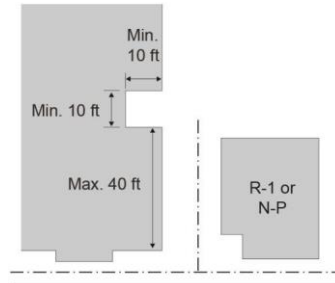
FIGURE 17.56.070.C-3: ARCHITECTURAL FEATURES ON CORNERS



7. Where a building abuts an R-L or N-P zone, the building façade plane may not exceed 40 feet in length without a break of minimum 10 feet in depth and 10 feet in length.

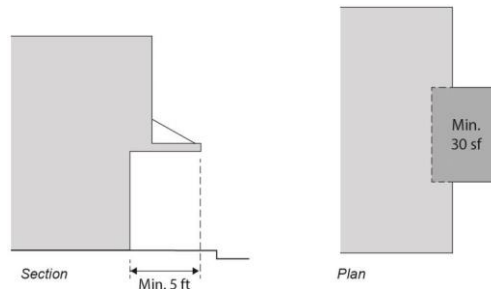
8. Buildings shall be designed and oriented to minimize visual intrusion into adjoining residential properties. Windows, balcony, and deck locations shall be directed away from window areas of adjoining residences.

FIGURE 17.56.070.C-4: DEVELOPMENT ABUTTING AN R-L OR N-P ZONE



- D. **Commercial/Retail Building Frontage Design.** Awnings, canopies, balconies, porches, stoops, arcades, forecourts, or massing changes shall provide surface relief and articulation building façades.
- E. **Entrances.** Building entrances shall have a roofed projection or recess with a minimum depth of at least five feet, as measured from the primary building façade, and a minimum area of 30 square feet. Exceptions to this requirement may be approved for alternative designs that create a welcoming entry feature facing the street, such as a trellis or courtyard entry.

FIGURE 17.56.070.E-1: ENTRANCES

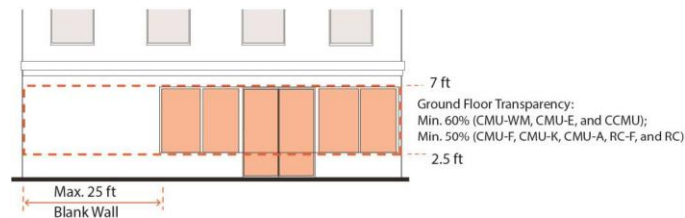


F. Windows and Lighting.

1. **Transparency.** Street-facing ground-floor facades shall include windows, transparent doors, storefronts, or other openings with transparent glazing that provides views into retail and/or work areas in the following amounts (not applicable to IG zone):
 - a. *CMU-WM, CMU-E, and CCMU.* Sixty percent of the building wall located between two and one-half and seven feet above the level of the sidewalk.
 - b. *CMU-F, CMU-K, CMU-A, CMU-G, RC-F, RC, and BP.* Fifty percent of the building wall located between two and one-half and seven feet above the level of the sidewalk.
2. **Reductions.** The building transparency requirement may be reduced or waived by the review authority upon finding that:

- a. The proposed use has unique operational characteristics with which providing the required windows and openings is incompatible; and
 - b. Street facing building walls will exhibit architectural relief and detail and will be enhanced with landscaping in such a way as to create visual interest at the pedestrian level.
3. For commercial and retail storefronts, windows must be a minimum of nine feet in height and inset or recessed from the wall plane for visual interest and shadow line.
 4. All windows shall be designed with trim at least one inch in depth around or recessed at least two inches deep from the plane of the surrounding exterior wall (not applicable to IG zone).
 5. Highly reflective or opaque window glazing is generally not permitted.
 6. Uplighting or rooftop lighting is encouraged and may be used to accentuate architectural details, building form and/or landscape elements at night.
 7. All building lighting is subject to the standards of § 17.64.050, Outdoor Lighting and Illumination.
- G. **Blank Walls.** No building facade facing a public right-of-way may extend in a continuous plane for more than 25 feet without a window, door, or storefront opening (not applicable to IG zone).

FIGURE 17.56.070.G-1: TRANSPARENCY AND BLANK WALLS



H. **Materials and Colors.**

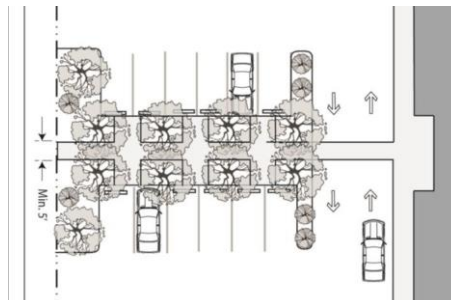
1. **Building Materials.**

- a. At least two materials shall be used on any building frontage (excluding roof and foundation) in addition to glazing and railings. Any one material must comprise at least 20% of the building frontage.
- b. Buildings three stories or taller with frontage along a street or a shared open space must incorporate a material change between the first floor and upper floors along at least 60% of any building façade width.
- c. A minimum 5/8-inch thickness is required for panel siding. Battens are required to be incorporated in to the design for a board and batt appearance.
- d. Acceptable materials include, but are not limited to, wood, concrete, brick, glass, metals, stucco, stone, tile, and brushed steel, aluminum composite material, and aluminum plate are all acceptable. Corrugated metal and aluminum may be used as accent materials if properly treated for durability. Plywood is not permitted.
- e. Masonry shall wrap corners and terminate at inside corners. Other material changes shall

occur at an inside corners or other appropriate transition elements, such as a fence line.

- f. Stucco textured foam trim shall not be used as the only application to provide architectural detailing. Heavy knock-down or "lace" stucco finish is not permitted.
 - g. Stucco finishes shall be smooth or very light sand finish. Stucco foam trim, where used, shall be smooth finish or shall incorporate a natural woodgrain texture where appropriate.
 - h. Accent elements, such as trellises, arches, arbors, columns, or low monument features shall be used to demarcate building frontages, building entrances, and common open space areas.
 - i. Awning frames and supports shall be painted or coated with a noncorroding material.
2. **Colors.** At least three exterior colors shall be used on any building frontage. Elements that count toward this requirement include cladding material, trim/accent colors, and visually significant colors for doors, balconies, and similar elements. Primary colors shall be used as accent colors only. Matte finishes are preferred; highly reflective surfaces are generally not appropriate and should be used sparingly as accents only.
- I. **Additions/Remodels.** Notwithstanding the design standards of this chapter, additions to and remodels of existing buildings, including porches, balconies, and decks, must be consistent in design and quality to the architectural design and detail of the existing building.
- J. **Pedestrian Circulation.**
1. Where applicable, a system of pedestrian walkways shall connect all primary buildings entrances on a site to each other, to on-site automobile and bicycle parking areas, to the public right-of-way, and to any on-site open space areas, pedestrian amenities, and transit stops.
 2. Shaded walkways a minimum of five feet in width shall be provided between the principal building entries and parking areas. A clearly defined pedestrian route between the street-adjacent sidewalk, parking areas, and the primary pedestrian entrance(s) to the building shall be provided. Features such as landscaping, seating, fountains, low walls, patio seating, and other architectural features shall be provided to enhance the pedestrian experience.

FIGURE 17.56.070.J-1: SHADED PATHWAYS



3. Where a required walkway crosses driveways, parking areas, or loading areas, it must be clearly identifiable through a raised crosswalk, a different paving material, or similar method
4. Where a required walkway is parallel and adjacent to an auto travel lane, it must be raised or

separated from the auto travel lane by a raised curb at least four inches high, bollards, or other physical barrier.

5. Pedestrian and bicycle connections shall be provided from adjoining neighborhoods and transit-served streets. New development on abutting lots shall be designed to allow cross-access for internal pedestrian, bicycle, and vehicular circulation systems. Easements shall be used to assist in defining maintenance and utility responsibilities.

K. Parking Access and Design.

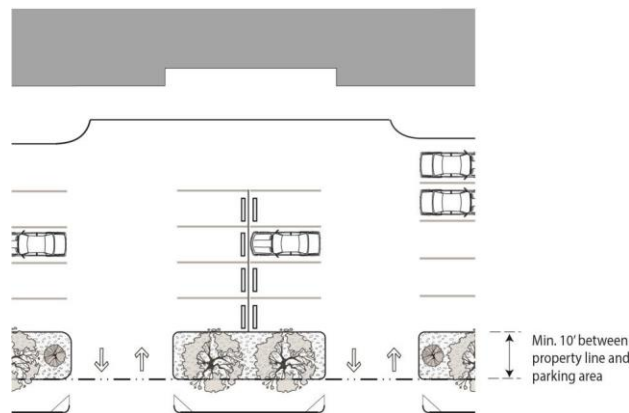
1. Shared access drives to parking areas are allowed in order to minimize curb cuts and potential conflicts with pedestrians. Where shared driveways are centered on property lines, easements shall be dedicated to allow access.
2. Vehicle access to and from off-street parking shall be off a side street or single access point along the frontage.
3. Where a project side abuts an alley or lane, access to parking shall be provided from the alley or lane whenever feasible.
4. On corner lots, driveways or curb cuts shall be located on the street frontage with the least pedestrian activity whenever feasible.
5. Surface parking areas shall be located to the rear of the principal building(s) whenever feasible and must be separated from on-site buildings by a minimum distance of five feet, which may be occupied by landscaping or walkways. Off-street parking may not be located within 40 feet of a street facing property line. Exceptions may be granted where the Director or applicable approval authority makes the following findings:
 - a. The design incorporates habitable space built close to the public sidewalk to the maximum extent feasible; and
 - b. The site is small and constrained such that surface parking located more than 40 feet from the street frontage is not feasible.
6. Where a parcel proposed for development has adjacent properties that are undeveloped and could feasibly allow for possible future connection points, a Precise Plan may be required (see Chapter 17.116, Precise Plans).

L. Common and Publicly Accessible Open Space. For commercial and mixed-use buildings that require common open space or publicly accessible open space or that include at least four retail stores or offices suites, a plaza, courtyard, square or green shall be provided with at least two of the following amenities:

1. Benches or other seating;
2. Shade trees with a canopy that covers a minimum 50% of the space at maturity;
3. Drinking fountains;
4. Water features;
5. Public art; or
6. Performance areas.

M. Additional Site Design Standards in Employment Zones (IF, IG, and BP).

1. Side yards may be utilized for railroad spurs except when the side yard adjoins a residential or commercial zone.
2. Streetscape design shall promote an uncluttered street appearance with appropriate fencing, landscaping, and screening.
3. Parking shall be located at the side or rear of buildings, wherever possible, with only customer parking located in front of buildings.
4. A 10-foot landscaped area must be provided between parking areas in front of buildings and the adjacent right-of-way. Additional landscaping may be required along property frontages for screening purposes. See also § 17.64.040, Landscaping.

FIGURE 17.56.070.M-1: LANDSCAPED BUFFER IN THE EMPLOYMENT ZONES

5. All outdoor storage must be screened in compliance with Chapter 17.70, Screening Standards.
6. Stormwater detention facilities and hydromodification requirements as applicable shall be incorporated into the site landscaping as a visual amenity where feasible.

§ 17.56.080. Public Facilities and Open Space Zones Design Standards.

A. Applicability. This section applies to all development in the public facilities and open space zones.

B. Design.

1. Architectural features, including, but not limited to, projections, recesses, and variety of surface textures shall be incorporated.
2. Building design must be generally compatible with the surrounding physical context.
3. Site design shall include signage and maps that emphasize linkages between parks, greenbelts, and open space systems, as appropriate.
4. Storage and equipment must be screened from public view.

CHAPTER 17.60
(RESERVED)

**Division III
Citywide Standards**

**CHAPTER 17.64
GENERAL SITE STANDARDS**

§ 17.64.010. Purpose.

The purpose of this chapter is to prescribe site standards that apply, except where specifically stated, to development in all zones. General site standards shall be used in conjunction with the base standards for each zone established in Division II. In any case of conflict, the more restrictive standard shall control.

§ 17.64.020. Accessory Structures.

- A. **Purpose.** This section establishes development standards for accessory structures. The purpose is to recognize accessory structures as desirable and beneficial and to provide for such uses under certain circumstances by providing standards to protect the public health, safety, and welfare by maintaining safe distances between structures, establishing architectural compatibility between primary and accessory structures, and minimizing potential impacts associated with lot coverage, privacy, and maintenance of light and air space.
- B. **Applicability.** The provisions of this section apply to:
1. Accessory buildings, which are detached, enclosed buildings located on the same lot as the principal (main) building, the use of which is normally incidental, ancillary, and entirely secondary to that of the principal building. This includes sheds, detached garages, greenhouses, workshops, and pool houses. ~~Detached accessory structures, including, but not limited to, carports, detached garages, sheds, workshops, gazebos, greenhouses, and pool houses.~~
 2. Patio covers, which are structures that are attached or detached from the primary residence, open on at least three sides, and covered overhead. This includes sunshades, porches, carports, gazebos, and similar structures. ~~Attached accessory structures, including, but not limited to, patio covers, sunshades, porte-cocheres, and porches and decks that are over 18 inches in height measured from grade.~~
 3. This section does not apply to secondary or accessory dwelling units. Secondary or accessory dwelling units are governed by the requirements of § 17.84.030, Accessory Dwelling Units.
- C. **Permits Required.**
1. A Building Permit (see § 17.100.130, Building Permit) is required for all accessory structures 120 square feet or greater and all accessory structures ~~requiring~~ with utility hookups, regardless of square footage.
 2. A Building Permit (see § 17.100.130, Building Permit) is required for any accessory structure that is attached to an existing structure, including a deck or trellis.
 3. A Building Permit (see § 17.100.130, Building Permit) is required for decks over 30 inches in height.
 4. A Development Review Permit Tier 1 (see § 17.100.050, Development Review Tier 1) is required for accessory structures over 120 square feet up to 800 square feet ~~and or under~~ over 12 feet in height in residential zones and for accessory structures ~~over~~ less than 1,200 square feet in

all other zones, or where an exception as provided in this section is requested.

5. A Development Review Permit Tier 2 (see § 17.100.060, Development Review Tier 2) is required for accessory structures over 800 gross square feet in gross floor area ~~or over 12 feet in height in residential zones~~ and for accessory structures over 1,200 gross square feet in gross floor area in Mixed-Use, Commercial, or Employment zones.

D. **General Requirements for ~~All Detached~~ Accessory Structures.**

1. Accessory structures may not encroach into recorded utility easements.
2. Accessory structures must be appurtenant to and incidental to a primary structure.
3. The cumulative floor area of any residential accessory structure(s) may be a maximum of 75% of that of the primary structure, except as otherwise approved by the Director.
4. Accessory structures may not be located within required front or street side setbacks, except as otherwise allowed in this section or § 17.64.060, Projections into Required Setbacks.
5. Accessory structures shall be set back a minimum of four feet from an alley or as required to provide a minimum 24-foot clear back-up space if the alley provides vehicular access to the detached accessory structure.
 - a. *Exception.* A setback less than four feet may be allowed, where there is no vehicular access required to the structure, and where there is adequate vehicular, pedestrian, and public safety access in the alley.
6. Accessory structures shall not contain a permanent indoor kitchen (combination of a sink, cooking apparatus, and refrigeration appliance) or a full bath and may not be designed for full-time living or rental purposes.
7. Carports shall be constructed out of durable materials, match or complement the architecture of the primary structure and be built on a permanent foundation. Temporary carports are prohibited.
8. Accessory structures shall be oriented and designed to minimize visual impacts on adjoining properties. Placement of doors and windows shall be located to ensure the greatest extent of privacy to adjacent neighbors.
9. Accessory structures located in residential zones shall be of a compatible size, scale, and appearance so as to be in harmony with the character and quality of surrounding development.
10. **Detached Accessory Structures-Buildings in Residential Zones.** In addition to the requirements in Subsection 17.64.020.D, accessory buildings in residential zones shall comply with the following standards:
 - a. *Placement.* All accessory ~~structures~~ buildings shall be located on the rear one-half of the lot.
 - b. *Building Separation.* All accessory ~~structures~~ buildings shall be located at least six feet from any primary building or dwelling on the lot. An accessory ~~structure~~ building closer than six feet to another structure may be considered through a Minor Modification request (see § 17.100.110, Minor Modification). Garages, storage sheds, or other enclosed buildings attached to the primary home shall be considered an addition and subject to the setback and height requirements of the base zone.
 - b.c. *Setbacks.* Accessory ~~structures~~ buildings shall conform to the front and street side setbacks of the base zone. The following interior side and rear setback requirements shall apply:

Table 17.64.020.D-1: Accessory Structure Setbacks	
Eave Height at Point Closest to Property Line	Minimum Setback from Interior Side or Rear Property Line
Less than 9 feet	3 feet
At least 9 feet but less than 10 feet	4 feet
At least 10 feet but less than 11 feet	5 feet
At least 11 feet but less than 12 feet	6 feet
12 to 16 feet (subject to review)	7 feet

~~e.d.~~ **Fire Access.** A minimum three-foot ingress/egress pathway into a backyard shall be maintained for fire access.

~~d.e.~~ **Height.** Accessory structures shall not exceed a maximum height of 16 feet.

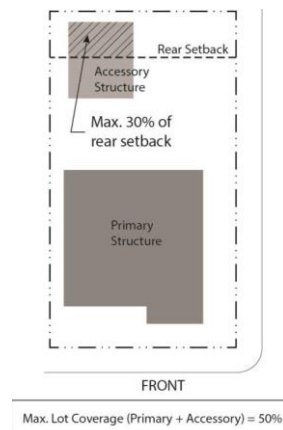
- i. Exception. A two-story accessory structure no greater than 25 feet in height may be allowed at the rear of a lot that abuts an alley but must comply with a minimum 10-foot side property line setback.

~~e.f.~~ **Roof Decks.** All roof decks along the project perimeter and abutting residential uses shall be stepped back a minimum of five feet from the roof edge and a minimum of eight feet from the property line and shall include a minimum 42-inch solid rail or parapet, so that they are oriented away from and screened to prevent direct views of abutting residential neighbors. Roof decks facing/adjacent to a right-of-way or alley are not required to be stepped back.

~~f.g.~~ **Lot Coverage.** The total square footage of all accessory structures shall not occupy more than 30% of the required side and rear setback of the underlying zone. Unless otherwise allowed in the base zone, maximum aggregate lot coverage by primary and accessory structures shall not exceed 50%.

- ~~i.~~ ~~Roofless structures or structures with a latticed roof, such as pergolas, arbors, and trellises, are excluded from lot coverage but shall not occupy more than 60% of the required rear setback.~~

FIGURE 17.64.020.D-1: ACCESSORY STRUCTURE LOT COVERAGE



~~11.1. Detached Accessory Structures in Mixed Use and Nonresidential Zones.~~

- ~~a. Height. An accessory structure in a nonresidential zone shall not exceed the permitted height for principal buildings in the zone in which it is located.~~
- ~~b.a. Setbacks. Any accessory structures in a nonresidential zone shall conform to the building setback requirements for that zone.~~
- ~~c.a. Building Separation. Any accessory structure in a nonresidential zone over 120 square feet shall be located at least six feet from any building on the lot.~~
- ~~d.a. Location. Any accessory structure up to 120 square feet in a nonresidential zone shall be located to the side or rear of the primary building and not in front of the primary building.~~

E. **Requirements for Patio Covers in Residential Zones.** In addition to the requirements in Subsection 17.64.020.D, patio covers in residential zones shall comply with the following standards:

1. **Setbacks.**

- a. Front and street side setbacks of the base zone apply to patio covers.
- b. A minimum five-foot interior side and rear yard setback is required, measured from the nearest post/ structural support to the property line.
- c. The minimum required interior side yard and rear yard setbacks shall be increased by one foot for every one-foot increase in patio cover height over 10 feet. If a patio cover is sloped or otherwise varies in height, the setback requirements for the side versus the front of the structure may vary depending on orientation to the nearest property line(s).
- d. Patio covers in residential zones shall conform to the following setback requirements:

Table 17.64.020.E-1: Patio Cover Setbacks	
Height at Point Closest to Property Line	Minimum Setback from Interior Side or Rear Property Line
Less than 11 feet	5 feet
At least 11 feet but less than 12 feet	6 feet
12 feet (Maximum Height)	7 feet

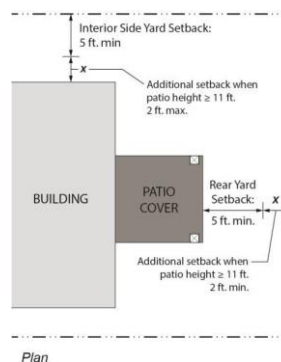
2. ~~Height.~~ Patio covers shall not exceed 12 feet in height. An exception to the 12-foot height limit may be granted by the Director if a taller cover is required to match the architectural style and roof pitch of the primary structure or as necessary to tie-in structurally to the primary structure as long as setback requirements are otherwise met and the Director finds that the increased height will not negatively impact adjacent residential properties. Covers that match the height of the existing home may be required to meet the setback requirements of the underlying zone, as determined by the Director.

FIGURE 17.64.020.E-1: PATIO COVERS AND SUNSHADE SETBACK AND HEIGHT

3.2. Eaves and Projections into Required Setback Area. Eaves, rain gutters, and other architectural features may project 24 inches into the required setback subject to applicable building and fire/life safety requirements as provided in § 17.64.060, Projections into Required Setbacks.

4.3. Yard and Lot Coverage.

- a. Patio covers with a solid or impervious roof/cover shall count toward the lot coverage calculations.
- b. Patio covers with a permeable (i.e., open lattice style) or semi-transparent roof/cover and roofless structures such as pergolas, trellises, and arbors are excluded from the lot coverage calculation.
- c. Solid cover residential patio covers ~~may use up to 40%~~ contribute to the maximum 30% lot coverage of the required side and rear setback as measured by the roof/covering dimensions.

FIGURE 17.64.020.E-2: PATIO HEIGHT AND REAR AND SIDE SETBACK

5.4. Design.

- a. Patio covers shall not be enclosed by any walls, partial solid panel wainscoting, and/or glazing, except for the walls adjoining primary and/or accessory building(s), which may not constitute more than two of the four sides of the patio structure.
- b. Patios shall be open structures that are at least 80% transparent.
- c. Patios shall not be conditioned space but may be fitted with removable clear plastic or

screen mesh.

d. Metal "lean-to" structures and similar metal structures are prohibited in residential zones.

5. Detached Accessory Structures in Mixed-Use and Nonresidential Zones.

a. Height. An accessory structure in a nonresidential zone shall not exceed the permitted height for principal buildings in the zone in which it is located.

b. Setbacks. Any accessory structures in a nonresidential zone shall conform to the building setback requirements for that zone.

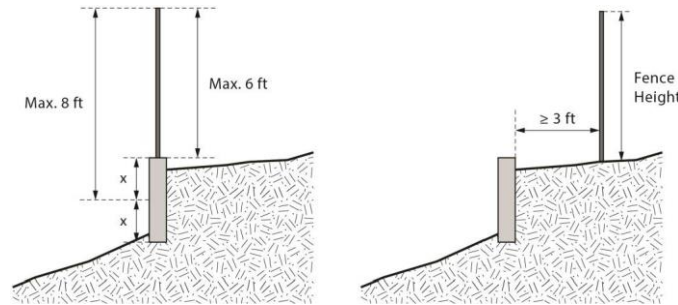
c. Building Separation. Any accessory structure in a nonresidential zone over 120 square feet shall be located at least six feet from any building on the lot.

d. Location. Any accessory structure up to building over 120 square feet in a nonresidential zone shall be located to the side or rear of the primary building and not in front of the primary building. Exceptions may be granted for structures required for the primary business in a site in Industrial Flex (IF) and Industrial General (IG) zones subject to Director discretion.

✎

§ 17.64.030. Fences, Walls, and Hedges.

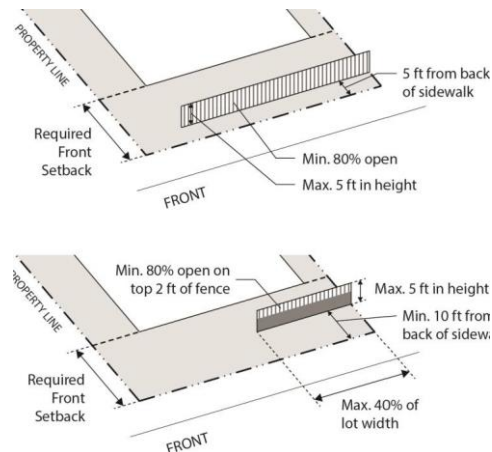
- A. **Purpose.** The purpose of this section is to recognize well-designed fencing as a necessary site feature that can enhance the visual appearance of properties. Requirements ensure safe sight lines and minimize potential negative visual impacts or hazards of tall or unsightly fences, walls, and retaining walls.
- B. **Applicability.** The requirements of this section apply to all fences, walls, hedges, and similar structures. For specific and modified fencing standards in the Spring Lake Specific Plan area, see the standards in the Spring Lake Specific Plan.
- C. **Permits Required.**
 - 1. All fences and walls over six feet in height and all retaining walls 36 inches or greater in height require a Building Permit (see § 17.100.130, Building Permit).
 - 2. All fences and walls within the public right-of-way require an encroachment permit and shall be subject to all requirements of this section in addition to any public works requirements.
- D. **Fence, Wall and Hedge Height and Placement.** Fences, walls, and hedges shall comply with the height and placement standards below, unless more restrictive standards are required by an operative plan, an adopted policy, or a condition of approval for a project or subdivision.
 - 1. **Fence and Retaining Wall Combinations.** Where a fence is located at the top of a retaining wall required to address grade differential, and a six-foot maximum height fence is normally applicable, the Director may allow a combined height of fence and retaining wall up to eight feet, as measured from the midpoint of the retaining wall to the fence top. Where the fence is offset from a retaining wall by at least three feet, the fence height shall be measured from finished grade to the fence top.

FIGURE 17.64.030.D-1: FENCE AND RETAINING WALL COMBINATIONS

2. **Front Setback.**

- a. Solid fences, walls, and hedges located within a required front setback or along the front yard property line may be a maximum of three feet six inches in height. See Section 17.64.040, Landscaping for landscaping requirements adjacent to street-facing walls and fences.
- b. *Exceptions.*
 - i. Downtown Zones. A wrought iron or powder coated/integral color tubular steel fence, or other equivalent material approved by the Director (Tier 1 Development Review), up to five feet in height may be installed within a required front or street side setback provided the fence is a minimum of 80% open (no more than 20% opaque) and setback a minimum of five feet from the back of sidewalk.
 - (A) A landscaped and irrigated planting strip composed of groundcover, shrubs, and/or trees, shall be provided along the base of that portion of the fence that abuts the public street or public right-of-way. The remaining setback area between the fence and property line shall be landscaped and maintained in a healthy and growing condition. In no case shall fencing block required access or sight visibility.
 - ii. Downtown and N-P Zones. In the Downtown and N-P zones, fencing may follow a historically established pattern and location of fencing provided sight visibility, safety and public welfare are not impacted, as determined by the Director.
 - iii. Residential Zones RL, N-P, RLM. A fence up to five feet in height may be located five feet from the back of sidewalk provided the fence in its entirety is open a minimum of 80% (no more than 20% opaque), such as black and tubular steel. A fence up to five feet in height may be located a minimum of 10 feet from the back of the sidewalk provided the top two feet are open a minimum of 8% (no more than 20% opaque) and may not extend more than 40% across the front width of the property. The area between the fence and the public right-of-way shall be landscaped and maintained.

FIGURE 17.64.030.D-2: FENCE HEIGHT IN R-L, N-P, R-LM FRONT YARDS



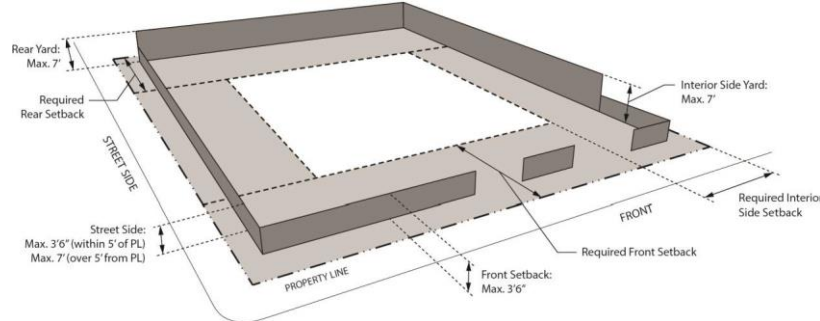
- iv. Multi-Unit (RM and RH), Mixed-Use (CMU, CCMU), Commercial (RC, RCF) and Employment (IF, IG, and BP) Zones. A decorative, wrought Iron, power coated/ integral color tubular steel, or other equivalent material approved by the Director, fence up to six feet in height may be located 10-feet from the back of sidewalk, provided the fence is a minimum of 80% open (no more than 20% opaque) and set back a minimum of 10 feet from the back of sidewalk. In no case shall fencing block required access or sight visibility.
 - (A) A landscaped and irrigated planting strip composed of groundcover, climbing vines, shrubs, and trees, shall be provided along the base of that portion of the fence that abuts the public street or public right-of-way. The remaining setback area between the fence and property line shall be landscaped and maintained in a healthy and growing condition.
 - (B) If necessary for security purposes, as determined by the Director, tubular steel, or equivalent open welded metal fencing, may be placed at the back of sidewalk (or if no sidewalk, then property line) in the RCF, IF, IG, and BP zones as long as the required landscaping is visible through the fencing.
- v. Columns, pilasters, and support structures, and the decorative elements attached to them associated with a fence or gate located on or within required setbacks may exceed the height limit provided they meet the following criteria:
 - (A) They do not exceed seven feet in height;
 - (B) They are not located closer than 12 feet on center;
 - (C) The fencing materials do not cumulatively exceed the see through fence standard, where applicable; and
 - (D) They do not interfere with the sight visibility area associated with any street or driveway.

3. **Street Side.**

- a. Fences, walls, and hedges located within five feet of the street side property line may be a maximum of three feet six inches in height. Fences, walls, and hedges located five feet or more ~~than five feet~~ from the street side property line may be a maximum of seven feet in height.

- i. **Exception.** When the primary structure is located within the five-foot setback, a fence up to seven feet is allowed where the fence is parallel to the street and represents an extension of the primary structure's façade.
 - b. See Section 17.64.040, Landscaping for landscaping requirements adjacent to street-facing walls and fences.
4. **Rear and Interior Side Setbacks.** Fences, walls, and hedges behind the required front setback within the interior side and rear setback areas may be a maximum of seven feet in height.

FIGURE 17.64.030.D-3: FENCE, WALL, AND HEDGE HEIGHT



5. **Intersection and Driveways.** Notwithstanding other provisions of this section, fences, walls, and hedges shall comply with § 17.64.110, Visibility at Intersections to ensure adequate site visibility.
 6. **Additional Fence Height.** In nonresidential zones, additional fence height up to eight feet may be considered by the Director (Development Review Tier 1) if located outside of a required front setback and more than five feet from a street side lot line, provided that the Director determines that the additional height is necessary due to specific circumstances related to on-site safety and security and the fence is designed appropriately to minimize negative visual impacts to neighboring properties.
- E. **Double Fence/Walls.** Double walls or fences are prohibited unless the Director finds that:
1. The existing fence is not adequate to provide basic privacy, safety, security, and it is not possible to remove the established fencing material; and
 2. The new fence has been designed to allow access for maintenance and cleanout of the space between the two fences and minimizes the gap to the smallest extent possible to reduce the potential for rodents, debris accumulation, and other nuisance problems.
- F. **Fence and Wall Materials and Design.**
1. Perimeter fencing utilized along a public street shall be constructed of material such as iron, pre-painted welded steel, brick, wood picket, or other similarly durable material.
 2. Fence posts shall be set in concrete.
 3. All wood fencing posts shall be either wood or galvanized metal covered in wood and stained with a semi-transparent or opaque treatment.
 4. Each fence or wall adjacent to the public right-of-way shall be stained, painted, or treated with a graffiti-resistant coating.
 5. **Limitations on Chain-Link Fencing.**

- a. *Location.* Chain-link fencing is prohibited in Residential and Downtown Zones.
 - b. *Visibility.* Chain-link fencing shall not be located in a front or street side yard setback area, or where visible from the street, a State highway, or an adjacent Residential zone. Exceptions may be granted by the Director in the IG and IF zones for powder coated chain link.
 - c. *Exception.* Welded horizontal and vertical "hog" wire or steel cable, that is supported by either a decorative capped stained wood fence frame or decorative welded tubular steel posts and frame, or other similarly architecturally designed fence, may be allowed as a fencing material, subject to Tier 1 Development Review.
6. ***Limitations on Concrete/Masonry Block.***
- a. Plain, concrete block is not permitted as a fencing or wall material along arterials and collectors, in any residential zone, or any area where walls are required as a condition of approval.
 - b. Concrete block must be finished with stucco or be of a decorative material and capped with a decorative cap. Other materials may be approved by the Director should the design provide an enhanced appearance.
7. ***Prohibited Fencing Materials.*** The following fence materials are prohibited in all zones
- a. Barbed wire or electrified security fence, except for security purposes as outlined in subsection F.7.f, Exception below.
 - b. Razor or concertina wire, climb-proof spikes, or other hazardous fencing in conjunction with a fence or wall, or by itself.
 - c. Electrified fence for animal control.
 - d. Improvised security materials such as broken glass or nails.
 - e. Improvised materials such as plywood, particle board, paper, plastic tarp, cloth, or secondhand material not designed for fencing, or other similar material.
 - f. *Exception.* An exception to fence types listed in subsection A or B may be considered for sites in Employment zones, in the CMU-Flex zone, and in the Regional Commercial Flex zone east of Quality Circle only, where the Director finds such fencing if necessary for security purposes. Exceptions shall be considered through a Development Review Tier 3, Zoning Administrator review process (see Section 17.100.070, Development Review Tier 3) and are subject to the following provisions:
 - i. Hazardous or electrified security fencing shall not be permitted within 100 feet of a residential property or facility where children are routinely present.
 - ii. Hazardous or electrified security fencing shall be setback a minimum of 75 feet from any segment of Main Street. A setback exception may be considered along E. Main Street, east of Quality Circle, where existing semi-truck/trailer parking areas are located closer to Main Street. (Non-electrified security fencing that resembles electrified security fencing shall similarly be setback a minimum of 75 feet from any segment of Main Street, unless the encroaching portion is equal height with the exterior fence.)
 - iii. The hazardous or electrified security fencing materials are located at the top portion of or behind a legally established fence which is at least five feet in height, but not

more than eight feet in height, subject to fence height regulations described in this chapter.

- iv. Electrified security fencing shall meet all applicable standards as established in California Civil Code § 835.
- v. Required warning signs shall be set at the maximum separation requirements established in California Civil Code § 835.
- vi. Electrified security fencing shall not extend taller than eight feet in height within 80 feet of the front property line; and may not extend taller than 10 feet in height if setback further than 80 feet from the front property line. Non-electrified security fencing that resembles electrified security fencing shall at no time exceed eight feet in height and shall meet otherwise applicable fence setback requirements.

G. Entry Gateway. One entry gateway, trellis, arbor, or other entry or decorative feature is permitted in the required front yard or street facing side yard of each lot, provided that the maximum height or width of the structure does not exceed 10 feet and the maximum depth ~~or width~~ does not exceed six feet.

G.H. Flagpoles. No more than one flagpole per lot is permitted in residential zones. Residential flagpoles must be a minimum of 10 feet from any property line and shall not exceed the height of the primary home or 20 feet in height, whichever is less.

H.I. Temporary Fencing.

1. ***Temporary Construction Fencing.*** Temporary construction fencing may be required by the designated approving authority where necessary to protect trees or other sensitive features and the general public from construction activity during site preparation and construction. Temporary fencing shall be removed after 90 days once construction is complete. See Section 12.48.130, Tree preservation of established trees, heritage oak trees, specimen trees and landmark trees as part of development projects or on vacant/undeveloped commercial and residential property.
2. ***Temporary Security Fencing.*** Temporary security fencing (including chain link) with a maximum height of six feet may be installed around the property lines of vacant property with approval from the Director. Properties shall be maintained in a condition free from weeds and litter.

H.J. Gates. All driveway gates shall be placed to allow adequate "throat depth" for all driveways to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation. The installation of driveway gates requires Development Review Tier 1 approval (see Section 17.100.050, Development Review Tier 1), and if they are electrically operated, a Building Permit is required (see Section 17.100.130, Building Permit).

J.K. Swimming Pool Fences. Swimming pools, spas, and other similar water features shall be fenced in compliance with the adopted Building Code.

K.L. Sound Walls. Wherever sound walls are required to mitigate sound impacts adjacent to streets, the following standards shall apply. These standards do not preclude the use of other innovative methods of project design utilizing greater setbacks, building design, or mounding.

1. ***Setbacks.*** Walls shall be set back a sufficient distance from the ultimate public street right-of-way in accordance with sound attenuation and landscaping. The area between the right-of-way and the wall shall include a public sidewalk and landscaping, including canopy street trees.
2. ***Materials.*** Walls shall be constructed of brick, concrete, or decorative masonry material. Walls

and fences shall be made of durable materials, be graffiti resistant, and require limited ongoing upkeep and maintenance.

3. **Height.**

- a. Walls shall be six feet in height along the roadway side, unless additional height is needed as documented by a noise study, required to conform to environmental mitigation measures, or the noise element of the General Plan.
 - b. Walls required to be greater than six feet in height shall be constructed utilizing soil mounding, or other techniques, to reduce the apparent height from the roadway. The mounds shall not exceed a 3:1 slope. Drainage shall be contained so that there is no sheet flow of water onto the sidewalk.
4. **Maintenance.** A funding method to provide for the long term, ongoing maintenance of the wall and landscaped area shall be submitted and approved by the City prior to the construction of the wall.
5. **Walls adjacent to CalTrans Right-of-Way.** Walls located adjacent to CalTrans rights-of-way shall utilize the CalTrans sound wall design criteria and the CalTrans standard construction drawings of approved sound wall types.

L.M. Screening of Outdoor Uses. All outdoor uses shall be adequately screened in accordance with Chapter 17.70, Screening Standards.

§ 17.64.040. Landscaping.

A. **Purpose.** The purpose of this chapter is to:

1. Promote an attractive visual environment requiring permanently maintained landscaping;
2. Promote a transition between land uses and minimize or eliminate conflicts between potentially incompatible uses through landscaping; Soften the appearance of parking lots and other development;
3. Promote conservation and efficient use of water through proper plant selection and placement and to decrease high summer temperature by blocking heat and glare;
4. Provide opportunities for carbon sequestration;
5. Preserve existing established tree canopy; and
6. Implement the Water Conservation in Landscaping Act.

B. **Applicability.** The regulations of this section apply to all new development and improvement of existing uses in the City, including any construction, expansion, or improvement on private property, which requires the issuance of a Building Permit (see § 17.100.130, Building Permit) or other approval by the City. Specific applications are as follows:

1. New nonresidential projects, multifamily residential projects, and single-family residential subdivisions.
2. Modification to an existing nonresidential development project that proposes an increase in building square footage by 10% or more. In this case, the designated approving authority for design review shall evaluate the existing landscape to ensure compliance with applicable provisions of this chapter as deemed necessary.
3. New and rehabilitated nonresidential and multifamily residential landscaping projects that

include new irrigated landscaping over 500 square feet.

4. Change of occupancy of an existing building requiring a change of occupancy permit as defined by the Building Code.
5. An unpaved area proposed to be used for parking.
6. The removal of existing trees on vacant/undeveloped, multi-unit, or nonresidential projects. See also Woodland Municipal Chapter 12.48, Trees.
7. Any other permit when the Director deems it necessary.

C. Permits Required.

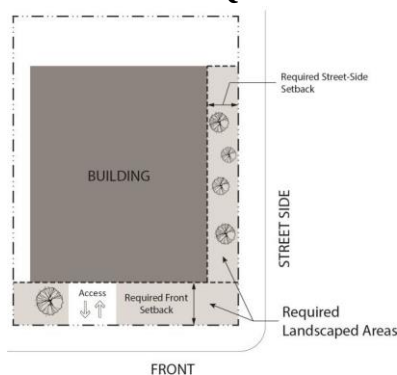
1. A landscape plan is required in conjunction with project entitlement review identified in subsection B above.
2. Development Review Tier 1 (see § 17.100.050, Development Review Tier 1) is required for any new or rehabilitated landscaping.

D. Other Applicable Requirements. In addition to the provisions of this section:

1. California Green Buildings Standards Code (CalGreen);
2. California Model Water Efficient Landscape Ordinance (MWELI);
3. California Plumbing Code (CPC) may apply to landscape plans at the time of plan review submittal for building, landscaping and/or plumbing permits. Where there is a conflict between CalGreen, MWELI, and CPC and this article, the state requirements prevail;
4. Development Engineering Post Construction Standards Plan;
5. Woodland Municipal Code Chapter 12.48, Trees; and
6. Woodland Municipal Code Chapter 13.32, Water Conservation.

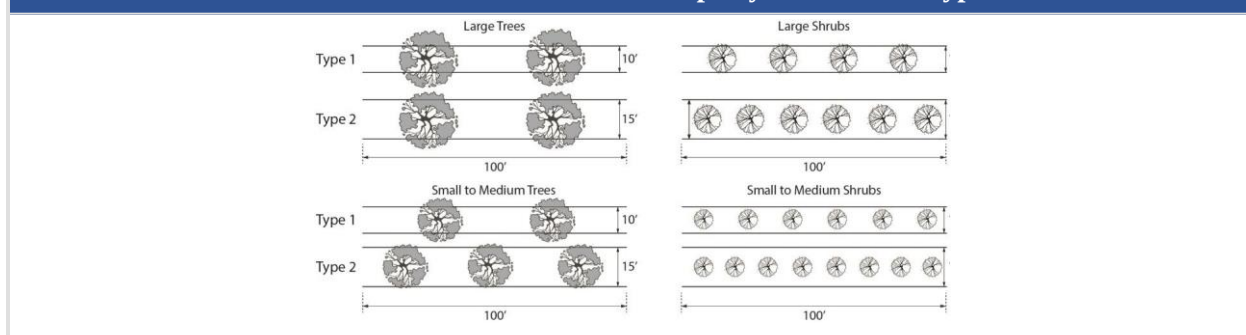
E. Areas to be Landscaped. The following areas shall be landscaped and may count toward the total area of the site required to be landscaped by the zoning regulations.

1. **Landscape Area Requirements.** Minimum landscape area (net lot area) requirements by zone, inclusive of parking lot landscape requirements, are as follows:
 - a. *R-H Zone.* 20%.
 - b. *CMU-WM, CMU-E, CMU-K, CMU-G, and CMU-F Zones.* 10%.
 - c. *CMU-A, CCMU, and NMU Zones.* 15%.
 - d. *RC-F Zone.* 15%.
 - e. *IF, IG, and BP Zones.* 15%.
2. **Required Front and Street-Facing Setbacks.**
 - a. All required front and street-facing side setbacks, except for areas used for parking, exit and entry, shall be landscaped.

FIGURE 17.64.040.E-1: AREAS REQUIRED TO BE LANDSCAPED

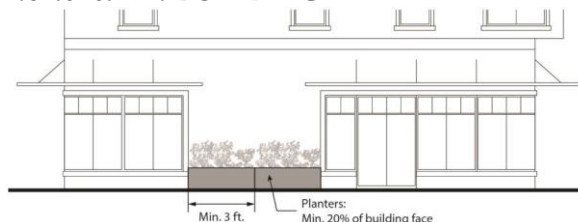
- b. *Street Adjacent Walls and Fencing.* A landscaping area shall be installed adjacent to that portion of the wall or fence that fronts a public street between the fence or wall and the property line. All plants shall be properly planted, irrigated, and maintained in accordance with § 17.64.040, Landscaping.
 - c. For additional landscape buffer requirements in the IF zone, see Section 17.56.0670.M, Additional Site Design Standards in Employment Zones (IF, IG, and BP).
3. ***Interior Side and Rear Common Property Lines.***
- a. Whenever a development is located adjacent to a zone with a lower maximum intensity, a landscape buffer planted with a mix of trees and shrubs shall be provided along the interior property lines. Tables 17.64.040.E-1, Required Common Property Line Buffers and 17.64.040.E-2, Common Property Line Buffer Types indicate when a buffer treatment is required and what type, based on the abutting zone.
 - b. Required screen planting shall have a 75% summer opacity and 60% winter opacity within three years of planting.

Table 17.64.040.E-1: Required Common Property Line Buffers						
Zone	Adjoining Zone					
	Public or Open Space Zones	R-L or N-P Zone	R-LM, R-M, and R-H Zone	Downtown or Mixed-Use Zone	Commercial Zone	Employment Zone
Public or Open Space Zones	—	Type 1	Type 1	Type 1	—	—
R-L or N-P Zone	—	—	—	Type 1	Type 2	Type 2
R-LM, R-M, and R-H Zone	Type 1	Type 1	—	—	Type 1	Type 2
Downtown or Mixed-Use Zone	Type 2	Type 2	Type 2	—	—	Type 1
Commercial Zone	Type 2	Type 2	Type 2	Type 1	—	—
Employment Zone	Type 2	Type 2	Type 2	Type 2	Type 2	—

Table 17.64.040.E-2: Common Property Line Buffer Types

Buffer Yard Type	Minimum Width	Trees per 100 linear feet of Buffer		Shrubs per 100 linear feet of Buffer		Fencing
		Large	Small to Medium	Large	Small to Medium	
Type 1	10 ft	2	2	4	6	Wood or masonry
Type 2	15 ft	2	3	6	8	Masonry

- c. **Alternative Buffering or Screening.** Alternative means of achieving buffering or screening as required in Tables 17.64.040.E-1, Required Common Property Line Buffers and 17.64.040.E-2, Common Property Line Buffer Types may be considered by the Director or applicable approval authority provided the alternative will achieve the intended purpose for the buffering or screening. Alternative screening measures include, but are not limited to, landscaping, alternate window, and balcony placement, incorporating wing walls or louvers, using glass block or other translucent material, or building placement.
4. **Building Perimeters.** The portions of a nonresidential building that front a public street shall have one or more landscape planters installed along a minimum 20% of that building face. The minimum width of the planter shall be three feet or the entire distance between the building and the property line, whichever is less.
- a. **Exception.** Not applicable to the DX zones.

FIGURE 17.64.040.E-2: BUILDING PERIMETER LANDSCAPING

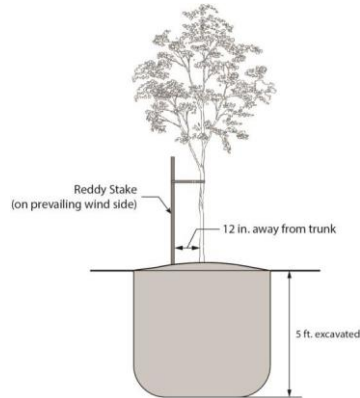
5. **Interior Areas.** All open areas in the interior of a project site shall be landscaped with appropriate plant materials and maintained in good condition as provided in this Code.
6. **Unused Areas.** All areas of a project site not intended for a specific use, including areas planned

for future phases of a phased development, shall be landscaped or hydro seeded. The Director may waive this requirement for areas planned for near-term future development.

7. **Parking Areas.** Parking areas as required by § 17.68.090, Parking Area Development and Design Standards.

F. Required Parking Area Landscaping.

1. **Minimum Landscaped Area in Parking Areas.** A minimum of six percent of the interior portion of a required parking area shall be landscaped in addition to any shading or other requirements.
2. **Landscaping Between Parking Areas and Non-Residential Entrances.** A landscaped area at least three feet in width is required between a non-residential entrance and abutting parking area.
3. **Parking Area Landscaping along the Public Right-of-Way.**
 - a. Along the public right-of-way adjacent to any street front parking there shall be a minimum landscape strip eight feet wide.
 - b. Portions of the right-of-way landscape strip may be reduced to five feet when in the opinion of the Director the following conditions are met:
 - i. The total amount of required landscaping, as calculated by applying the eight-foot width requirement, is met along the same street frontage;
 - ii. The reduction does not preclude the requirement for adequate shading or screening of the parking area; and
 - iii. The reduction in required width does not impede any other landscape requirement.
4. **Minimum Planter Sizes Within Parking Areas.**
 - a. For each tree, a minimum six-foot by six-foot tree well or a planting area a minimum six feet in width shall be provided in an island or finger.
 - b. A planter strip, perpendicular to the cars or any planter island/finger, shall be a minimum of five feet by eight feet.
 - c. Planter dimensions are measured from the interior side of the curb.
 - d. Where large shade tree species as defined in subsection G.16, Trees, below are proposed, fewer planter areas may be considered, subject to Director approval as long as resulting planter areas are larger, such as 12 feet in length by 12 feet in width, and provided that the shade tree requirements of subsection G, Landscape Plans are met.
5. **Parking Lot Tree Planting Requirements.**
 - a. Trees shall be staked with "Reddy Stake" or equal set 12 inches away from trunk on the prevailing wind side. Nursery stakes shall be removed when setting Reddy Stake. Stakes shall be removed once trees can stand by themselves.
 - b. The entire tree planting area shall be excavated to a depth of five feet. Planter shall be backfilled with native soil and necessary amendment prior to planting.

FIGURE 17.64.040.F-1: PARKING LOT LANDSCAPING

G. **Landscape Plans.** A landscape plan showing compliance with the standards of this chapter shall be submitted with the permit application for all projects for which landscaping is required. The following may be required, as clarified in the application requirements, as part of the plan set subject to application submittal requirements and the Director's determination; landscape plan, landscape grading plan, irrigation plan, and shading plan.

1. **Information Required.** Landscape plans shall be drawn to scale and shall at a minimum include the following:
 - a. Proposed plant locations, species type and common name, sizes, quantities, growth rate, and water consumption factor.
 - b. Plants with similar water needs shall be grouped together on the landscape plan. The plant factor, established in the California Department of Water Resources study, Water Use Classification of Landscape Species (WUCOLS) shall be identified for all landscaped areas on site.
 - c. Proposed landscape features (mounds, ~~stepping stones~~ **steppingstones**, benches, sculptures, decorative stones, or other ornamental features) locations, dimensions, and materials.
 - d. Proposed landscape structures (sheds, trellises, arbors, gazebos, fire pits, fireplaces, built-in barbeques, decks, retaining walls, and seat walls) locations, dimensions, and materials.
 - e. Location and diameter of any existing trees over six inches in diameter, as measured at 48 inches above natural grade, and whether such tree is proposed for retention or removal.
 - f. Any erosion control or water runoff measures.
 - g. Shade coverage as required in subsection H, General Landscaping Requirements and subsection I, Shade Requirements. At minimum shade plans shall include:
 - i. All surface areas, trees drawn to scale representing canopy size at 15 years.
 - ii. Percentage of the tree crown for each tree that will result in shading over the parking or right-of-way surface.
 - iii. Trees shall receive 25%, 50%, 75%, or 100% shading credit based on their location relative to paved surface. Where canopies overlap, they may not be counted twice.

- iv. Include a table identifying the quantity and type of trees used and the percentage of shade credited to each.
 - h. Planting details and methods of application shall be shown.
 - i. Construction detail referencing shall be indicated.
2. ***Preparation by a Qualified Person.*** Landscaping for commercial projects and institutional projects and residential projects consisting of more than four units shall be prepared by a California Registered landscape architect. The architect shall indicate compliance with this chapter with a written statement on all prepared landscape construction plan sets and intended compliance on all preliminary or conceptual plans.

H. General Landscaping Requirements.

1. ***General.***
- a. Landscaping shall be designed as an integral part of the overall site plan with the purpose of enhancing building design, public views, and spaces, and providing buffers, transitions, and screening.
 - b. Planting design shall have focal points at project entries, plaza areas, and other areas of interest using distinct planting and/or landscape features.
 - c. Required landscaped areas shall be planted with a combination of ground covers, shrubs, vines, and trees.
 - d. Landscaping may include incidental features such as stepping stones, benches, fountains, sculptures, decorative stones, or other ornamental features, placed within a landscape setting.
 - e. Landscaped areas may include paved or graveled surfaces, provided they do not cover more than 30% of the area required to be landscaped.
 - f. Garden areas and other areas dedicated to edible plants are considered landscaped areas and count toward required landscaping.
2. ***Required Water Efficient Plants.*** Plants shall be one of the following options to ensure that the landscape project meets water efficiency requirements as certified by a qualified landscape professional.
- a. ***Option A: All Low Water Plants.*** Exclusive of edible garden areas, all plants and trees shall be low or very low water use (California Department of Water Resources, Water Use Classification of Landscape Species (WUCOLS) plant factor of 0.3). Option A is available for all residential, mixed-use, and non-residential areas.
 - b. ***Option B: Primarily Low Water Plants.*** Exclusive of edible and decorative garden areas, at least 85% of the landscape area shall contain low or very low water use plants (average WUCOLS plant factor of 0.3). Option B is only available for residential-only areas.
 - c. ***Option C: Water Use Calculation.*** The estimated total water use (ETWU) of the landscaping shall not exceed the maximum applied water allowance (MAWA), calculated pursuant to the State Water Efficient Landscape Ordinance (MWELO). Option C is available for all residential, mixed-use, and non-residential areas.

- i. Department of Water Resources Model Water Efficient Landscape Ordinance Compliance Required. Where Option C is selected, all requirements of the Department of Water Resources Model Water Efficient Landscape Ordinance shall apply.
3. **Hydrozones.** Plant materials shall be grouped in hydrozones in accordance with their respective water, cultural (soil, climate, sun, and light), and maintenance needs.
4. **Drought-Tolerant Species.** Drought tolerant species and California native species are to be used to the maximum extent possible over non-drought tolerant and nonnative species.
 - 4.a. **Climate-Adapted Plant Requirement.** A minimum of seventy-five (75) percent of all non-turf plant materials used in required landscape areas shall be native species or selected from the list of approved low-water-use, climate-adapted plants as maintained by the Community Development Department.
5. **Invasive Plants Prohibited.** Plant species that are listed by the California Invasive Plant Council (CAL-IPC) as invasive are prohibited. Existing invasive plants and noxious weeds shall be removed.
6. **Landscaping Adjacent to Paved Areas.**
 - a. All landscaped areas located adjacent to driveways, loading areas, parking lots and sidewalks shall be protected along the parking lot side with curbs or wheel stops. Alternative treatments may be considered.
 - b. A six-inch high curb with a 12-inch wide concrete walkway shall be constructed along planters on end stalls adjacent to vehicle parking spaces.
7. **Landscaping in Public Areas.** Public landscaping, including street trees, shall comply with City Standard Specifications.
8. **Preservation of Mature Trees.** Existing mature trees on the site shall be preserved whenever it is possible and practical to do so. Site designs shall be prepared to preserve existing trees to the extent possible.
9. **Heritage Oak Trees.**
 - a. Applicant shall take measures to keep drainage flow around existing Heritage Oak Trees as close to natural state as possible.
 - b. Applicant shall take measures to preserve the area to at least one foot outside the dripline of existing heritage oak trees in a natural state.
 - c. Native oaks may be surrounded with a variety of shade-tolerant native plants or alternative planting, design, or materials at the Director's discretion and in consultation with the City's Arborist.
10. **Mulch.** A minimum three-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seedling applications where mulch is contraindicated.
11. **Compost.** Compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contraindicated by a soil test) shall be incorporated.
12. **Stormwater/Retention.** Subject to Development Review, landscaped areas and setbacks may be used for stormwater management practices provided tree planting and canopy shading

requirements are met. Additional planter spacing may be required. Areas designated for landscape-based stormwater treatment must satisfy the Stormwater Permit requirements of Chapter 8.08, Urban Stormwater Quality Management and Discharge Control.

13. **Water Features.** Recirculating water shall be used for all decorative water features.
14. **Turf.** Turf defined as a ground cover surface of mowed grass is subject to the following limitations.
 - a. No more than 25% of landscaped area may be turf.
 - b. Installation of turf on slopes greater than 25% is prohibited.
 - c. Prohibited in locations that are less than 10 feet wide.
 - d. Shall be heat tolerant and lowest water use species available.
 - e. Synthetic turf material may be used in place of any proposed turf areas provided synthetic material is located a minimum of six feet from any tree.
15. **Shrubs and Ground Covers.** Plants shall be of the following size and spacing at the time of installation:
 - a. *Ground Covers.* Ground cover plants other than grasses must be at least a four-inch container size. Areas planted in ground cover plants other than grass seed or sod must be planted at a rate of one per 12 inches on center.
 - b. *Shrubs.* Spacing of shrubs shall be according to local conditions; the species, cultivars, or varieties used; and their mature height, spread and form. When planted to serve as a hedge or screen, shrubs shall be spaced at 75% of their mature length.
 - i. *Small Shrub.* A small shrub shall have a mature height of three to less than five feet and shall be planted at a minimum from one-gallon containers.
 - ii. *Medium Shrub.* A medium shrub shall have a height of between five and eight feet and shall be planted at minimum from five-gallon containers.
 - iii. *Large Shrub.* A large shrub shall have a mature height of greater than eight feet and shall be planted at minimum from five-gallon containers.
16. **Trees.**
 - a. *Required Trees.* Trees shall be provided as follows:
 - i. *R-L, R-LM, and N-P Zones.* A minimum of two trees per frontage. If these are not provided in a landscaped parkway strip between the sidewalk and curb, they must be provided on private property and oriented to the street. Corner lots must provide four trees (two for each frontage) unless a lesser number is permitted by Director based on lot size/frontage limitations and/or dependent on mature canopy size of tree species.
 - ii. *R-M and R-H Zones.* A minimum of one tree per unit.
 - iii. *Downtown and Mixed-Use Zones.* A minimum of one tree per new residential unit.
 - iv. *Commercial Zones.* A minimum of one tree for every 2,000 square feet of lot coverage.

- v. *Employment Zones.* Trees are only required in employment zones along the front or exterior side perimeter of a parcel. Trees required in other Sections of this Code, such as parking lot trees or street trees, may count toward this requirement provided the required shading is met.
- b. *Cumulative Requirement.* Trees required in other parts of this Code, including shade requirements, shall apply in addition to these requirements.
 - i. Where it is determined that it is not possible to place all required trees, an applicant may request that the Director allow planting in a nearby public facility or through payment of an in-lieu fee.
- c. *Tree Size.* All required trees shall be a minimum of fifteen-gallon size. Trees shall be spaced 12 to 15 feet apart, or as otherwise approved by the Director. Spacing of trees shall be according to local conditions; the species, cultivars, or varieties used; and their mature height, spread and form. Newly planted trees shall be appropriately supported.
 - i. *Small Tree.* A small tree shall have a mature height less than 25 feet and shall be at least one-inch in diameter at six inches above ground level.
 - ii. *Medium Tree.* A medium tree shall have a mature height of between 25 and 45 feet and be at least 1.25 inch in diameter at six inches above ground level.
 - iii. *Large Tree.* A large tree shall have a mature height of greater than 45 feet and be at least 1.5 inch in diameter at six inches above ground level.
 - ~~iv. Trees shall be spaced between 12 to 15 feet apart, regardless of tree size.~~
 - ~~v.~~iv. Appropriate planter sizing will be determined based on proposed tree sizing at maturity. If larger trees are proposed which have a larger canopy, the planter area shall be increased as needed for the larger tree.
- d. *Stakes.* Trees shall be staked with metal stakes or equivalent as may be approved by the Director.

I. **Shade Requirements.**

1. ***Along a Public Right-of-Way.*** Trees shall be planted and spaced in order to achieve a 50% canopy cover after 10 years. The maximum spacing between trees shall be 35 feet on center and trees shall be drawn to scale representing canopy size at 10 years on a shade tree plan. Existing street trees located in the public right-of-way may be counted to meet this requirement.
2. ***Surface Parking Areas.*** Shade tree planting shall be installed to provide shade over 50% of the auto parking area within 15 years. All required parking is included in the total auto parking area calculation. Areas excluded from the total auto parking area are limited to:
 - a. The surface parking area covered by solar photovoltaic shade structures, or shade structures;
 - b. Truck loading in front of overhead doors;
 - c. Truck maneuvering and main access roads and driveways not used as back-up areas are exempt; and
 - d. Surfaced areas for automobile dealerships and areas used for display, service and vehicle

storage.

3. **Other Interior Shade Requirements.** All multi-unit residential and nonresidential projects shall provide the following in addition to the requirements of subsection E, Areas to be Landscaped.
 - a. *General Landscape Areas.* Shade tree plantings shall be installed to provide shade of 50% of landscape areas within 15 years.
 - b. *Hardscape Areas.* Shade tree plantings shall be installed to provide shade of 50% of hardscape areas, not including parking areas, within 15 years.
- J. **Soil Testing.** For landscape development projects of over 2,000 square feet a soil test shall be obtained to determine appropriate soil amenities and planting requirements.
- K. **Irrigation Specifications.** An automatic irrigation system shall be installed that meets the following standards.
 1. **Irrigation of Parking Lot Shade Trees.** All parking lot shade trees shall be irrigated with either a minimum of two deep watering tubes or drip rings, and in any case shall be on their own valve system separate from the general landscaping valves.
 2. **General Requirements.**
 - a. All irrigation equipment must meet American National Standards Institute (ANSI), American Society of Agricultural and Biological Engineers/International Code Council (ASABE/ICC) 802-2014 or equal, "Landscape Irrigation Sprinkler and Emitter Standard."
 - b. The following areas must be irrigated with subsurface irrigation or other means that produce no runoff or overspray.
 - i. Slopes exceeding 25%.
 - ii. Areas less than 10 feet wide in any direction.
 - c. The irrigation system must be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas such as adjacent property or hardscapes.
 - i. Irrigation systems must be designed for zero run-off onto paved surfaces unless that surface drains to another landscape area.
 - ii. Spray irrigation must be placed at least two feet from impervious surfaces unless that surface drains to another landscape area.
 - iii. Proper irrigation equipment and schedules, including features such a repeated cycle, must be used to closely match application rates to infiltration rates therefore minimizing runoff.
 - iv. Slopes greater than 25% must not be irrigated with an irrigation system with an application rate exceeding 0.75 inches per hour. Check valves shall be utilized.
 - d. *Sprinkler Heads.* Where used, sprinkler heads must be selected for proper area coverage, application rate, operating pressure, adjustment capability, and ease of maintenance.
 - i. Sprinkler heads and other emission devices must have matched precipitation rates,

unless otherwise directed by the manufacturer's recommendations.

- e. *Pressure Regulating Equipment.* Pressure regulating valves or assemblies shall be installed to ensure that the dynamic pressure at each emission device is within the manufacture's recommended pressure range for optimal performance.
- f. *Controllers.* Automatic control systems shall be required for all irrigation systems and must be able to accommodate all aspects of the design.
 - i. Automatic irrigation controllers must utilize either evapotranspiration or soil moisture sensor data, or rain sensing override devices.
 - ii. Irrigation controllers must be of a type which does not lose programing data in the event the primary power source is interrupted.
- g. *Control Valves.* Plants which require different amounts of water should be irrigated by separate valves.

L. Installation and Completion.

- 1. *Consistency with Approved Plans.* All landscaping must be installed consistent with approved plans and specifications, in a manner designed to promote and maintain healthy plant growth.
- 2. *Timing of Installation.* Required landscaping must be installed prior to the issuance of a Certificate of Occupancy for the project.
- 3. *Certification of Completion.* Upon completion of the installation of the landscaping and irrigation system, a field observation shall be completed by the licensed project contractor. A certificate of completion shall be submitted to the City by the licensed project contractor. The certificate shall specifically indicate that the plants were installed as specified and that the irrigation system was installed as designed, along with a list of any deficiencies.
 - a. Where Required Water Efficient Plan Option C: Water Use Calculation, was installed, the applicant shall submit a Certificate of Completion pursuant to the Department of Water Resources Model Water Efficient Landscape Ordinance.

M. Maintenance of Landscaping.

- 1. All required landscaping and structural features must be maintained in a healthy and attractive condition as determined by the City, and consistent with the approved landscape plan and Landscape Maintenance Agreement. Maintenance must include, but is not limited to, watering, fertilizing, weeding, cleaning, pruning, trimming, spraying, and cultivating.
- 2. Planting areas must be kept free from weeds, debris, undesirable materials which may be detrimental to public safety, drainage, or site appearance.
- 3. All plant materials must be maintained free from physical damage or injury arising from lack of water, chemical damage, insects, and diseases. Dying, decayed, untrimmed, or plant materials showing such damage shall be remedied, or replaced in kind consistent with an approved landscape plan.
- 4. Prior to the re-occupancy of a building with existing landscaping all portions of damaged or defective irrigation systems, dead, dying, or damaged ground cover, shrubs, and trees must be replaced. Where trees are approved for removal due to maintenance concerns, all portions of the

tree, including trunk and roots, shall be removed and stumps shall not be left in the landscape. Trees removed shall be replaced where feasible consistent with approved landscape plan or as otherwise approved by Director.

5. At the discretion of the Director, the City can require financial security, per year, to ensure the maintenance of landscaping.
6. All landscaped areas in a public street, sidewalk, or right-of-way that is abutting a residential property shall be maintained by the adjoining property owner, unless it is maintained through another mechanism such as a Home Owner's Association or Community Facilities or Landscape District.
7. Landscaping within a yard shall not obstruct a public street, intersection, sidewalk, or right-of-way either physically or visually.

N. §17.64.040.N. Tree Protection During Construction.

1. Tree Protection Zone (TPZ). Prior to the commencement of any construction, demolition, or grading activities, a protective fence of at least four (4) feet in height shall be installed around every tree designated for preservation. The fence shall be located at the edge of the tree's dripline or as otherwise specified by a certified arborist and approved by the Director.
2. Prohibited Activities within TPZ. The following activities are strictly prohibited within the established Tree Protection Zone: storage of materials, equipment, or excavated soils; parking of vehicles or equipment; dumping of waste or toxic materials; attachment of signs or wires to trees; and any unapproved soil disturbance or grade changes.
3. Root Protection. Any excavation or trenching approved to occur within the TPZ shall be performed by hand or with the use of an air spade. The cutting of any root two (2) inches in diameter or greater is prohibited without prior approval from the Director.
4. Tree Protection: Trunk Wrapping Standards
 - a. Applicability. These standards shall apply to all trees subject to protection requirements during construction, demolition, or other site disturbance activities, unless otherwise specified by the City Arborist or designee.
 - b. Trunk Wrapping Requirements:
 - i. Wrapping Material. Tree trunks shall be wrapped with waddles (also known as fiber rolls or erosion control logs). The waddles shall be secured in place using snow fencing or an equivalent method to prevent displacement during installation and throughout the protection period.
 - ii. Wrapping Height. The waddle wrapping shall extend vertically from the base of the tree trunk to a minimum height of ten (10) feet.
 - iii. Vertical Supports. Two-by-four (2x4) lumber, or an approved alternative providing equivalent protection, shall be placed vertically around the circumference of the wrapped tree trunk. These vertical supports shall be spaced no more than four (4) inches apart on-center.
 - iv. Securing Method. The waddles and vertical two-by-fours shall be securely fastened to the tree trunk using non-damaging straps, such as ratchet straps, or other approved methods that do not penetrate the tree bark.
 - v. Prohibited Fasteners. Under no circumstances shall nails, screws, or any other

penetrating fasteners be used to attach protective materials directly to the tree trunk.

~~7.~~vi. Maintenance. All tree protection measures, including trunk wrapping, shall be maintained in good condition throughout the duration of the site disturbance activities and until final inspection and approval by the City Arborist or designee. Damage to or displacement of protective measures shall be repaired or replaced immediately.

§ 17.64.050. Outdoor Lighting and Illumination.

- A. **Purpose.** The purpose of this section is to control outdoor lighting in order to maintain adequate visibility and safety, conserve energy, and protect against glare and excessive lighting. This section is intended to minimize outdoor artificial light that may have a detrimental effect on the environment, astronomical research, and enjoyment of the night sky. These provisions are also intended to reduce the unnecessary illumination of adjacent properties and the use of energy.
- B. **Applicability.** The standards of this section apply to all new development and to exterior alterations and additions for multifamily residential, commercial, industrial, mixed-use, and public/quasi-public uses that involve replacement light fixtures or systems, except as provided below.
1. **Exemptions.** The following lighting is exempt from the provisions of this section.
 - a. Public and private street lighting.
 - b. Athletic field lights used within a school campus or public park.
 - c. Safety and security lighting for public facilities.
 - d. Construction and emergency lighting provided the lighting is temporary and discontinued immediately upon completion of the construction work or abatement of the emergency.
 - e. Seasonal lighting displays related to cultural or religious celebrations.
- C. **Prohibitions.** The following types of exterior lighting are prohibited.
1. **Searchlights.** The operation of searchlights for advertising purposes.
 2. **Mercury Vapor.** Mercury vapor lights.
 3. **Other Light Types.** Laser lights or any other lighting that flashes, blinks, alternates, or moves.
- D. **Outdoor Lighting Plans Required.**
1. **When Required.** A preliminary outdoor lighting plan shall be submitted as part of each planning permit application, and a final plan shall be submitted as part of an application for a Building Permit (see § 17.100.130, Building Permit) for a new structure, an addition of 25% or greater, or modification or replacement of existing lighting. A final outdoor lighting plan is required for

all new outdoor lighting installations on commercial, mixed-use, multi-unit residential, industrial, and institutional properties. The Director may request outdoor lighting plans from applicants for other types of projects due to location, size, or proposed use, as necessary.

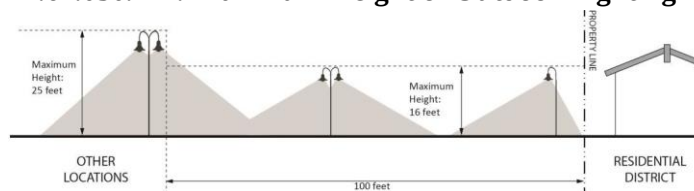
2. **Plan Content.** At a minimum, an outdoor lighting plan shall include the following:
 - a. Manufacturer specification sheets, cut sheets, and other manufacturer-provided information for all proposed outdoor light fixtures to show fixture diagrams and outdoor light output levels;
 - b. The proposed location, mounting height, and aiming point of all outdoor lighting fixtures;
 - c. If building elevations are proposed for illumination, drawings of all relevant building elevations showing the fixtures, the portions of elevations to be illuminated, the illumination level of the elevations, and the aiming point for any remote lighting fixture;
 - d. Photometric data including computer generated photometric grid showing foot-candle readings every 10 feet within the property or site and 10 feet beyond the property lines; and
 - e. The existing or proposed location of all large shrubs and/or trees to be shown on separate and coordinated plan, which illustrates lighting distance from trunk, and impact of tree canopy size and height as existing or at maturity.

E. Permits Required.

1. An outdoor lighting plan, as determined by the Director, may be required for the projects identified in subsection B, Applicability above.
2. An outdoor lighting plan may be required as part of the submittal for Development Review to ensure safe and appropriate installation of outdoor lighting systems.

F. General Requirements. Outdoor lighting shall be designed to be an integral part of the built environment, reflecting a balance for the lighting needs with the contextual ambient light level and surrounding nighttime characteristics of the community. Lighting for commercial installations adjacent to or near residential uses shall be compatible with and not directly illuminate nearby residential uses.

1. **Maximum Height.** The maximum height of outdoor lighting shall be as indicated in Table 17.64.060.F-1, Maximum Height of Outdoor Lighting Fixtures.

Table 17.64.050.F-1: Maximum Height of Outdoor Lighting Fixtures

Location	Maximum Height
Any residential zone or within 100 feet of any residential zone	16 feet ¹
Downtown and Mixed-Use zones	18 feet ¹
Commercial and Employment zones	25 feet ¹

Notes:

1. The approval authority may allow additional height for activities, uses, or development with unique lighting needs; accentuating historic architectural features of a building; accentuating signage and/or landscape features; or for security purposes.
2. **Trespass.** All lights shall be directed, oriented, and shielded to prevent light trespass or glare onto adjacent properties. The light level at property lines shall not exceed 0.3 foot-candles. Full cutoff shielding shall be used where adjacent to lower intensity residential uses.
3. **Pedestrian Scale Lighting.** Pedestrian-scaled lighting, less than 15-feet in height, shall be used to illuminate areas used for pedestrian circulation. Bollard-type light fixtures may also be used.
4. **Landscape Accent Lighting.** Landscape lighting fixtures shall be concealed-source fixtures.
5. **Coordination with Landscape Features.** All proposed individual lighting on poles, shall be coordinated with the location of existing or proposed trees and appropriate distances observed based on species and maximum growth habit.
6. **Lighting Design.**
 - a. All lighting shall meet the International Dark Sky Associations (IDA) and Illuminating Engineering Society of North America (IESNA) for "Cut Off" or "Full Cut Off" luminaire, as well as minimizing blue light emission (recommend a color temperature of no more than 3,000 Kelvins; S/P ratio less than or equal to 1.2).
 - b. Fixtures shall be appropriate to the style, material, colors, and scale of the architecture. Fixtures on buildings shall be attached only to walls or eaves, and the top of the fixture shall not exceed the height of the parapet or roof or eave of roof. Lighting fixtures must be architecturally integrated with building style, material, and colors.
7. **Timing Controls.** All outdoor lighting in nonresidential development shall be on a time clock or photo-sensor system and turned off during daylight hours and during hours when the building or, in the case of shopping centers, all buildings, are not in use and the lighting is not required

for security.

8. **Temporary Seasonal Lighting—Exempt.** Temporary seasonal lighting installed between Thanksgiving and January 1 is exempt from this chapter.

G. Supplemental Requirements.

1. Multi-Unit Residential Buildings.

- a. Lighting in parking areas, garage areas, and carport areas shall be maintained with a minimum of one foot-candle of illumination at the ground level during the hours of darkness.
- b. Aisles, passageways, and recesses related to and within the building complex shall be illuminated with an intensity of at least 0.25 foot-candles at the ground level during the hours of darkness.

2. Nonresidential Buildings.

- a. Lighting in parking areas, garage areas, carport areas and pedestrian walkways shall be maintained with a minimum of one foot-candle of illumination at the ground level during the hours of darkness.
- b. All exterior doors, during the hours of darkness, shall be illuminated with a minimum of 1.0 foot-candle of light.

§ 17.64.060. Projections into Required Setbacks.

- A. Building projections may extend into required yards in accordance with the standards of Table 17.64.060-1: Allowed Building Projections into Required Setbacks.

Table 17.64.060-1: Allowed Building Projections into Required Setbacks			
Projection	Front, Street Side	Interior Side	Rear Yard
Cornices, eaves, sunshades, and similar architectural features supported from the structure; chimneys	Max. 2 ft.	Max. 2 ft.	Max. 2 ft.
Bay windows	Max. 3 ft.	Max. 2 ft.	Max. 3 ft.
Balconies, fire escapes, uncovered stairs that service upper stories ¹	Max. 2 ft.	Max. 0 ft.	Max. 1 ft.
Stoops, or landings, entry roof cover, portico, awning, or pergola ²	Max. 3 ft.	Max. 2 ft.	Max. 3 ft.
Porches and decks ³	Max. 6 ft. in residential zones; max. 3 ft. in all other zones	Max. 2 ft.	Max. 2 ft.

Table 17.64.060-1: Allowed Building Projections into Required Setbacks			
Projection	Front, Street Side	Interior Side	Rear Yard
Ramps and similar structures that provide access for persons with disabilities	Reasonable accommodation will be made, consistent with the Americans with Disabilities Act; See § 17.100.160, Reasonable Accommodation for Persons with Disabilities.		

Notes:

1. Balcony may project up to two feet in a rear setback as long as the setback is at least 15 feet.
 2. Typically a limited projection to provide cover over a doorway or entry.
 3. Must be open on at least three sides. May not be closer than five feet to a street-facing property line or three feet to an interior property line.
- B. All building projections are subject to all applicable requirements of the Building Code.
- C. In no cases may any building projection extend closer than three feet to an interior lot line or public utility easement.

§ 17.64.070. Public Art.

- A. **Purpose.** The purpose of this section is to establish clear guidelines, design standards, and procedures for integrating public art into construction projects throughout the City of Woodland. The City has determined that public art is a critical element in providing for a diverse and culturally rich environment for Woodland residents and visitors. Public art fosters economic development and activity and promotes cultural tourism by enlivening the public areas of buildings and expressing the vitality and heritage of the community. A well-conceived work of art can increase the value of a development project as well. Public art may enhance urban revitalization efforts as the overall image, beauty, and liability of the community are enhanced. Accordingly, to achieve these purposes, the City Council has determined that public art should be regularly integrated into new development projects Citywide, however, it is the intent of this section that this be a collaborative process between the City representatives and the applicant at all stages of the process with substantial deference to the applicant for how he or she wishes to incorporate public art within the project.

B. Public Art Requirement.

1. **Public Art Obligation Calculation.** Developers of commercial construction projects, as defined and specified below, shall be subject to the public art requirement as outlined in this section. The project specific public art obligation shall be based on project construction costs as defined in this section and as further outlined below:
 - a. **Nonresidential Construction.** Private nonresidential developments with a construction cost exceeding \$350,000 and subject to site plan or design review approval shall devote an amount of not less than one percent of the construction cost for public art. Construction costs, as defined in this section, shall not include any portion of the project that includes system and operational equipment costs, grading, sidewalk repair or reconstruction, landscape installation, or utility facilities. Any developer of a nonresidential development project with construction costs that exceed \$350,000 may submit a request to the Review Authority for a less expensive public art contribution, provided that the developer also

submits documentation showing that such a contribution would be prohibitively expensive for project delivery.

- b. *Public Construction.* Public construction projects with a construction cost exceeding \$350,000 shall devote an amount of not less than one percent of the construction cost for public art subject to determination of sufficient funding. The construction cost shall be verified by the City Engineer, and the cost shall not include the portion of any project that includes underground public works projects, tree planting, street or sidewalk repair or reconstruction, or utility facilities with the exception of administrative buildings. A maintenance plan shall be developed to ensure any public art constructed as a component of a public construction project is adequately maintained and preserved.
 - c. *Cell Towers/Monopoles.* Private construction of a new cellular tower or monopole to support wireless telecommunications antennas and connecting appurtenances shall pay \$10,000 for public art, unless public art is directly incorporated into the design and stealthing of the tower, as approved by the Director or Review Authority.
 2. **Public Art Obligation Satisfaction Options.** A developer may choose one of the following options to satisfy his or her public art obligation subject to the review and approval of the Review Authority for the project, except as otherwise stated below:
 - a. Install public art on the project site in a public place as approved by the Review Authority. The creator of the public art shall be an artist as defined in this section;
 - b. Pay an in-lieu fee in an amount equal to one percent of the development project construction cost to the public art fund for the creation, acquisition, and placement of public art in the City. Payment of an in-lieu fee shall be subject to approval by the Director and not subject to further Review Authority approval; or
 - c. Place the required public art on an alternative project site in a location approved by the Review Authority.
- C. **Exemptions.** The following development projects shall not be subject to the requirements of this section:
1. Repair or reconstruction of structures that have been damaged by fire, flood, wind, earthquake, or other calamity;
 2. Historic rehabilitation and/or preservation projects;
 3. Seismic retrofits or flood protection work performed on existing buildings and structures that do not otherwise qualify as new construction projects;
 4. Fire sprinkler installation work items as defined in Chapter 8.20, Fire Prevention and Emergency Services, as part of an existing project;
 5. Solar or other renewable energy installation and energy efficiency upgrades as part of an existing project; and
 6. Infill development projects, either new construction or redevelopment of existing structures, that are located within the DX-1, DX-2, and DX-3 zones.
- D. **Design and Installation Standards.**

1. **General.** The public art shall relate in terms of scale, form, and material to the proposed project and adjacent buildings with regards to architecture and landscaping style to best complement the project site and its surroundings.
2. **Location.**
 - a. **Public Place.** The public art shall be located in an exterior area on public or private property that is clearly visible to the general public as determined by the Review Authority.
 - b. Public art commissioned by the City using the public art fund may be moved from time to time as part of a gallery collection placed in public buildings such as City Hall, the Library, or other publicly accessible facilities.
 - c. **Maintenance.** The developer shall submit a maintenance plan to the Review Authority for review and approval, shall maintain the public art, and shall be responsible for all maintenance costs for the duration of the public art's placement.
- E. **Compliance.** Prior to obtaining a Certificate of Occupancy, the developer shall demonstrate compliance with this section through one of the following:
 1. Completed installation of the required public art that satisfies the provisions of this section and any other conditions specified by the Review Authority's approval;
 2. Payment of the applicable in-lieu fee as outlined in subsection C.2; or
 3. Written proof submitted to the Director of a contract to commission or purchase and install the required public art that was approved by the Review Authority for the development project. A performance security, in an amount and form determined by the Director, shall accompany such contract to adequately secure performance of the required public art.
- F. **Public Art Fund.** Public art in-lieu contributions shall be placed into the public art fund within the City's General Fund, and maintained, managed, and reviewed by the Director. The public art fund shall be used solely to acquire, commission, design, install, place, improve, and maintain public art throughout the City, consistent with the purpose and objectives of this section. A reasonable percentage of the public art fund may be allocated for project administration, management, and curatorial services as well as the preservation and maintenance of artworks in the City art collection. The City Council shall review the public art fund as part of its annual budget review and approve allocations of public art funds upon the recommendation of the Director or the Review Authority. Allocation of public art funds shall consider available reserves for ongoing maintenance of City-owned public art. The City Council shall be the final approval authority on all public art projects undertaken through the public art fund upon the recommendation of the Director or Review Authority.
- G. **Developer's Pre-Application Proposal.**
 1. **Developer's Proposal.** For each construction project subject to this section's requirements, the developer shall propose to the Director and the Review Authority one or more of the methods for the provision of public art described in subsection B, Public Art Requirement.
 2. **Pre-Application Meeting.** Following submission of the developer's proposal, a pre-application meeting with the developer, Director and/or the Review Authority is recommended for newly proposed public art to review the proposal and development requirements and design and

location standards for the type of public art proposed, and to ensure a qualified artist is used. When available, it is recommended that the applicant provide preliminary site plan and visual impact drawings to aide in the pre-applicant review process. These meetings are voluntary, and no fees shall be paid for the City's review of material provided at this stage.

3. ***Review of Pre-Application Developer's Proposal.*** The Director and/or Review Authority shall review and respond to the developer's proposal, if necessary, by recommending modifications to the proposed application.

H. **Applications for Public Art Review.**

1. ***Form and Content.*** A proposal for all new public art installations shall be processed upon the application of the developer or its agent, subject to the following:
 - a. The developer shall file a completed application with the Director in a manner prescribed by the City.
 - b. The developer shall submit a vicinity map or site plan depicting the proposed public art installation location and dimensions.
 - c. The developer shall submit photographs and/or elevations of the buildings located on site or those approved for development on site.
 - d. The Director will verify that the public art will not interfere with use of other adjacent buildings or facilities, pedestrian access to public sidewalks, or public safety.
 - e. When applicable, the developer shall submit material samples, color boards, photo simulations, or other graphic illustrations necessary for the Review Authority to determine potential visual impact of the proposed project, and the public art's style, scale, and design as compared to the project and surrounding buildings. The visual representation shall show the proposed public art as it would be seen from surrounding properties from various perspectives.
 - f. The developer shall submit the proposed artist's qualifications.
 - g. The developer shall submit a proposed maintenance plan for the public art.
 - h. The developer shall submit all required processing and application fees. Such fees may be set and amended by resolution of the City Council.
2. ***Approval for Public Art Applications.*** The Review Authority shall review the public art component of the project as part of its consideration of the overall project in those cases where the applicant elects to submit an art installation for approval. The Review Authority shall determine if the proposed public art complies with the requirements of this section and shall approve or require resubmission with recommended modifications or conditions for approval based on the findings for approval.
3. ***Findings for Approval for Public Art Applications.***
 - a. The proposal meets or exceeds the criteria of this section and is consistent with the General Plan and applicable land use designations.
 - b. The public art is consistent and compatible in its size, design, and appearance with the development and design of the proposed project and surrounding structures and

neighborhood.

- c. The public art will be adequately maintained so as to ensure and preserve its purpose as a permanent piece of public art in the City.
- I. **Appeals.** Any person dissatisfied with the decision to either approve, modify, or deny an application for public art, may file an appeal in accordance with the procedures set forth in either § 17.96.160, Appeals, as applicable.

§ 17.64.080. Refuse and Recycling Enclosures.

- A. **Purpose.** To ensure the appropriate collection and disposal of solid waste, recyclable materials, and organic waste.
- B. **Applicability.** All residential and nonresidential properties shall have appropriate solid waste and recycling containers and enclosures to ensure the safe storage and access to the required facilities.
- C. **Other Applicable Requirements.**
 1. Woodland Municipal Code Chapter 13.08, Solid Waste, Recyclable Materials, and Organic Waste Service.
 2. Woodland Municipal Code Chapter 13.36, Recyclable Materials.
 3. Woodland Municipal Code Chapter 13.72, Organic Waste Disposal Reduction.
- D. **Trash Enclosures.**
 1. For projects that are comprised of individual units with individual trash pick-up, each unit shall be designed to accommodate the required number of trash containers. The project shall provide for the storage in a screened location during the week and provide for the adequate placement of such containers on trash pick-up day.
 2. Trash enclosures shall be required for multiple family, commercial and industrial uses. All of the following shall apply regarding materials, construction, and design:
 - a. The walls of trash enclosure structures shall be constructed of solid masonry material with a decorative exterior surface finish compatible with the main structure(s). The trash enclosure walls shall be a minimum of six feet in height, and the minimum dimensions shall be adequate for the size and number of dumpster and recycling bins.
 - b. The trash enclosure structure shall have solid heavy gauge metal gates. Decorative gates are encouraged in the Downtown Districts.
 - c. The trash enclosure shall feature a floor and approach that is paved with a durable, all-weather surface.
 - d. Trash receptacles shall be covered or a cover structure shall be constructed above the enclosure so as to protect its contents from the elements.
 - e. The trash enclosure for residential developments should be designed to allow walk-in access by residents without requiring the main enclosure gates to be opened.
 - f. Where compactors are installed, the compactor shall include plumbing directed to the

sewer system to capture leaks and spills.

- g. Signage identifying the types of recyclable materials accepted for collection at the trash enclosure shall be conspicuously posted within the enclosure.
- h. The trash enclosure shall be designed so that adverse impacts such as noise, odor, vectors, or glare are minimized through the use of adequate separation, fencing, landscaping, or other means.
- i. If visible from public view, the perimeter of the trash enclosure structure shall be planted with landscaping, including a combination of shrubs and/or climbing evergreen vines consistent with screening requirements of Chapter 17.70, Screening Standards.
- j. All trash enclosures and compactors shall meet the standards for noise and odor as established in Chapter 17.76, Performance Standards.

§ 17.64.090. Swimming Pools and Spas.

- A. **Applicability.** Swimming pools, spas, and any body of water having a depth of more than 18 inches and related equipment shall comply with the standards of this section.
- B. **Water Containing Portions of Swimming Pools and Spas.** The outside wall of the water containing portion of any swimming pool or spa shall be located as follows.
 - 1. **Front Setback.** The outside wall of the water containing portion of any swimming pool or spa shall be located on the rear half of the lot as measured from the front property line.
 - 2. **Street Side Setback.** The outside wall of the water containing portion of any swimming pool or spa shall be located a minimum of 10 feet from the street side property line. Where the lot is enclosed by a masonry subdivision perimeter wall, the street side setback is five feet.
 - 3. **Rear and Interior Side Setbacks.** The outside wall of the water containing portion of any swimming pool or spa shall be located a minimum of five feet from the interior side and rear property line.
 - 4. **Dwelling Unit Setback.** The outside wall of the water containing portion of any swimming pool or spa shall be located a minimum of five feet from the exterior wall of any dwelling unit.
- C. **Filter, Heating, and Maintenance Systems.** All filter, heating, and maintenance systems and equipment shall not be located within any required setback adjacent to a public street, or within three feet of an interior side or rear property line, or within 10 feet of the living area of any dwelling unit on an adjacent parcel unless located within a soundproof enclosure.

§ 17.64.100. Vehicle/Truck Parking and Storage.

- A. **Applicability.** This section applies to commercial truck storage, recreational vehicles, boats, trailers, portable storage, inoperable vehicles, permanent trailers, and portable storage/ISO containers in all zones.
- B. **Truck Storage.**
 - 1. **Commercial Trucks.** The parking of commercial trucks, excluding semi-trailers, in support of

and ancillary to a primary existing business is permitted in nonresidential zones.

2. **Semi-Trailers/Eighteen-Wheelers.**

- a. Large scale semi-trailers are permitted in Commercial and Employment zones in support of and ancillary to a primary existing business. Limited term parking is permitted in Commercial zones and in the Industrial Flex zone for the delivery and pick up of goods.
- b. Longer-term parking/storage is permitted only in the Industrial General zone, associated with and in support of large-scale manufacturing and distribution uses.
- c. Freight/trucking facilities as a standalone or primary use are not permitted.

3. **Landscaping and Screening.**

- a. Trucks shall be located behind the primary building and away from any public right of way whenever feasible. If infeasible, there shall be a minimum 10-foot landscape area along all streets to provide screening, unless a greater setback is required elsewhere in this Code.
- b. Additional screening and landscaping, as determined by the Director may be required where necessary to prevent visual impacts on public view or adjacent properties.

4. **Operational Requirements.**

- a. Truck or vehicle repairs shall be reviewed through an appropriate entitlement process and shall occur within enclosed buildings.
- b. There shall be no dismantling of trucks.
- c. Trucks oriented for the purpose of advertising is prohibited.
- d. Retail sales of vehicles is prohibited unless part of an approved entitlement.

5. **Surface Paving.** All parking and maneuvering areas shall be graded, prepared, and paved/surfaced per standards for parking lots. Truck parking on an unimproved surface is prohibited.

C. **Recreational Vehicles, Boats, and Trailers.** Recreational vehicles, fifth wheel trailers, boats, trailers, etc., collectively referred to as "recreation vehicles" in this section may be permitted per the provisions below, provided that they are not subject to Chapter 17.128, Enforcement. See "Indoor Warehousing and Storage," and/or "Storage Yard" provisions in the use tables for long-term storage of recreational vehicles.

1. **Habitation.** Recreational Vehicles may not be used for sleeping or habitation unless permitted per § 17.84.240, Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings.
2. **R-L, N-P, and R-LM Zones.**
 - a. One recreational vehicle may be stored off the street and on a residential property in the RL, NP, or RLM zone, as long as it is parked on an impervious surface.
 - b. Recreational vehicles shall not be parked in R-M, R-H, CMU, or CCMU zones.
 - c. The recreational vehicle must be registered to the current homeowner or long-term tenant.
 - d. Recreational vehicle parking may only be accessed by an approved driveway approach.

Access to recreational vehicle parking shall not require driving a vehicle over a curb, parkway landscaping, or utility infrastructure and shall not require the removal of any required protected tree(s) as outlined in the City Tree Ordinance, including street trees, unless mitigation is approved by the City.

- e. Second driveways shall only be allowed in accordance with § 17.68.090.F, Driveways.
- f. Recreational vehicles shall not be parked in a manner that is highly visible or unsightly, such as parallel to a front home.
- g. Recreational vehicles must be parked a minimum of five feet from the back of a sidewalk in order to ensure adequate sight visibility. Additional setbacks may be required to ensure consistency with the sight visibility requirements of § 17.64.110, Visibility at Intersections.
- h. Recreational vehicles shall be subject to the same side and rear setback standards as required for accessory structures, § 17.64.020.D.1.
- i. Recreational vehicles shall be operational. Flat tires, broken windows, tarp covering not made specifically for the vehicle shall not be permitted. Construction-related trailers shall be removed upon completion of the construction or repairs.

3. ***All Other Zones.***

- a. No personal recreational vehicle may be parked for more than 12 hours in any month on a site and shall not encroach into the public right-of-way. Areas used for this purpose shall be located outside of any required yard and/or any landscape areas.
- b. Recreational vehicles shall not be parked in R-M, R-H, CMU, or CCMU zones.
- c. Off-site overnight parking may be permitted in Commercial and Employment zones where out of immediate view of the public right-of-way.
- d. Camping is prohibited. Refer to Municipal Code Chapter 9.48, Camping Within the City Limits.
- e. Parking areas shall be graded, prepared, and paved/surfaced per standards for parking lots. Parking on an unimproved surface is prohibited.
- f. Trailers oriented for the purpose of advertising are prohibited.
- g. Repair and/or retail sales of recreational vehicles is prohibited unless part of an approved entitlement.

4. ***Recreational Vehicles at Hospitals.*** Hospitals may provide recreational vehicle parking areas for hospital visitor overnight stays, provided the hospital provides utility connection areas.

D. ***Inoperable Vehicles.*** In addition to the standards of § 9.04.030, Acts Constituting a Nuisance, the following standards apply to inoperable vehicles.

- 1. ***Residential Districts.*** Inoperable vehicles in residential districts shall not be visible from the public right-of-way. Inoperable vehicles may only be stored on non-permeable surfaces in residential garages, or rear or side yards. Inoperable vehicles shall be limited to one per lot.
- 2. ***Nonresidential Districts.*** In nonresidential districts inoperable vehicles shall be screened from

public streets. If staging for repair, as part of an approved entitlement, vehicles may only be visible for up to eight hours prior to being moved into the repair garage. Inoperable vehicles may not be stored in public view overnight unless the vehicle was transported to the site after business hours.

- E. **Permanent Trailers/Portable Storage/ISO Containers.** Permanent Trailers, Portable Storage, or ISO Containers, collectively referred to as "prefabricated storage containers" in this section, may be permitted per the provisions below, provided that they are not subject to Chapter 17.128, Enforcement.

1. ***R-L, R-LM, NP, and R-M and R-H Zones.***

- a. In the R-L, R-LM, NP, and R-M zones, prefabricated storage containers are not permitted for storage purposes.
- b. In the R-H zone, prefabricated storage containers that are not habitable, and intended as storage, shall comply with all accessory structure standards including height, setbacks, screening, lot coverage requirements; shall be properly anchored in place on a permanent foundation; shall be architecturally compatible with existing or approved on-site development; and are subject to a Development Review Tier 2 Permit (see § 17.100.060, Development Review Tier 2: Major).
- c. In all Residential zones (R-L, R-LM, N-P, R-M, and R-H), prefabricated storage containers that are architecturally treated and designed consistent with applicable Building Code requirements to be habitable, may be considered as a building material with approval of a Development Review Tier 2 Permit (see § 17.100.060, Development Review Tier 2: Major) or applicable entitlement process if discretionary review is required.
 - i. Structures shall be architecturally compatible with existing or approved on site development.
 - ii. Structures must include architectural features such as openings (door/windows) and architectural projections such as awnings, trellis, patio covers.
 - iii. Painting only does not meet the requirements of this section.

2. ***All Other Zones.*** In all other zones, prefabricated storage containers (uninhabitable) intended to be permanent or on a parcel in excess of one year, shall require a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) and are subject to Development Review Tier 3 (see § 17.100.070, Development Review Tier 3) for design and placement of the container, including landscaping as appropriate to screen the facility, mitigate blank wall surfaces, and provide shade and reduce heat. The container shall be properly anchored in place on a permanent foundation or as otherwise required by Building Code. See also § 17.84.370.B.4, Temporary Prefabricated Storage, Shipping, or Cargo Containers.

3. ***Temporary and Portable Storage Units.*** Temporary and portable prefabricated storage containers may be parked on a driveway or in a parking space in all zones for the purposes of loading and unloading.
- a. Units may not be on site for more than 96 hours in a month.
 - b. Units shall not encroach into the public right-of-way (sidewalk), nor be placed in the street or front lawn, unless the lot does not have a driveway, then it may be placed in the front

yard.

- c. Units that will be on site longer than 96 hours shall be subject to the temporary use provisions of § 17.84.370.B.4, Temporary Prefabricated Storage, Shipping or Cargo Containers.

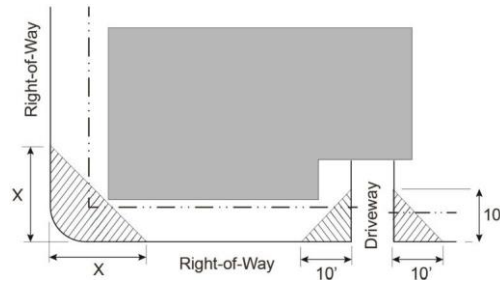
§ 17.64.110. Visibility at Intersections.

- A. **Sight Distance.** Sight distance is the length of roadway or driveway visible to a driver. No foliage, fences, or structural features shall extend into the cross-visibility area between three and one-half feet and seven feet above the surface of the public sidewalk or finished grade where the sidewalk does not exist.
- B. **Cross-Visibility Area.**
 1. **Intersection of Driveways or Alleys and Public Rights-of-Way.** The cross-visibility area at the intersection of a driveway and a public right-of-way is a triangle having two sides 10 feet long and running along the driveway and public right-of-way, with the two 10-foot sides beginning at the intersection and the third side formed by a line connecting the two ends. All measurements shall be from the back edge of the sidewalk, or the edge of the roadway pavement if no curb exists. Intersections of private nonresidential driveways and alleys may be subject to stricter provisions at the discretion of the City Engineer.
 2. **Intersection of Two Public Rights-of-Way.** The cross-visibility area at the intersection of two public rights-of-way is a triangle having two sides "X" feet long and running along each public right-of-way, with the sides beginning at their intersection and the third side formed by a line connecting the two ends (see City of Woodland Engineering Standard 13.05 and Figure 13A). All measurements shall be from the back edge of the sidewalk, or the edge of the roadway pavement if no curb exists.

Table 17.64.110.B-1: Cross Visibility Triangle Side Lengths

Zone	Length of Side "X"
Residential Zones	30 feet
Downtown Zones	16 feet
Mixed-Use Zones	18 feet
Commercial Zones	20 feet
Employment Zones	20 feet

3. **Modifications.** Sight visibility requirements may be modified depending on traffic safety considerations as determined by the City Engineer. Modifications may be required depending on roadway or alley classification, traffic speeds, obstructions, or other site visibility concerns.
4. **Conflicts in Standards.** Wherever there may be a conflict between two standards, the most restrictive shall apply.

FIGURE 17.64.110.B-1: CROSS-VISIBILITY AREAS

CHAPTER 17.68 PARKING AND LOADING

§ 17.68.010. Purpose.

The specific purposes of the parking and loading regulations are to:

- A. Minimize design impacts that can result from parking lots, driveways, and drive aisles within parking lots.
- B. Offer flexible means of minimizing the amount of area devoted to vehicle parking by allowing reductions in the number of required spaces in transit served locations, shared parking facilities, and other situations expected to have lower vehicle parking demand.
- C. Reduce potential environmental impacts including urban runoff and the heat island effect.
- D. Ensure that adequate parking is provided for new land uses and alterations to existing uses.
- E. Ensure that adequate off-street bicycle parking facilities are provided and promote parking lot designs that offer safe and attractive pedestrian routes.
- F. Establish standards and regulations for safe and well-designed parking, unloading, and vehicle circulation areas that minimize conflicts between pedestrian and vehicles within parking lots and where appropriate, create buffers from surrounding uses.
- G. Provide loading and delivery facilities in proportion to the needs of allowed uses.

§ 17.68.020. Applicability.

The requirements of this chapter apply to the establishment, alteration, expansion, or change in any use or structure, as provided in this section.

- A. **All New Buildings and Land Uses.** On-site parking and loading in accordance with this chapter shall be provided at the time any main building or structure is erected or any new land use is established.
- B. **Change in Use or Occupancy or Reconstruction.**
 - 1. When a change in use, expansion of a use, or expansion of floor area creates an increase of 20% or more in the number of required on-site parking or loading spaces, additional on-site parking and loading shall be provided for such addition, enlargement, or change in use and not for the entire building or site.
 - 2. If the number of existing parking spaces is greater than the requirements for the change in use or occupancy, the number of spaces in excess of the prescribed minimum may be counted toward meeting the parking requirements for the addition, enlargement, or change in use.
 - 3. A change in occupancy is not considered a change in use unless the new occupant is in a different use classification than the former occupant.
 - 4. Additional parking and loading spaces are not required for the reconstruction of an existing building damaged by an act of nature where there is no increase in floor area.
- C. **Alterations that Increase the Number of Dwelling Units.** The creation of additional dwelling units

through the alteration of the existing building or construction of an additional structure may require the provision of on-site parking to serve the new dwelling units in accordance with Table 17.68.030-A: Required Parking in the Downtown and Mixed-Use Zones, and Table 17.68-030.B: Required Parking in the Residential and Nonresidential Zones, below.

§ 17.68.030. Required On-Site Parking Spaces.

- A. **Required On-Site Parking in the Downtown and Mixed-Use Zones.** Required on-site parking spaces for the Downtown and Mixed-Use zones are indicated in Table 17.68.030.B-1, Required Parking in the Downtown and Mixed-Use zones. Required parking for any use not listed in Table 17.68.030.B-1, Required Parking in the Downtown and Mixed-Use Zones shall be the same as stated in Table 17.68.030.C-1, Required Parking in the Residential and Nonresidential Zones.
- B. **Existing Buildings In Downtown.** Existing buildings which currently operate in the Downtown zones are exempt from the parking requirements set forth in this section, except that:
1. Off-street parking shall be required upon the expansion, addition, or change in use of existing buildings following accordance with §§ 17.68.020.B.1 and 17.68.020.C, Alterations that Increase the Number of Dwelling Units above; and
 2. Where a residential unit did previously exist, no parking is required (for example, use of the upstairs portion of a downtown building).

Table 17.68.030.B-1: Required Parking in the Downtown and Mixed-Use Zones		
	Downtown Zones (DX-1, DX-2, DX-3, and DX-4)	Mixed-Use Zones (CMU-WM, CMU-E, CMU-K, CMU-A, CMU-F, CMU-G and CCMU)
New Residential Uses		
Studio and 1 bedroom	1 space per unit	1 space per unit plus 1 additional guest space for every 5 units for projects greater than 4 units
2 bedrooms	1.25 spaces per unit	1.25 spaces per unit plus 1 guest space for every 5 units for projects greater than 4 units
3 or more bedrooms	1.5 spaces per unit	1.5 spaces per unit plus 1 guest space for every 5 units for projects greater than 4 units
Nonresidential Uses		
Office		1 space per 500 square feet
Retail		1 space per 500 square feet
Restaurant		1 space per 500 square feet
All other non-residential uses		1 space per 400 square feet

- C. **Required On-Site Parking in the Residential and Nonresidential Zones.** Parking requirements for R-1, N-P, R-LM, R-M, R-H, RC-F, RC, IF, IG, BP, PF, OS, and FSA zones are indicated in Table 17.68.030.C-1, Required Parking in the Residential and Nonresidential zones.

Table 17.68.030.C-1: Required Parking in the Residential and Nonresidential Zones	
Residential Uses	
Single-Family Dwelling (attached and detached) and Duplexes	2 per dwelling unit, must be located in a garage.
Accessory Dwelling Unit	See Section 17.84.030
Multi-Unit Dwelling (See § 17.68.050.A for Affordable Multi-Unit Dwellings)	
<i>Studio and 1 bedroom</i>	1.25 space per unit. At least 60% of all spaces must be covered. This requirement may be waived due to site constraints, costs, or other factors as determined by the Director.
<i>2 bedrooms</i>	1.5 space per unit. Covered parking spaces are encouraged where feasible.
<i>3 or more bedrooms</i>	1.5 spaces per unit. Covered parking spaces are encouraged where feasible.
<i>Single Room Occupancy</i>	0.5 spaces per unit
Family Day Care, Large	1 per employee, plus an area for loading and unloading children, on or off-site. Required spaces and residential driveway for the primary residential use may be counted toward meeting these requirements.
Live/Work	1 per unit, or 1 for every 1,000 sq ft of floor area, whichever is greater.
Residential Care Facility, Large	2 spaces for the owner-manager; 1 for every 5 beds; and 1 for each non-resident employee
Residential Care Facility, Small	None beyond what is required for the residential housing type (single-family dwelling, duplex, or multi-unit dwelling)
Supportive and Transitional Housing	None beyond what is required for the residential housing type (single-family dwelling, duplex, or multi-unit dwelling)
Commercial Uses	1 per 300 sq. ft. or as determined by the Review Authority, unless otherwise specified below.
Automobile/Vehicle Sales and Services	
<i>Automobile Rental Office</i>	1 per 250 sq ft office area plus spaces for all vehicles for rent
<i>Automobile/Vehicle Sales and Leasing, New</i>	1 per 2,500 sq ft of lot area plus 2 per service bay
<i>Automobile/Vehicle Service and Repair (minor and major)</i>	1 space plus 1.5 per service bay and 1 per 250 sq ft for of any retail or office on site
<i>Farm/Agricultural Equipment Sales, Service and Rental</i>	1 per 2,500 sq ft of lot area plus 2 per service bay

Table 17.68.030.C-1: Required Parking in the Residential and Nonresidential Zones	
<i>Fueling Station</i>	1.5 per bay if service bays are included on site; 1 per 250 sq ft of any retail and/or office on site. Parking spaces provided for fueling stations shall not count toward meeting parking standards.
<i>Large Vehicle and Equipment Sales</i>	1 per 2,500 sq. ft. of lot area plus 2 per service bay
<i>Tire Retreading and Capping</i>	1 space plus 1.5 per service bay and 1 per 250 sq ft for of any retail or office on site
<i>Washing (full service)</i>	0.5 per service bay plus 1 per 250 per sq ft of indoor sales, office, or lounge area
<i>Washing (self service)</i>	0.5 per service bay
Eating and Drinking Establishments	
<i>Bar/Nightclub/Lounge, Brewpub, Microbrewery, Micro-Distillery</i>	1 per 100 sq ft of floor area
<i>Restaurant, Full Service</i>	1 per 150 sq ft of floor area plus 1 per 150 of outdoor dining areas over 300 square feet.
<i>Restaurant, Limited Counter Service/Fast Casual Food</i>	1 per 250 sq ft of floor area. For drive-through establishments, see § 17.84.160.
<i>Tasting Room</i>	1 per 100 sq ft of floor area
Lodging	
<i>Bed and Breakfast</i>	1 per guest room and 1 manager's space
<i>Boarding House</i>	1 per sleeping room or 1 per 2 guest/resident beds, whichever is greater
<i>Hotel and Motel</i>	1 per guest room and 1 manager's space
Office Uses	
<i>Business, Professional, and Technology</i>	1 per 400 sq ft of floor area
<i>Medical and Dental Offices</i>	1 per 300 sq ft of floor area of lab, x-ray, or similar specialty plus five parking spaces per each doctor
Personal Services	
<i>General Personal Services</i>	1 per 400 sq ft of floor area, or 2 per service room or function plus 2 for administrative staff, whichever is greater
<i>Instructional Services</i>	1 per 250 sq ft of public or instruction area
Recreation, Fitness and Entertainment	
<i>Cinema/Theater</i>	1 per 5 seats in the main assembly area, or 1 for every 50 sq ft of assembly area for group activities or where temporary or movable seats are provided, whichever is greater.

Table 17.68.030.C-1: Required Parking in the Residential and Nonresidential Zones	
Indoor Entertainment Facility	1 space per 400 sq ft of floor area open to the public
Indoor Sports and Recreation (small-scale and large-scale)	1 space per 400 sq ft of floor area open to the public
Outdoor Sports and Recreation Facility	1 space per 400 sq ft of floor area open to the public
Retail	
General Retail Sales	1 per 400 sq ft, max. 1 per 300 sq ft
Grocery Store	1 per 400 sq ft, max. 1 per 300 sq ft
Large Format Retail Sales	1 per 400 sq ft, max. 1 per 300 sq ft
Nursery and Garden Center	1 per 500 sq ft of floor area, plus 1 per 2,000 sq ft of outdoor display area
Residential Limited Retail	None
Public/Institutional	1 per 250 sq ft or as determined by the Review Authority, unless otherwise specified below
Colleges and Trade Schools	1 per 5 members of the school population, (including students, faculty, and staff) based on maximum enrollment.
Community and Religious Assembly	1 per 5 seats in the main assembly area, or 1 for every 50 square feet of assembly area for group activities or where temporary or movable seats are provided, whichever is greater. For auxiliary classrooms, 1 space per classroom.
Community Garden	None
Cultural Facility	1 space per 400 sq ft of floor area open to the public
Day Care Center	1 per employee, 3 per classroom/instructional care room, plus 2 loading spaces up to 100 students; greater than 100 students additional loading/unloading spaces required per the Zoning Administrator.
Emergency Shelter	1 per 500 sq ft
Hospitals and Clinics	
Hospitals	1 per 1.5 beds, plus 1 per 300 square feet of area used for office, clinics, testing, research, administration, and similar activities associated with the principal use.
Skilled Nursing Facility	1 for every 7 residents plus 1 for each live-in caregiver. Facilities serving more than 15 residents shall also provide 1 space for each caregiver, employee, and doctor on-site at any one time.
Clinic	1 per exam room, plus 1 per 300 square feet of area used for office, clinics, testing, research, administration, and similar activities with the principal use.

Table 17.68.030.C-1: Required Parking in the Residential and Nonresidential Zones	
School	To be determined by the Zoning Administrator based on use, facilities, and location
Social Service Center/Daytime Service Facility	1 per 350 square foot of floor area
Industrial, Transportation, Communications, and Utilities Uses	1 per 2,000 sq ft or as determined by Review Authority, unless otherwise specified below
Building Materials and Supply	1 per 500 sq ft of floor area, plus 1 per 2,000 sq ft of outdoor display area.
Food Preparation	1 per 500 sq ft of floor area
Industrial (heavy, light, and medium)	1 per 2,000 sq ft of use area plus 1 per 300 sq ft of office area
Recycling Processing Facility	1 for each 2 employees on the maximum work shift, or 1 per 1,000 sq ft of floor area, whichever is greater.
Research and Development	1 per 600 sq ft of manufacturing and assembly, 1 per 300 sq ft of office, 1 per 2000 sq ft of warehouse, and 1 per 800 sq ft of laboratory.
Warehousing, Storage, Logistics and Distribution	
Chemical or Mineral Storage	1 per 2,500 sq ft up to 10,000 sq ft, plus 1 per 5,000 sq ft over 10,000 sq ft, plus 1 per 300 sq ft of office area.
Indoor Warehousing and Storage, Logistics and Distribution	1 per 2,500 sq ft up to 10,000 sq ft, plus 1 per 5,000 sq ft over 10,000 sq ft, plus 1 per 300 sq ft of office area.
Personal Storage Warehouse Facility	1 per 50 storage units plus one manager space
Light Fleet Based Services	1 per 300 sq ft of office plus 1 truck parking space for each delivery vehicle on-site

- D. **Parking Requirements for Uses Not Specified.** When parking requirements for a use are not specifically stated, the parking requirement for such use shall be determined by the Director, based on the requirement from the most comparable listed use in this Code.

§ 17.68.040. General Provisions.

- A. **Calculation of Required Spaces.** The number of required parking spaces shall be calculated according to the following:
1. **Fractional Spaces.** When calculations determining the number of required parking spaces result in a fractional space, any fraction over one-half shall require one additional parking space.
 2. **Floor Area.** Where an on-site parking or loading requirement is stated as a ratio of parking spaces to floor area, the floor area is assumed to be gross floor area, unless otherwise stated.

3. **Employees.** Where an on-site parking or loading requirement is stated as a ratio of parking spaces to employees, the number of employees shall be based on the largest shift that occurs in a typical week.
4. **Bedrooms.** Where an on-site parking requirement is stated as a ratio of parking spaces to bedrooms, any rooms having the potential of being a bedroom and meeting the standards of the Building Code as a sleeping room shall be counted as a bedroom.
5. **Seats.** Where parking requirements are stated as a ratio of parking spaces to seats, each 80 inches of bench type seating at maximum seating capacity is counted as one seat.
6. **Queuing Area.** The number of parking spaces required does not include queuing space that may be required for vehicles and customers waiting in vehicles for service pump stations, drive-throughs, auto service bays, or similar uses.
7. **Sites with Multiple Uses.** If more than one use is located on a site, the number of required on-site parking spaces and loading spaces shall be equal to the sum of the requirements calculated separately for each use unless a reduction is approved pursuant to § 17.68.050, Alternative Programs for Parking.

B. Location of Required Parking.

1. Parking shall not be located in a required front or street-facing side yard except for driveways on residential lots, which may count toward required uncovered residential parking.
2. Required parking for residential uses shall be on the same lot as the dwelling or use they serve or in an off-site facility as provided in subsection B.3, Off-Site Parking Facilities, below.
3. **Off-Site Parking Facilities.** Parking facilities for uses other than Single-Unit Dwellings, Two-unit Dwellings, and Accessory Dwelling Units may be provided off site with Review Authority approval provided the following have been met:
 - a. **Location.**
 - i. Residential Uses. Any off-site parking facility must be located within 300 feet, along a pedestrian route, of the unit or use served.
 - ii. Nonresidential Uses. Any off-site parking facility must be located within 600 feet, along a pedestrian route, of the principal entrance containing the use(s) for which the parking is required.
 - iii. Off-site properties held under a long-term lease through a recordable covenant, or other security.
 - b. **Parking Agreement.** A written agreement between the landowner and the City in a form satisfactory to the City Attorney shall be executed and recorded in the Office of the County Recorder. The agreement shall include:
 - i. A guarantee among the landowner for access to and use of the parking facility; and
 - ii. A guarantee that the spaces provided will be maintained and reserved for the uses served for as long as such uses are in operation.
 - iii. The Director shall be notified immediately if any change, termination, or default of

the off-site parking agreement.

- iv. Upon notification of possible termination of an off-site parking agreement, the Director shall determine a reasonable time in which one of the following shall occur:

- (A) Substitute parking shall be provided that is acceptable and secured; or

- (B) An in-lieu parking fee shall be paid for each space eliminated.

C. Parking Accessibility and Availability.

- 1. **Accessible Parking.** Where parking is provided for the public as clients, guests, or employees, it shall include parking accessible to persons with disabilities in accordance with the standards of the California Building Standards Code.

- 2. **Parking to Be Unrestricted.**

- a. Parking required by this chapter shall be available to the public without charge. A fee for parking may only be charged for spaces that exceed the minimum requirements of this chapter.
 - b. *Residential Parking.* Where this chapter requires communal parking areas in residential areas, said parking shall not be restricted to individual units.

- 3. **Access to Adjacent Sites.** Whenever possible, new commercial and office development shall provide shared vehicle and pedestrian access to adjacent properties for convenience, safety, and efficient circulation. A joint access agreement shall be required. If either site is developed and there is no feasible location to gain access, the Director may waive this condition, however, the removal of excess parking may not be considered a barrier to gaining access.

- D. **Moved Buildings and Structures.** Any building or structure which is moved from one lot to another shall be provided with off-street parking in the amount required for a new building or structure as required by this chapter.

- E. **Additional Parking Required Where There is Limited or No On-Street Parking.** In those instances, where a multifamily residential project over four units, or small lot single-family product does not have direct access to public on-street parking in the immediate vicinity, the project shall be required to provide more on-site parking to the equivalent of one additional space per unit.

- F. **On-Street Parking.** On-street parking along a lot frontage may be counted toward the parking requirement subject to Review Authority approval.

§ 17.68.050. Alternative Programs for Parking.

- A. **Affordable Units.** On-site parking requirements for affordable multi-unit dwellings of three or more units of moderate income or below may be reduced to the following, unless further reduced by AB 2345 or other State law:

- 1. **Required Parking Spaces.**

- a. Studios and one-bedroom units: one space per unit.
 - b. Two-bedroom units: 1.25 spaces per unit.

- c. Three or more bedrooms: 1.5 spaces per unit.
 2. **Guest Parking.** One additional uncovered guest parking space must be provided for every five units.
- B. **Parking Reductions.** The number of on-site parking spaces required may be reduced as follows:
1. **Private Car/Van Pool Operations.** Office or Industrial developments which guarantee preferred parking spaces to employees who participate regularly in car or van pool may have their parking reduced by one space for every one space which is marked for car or van pool at a preferred location.
 2. **Transit Accessibility.** For any land use, except residential single unit, duplex, and triplex development, if any portion of the lot is located within one-quarter mile of a transit stop with a 15-minute or more frequent service during the hours of 7:00 a.m. to 9:00 a.m. and 5:00 p.m. to 7:00 p.m., the number of required parking spaces may be reduced by 30% of the normally required number of spaces.
 3. **Shared Parking.** Where a shared parking facility serving more than one use will be provided, the total number of required parking spaces may be reduced up to 40%, at the discretion of the Review Authority, if all findings are made:
 - a. The peak hours of uses will not overlap or coincide to a degree that peak demand for parking spaces from all uses will be greater than the total supply of spaces;
 - b. The proposed shared parking provided will be adequate to serve each use;
 - c. The use(s) will be adequately served by the proposed on-site parking;
 - d. A shared use parking analysis is provided to support the proposed shared parking arrangement;
 - e. When a shared parking facility serves more than one property, a parking agreement shall be prepared.
 4. **Reduction for Bicycle Parking.** Developments which provide secured bicycle parking facilities exceeding the minimum requirement may reduce the number of required vehicle parking spaces by one vehicle space for each three bike spaces up to five percent of the required number of parking spaces in parking lots for commercial and industrial uses only.
 5. **Reduction for Motorcycle Parking.** Motorcycle parking spaces may substitute for up to five percent of required automobile parking for commercial or industrial uses. Each space must be at least four feet wide and seven feet deep.
 6. **Other Parking Reductions.** Required parking for any use may be reduced at the discretion of the Review Authority, if the Review Authority finds that the use will be adequately served by proposed on-site parking or other approved off-site parking, subject to a parking use analysis, and parking demand.
- C. **In-Lieu Parking Fee.** In lieu of satisfying the requirements of § 17.68.030, Required On-Site Parking Spaces, off-street parking requirements may be satisfied through the payment of an in-lieu parking fee. The in-lieu parking fee shall be administered as follows:
1. **Establishment of Amount of Fee.** The amount of the in-lieu parking fee shall be set by separate

resolution following a public hearing of the City Council. The City Council may adjust the fee at their discretion as frequently as is deemed necessary based on factors, including, but not limited to, inflation, the cost of providing new parking spaces, and the market value of the parking spaces.

2. ***Applicable to Geographic Area.*** Only properties located within the Downtown parking district shall be eligible to apply for the in-lieu parking fee. The City Council may, by resolution and following a public hearing, change or modify the boundaries for the in-lieu parking fee, or determine new boundaries.
3. ***Determination of Eligibility.*** The Director may allow a payment of in-lieu parking fees as an alternative to providing all or a portion of the required parking spaces on-site if it can be adequately demonstrated to the Review Authority that one or more of the following conditions apply:
 - a. It is infeasible to provide the required parking spaces on-site due to the size, shape or topography of the site, or other special circumstances pertaining to the property.
 - b. Providing the required parking spaces on-site is detrimental to the pedestrian nature of the Downtown parking district.
 - c. The uses proposed for the project do not require parking to be on the project site.
 - d. Encouraging users of the project site to walk from off-site parking to the project site would be beneficial to the Downtown parking district.
 - e. The existing and planned parking supply in the vicinity of the project site is adequate.
 - f. Public assembly uses may not exempt more than 50% of the required parking for that use utilizing an in-lieu parking fee.
4. ***Payment of Fee.*** Should the Director approve an in-lieu parking fee request, payment shall be made to the City in one lump sum prior to the issuance of a Building Permit or, if a Building Permit is not required, within 45 days of written request by City for payment. The in-lieu parking fee shall be a one-time only, nonrefundable payment and shall be considered full satisfaction of the off-street parking requirement for the number of parking spaces for which the in-lieu parking fee was paid.
5. ***Effect of Payment.*** In-lieu parking fees shall be used exclusively to make available additional parking spaces for public use within the Downtown parking district and do not guarantee the construction of spaces in any particular area of the Downtown parking district or within any particular period of time. In-lieu parking fees are solely an alternative means of satisfying the applicant's obligation to provide off-street parking as required by this section. Payment of the in-lieu parking fee does not carry any other guarantees, rights, or privileges to the applicant.

§ 17.68.060. Electric Vehicle Charging Stations.

Electric vehicle (EV) charging stations and EV-capable parking spaces shall be provided for all new buildings erected as required by this section. All such spaces shall be included in the calculation of parking demands of § 17.68.030, Required On-Site Parking Spaces.

- A. **Required EV Charging Stations.** The total number of required EV charging stations spaces are

specified in Table 17.68.060.A-1: Required EV Charging Spaces.

Table 17.68.060.A-1: Required EV Charging Spaces	
Total Number of Required Parking Spaces	Minimum EV Charging Spaces
0 - 9	0
10 - 25	1
26 - 50	2 for residential uses; 2 for nonresidential uses
51+	6% of total

- B. **Exceptions.** Exceptions to Table 17.68.060.A-1: Required EV Charging Spaces may be made on a case-by-case basis where the Planning and Building Director and the Building Official determine that EV charging infrastructure is not feasible based upon one or more of the following conditions:
1. There is insufficient electrical supply;
 2. There is evidence that additional local utility infrastructure design requirements directly related to the implementation of this section may adversely impact the construction cost of the project; or
 3. Providing the EV charging infrastructure creates an economic hardship for an affordable housing project.
- C. **Size.** The size of EV charging station parking spaces and EV-capable parking spaces shall be as specified in § 17.68.090, Parking Area Development and Design Standards. EV supply equipment shall not reduce the size of the parking space.
- D. **Accessible EV Spaces.** Where accessible parking requirements are required, at least one EV space or EV charging station shall meet current van accessible dimensions, as defined by the California Building Code, and be connected to a barrier-free accessible route of travel to the building. No accessible markings shall be made on the EV space or EV charging station with van accessible dimensions. The EV space with van accessible dimensions shall be the first EV charging station established on the property.
- E. **EV Charging Stations.** EV charging stations shall be allowed within any zone subject to all applicable requirements of the Municipal Code in addition to the following:
1. Construction shall comply with California Green Building Standards Code §§ 5.106.5.3.1 and 5.106.5.3.2 to facilitate future installation of EVSE.
 2. EV parking spaces shall be equipped with electric vehicle supply equipment (EVSE), which shall be Level 2 or higher.
 3. The EV charging station shall be protected as necessary to prevent damage by automobiles.
 4. Any EV charger shall be listed and labeled by an approved testing agency.
 5. Installation of mechanical equipment shall not conflict with existing infrastructure and will not result in pedestrian or vehicular traffic hazards.

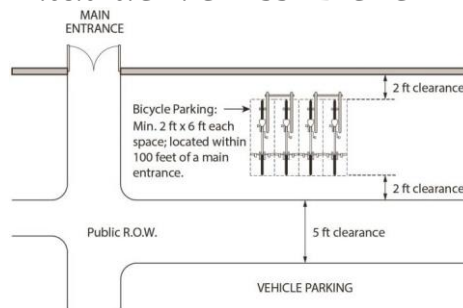
6. All existing trees that may be impacted or required to be removed as a result of the installation of the new charging facility shall be identified.
7. The EV charging station shall have complete instructions and appropriate warnings posted in an unobstructed location next to each EV charging station.
8. **EV Stations for Public Use.** EV charging stations for public use must be visible from the right-of-way and illuminated during nighttime business hours.
 - a. One standard nonilluminated sign, not to exceed four square feet in area and eight feet in height, may be posted for the purpose of identifying the location of each cluster of EV charging stations.
 - b. The EV charging station may be on a timer that limits the use of the station to the normal business hours of the use(s) that it serves to preclude unauthorized use after business hours.
 - c. The following information shall be posted at a public EV charging station:
 - i. Voltage and amperage levels;
 - ii. Hour of operations if time limits or tow-away provisions are to be enforced by the property owner;
 - iii. Usage fee;
 - iv. Safety information; and
 - v. Contact information for reporting when the equipment is not operating or other problems.

§ 17.68.070. Bicycle Parking.

- A. Secured bicycle parking shall be incorporated into each project for use by employees, residents, and visitors.
- B. **Bicycle Parking Classifications.**
 1. **Class I.** A stationary bicycle rack designed to secure the frame and one wheel of the bicycle, where the bicyclist supplies only a padlock.
 2. **Class II.** An enclosed box with a locking door, typically called a bicycle locker, where a single bicyclist has access to a bicycle storage compartment, or other fenced/secured storage area as provided in this section.
- C. **Class I Bicycle Parking.** Bicycle racks shall be placed near building entrances, in safe, well-lit locations, and permanently anchored to a hard, dust free surface, and installed in a manner which allows adequate space for access to the bicycle and locking device.
 1. **Spaces Required.** For the following uses, the number of Class I secure bicycle parking spaces shall be at least 10% of the requirements in § 17.68.030, Required On-Site Parking Spaces, with a minimum of four secure bicycle parking spaces provided per establishment.
 - a. Multi-Unit Residential, Group Residential, and Single Room Occupancy.

- b. All Public/Semi-Public Uses.
 - c. All Commercial Uses, except Automobile/Vehicle Sales and Services, Short-term Rentals, and Mobile Vendors.
2. **Location.**
- a. Class I secure bicycle parking shall be located outside of pedestrian walkways, and within 100 feet of a main entrance to the building it serves.
 - b. Class I secure bicycle parking shall be located outside of the public right-of-way except as allowed through an encroachment permit.
 - c. Where the secure bicycle parking area is not visible from the main entrance of the buildings, signs located at the main entrance of the building shall identify the location of bicycle parking.
3. **Anchoring and Security.** For each Class I bicycle parking space required, a stationary, securely-anchored object shall be provided to which a bicycle frame and one wheel (two points of contact) can be secured with a high-security U-shaped shackle lock if both wheels are left on the bicycle. One such object may serve multiple bicycle parking spaces.
4. **Size and Accessibility.** Each Class I bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving other bicycles. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian walkways. Five feet of clearance shall be provided from vehicle parking spaces.

FIGURE 17.68.070.C-1: CLASS I BICYCLE PARKING



- D. **Class II Bicycle Parking.** Class II bicycle parking must be provided to serve employees, students, residents, commuters, and others who generally stay at a site for four hours or longer.

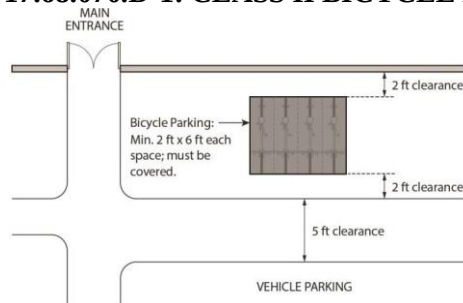
1. **Spaces Required.**

- a. *Multi-Unit Residential, Group Residential, and Single-Room Occupancy.* A minimum of one Class II bicycle parking space, or other secured indoor bicycle parking, shall be provided per every five dwelling units for projects over 10 units.
- b. *Parking Structures.* Class II bicycle parking shall be provided at a minimum ratio of one bicycle parking space per 25 vehicle parking spaces.
- c. *Other Nonresidential Uses.* Any establishment with 25 or more full-time equivalent

employees shall provide Class II bicycle parking at a minimum ratio of one bicycle parking space per 20 vehicle parking spaces.

2. **Location.** Class II bicycle parking must be located on the same lot as the use it serves and near the facility entrance. In parking structures, long-term bicycle parking must be located near an entrance to the facility. Where the bicycle parking area is not visible from the entrance of the building, signs located at the entrance or in an entry lobby of the building shall identify the location of bicycle parking.
3. **Cover.**
 - a. 100% of required Class II bicycle parking for multi-unit residential development shall be covered.
 - b. A minimum of 50% of Class II bicycle parking required for other land uses shall be covered.
 - c. Covered bicycle parking can be provided inside buildings, garages, bike lockers, or under roof overhangs, or awnings.
4. **Anchoring and Security.** Class II bicycle parking must be in:
 - a. An enclosed bicycle locker;
 - b. A fenced, covered, locked, or guarded bicycle storage area;
 - c. A rack or stand inside a building that is within view of an attendant or security guard, visible from employee work areas, or within a secure/restricted bicycle storage room; or
 - d. Other secure areas approved by the Director.
5. **Size and Accessibility.** Each Class II bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving other bicycles. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian walkways. Five feet of clearance shall be provided from vehicle parking spaces.

FIGURE 17.68.070.D-1: CLASS II BICYCLE PARKING



§ 17.68.080. Loading.

Every building or structure used for industrial uses, commercial uses except offices, or any other building

where goods are received or shipped, or require pick up and drop off activities, shall be provided with loading and unloading space as follows:

- A. One permanently maintained truck loading and unloading space for buildings having a gross floor area of 7,500 square feet or more, plus one additional space for each additional 20,000 square feet or major fraction thereof.
- B. Each loading space shall be not less than 10 feet in width, 25 feet in length and 14 feet in height.
- C. Loading space, exclusive of driveway or corridors leading thereto shall be in addition to required parking space.
- D. Loading space, unless otherwise specified, shall be on site. No on-street loading spaces will be permitted.
- E. Industrial, commercial, and office uses having need for only occasional receiving or shipping of goods may use a portion of the driveway or parking area for temporary loading and unloading.
- F. Special uses, such as day care, adult care, kennels, hospitals, schools, have specific loading and unloading requirements, as specified in Chapter 17.84, Standards for Specific Uses and Activities.

§ 17.68.090. Parking Area Development and Design Standards.

A. Location of Parking Areas.

- 1. Parking areas shall not be located such that vehicles back onto a public street except for driveways and off-street parking areas serving dwelling structures of three units or fewer on one parcel of land.
- 2. Locations of all parking, loading, and unloading facilities are subject to the approval of the Director and the Traffic Engineer.
- 3. Parking arrangements not consistent with the standards of Division II may be considered through site plan and development review with approval by the Zoning Administrator or Planning Commission as appropriate to the proposed use.

B. Parking Space Size and Access.

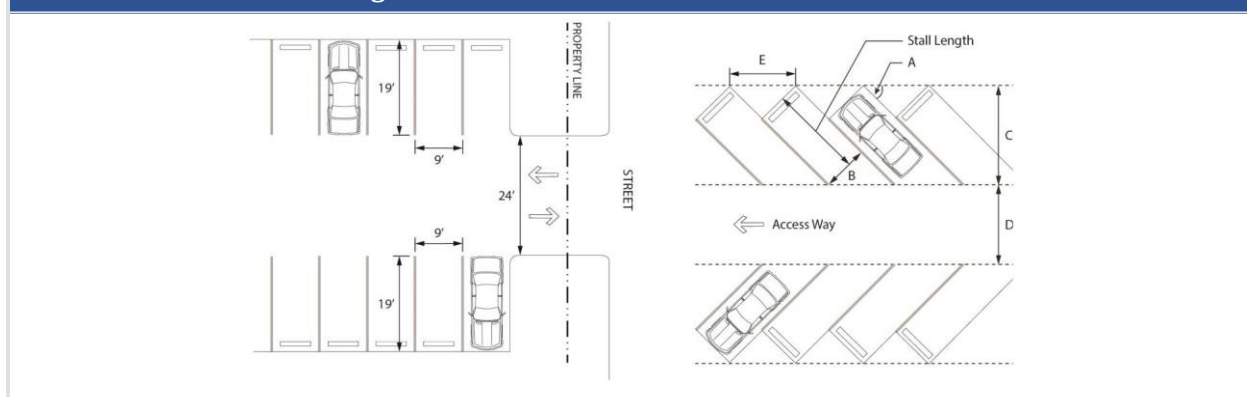
1. *Minimum Parking Space Dimensions.*

- a. *Standard Spaces.* Nine by 18 feet.
- b. *Compact Spaces.* Eight feet by 16 feet.

2. *Single Family and Duplex Garages and Carports.*

- a. A single car garage or carport shall have a minimum inside dimension of 10 feet in width by 20 feet in length.
- b. A two-car garage or carport shall have a minimum inside dimension of 20 feet in width by 20 feet in length.
- c. The vertical clearance for garage or carport parking spaces shall not be less than seven feet six inches.

- d. Required uncovered parking spaces for single family and duplex dwellings located in the front yard shall not be used for, or obstructed by, storage of material, equipment, or inoperable vehicles.
- C. **Tandem Parking.** Tandem parking may be permitted to satisfy the off-street parking requirement in accordance with the following:
1. No more than two vehicles shall be placed one behind the other;
 2. For a residential project, both spaces shall be assigned to a single dwelling unit;
 3. For a nonresidential establishment, both spaces shall be assigned as employee only parking and shall be for the same establishment and may not exceed 20% of the total required spaces; and
 4. Tandem parking may not be used to satisfy the parking requirement for guest parking.
- D. **Parking Lot Area Dimensions.** All off-street parking facilities required by this chapter shall comply with the dimensions in Table 17.68.090.D-1: Parking Lot Dimensions.

Table 17.68.090.D-1: Parking Lot Dimensions

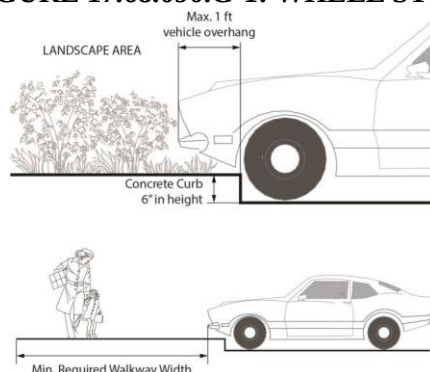
A	B	C	D	E	F	G
Stall Angle (degrees)	Stall Width (ft)	Vehicle Projection for 19 ft. stall length	One-Way Aisle Depth	Curb Length Per Car	Width for Aisle, Wall to Wall	Width for Double Aisle, Overlap Center to Overlap Center
0	9	9	12	23	30	0
45	9	19.8	13	12.7	52.5	46.5
60	9	21	18	10.4	60	55.5
90	9	19	24 (two-way aisle); 26 feet where buildings are 3+ stories	9	62	0

1. The Zoning Administrator and the Traffic Engineer shall have the authority to establish and/or approve parking stall and maneuvering area dimensions for parking facilities other than those specified in this Code.
 2. When off-street parking facilities are located adjacent to a public alley, the width of said alley may be assumed to be a portion of the required maneuvering space.
 3. A walkway, if provided, shall be in addition to the required parking and maneuvering space.
 4. Where off-street parking facilities are provided in excess of the amounts required, or when off-street parking facilities are provided, but not required by this chapter, said off-street parking facilities shall comply with the minimum requirements for parking and maneuvering space specified by this Code.
- E. **On-Site Drainage.** At locations where street drainage facilities are inadequate, do not exist or where unusual topographic conditions exist, the City Engineer may specify such on-site drainage measures as he or she deems necessary to adequately dispose of the drainage water (see City of Woodland Engineering Standards).
- F. **Driveways.**
1. ***Number of Driveways.***
 - a. In the Downtown and N-P zones, new or additional driveways and curb cuts shall be avoided in order to maintain the historic character of the block.
 - b. The number of driveways and curb cuts along streets shall be minimized to limit unsafe conditions and enhance the experience of walking and bicycling.
 - c. For single-family residential land uses (R-L, N-P, R-LM), only one driveway per parcel will be permitted.
 - d. Exceptions, subject to approval of the Director:
 - i. Circular driveways based on adjacent right-of-way traffic speed, volume, and visibility.
 - ii. When a property has a street front 80-feet or wider.
 - iii. When a property is on a corner, a second driveway may be considered if there will be no impact to existing utilities or removal of required City street trees and if the minimum distance from intersection requirements are met in accordance with the City of Woodland Engineering Standards.
 - iv. Parking in the required rear yard of single-family and duplex dwellings shall be permitted only where the minimum usable open space requirement is met and where coverage requirements inclusive of an accessory structures and areas surfaced for parking are met and do not exceed 30% of the required rear yard area. Parking for recreational vehicles shall meet the standards of § 17.64.100, Vehicle/Truck Parking and Storage.
 - e. Driveway access to major streets shall be spaced to provide reasonable access to properties while maximizing traffic safety and traffic flow. Emphasis should be placed on maximizing on-site reciprocal access and minimizing the number of street access points.

2. **Driveway Throat Depth.** The length of driveways or "throat depth" shall be designed to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation. Entrance designs shall be designed in accordance with Section 3.18 of the City of Woodland Engineering Standards and subject to approval by the City Engineer.
3. **Driveway Width and Length.**
 - a. Shared single family and duplex residential driveways, where the driveway cut through the curb is shared by multiple parcels, shall be a maximum of 24 feet wide at the property line.
 - b. Shared multiple family and commercial industrial driveway shall have a maximum throat width of 40-feet at back-of-walk, in accordance with the City of Woodland Engineering Standards, Section 3.19.B.
 - c. Residential driveway length providing direct access to a garage or carport shall be 20 feet in depth. Reductions up to 18 feet may be considered by the Director for access to private alleys through Development Review.
 - d. If designated as a Fire Lane, the minimum width shall be 20 feet, unless a greater width is required by the Fire Marshall.

G. Development and Maintenance of Parking Areas.

1. **Parking Lot Striping.** All parking stalls shall be clearly outlined with striping, and all aisles, approach lanes, and turning areas shall be clearly marked with directional arrows and lines as necessary to provide for safe traffic movement.
2. **Wheel Stops.** Concrete bumper guards or wheel stops shall be provided for all unenclosed parking spaces on a site with four or more unenclosed parking spaces. A six-inch high concrete curb surrounding a landscape area may be used as a wheel stop, provided that the overhang will not damage or interfere with plant growth or its irrigation. A concrete sidewalk may be used as a wheel stop if the overhang will not reduce the minimum required walkway width.
 - a. The entire parking space includes the wheel stop and overhang.
 - b. A maximum one-foot vehicle overhang is allowed. When overhang parking is utilized, the depth of the parking stall may be reduced by one foot. Landscaping in the one-foot overhang area does not count toward required landscaping.
 - c. The area at the front of the required parking space may be landscaped with low growing plants rather than paving. Any required planter space or width is in addition to the overhang area.

FIGURE 17.68.090.G-1: WHEEL STOPS

3. **Surfacing.**

- a. All parking areas shall be graded, paved, improved, and properly drained in accordance with the following standards and subject to approval of the City Engineer:
 - i. *Permeable Paving.* Permeable paving may be used if approved by the City Engineer.
 - ii. *Turf Grids/Grassy Pavers.* Turf grids or grassy pavers may be installed in areas of low traffic or infrequent use, such as emergency vehicle lanes, if approved by the Fire Marshall and City Engineer.
 - iii. *Alternate Parking Area Surface.* Concrete, asphalt, grouted continuous brick, cobblestone, turf block, or any similar durable and dustless surface may be used upon approval of the Director.
- H. **Forward Entry.** Parking lots shall be provided with suitable maneuvering room so that all vehicles therein may enter an abutting street in a forward direction.
- I. **Other Uses.** Parking areas shall be used for vehicle parking only with no sales, dead storage, repair work, dismantling or servicing of any kind permitted.
- J. **Covered Parking.** When covered parking is provided, landscape areas between covered parking structures shall be planted with appropriate landscaping. Where the covered parking is adjacent to a property boundary, landscaping shall be provided behind each covered parking area.
- K. **Carport and Garage Design.** Garages and carports shall be architecturally designed to be integrated with the main buildings. Solar panels are allowed as roof material for garages or carports.
- L. **Additional Considerations for All Off-Street Parking Areas.** The following requirements shall apply to the uncovered portions of all off-street parking and loading areas:
 1. A clearly defined, lighted and landscaped pedestrian route shall be provided between parking areas and primary pedestrian entrance.
 2. When an off-street parking area and a public right-of-way are continuous, a landscaped area shall be provided as described in § 17.64.040, Landscaping, which effectively screens the parking area to a height of three and one-half feet.
 3. Any portion of an off-street parking area which abuts a Residential zone shall be screened by a fence or wall not less than six feet in height, except within the front setback area where the fence

shall be no higher than three and one-half feet (see § 17.64.030, Fences, Walls, and Hedges and Chapter 17.70, Screening Standards).

4. Landscaping shall be provided along alleys, paths, and private streets when they are adjacent to parking and loading areas. See also § 17.64.040, Landscaping.
5. Not less than six percent of the interior area of all auto parking lots shall be devoted to permanent landscaping and except for trees shall not exceed a height of four feet. Main access roads and driveway not used as back-up areas are exempt from this requirement. See also § 17.64.040, Landscaping.
6. Edges of the parking lot must be clearly defined with trees, low walls, hedges, and/or berms.
7. Screening and orientation must prevent lights from cars in a parking lot from shining onto surrounding properties.
8. Subject to approval by the City, permanent landscaping in off-street parking and loading areas may be used for stormwater management practices. See also § 17.64.040, Landscaping.
9. In locations where plants will be susceptible to injury by pedestrian or automobile traffic, the plants shall be protected by appropriate curbs, tree guards or other devices.
10. Paving, grading, and other parking area improvements shall conform to the City of Woodland Engineering Standards and this chapter.

CHAPTER 17.70 SCREENING STANDARDS

§ 17.70.010. Purpose and Applicability.

- A. **Purpose.** The specific purposes of the screening regulations are to minimize the visual impacts of on-site service, storage, and equipment.
- B. **Applicability.** This chapter applies to the following:
 - 1. All on-site ground-mounted and roof-mounted mechanical, electrical, and other equipment related to utilities. Equipment to be screened includes but is not limited to, heating and/or air conditioning units, water tanks, valves, all back flow prevention devices, solar and photovoltaic panels, ~~and transformers,~~ above-ground storage tanks, and generators.
 - 2. All on-site outdoor service yards and work areas.
 - 3. Open storage of goods, materials, machines, equipment and vehicles, or parts outside of a building for more than 72 hours.
 - 4. **Exceptions.**
 - a. Temporary storage of materials reasonably required for construction work on the premises pursuant to a valid building or grading permit.
 - b. Outdoor sales or uses that by their nature provide outdoor storage, such as auto, trailer, and boat dealers, and equipment rental specified as an allowed land use in the applicable base zone.

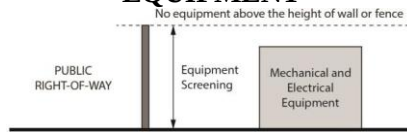
§ 17.70.020. ~~Mechanical and Electrical Equipment and Utilities.~~

- A. **Location of Equipment.**
 - 1. Utilities, particularly if noise producing, shall be located away from private and common open space areas, and shall not be located within the front setback of any residential zone, excluding public utilities, unless sufficiently screened to the satisfaction of the Director.
 - 2. Backflow prevention devices shall not be located within the public right-of-way or along primary pedestrian streets unless required by the Fire Department or Public Works Department.
- B. **Screening and Visibility Requirements.** All exterior ~~mechanical and electrical~~ equipment and utilities shall be screened or incorporated into the design of buildings so as not to be visible from public rights-of-way or adjacent Residential zones.
- C. **Rooftop-Mounted Equipment Screening.** Roof mounted mechanical equipment shall be screened in compliance with the following standards:
 - 1. To the extent possible equipment shall be placed in wells, or behind parapet walls.
 - 2. Screening materials may be solid concrete, wood, or other opaque material and shall effectively screen the mechanical equipment so that it is not visible from a public street;
 - 3. The method of screening shall be architecturally compatible with other on-site development in

terms of colors, materials, and architectural styles;

4. Mechanical equipment must be screened from the perspective of the adjacent public streets, right-of-way, and/or sidewalk.
- D. **Ground-Mounted Equipment Screening.** Equipment shall be located underground where feasible or screened from the public right-of-way by landscaping, berms, decorative fencing and/or masonry walls, and/or solid building elements that are architecturally compatible and complementary with the structure and overall project in terms of materials, color, shape, and size rather than after-the-fact add-on screening (e.g., metal slats). Exceptions may be granted by the Director where screening is infeasible due to health and safety or utility requirements. See § 17.84.070.B.4 for location requirements for ground-mounted solar equipment.

FIGURE 17.70.020.D-1: SCREENING OF MECHANICAL AND ELECTRICAL EQUIPMENT



§ 17.70.030. Service Areas.

- A. **Commercial Loading Docks and Service Areas.** Loading docks and storage areas shall be screened from public view and adjoining streets and rights-of-way and residentially zoned areas. The method of screening shall be architecturally compatible with other on-site development in terms of colors, materials, and architectural style. Exceptions may be considered through Development Review for sites with unique characteristics (e.g., shallow depth, narrow lot).
- B. **Screening of Outdoor Trash Enclosures/Recycle Containers.** Trash receptacles including recycling and green waste containers shall not be stored within a required front or street side yard, when feasible, and shall be screened from the public right-of-way. See § 17.64.080, Refuse and Recycling Enclosures for trash enclosure design standards.
- C. **Outdoor Equipment and Work Areas.** Work bays and related equipment for materials other than plants shall be enclosed and screened from view from the public right-of-way and abutting property by a solid fence or wall. All gates provided for ingress and egress in any required fence or wall shall be at least six feet in height and shall be of view obstructing construction in compliance with § 17.64.110, Visibility at Intersections.

§ 17.70.040. Outdoor Storage Areas.

- A. All uses or activities shall be conducted wholly within completely enclosed buildings, and no outdoor storage shall be allowed between the primary building and the sidewalk or street, except as may be provided as a specified land use in allowed use tables of Division II, Zone Regulations.
- B. All allowed on-site outdoor storage areas shall be screened from view from any public street or freeway; existing or planned Residential zone; or publicly accessible open space area, parking area, access driveway, or similar thoroughfare.

C. Location of Outdoor Storage Areas.

1. Outdoor storage may only be allowed in conjunction with and as an accessory use to an existing business with an active business license. Primary use outdoor storage or truck parking lot is not permitted.
2. Outdoor storage may not be located within any required front or street side yard.
3. If outdoor storage is adjacent to a residential district, a Zoning Administrator Permit is required (see § 17.100.090, Zoning Administrator Permit).

D. Surfacing. Outdoor storage areas must be surfaced (paved and/or treated) to mitigate potential dust, and debris on public roadways. In making a determination regarding the type of surfacing, the following shall be taken into consideration:

1. The type of product being stored and frequency of use and movement of goods, vehicles, and materials.
2. Surrounding sensitive uses, such as residential, schools, day care, industrial food preparation, research and technology uses requiring clean facilities.
3. If the surfacing will conform to all applicable Federal and State air and water quality standards.
4. Driveway access and employee parking must be paved and landscaped as required in Chapter 17.68, Parking and Loading.

E. Screening. All materials and outdoor storage areas must be fully screened so as not to be visible from any rights-of-way and shall be located below fence height, wall, or building.

1. All outside industrial storage areas must be screened from all public rights-of-way and adjacent commercial or residential properties to a height of eight feet. Screening height and location may be modified for security reasons with the concurrence of the Director and the Police Chief.
2. The screening shall be a combination of appropriate wall or fence materials and landscaping, or of a substantially equivalent material appropriate to the district and location. See § 17.64.030, Fences, Walls, and Hedges.
3. Where applicable, screen planting shall be designed to achieve a 75% summer opacity and 60% winter opacity within three years of planting.

CHAPTER 17.72 SIGNS

§ 17.72.010. Purpose.

This chapter regulates signs in a manner that expresses the character and environment of the City of Woodland and implements the General Plan, consistent with State and Federal law. These regulations recognize the importance of business activity to the economic vitality of the City as well as the need to protect the visual environment. This chapter promotes the public health, safety, and welfare through a comprehensive system of reasonable, effective, consistent, content-neutral, and nondiscriminatory sign standards and requirements. More specifically, this chapter is intended to:

- A. Ensure that all signs are compatible with the unique character and environment of the City, and that they support the desired ambience and development patterns of the various districts and historic areas within the City;
- B. Balance public and private objectives by allowing adequate avenues for both commercial and noncommercial messages;
- C. Allow signs to serve as an effective channel of communication while preventing signs that may create visual clutter, or nuisance to nearby properties, violate privacy, or create hazards or unreasonable distractions for pedestrians and drivers;
- D. Prevent property damage, personal injury, and litter caused by signs that are improperly constructed or maintained;
- E. Protect and improve property values, the local economy, and quality of life by preserving and enhancing the appearance of the streetscape;
- F. Encourage creative and innovative approaches to signage within an established framework; and
- G. Provide clear and unambiguous sign design standards that enable the fair and consistent enforcement of these sign regulations, and
- H. Ensure that the constitutionally guaranteed right of free speech is protected.

§ 17.72.020. Applicability.

- A. This chapter applies to all signs within the City regardless of their nature or location, unless otherwise specifically exempted in subsection F, Exempt Signs.
 - 1. Standards for permanent signs are found in § 17.72.050, Standards for Permanent Signs.
 - 2. Standards for temporary signs are found in § 17.72.060, Standards for Temporary Signs.
- B. The provisions of this chapter shall be applied in a content-neutral manner. Non-communicative aspects of all signs, not related to the content of the sign, shall comply with the provisions of this chapter. "Noncommunicative aspects" include the time, place, manner, location, size, height, illumination, spacing, and orientation of signs.
- C. Nothing in this chapter shall be construed to prohibit a person from holding a sign while picketing or protesting on public property that has been determined to be a traditional or designated public forum, so long as the person holding the sign does not block ingress and egress from buildings, create a

safety hazard by impeding travel on sidewalks, in bike or vehicle lanes, or on trails, or violate any other reasonable time, place, and manner restrictions adopted by the City.

- D. All regulations included in this chapter shall apply unless a Master Sign Program is approved by the Planning Commission; see § 17.72.030.C. Entry into an agreement between the City and a developer for a Master Sign Program may supersede this chapter, except for matters of public safety.

E. **Substitutions and Interpretations.**

1. This chapter is not intended to, and does not, restrict speech on the basis of its content, viewpoint, or message. No part of this chapter shall be construed to favor commercial speech over noncommercial speech. A noncommercial message may be substituted for any commercial or noncommercial message displayed on a sign, or the content of any noncommercial message displayed on a sign may be changed to a different noncommercial message, without the need for any approval or permit, provided that the size of the sign is not altered and the sign otherwise complies with the provisions of this chapter. To the extent any provision of this chapter is ambiguous, the term will be interpreted not to regulate on the basis of the content of the message.
2. This chapter applies to all signs within the City. When there is any question regarding the interpretation of a provision of this chapter, or its application to any specific case or situation, the Director shall interpret the intent of this chapter.
3. All regulations included in this chapter shall apply unless a Master Sign Program is approved by the Planning Commission; see § 17.100.140 Sign Permit—Permanent Signs. Entry into agreement between the City of Woodland and a developer for a Master Sign Program may supersede this chapter except for matters of public safety.

- F. **Exempt Signs.** The following are not regulated under this chapter, do not count toward the maximum total sign area for all permanent signs, and do not require a Sign Permit:

1. **Government Signs.** Any sign, posting, notice or similar signs placed, installed, or required by law by a City, County, or a Federal or State governmental agency in carrying out its responsibility to protect the public health, safety, and welfare, including the following:
 - a. Numerals and letters identifying an address from the street to facilitate emergency response and compliant with City requirements,
 - b. Emergency and warning signs necessary to warn of dangerous and hazardous conditions and that serve to aid public safety or civil defense,
 - c. Traffic signs erected and maintained by an authorized public agency,
 - d. Signs required to be displayed by any applicable Federal, State, or local law, regulation, or ordinance,
 - e. Signs directing the public to points of interest, and
 - f. Signs showing the location of public facilities;
2. **Incidental Signs.** Incidental signs not to exceed a total of three square feet in sign area for all permanent signs in the R-1 and N-P zones and six square feet in all other zones;
3. **Signs not Readable from the Public Right-of-Way.** Signs not readable from the public right-of-

way, including:

- a. Signs or displays located entirely inside of a building, within a courtyard, open-air pedestrian space or similar open area and not visible from the building's exterior,
 - b. Signs intended to be readable from within a parking area or City park but not readable beyond the boundaries of the lot or parcel upon which they are located or from any public right-of-way; and
4. **Historic Plaques and Commemorative Signs.** Historic plaques, memorial signs or tablets, or signs indicating the names of buildings and dates they were erected, either attached to or cut into the surface of buildings, provided that no such sign exceeds four square feet in area.

§ 17.72.030. Sign Permits.

The procedures for submittal, review, and approval of permanent signs and for a Master Sign Program, inclusive of any required fees, are established in the following Sections:

- A. Section 17.100.140, Sign Permit—Permanent Signs, for all permanent building-mounted and freestanding signs;
- B. Section 17.100.150, Sign Permits—Master Sign Program, for all Master Sign Programs; and
- C. A Sign Permit is not required for a sign on property used exclusively for a single-family residence or duplex.
- D. **Nonstructural Modifications and Maintenance.** A Sign Permit is not required for the following:
 1. Changes to the face or copy of changeable copy signs;
 2. Changes to the face or copy of an existing single-tenant or multi-tenant freestanding or building-mounted nonilluminated sign from one business to another with no structural or lighting modifications to the sign; and
 3. The normal repair and maintenance of conforming or legal nonconforming signs, except as identified in § 17.72.040.K, Sign Maintenance.

§ 17.72.040. General Standards for All Signs.

- A. **Sign Message.** Any permitted sign may contain, in lieu of any other message or copy, any lawful noncommercial message, so long as the sign complies with the size, height, area, location, and other requirements of this chapter.
- B. **Location Standards.** All signs may not be placed in the following locations or manner, except where specifically authorized in this chapter:
 1. **Architectural Features.** Areas where a sign would cover the architectural features of a building, such as dormers, insignias, pilasters, soffits, transoms, trims, windows, or another architectural feature;
 2. **Accessory Structures.** Tacked, painted, pasted, or otherwise affixed, to the walls of any building, barn or shed, accessory structure, or on trees, poles, posts, fences, ladders, or other

structures that are visible from a public way. Signs may be attached to a fence or freestanding wall only when a ground sign is not present in the development and must be maximum three square feet in sign area;

3. **Clearance Standards.** Within the horizontal or vertical clearance standards from communications lines and energized electrical power lines prescribed by the laws of the State of California;
 4. **Fences and Walls.** A fence or freestanding wall if a freestanding sign is present on the development;
 5. **Fuel Tanks, Storage Containers, and Solid Waste Receptacles.** Painted, attached, or mounted on fuel tanks, storage containers and/or solid waste receptacles or their enclosures, except for a manufacturer's or installer's identification sign, appropriate warning signs and placards, and information required by law;
 6. **Off-Premises.** Off the premises to which the sign refers, except as provided in § 17.72.060, Standards for Temporary Signs;
 7. **Public Utilities and Infrastructure.** Any sign attached to any public utility pole, structure or streetlight, tree, fence, fire hydrant, bridge, curb, sidewalk, park bench, statue, memorial, or other location on public property, except those signs approved as part of a Special Event Permit on City property or banner signs permitted by the City on light poles within the City;
 8. **Right-of-Way.** Within, on, or projecting over public property including City rights-of-way, except as specifically provided in this chapter;
 9. **Signs Mounted on a Roof.** Except as allowed in Table 17.72.050.C-9: Standards for Roof-Mounted Signs; and
 10. **Vehicles.** Mounted, attached, or painted on a trailer, boat, or motor vehicle when parked, stored, or displayed conspicuously on private premises in a manner intended to attract attention of the public for the purpose of advertising or identifying the business premises. This provision excludes signs indicating the name of the owner or business that are permanently painted or wrapped on the surface of the vehicle, adhesive vinyl film affixed to the interior or exterior surface of a vehicle window, or signs magnetically attached to motor vehicles or rolling stock that are actively used in the daily conduct of the business. Vehicles must be operable and parked in a lawful or authorized manner.
- C. **Parking of Mobile Billboards Prohibited.** No person shall park or convey any mobile billboard advertising display as defined by this Zoning Code, either standing alone or attached to a motor vehicle, upon any public street or public lands in the City.
1. **Removal of Mobile Billboard Advertising Displays Authorized.** Pursuant California Vehicle Code § 22651(v) and (w), a peace officer, or any regularly employed and salaried employee of the City, who is authorized to engage and is engaged in directing traffic or enforcing parking laws and regulations may remove, or cause to be removed, the mobile billboard, or anything that the mobile billboard is attached to including a motor vehicle, located within the territorial limits of the City when the mobile billboard is found upon any public street or any public lands, if all of the following requirements are satisfied:
 - a. When a mobile billboard either standing alone or attached to a motor vehicle, is parked, or left standing in violation of the Zoning Code, and the registered owner of the vehicle or

display was previously issued a warning notice or citation for the same offense;

- b. A warning notice or citation was issued to a first-time offender at least 24 hours prior to the removal of the vehicle or display. The City is not required pursuant to California Vehicle Code § 22651(v)(2) and (w)(2) to provide further notice for a subsequent violation prior to enforcement; and
 - c. The warning notice or citation advised the registered owner of the vehicle or display that he or she may be subject to penalties upon a subsequent violation of this Zoning Code that may include removal of the vehicle or display.
 2. ***Permanent Advertising Signs Excepted.*** Pursuant to California Vehicle Code § 21100(p)(2) and (p)(3), this section does not apply to advertising signs that are permanently affixed in a manner that is painted directly upon the body of a motor vehicle, applied as a decal on the body of a motor vehicle, or placed in a location on the body of a motor vehicle that was specifically designed by a vehicle manufacturer for the express purpose of containing an advertising sign, such that they are an integral part of, or fixture of a motor vehicle for permanent decoration, identification, or display and that do not extend beyond the overall length, width, or height of the vehicle.
 3. ***Post Storage Impound Hearing.*** California Vehicle Code § 22852 of the California Vehicle Code applies to this section with respect to the removal of any mobile billboard advertising display vehicle. California Vehicle Code § 22852 is incorporated by reference as if set forth in full by this Zoning Code and provides, in summary, that whenever an authorized employee of the City directs the storage of a vehicle, the City shall direct the storage operator to provide the vehicle's registered and legal owner(s) of record, or their agent(s), with the opportunity for a post-storage hearing to determine the validity of the storage. Notice of the storage shall be mailed or personally delivered to the registered and legal owner(s) within 48 hours, excluding weekends, as specifically provided for under California Vehicle Code § 22852. To receive a post-storage hearing, the owner(s) of record, or their agent(s), must request a hearing in person, in writing, or by telephone within 10 days of the date appearing on the notice. The City may authorize its own officer or employee to conduct the hearing as long as the hearing officer is not the same person who directed the storage of the vehicle.
 4. ***Violations and Penalties.*** A violation of this section is a misdemeanor, punishable upon conviction by a fine of not less than \$250, nor more than \$1,000, or by imprisonment in the County Jail for not more than six months, or by both fine and imprisonment. At the discretion of any person authorized by the Chief of Police to issue a citation for any violation of this section, or the City Attorney's office, a violation of this section may be an infraction enforced through the parking penalty process set forth in California Vehicle Code § 40200 et seq.
- D. ***Display Standards.*** This subsection regulates the manner in which signs convey their messages by specifying prohibited display features that create distractions to the traveling public and create visual clutter that mar the natural and architectural aesthetics of the City. Signs with the following display features are prohibited:
1. ***Devices Affected by Movement.*** Any sign animated by any means, including fixed aerial displays, balloons, pennants, spinners, including strings of flags, streamers, tubes, or other devices affected by the movement of the air or other atmospheric or mechanical means;
 2. ***Exposed Light Source.*** Any sign with an exposed light source, except for neon LED strip lights incorporated into the design of the sign;

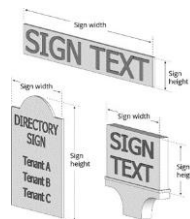
3. **Flashing Lights.** Any sign or lighting device, whether on the exterior of a building or on the inside of a window which is visible beyond the boundaries of the lot or parcel, or from any public right-of-way, with intermittent, flashing, rotating, blinking, or strobe light illumination, including search lights;
 4. **Fluorescent Colors.** Any sign which uses fluorescent colors;
 5. **Rotating Signs and Barber Poles.** Any sign in which the sign body or any portion of the sign rotates, moves up and down, or any other type of action involving a change in position of the sign body or any portion of the sign, whether by mechanical or any other means. Barber poles no larger than three feet high and 10 inches in diameter, and clocks, are excepted from this restriction;
 6. **String of Lights.** Strings of lights arranged in the shape of a product, arrow, or any commercial message; and
 7. **Visible Matter and Motion Picture Projection.** Any sign which emits sound, odor, smoke, laser or hologram lights, or other visible matter, including any sign that uses motion picture projection.
- E. **Signs that Create a Traffic Hazard or Affecting Pedestrian Safety.** All signs may not be placed in locations or manner that constitute a safety hazard or to impede the public use of the public right-of-way, except where specifically authorized in this chapter:
1. **Conflict with Traffic Signs.** Any location that obstructs the view of any authorized traffic sign, signal, or other traffic control device or which by reason of shape, color, or position interferes with or could be confused with any authorized traffic signal or device;
 2. **Exits and Entrances.** Any sign which is placed in a manner that would prevent or inhibit free ingress to or egress from any door, window, vent, or any exit way required by the Building Code or by Fire Department regulations;
 3. **Intersections.** Any sign erected or maintained at or near any street intersection that will obstruct the free and clear vision of drivers and pedestrians;
 4. **Sidewalks.** Any sign mounted or displayed in such a manner that it blocks or impedes the normal pedestrian use of public sidewalks. A minimum width of four feet must be maintained on sidewalks at all times; and
 5. **Site Visibility Triangle.** Within the site visibility triangle as defined in § 17.64.110, Visibility at Intersections, that must be observed at all street intersections and the intersections of dedicated alleys or driveways with streets.
- F. **Prohibited Sign Types.**
1. Any sign which advertises a business that is a prohibited use or no longer in existence or a product or service no longer being sold;
 2. Bandit signs;
 3. Cabinet signs, except as allowed for cabinet logo signs that are a maximum of 4 square feet in area or otherwise proportional to sign lettering on site, as approved by the Director;

4. Feather banner signs, except as provided in § 17.72.060, Standards for Temporary Signs;
- ~~4.5.~~ One-dimensional signage, except as allowed for window signage, temporary signage, and painted signage;
6. Digital/Electronic message signs, including but not limited to LED, LCD, or similar electronic message boards, are prohibited in all zoning districts except as expressly provided below: gas price display on service station monument signage, and except as allowed in § 17.72.050.D.2, Digital Billboard Signs;
 - a. Fuel Price Displays at Service Stations. Digital signs may be used solely to display gasoline or diesel fuel prices on monument signs located on the premises of legally established service stations. Such signs shall comply with all applicable size, height, and illumination standards, and shall not include any other digital content.
 - b. Public Facilities. Digital display signs may be permitted for public facilities, including hospitals and large-scale medical clinics, subject to the review and written approval of the Director. Digital signs must be tuned off during non-business hours and shall not shine into adjacent residential or other sensitive uses. The Director may impose conditions related to the size, location, duration, brightness, and content to ensure compatibility with surrounding land uses and to minimize visual impacts.
- ~~5.c.~~ Digital Billboard Signs, as described in Section 17.72.050.D.2, Digital Billboard Signs;
- ~~6.7.~~ Nondigital billboards;
- ~~7.8.~~ Pole signs;
- ~~8.9.~~ Signs installed on the roof of a building or structure, except as allowed in § 17.72.050.C.9, Roof-Mounted Signs;
- ~~9.10.~~ Signs which bear or contain statements, words, or pictures of an obscene nature;
- ~~10.11.~~ Sign walkers;
- ~~11.12.~~ Statutory signs; and
- ~~12.13.~~ Stuffed or inflated animals or characters used as signs.

G. Rules of Measurement.

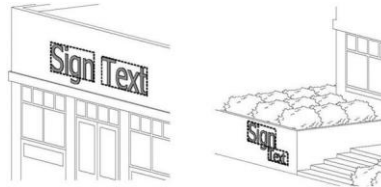
1. **Sign Area Measurement.** Sign area is measured as follows:
 - a. *Signs on Background Panel.* Where the sign copy is mounted, affixed, or painted on a background panel or distinctively painted, textured, or constructed surface, the sign area is measured as the sum of the smallest rectangle(s) that will enclose both the sign copy and the background, as shown in Figure 17.72.040.G-1: Signs on Background Panel.

FIGURE 17.72.040.G-1: SIGNS ON BACKGROUND PANEL



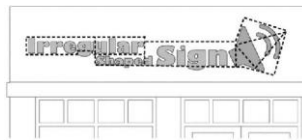
- b. *Signs with Individual Letters.* Where the sign has individual letters or graphics mounted against a wall, fascia, mansard, parapet, or other building surface that has not been distinctively painted, textured or constructed as a background panel, the sign area is measured as a sum of the smallest rectangle(s) that will enclose each word and each graphic in the total sign except for the descending elements of lower case letters, as shown in Figure 17.72.040.G-2: Signs with Individual Letters. Sign area for individual letters or graphics shall be counted as 75% of the area enclosing the sign copy.

FIGURE 17.72.040.G-2: SIGNS WITH INDIVIDUAL LETTERS



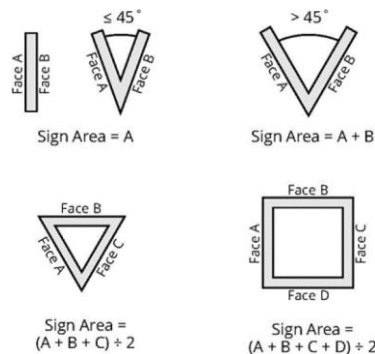
- c. *Irregular Shaped Signs.* Sign area for irregular shaped signs is determined by dividing the sign into the smallest squares, rectangles, triangles, circles, or arcs that enclose each word or graphic in the sign, as shown in Figure 17.72.040. G-3: Irregular Shaped Signs.

FIGURE 17.72.040.G-3: IRREGULAR SHAPED SIGNS



- d. *Multi-Face Signs.* The sign area for multi-face signs, as shown in Figure 17.72.04-0.G-4: Multi-Face Signs, are measured as follows:
- Two-Face Signs.* Where the interior angle between the two sign faces is 45° or less and the sign faces are less than 42 inches apart, the sign area is measured as the area of one sign face only. Where the angle between the two sign faces is greater than 45° the sign area is the sum of the areas of the two sign faces.
 - Three- or Four-Face Signs.* The allowable sign area is measured as 50% of the sum of the areas of all sign faces.

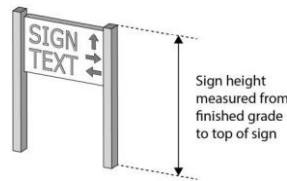
FIGURE 17.72.040.G-4: MULTI-FACE SIGNS



2. *Sign Height Measurement.*

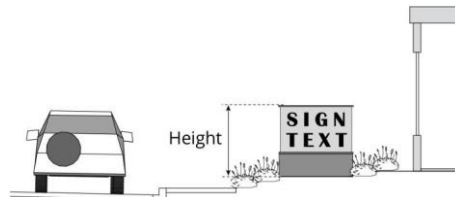
- a. *Freestanding Signs.* Sign height for freestanding signs is measured as the vertical distance from the finished grade to the top of the sign.

FIGURE 17.72.040.G-5: FREESTANDING SIGN HEIGHT



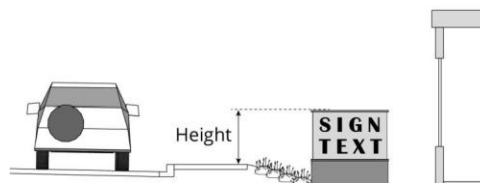
- i. *Higher Than Adjacent Grade.* Where the grade at the base of a sign is higher than the grade of the adjacent road right-of-way, sign height is measured from the base of the sign, as shown in Figure 17.72.04.G-6: Freestanding Sign Height, Higher than Adjacent Grade.

FIGURE 17.72.040.G-6: FREESTANDING SIGN HEIGHT, HIGHER THAN ADJACENT GRADE

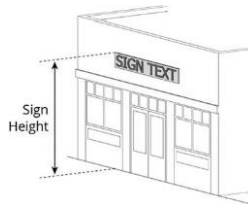


- ii. *Lower Than Adjacent Grade.* Where the grade at the base of a sign is lower than the grade of an adjacent road right-of-way, the height of the sign is measured from the top of curb elevation, as shown in Figure 17.72.040.G-7: Freestanding Sign Height, Lower than Adjacent Grade (the portion of the sign below the grade at the edge of the right-of-way shall not be included in determining the sign's overall height).

FIGURE 17.72.040.G-7: FREESTANDING SIGN HEIGHT, LOWER THAN ADJACENT GRADE



- b. *Wall Signs.* The height of building-mounted signs is the vertical distance measured from the base of the wall on which the sign is located to the top of the sign or sign structure, as shown in Figure 17.72.040.G-8: Wall Sign Height.

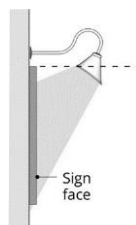
FIGURE 17.72.040.G-8: WALL SIGN HEIGHT

3. **Building Frontage.**

- a. The wall length and sign area shall be calculated separately for buildings with two or more frontages.
- b. Projections and recesses on a building wall may not exceed 10 feet for a continuous building frontage.

H. **Sign Illumination.**

1. **Internal Illumination.** Internally illuminated signs include single- or two-color LED signs, signs constructed with pan channel letters, or indirect halo illuminated channel letters (e.g., a reverse panel channel letter sign) are on an unlit or otherwise indistinguishable background on a freestanding sign or building wall.
2. **External Illumination.**
 - a. Externally illuminated signs shall be illuminated only with steady, stationary, fully shielded light sources directed solely onto the sign without causing glare.
 - b. The light source for externally illuminated signs shall be arranged and shielded to substantially confine all direct light rays to the sign face and away from streets and adjacent properties as illustrated in Figure 17.72.040.H-1: External Illumination.

FIGURE 17.72.040.H-1: EXTERNAL ILLUMINATION

3. **Direct Illumination.**

- a. Direct illumination may not be used in residential zones and is limited to letters, numbers, symbols, and accents on a marquee sign.
- b. Exposed lamps must not exceed an output of 25 watts and must only have a steady light output.

4. **Neon.**

- a. Exposed neon sign lighting is only allowed on permanent monument and wall signs in the nonresidential zones.
 - b. Each business is only allowed one neon sign and it must be placed on the primary frontage of the building.
 - c. Neon is allowed on no more than 25% of the total sign area of a permanent building mounted sign.
 - d. Neon signs placed in a window are exempt from the total sign area limitations for all window signs (refer to Table 17.72.050.C-12: Standards for Window Signs).
 - e. Neon signs must be turned off daily at the close of business or 10:00 p.m., whichever occurs last.
5. ***Single-Color or Two-Color LED Signs.***
- a. Single-color or two-color LED signs are exempt from the sign area limitations for wall signs and window signs established in Table 17.72.050.C-11: Standards for Wall Signs, and Table 17.72.050.C-12: Standards for Window Signs.
 - b. Any individual single-color or two-color LED sign must not exceed four square feet in area.
 - c. Single color or two-color LED signs are not allowed in residential zones.
 - d. Single-color or two-color LED signs must be turned daily at the close of business or 10:00 p.m., whichever occurs last.

I. Sign Structure and Installation.

- 1. The installation of signs shall be enforced and administered by the Building Inspector. All signs and sign structures must be designed to comply with the provisions of this chapter, the applicable provisions of the Building and Electrical Codes, and constructed to withstand wind loads, dead loads, and lateral forces.
 - a. Any angle iron, bracing, guy wires, or similar features used to support a sign shall not be visible to the extent technically feasible.
 - b. Where electrical service is provided to freestanding signs or landscape wall signs, the electrical service shall be placed underground and concealed. Electrical service to building-mounted signs, including conduit, housings, and wire, shall be concealed or, when necessary, painted to match the surface of the structure upon which they are mounted. A Building Permit shall be issued prior to installation of any new signs requiring electrical service.
 - c. All permanent signs allowed by this chapter shall be constructed of durable materials capable of withstanding continuous exposure to the elements and the conditions of a built-up environment, and shall be permanently attached to the ground, a building, or another structure by direct attachment to a rigid wall, frame, or structure.
- 2. Raceway, as illustrated in Figure 17.72.040.I-1: Raceway, shall only be used in building-mounted signs when access to the wall behind the sign is not feasible, or when the Zoning Administrator determines that a benefit exists to preserve a historic or architectural feature of a

building. In such cases, the raceway shall not extend in width and height beyond the area of the sign and shall match the color of the building to which it is attached.

FIGURE 17.72.040.I-1: RACEWAY



3. Signs shall be designed so that all frameworks for the support of the sign are an integral part of the design of the sign or within the structure of the building to which it is attached so as to not be visible.
- J. **Signage Design and Materials in the DX-1 and DX-2 Zones.** Appropriate sign materials for the Downtown area are dependent on the style, age, and materials used in the building. Materials may include the following:
1. **Wood.** Carved, etched, and painted or stained;
 2. **Metal.** Formed, etched, cast, engraved, and painted; and
 3. High-density preformed foam or similar material.
- K. **Sign Maintenance.**
1. All signs shall be maintained by any property owner, lessor, lessee, manager, agent, or other person having lawful possession or control over a sign, building, structure, or parcel of land, in a condition or state of equivalent quality to which was approved or required by the City.
 2. All signs together with their supports and appurtenances shall be maintained in good structural condition, in compliance with applicable Building and Electrical Codes, and in conformance with this chapter. Maintenance of a sign includes periodic cleaning, replacement of flickering, burned out or broken light bulbs or fixtures, repair or replacement of any faded, peeled, cracked, or otherwise damaged or broken parts of a sign, and any other activity necessary to restore the sign so that it continues to comply with the requirements and contents of the Sign Permit issued for its installation and provisions of this chapter.
 3. All signs and supporting structures shall be kept in repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly painted and clean. The immediate surrounding premises shall be maintained free of weeds and rubbish. The Zoning Administrator is authorized to order the painting, cleaning or repair of signs which become dilapidated and the cleaning of the immediate premises. Such maintenance shall be completed within 30 days of receiving written notice.
 4. **Landscape Maintenance.** Required landscaped areas contained by a fixed border, curbed area, wall, or other perimeter structure shall receive regular repair and maintenance. Plant materials that do not survive after installation in required landscape areas are required to be replaced within three months.
 5. The Building Inspector has the authority to order the repair, maintenance, or removal of any

sign or sign structure that has not been maintained and is dangerous or in disrepair, or which is erected or maintained contrary to the requirements of this section.

6. Failure to maintain a sign constitutes a violation of this chapter and will be subject to enforcement action, in which case the Building Inspector may order the removal of any sign that is determined to be in disrepair or dangerous.
7. Any owner of a sign victimized by graffiti shall remove, repair, or repaint sign(s) within 10 days of the graffiti being applied or within 10 days of notification by the Director, whichever event comes first, or the sign shall be subject to removal by the City at the owner's expense.

§ 17.72.050. Standards for Permanent Signs.

A. Applicability.

1. This section establishes the standards for permanent building-mounted and freestanding signs that are applicable in all zones. Standards for each allowed sign type are provided in Tables 17.72.050.C-1 through Table 17.72.050.C-12 and Tables 17.72.050.D-1 through 17.721.050.D-4, respectively. These tables are organized as permanent building-mounted and freestanding signs for each sign type. All permanent signs must comply with the standards for sign area, height, number, type, and other requirements provided in these tables.
2. A sign type not specifically included in this section may be allowed by the Director provided the sign meets the intent of the zone in which it is proposed.

Table 17.72.050.A-1: Allowed Sign Types by Zones

Sign Type	R-1, N-P	R-LM	R-M, R-H	CMU-E, CMU-K, CMU-F, CMU-A, CMU-G	DX-2, DX-3, CCMU	DX-1, DX-4, CMU-WM	RC	RC-F	IF, IG, BP	OS, PF, FSA
"•" = Permitted										
Building-Mounted Signs										
Awning Sign	• ¹	•	•	•	•	•	•			
Blade Sign	• ¹		•	•	•	•	•			
Canopy Sign			•	•	•	•	•			
Directional Sign	•	•	•	•	•	•	•	•	•	•
Directory Sign	•	•	•	•	•	•	•	•	•	•
Hanging Sign	• ¹			•	•	•	•			
Marquee Sign					•	•				
Projecting Sign			•		•	•	•			
Roof-Mounted Sign					•	•		•	•	
Service Island Canopy Sign					•	•		•	•	
Wall Sign	• ¹		•	•	•	•	•	•	•	
Window Sign	• ¹		•		•	•	•	•	•	
Freestanding Signs										
Digital Billboard Sign							• [±]	• [±]	• [±]	• [±]
Directory Sign	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]
Directional Sign	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]

Table 17.72.050.A-1: Allowed Sign Types by Zones

Sign Type	R-1, N-P	R-LM	R-M, R-H	CMU-E, CMU-K, CMU-F, CMU-A, CMU-G	DX-2, DX-3, CCMU	DX-1, DX-4, CMU-WM	RC	RC-F	IF, IG, BP	OS, PF, FSA
Freeway-Oriented Sign							• [±]	• [±]	• [±]	
Monument Sign			• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]	• [±]

Notes:

1. Limited to residential limited retail uses only.

B. Standards for Permanent Building-Mounted and Freestanding Signs.

1. Businesses with frontage and primary vehicle access on a through lot may consider each frontage separately when determining maximum sign area. The area for each frontage is not transferable to the opposite frontage.
2. Businesses with direct alley access are permitted an additional one square foot of sign area per linear foot of building facade facing the alley. The sign area for the alley frontage is not transferable to the main street frontage.
3. If a business frontage is only on the alley, then the total permitted sign area is allowed for the business, and all sign(s) shall be located on the alley frontage.
4. Where several businesses are developed as a unit, such as a shopping center, one sign which identifies the development is allowed. The area of this sign shall not exceed the maximum allowable area for the largest business sign permitted in the development but in no case shall it exceed 100 square feet. Where the development identification is placed on a monument sign, subsection D.6, Monument Signs, is applicable.
5. The maximum total area for all building-mounted and freestanding signs is established in Table 17.72.050.B-1: Standards for All Permanent Signs, including additional regulations for sign area, height, and setback from a property line.
6. The area of all building-mounted signs is included in the maximum total sign area, except when specifically exempted.
7. All permanent building-mounted and freestanding signs must comply with the corresponding sign type standards provided in Tables 17.72.050.C-1 to 17.72.050.D-4.

Table 17.72.050.B-1: Standards for All Permanent Signs				
Zone(s)	Max. Sign Height, Building-Mounted	Max. Sign Height, Freestanding	Total Sign Area per Business or Development	Min. Distance from Property Line
R-1, N-P, R-LM	10 ft	5 ft	4 sf per residential business; 24 sf per residential limited retail use ¹	R-1, R-LM: 15 ft; N-P: 5 ft; Residential limited retail use: 0 ft
R-M, R-H	20 ft	8 ft	20 sf for residential uses; 24 sf per residential limited retail use	5 ft
CMU-E, CMU-K, CMU-F, CMU-A, CMU-G, DX-2, DX-3	30 ft	8 ft	2.0 sf per linear foot of building frontage; not to exceed 175 sf	CMU zones: 5 ft; DX-2 and DX-3: 0 ft

Table 17.72.050.B-1: Standards for All Permanent Signs				
Zone(s)	Max. Sign Height, Building-Mounted	Max. Sign Height, Freestanding	Total Sign Area per Business or Development	Min. Distance from Property Line
DX-1, DX-4, CMU- WM	30 ft	8 ft	2.0 sf per linear foot of building frontage; not to exceed 175 sf	0 ft
CCMU	20 ft	8 ft	1.5 sf per linear foot of building frontage; not to exceed 125 sf	5 ft
RC, RC-F	40 ft	8 ft plus 1 ft for every 5 ft of setback from property line, not to exceed 15 ft ²	2.0 sf per linear foot of street frontage; not to exceed 200 sf	5 ft
H IE, IG, BP	40 ft	8 ft plus 1 ft for every 5 ft of setback from property line, not to exceed 15 ft	2.0 sf per linear foot of street frontage; not to exceed 200 sf	10 ft
OS, PF	20 ft	8 ft	20 sf ¹	OS and PF: 25 ft; FSA: 15 ft

Notes:

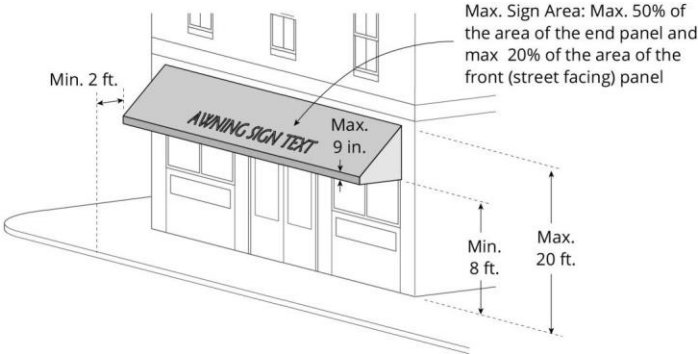
1. The Zoning Administrator may grant by Zoning Administrator Permit an increase in the maximum total sign area for all permanent signs in these zones for public parks and recreation facilities, public schools, governmental facilities, public cultural facilities, and nonprofit hospitals. See § 17.100.090, Zoning Administrator Permit.
2. Refer to § 17.72.050.D.5, Freeway-Oriented Signs.

C. Standards for Permanent Building-Mounted Signs.

1. **Awning Sign.** Awning signs must comply with the standards provided in the table below.

Table 17.72.050.C-1: Standards for Awning Signs	
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Sign area is max. 50% of the area of the end panel and max. 20% of the area of the front (street-facing) panel of the awning or valance. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).

Table 17.72.050.C-1: Standards for Awning Signs

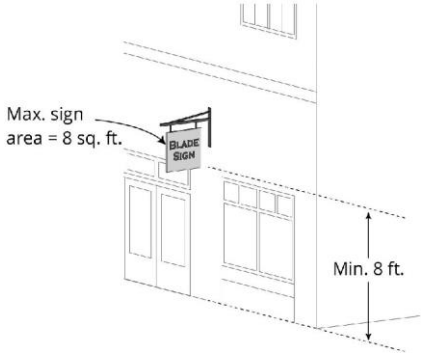
Standards	Requirements
Mounting Height	Max. 8 ft from the bottom of the awning to the nearest grade or sidewalk. Max. 20 ft.
Sign Placement	Must only be placed above the doors and windows of the ground floor. May project into public right-of-way with approval of an Encroachment Permit.
Valance Height	Max. 9 in.
Horizontal Distance from Back of Curb	Min. 2 ft.
Illumination	Nonilluminated or illumination allowed under the awning.
	

2. **Blade Sign.** Blade signs must comply with the standards provided in the table below.

Table 17.72.050.C-2: Standards for Blade Signs

Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 8 sf. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Mounting Height	Min. 8 ft from the bottom of the sign to the nearest grade or sidewalk. Must be mounted perpendicular to the building face or at the corner of the building.
Number of Signs	Max. 1 per frontage, except on a corner where 2 signs are allowed, i.e., 1 per frontage.

Table 17.72.050.C-2: Standards for Blade Signs

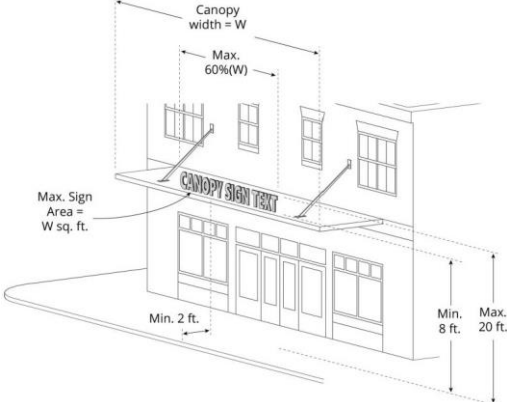
Standards	Requirements
Sign Placement	Sign must not extend beyond the edge of the structure on which it is located if mounted below the walkway or overhead structure. May project into public right-of-way with approval of an Encroachment Permit.
Horizontal Distance from Back of Curb	Min. 2 ft.
Illumination	Nonilluminated or internal illumination.
	

3. **Canopy Signs.** Canopy signs must comply with the standards provided in the table below.

Table 17.72.050.C-3: Standards for Canopy Signs

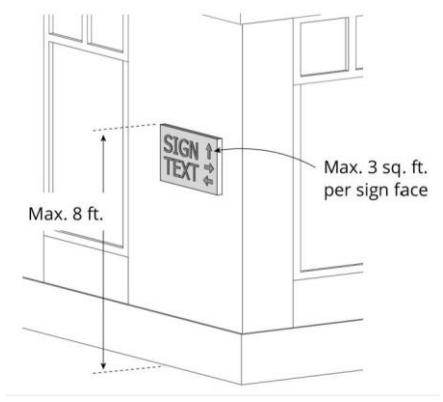
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 1 sf per 1 lf of canopy width.
Mounting Height	Min. 8 ft from the bottom of the canopy to the nearest grade or sidewalk. Max. 20 ft. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Sign Placement	Must be placed above the doors and windows of the ground floor of a building. Sign area is max. 60% of the store width or tenant space per business when canopy is placed on multiple store fronts. May project into public right-of-way with approval of an Encroachment Permit.
Horizontal Distance from Back of Curb	Min. 2 ft.
Illumination	Nonilluminated or internal illumination.

Table 17.72.050.C-3: Standards for Canopy Signs

Standards	Requirements
Other Requirements	Max. height of sign letters is 2 ft measured from the top of the canopy.
	

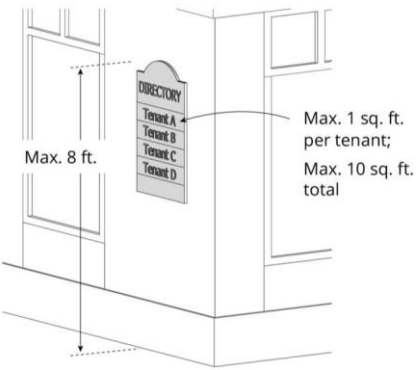
4. **Directional Signs (Building-Mounted).** Directional signs must comply with the standards provided in the table below.

Table 17.72.050.C-4: Standards for Directional Signs

Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 3 sf. Excluded from the total number of allowed signs for all building-mounted signs.
Mounting Height	Max. 8 ft.
Sign Placement	Max. 1 per driveway entrance.
Illumination	Nonilluminated or external illumination.
	

5. **Directory Signs (Building-Mounted).** Directory signs must comply with the standards provided

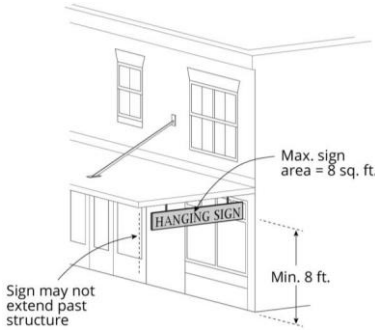
in the table below.

Table 17.72.050.C-5: Standards for Directory Signs (Building-Mounted)	
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 1 sf per tenant space; max. 10 sf total sign area. Excluded from the total number of allowed signs for all building-mounted signs.
Mounting Height	Max. 8 ft from nearest grade.
Number of Signs	Max. 1 per primary building entrance.
Illumination	Nonilluminated, internal illumination, or external illumination.
	

6. **Hanging Signs.** Hanging signs must comply with the standards provided in the table below.

Table 17.72.050.C-6: Standards for Hanging Signs	
Standards	Requirement
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 6 sf in area on each sign face. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Mounting Height	Max. 8 feet from the ground level (as measured directly under the sign).
Sign Placement	Hanging signs shall not be permitted closer than 20 ft from each other. May not extend past the structure to which they are mounted. May project into public right-of-way with approval of an Encroachment Permit. Awnings, canopies, and marquees may have a hanging sign suspended beneath.

Table 17.72.050.C-6: Standards for Hanging Signs

Standards	Requirement
Horizontal Distance from Back of Curb	Min. 2 ft.
Number of Signs	Max. 1 sign per business per street face.
Illumination	Nonilluminated, internal illumination, or external illumination.
	

7. **Marquee Signs.** Marquee signs must comply with the standards provided in the table below.

Table 17.72.050.C-7: Standards for Marquee Signs

Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 2 sf per 1 lf of building frontage. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs). Max. 75% of the total sign area is allowed for the changeable copy.
Mounting Height	Min. 12 ft from the bottom of the marquee to the nearest grade or sidewalk.
Number of Signs	Max. 1 per business.
Sign Placement	May project into public right-of-way with approval of an Encroachment Permit.
Horizontal Distance from Back of Curb	Min. 2 ft.
Illumination	Direct Illumination or internal illumination.
Other Requirements	No projecting sign (Table 17.72.050.C-8: Standards for Projecting Signs) shall be permitted when signage is placed directly on a marquee.

Table 17.72.050.C-7: Standards for Marquee Signs

Standards	Requirements
	Building Frontage = W Max. Sign Area = 2W Changeable Copy Sign Area = Max. 75% of Total Sign Area Min. 2 ft. Min. 12 ft.

8. **Projecting Signs.** Projecting signs must comply with the standards provided in the table below.

Table 17.72.050.C-8: Standards for Projecting Signs

Standards	All Other Zones	DX-2, DX-3, CCMU	DX-1, DX-4, CMU-WM
"sf" = square feet; "lf" = linear feet			
Sign Area	Max. 36 sf.	Max. 24 sf.	
	Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).		
Mounting Height	Min. 8 ft from the bottom of the sign to the nearest grade or sidewalk.		
Sign Placement	Projecting signs shall not be permitted closer than 20 ft from each other. May project into public right-of-way (but not public alleys) with approval of an Encroachment Permit. May not extend vertically above the second floor window sill or when there is no second floor, may not extend above the parapet, eaves, or roof line. Must be placed so that the sign causes no harm to street trees.		
Horizontal Distance from Back of the Curb	Signs may not project within 2 ft of the curb line. Max. 6 ft from the building wall to the outer edge of the sign.		
Number of Signs	1 per business when neither a monument sign nor a roof sign is present in the development.		
Illumination	Nonilluminated, internal illumination, or external illumination.		

Table 17.72.050.C-8: Standards for Projecting Signs

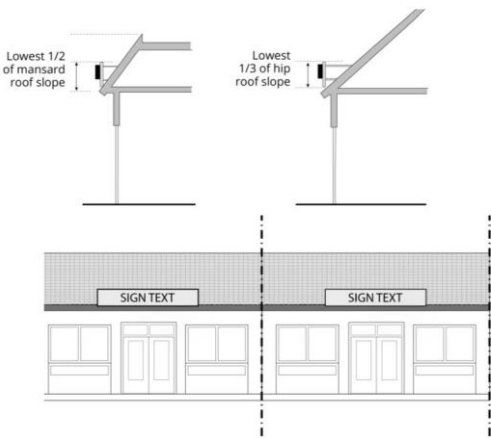
Standards	All Other Zones	DX-2, DX-3, CCMU	DX-1, DX-4, CMU-WM
			

9. **Roof-Mounted Signs.** Roof-mounted signs must comply with the standards provided in the table below.

Table 17.72.050.C-9: Standards for Roof-Mounted Signs

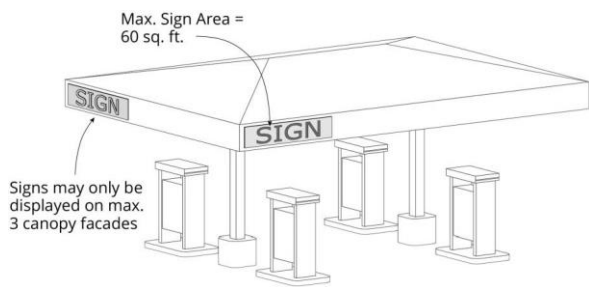
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	As provided in Table 17.72.050.B-1: Standards for All Permanent Signs. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Sign Height	As provided in Table 17.72.050.B-1: Standards for All Permanent Signs.
Number of Signs	Max. 1 per business.
Sign Placement	Roof-mounted signs shall be placed below the roof peak and must comply with the maximum height allowed for the zone. Hip roof: Only placed on the lowest 1/3 of the slope of the roof. Mansard roof: Only placed on the lowest 1/2 of the slope of the roof. Sign lettering shall have a minimum depth of 6 in to convey a three-dimensional appearance. Signs for individual tenants in multi-tenant centers shall be centered above the tenant space and only mounted on a mansard roof.
Illumination	Nonilluminated, internal illumination, or external illumination.
Other Requirements	The bottom of roof signs shall be mounted flush with the surface of the roof and shall not interrupt roof lines or other major architectural features.

Table 17.72.050.C-9: Standards for Roof-Mounted Signs

Standards	Requirements
	

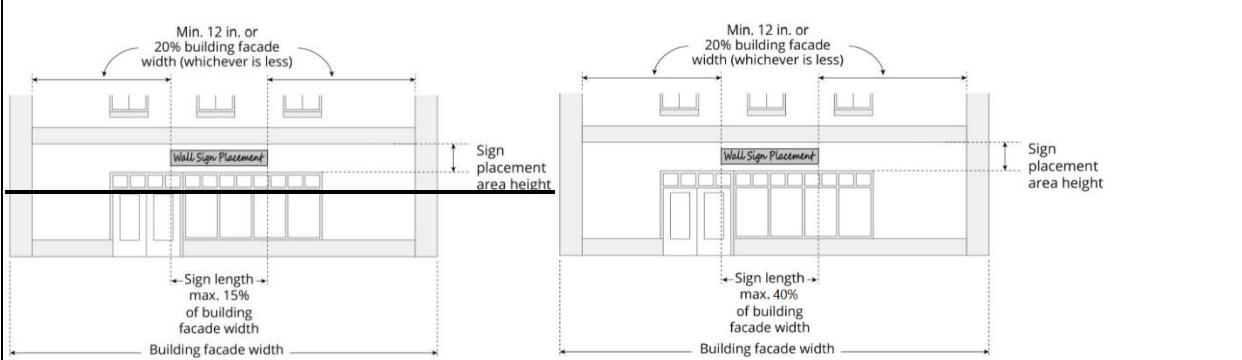
10. **Service Island Canopy Signs.** Service island canopy signs must comply with the standards provided in the table below.

Table 17.72.050.C-10: Standard for Service Island Canopy Signs

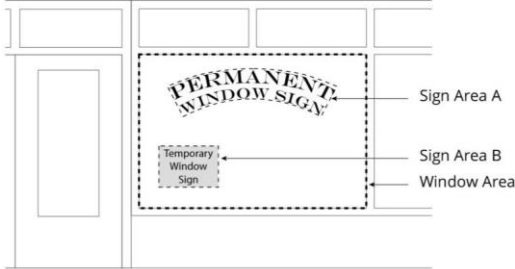
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 60 sf for the total area of all signs on the canopy. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Number of Signs	Signs may only be displayed on max. 3 canopy facades.
Illumination	Nonilluminated or internal illumination.
	

11. **Wall Signs.** Wall signs must comply with the standards provided in the table below.

Table 17.72.050.C-11: Standards for Wall Signs

Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	As provided in Table 17.72.050.B-1: Standards for All Permanent Signs. Included in the total allowable sign area for all building-mounted signs (see Table 17.72.050.B-1: Standards for All Permanent Signs).
Number of Signs	Unlimited, provided the maximum area allowed for wall signs is not exceeded.
Sign Placement	Refer to the illustration below for applicable standards. Wall signs shall be placed to establish a facade rhythm, scale, and proportion between buildings. The sign's length shall not exceed the width of the framed portion of the storefront and shall not exceed 40 45% of the building facade. Wall signs shall not face an adjacent residential zone.
Sign Depth	Max. depth 12 inches measured from the wall on which the sign is placed.
Illumination	Nonilluminated, internal illumination, or external illumination.
Special Provisions	Requirements
Painted Wall Signs	Painted wall signs are allowed on any exterior building wall of an individual tenant space or building. Painted wall signs must be professionally painted. The allowable area for painted wall signs will be increased by 10% over the normal allowable sign dimensions for the zone.
Changeable Copy Signs	Max. sign area 30% of the total allowable sign area for the building
	

12. **Window Signs.** Window signs must comply with the standards provided in the table below.

Table 17.72.050.C-12: Standards for Window Signs	
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Permanent window signs shall be limited to 20% of the ground floor frontage window area occupied by a given business. The combined area of temporary and permanent window signs must not exceed 40% of the area of the window on which they are displayed. Neon or single-color or two-color LED signs are excluded from the total allowed sign area for all building-mounted signs. Refer to § 17.72.040.H.4, Neon; and § 17.72.040.H.5, Single-Color or Two-Color LED Signs. Adhesive vinyl, gild-leaf, or screen printing is preferred over hand-painted window signs.
Sign Placement	Must be mounted or displayed on the interior of the window. If the business is on the first floor, signs shall not be placed above the upper window frame or the second floor. If the business is conducted above the first floor, signs shall not be placed above the max. height allowed in the zone or above the window frame of the third floor.
Illumination	Nonilluminated. Neon or single- or two-color LED signs are allowed.
 Sign Area A + Sign Area B ≤ 40% Window Area	

D. Standards for Permanent Freestanding Signs.

- Standards for each allowed permanent freestanding sign type are provided in tables with a supporting illustration of each sign type. All permanent signs must comply with the standards for sign area, height, number, type, and other requirements provided in these tables.
- Digital Billboard Signs.** Digital billboard signs are permitted only as billboard relocations or as conversions of an existing billboard. Digital billboard signs must meet all location and development standards established in this section. Digital billboard signs shall be subject to approval of a Conditional Use Permit (see § 17.100.100, Conditional Use Permit), site plan, and Design Review by the Planning Commission, as set forth in Chapter 17.100, Planning Permits and Approvals.
 - Location.*

- i. Digital billboard signs are only permitted along two specific segments of the Interstate 5 (I-5) corridor as described below:
 - (A) Segment One. This segment begins where the City boundary bisects the I-5 corridor to the north and runs south along I-5 to the East Main Street freeway underpass, excluding the Section of frontage on the north side of I-5 between the East Beamer Street underpass and the East Kentucky Avenue overpass. A maximum of two digital billboard signs are permitted within this segment. The signs may be located on the same side of the freeway or one on each side of the freeway.
 - (B) Segment Two. This segment begins at County Road 102 and runs east along I-5 to the eastern boundary of the City. A maximum of one digital billboard is permitted within this segment.
- ii. Digital billboard signs shall be located within 500 feet of the freeway right-of-way. No digital billboard sign shall be located within 2,500 feet of another digital billboard sign on the same or opposite side of the freeway and no closer than 250 feet to any other freeway-oriented sign over 30 feet in height on the same side of the freeway.
- iii. The location of digital billboard signs shall be verified by the City Engineer to ensure no conflict exists between the location of the proposed sign and the Interstate 5/State Route 113 direct connect interchange project as identified in the CalTrans Project Report dated April 6, 2000, or as otherwise amended or updated by CalTrans or the City. Updates shall include the development of project plans. When reviewing for conflicts, the City Engineer will review for physical and visual conflicts.
- iv. Proximity to Residential Uses. No digital billboard signs shall be located between East Main Street and East Beamer Street or within 1,200 feet of any existing residential property in existence at the time of adoption of the digital billboard signs standards, unless it can be demonstrated by the applicant, that the proposed sign installation cannot be viewed from the residential property. A "balloon test" (or similar) may be required and shall be paid for by the applicant to determine visual impacts of a proposed digital billboard sign and to demonstrate that the proposed sign cannot be viewed from a residential property.
- b. *Standards.* Any new digital billboard sign or a legally existing billboard refurbished to become a digital billboard sign shall be subject to the development standards below.
 - i. Number of Faces. A digital billboard sign may consist of no more than two digital display areas, each positioned to be visible only by opposing directions of traffic. Double-faced signs shall not have an interior angle between the face of the panels greater than 20°, unless a visibility study is provided showing that a greater angle is necessary to achieve reasonable sign visibility, up to a maximum of 45°.
 - ii. Height. Heights of digital billboard signs shall be established relative to topography and setting to provide the best balance between the sign's purpose of effectively communicating a visual message, the setting (including topography and surrounding architecture), and freeway traffic safety. However, in no case shall the digital billboard sign (including structure) exceed a maximum height of 68 feet as measured from the finished grade of the center line of the nearest freeway to the top of the digital billboard sign face or structure, as applicable. Applicants shall provide to the

City supporting documentation from a licensed engineer or surveyor demonstrating compliance with this provision.

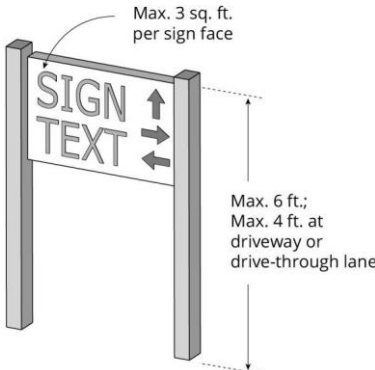
- iii. Area. The maximum area of each digital display area shall not exceed 672 square feet per sign face.
- iv. No more than one digital billboard sign and one freeway-oriented sign each over 30 feet in height shall be permitted on a single parcel or multiple parcels developed as a single retail, office, or industrial center. One sign shall not directly or substantially impede the view of another sign for any prolonged length of travel time of a passing driver on Interstate 5.
- v. Illumination. Digital billboard signs must be limited in brightness to a maximum lighting intensity of 0.3 candela (i.e., foot-candles) over ambient light levels, as measured using a foot-candle meter at 250 feet from the sign face.
 - (A) Each digital display area must have a light sensing device that will adjust the brightness of the sign as ambient light conditions change throughout the day.
 - (B) Digital billboard signs must create minimal glare, maintain contrast between the sign face and the surrounding area, have minimal impact on driver distraction, and create minimal light trespass into residential areas.
 - (C) The applicant must demonstrate through field testing compliance with a 0.3 candela increase, or less, over ambient light at a distance of 250 feet during nighttime conditions upon initial start-up, again at six months of operation and at the request of the City for the life of the sign.
 - (D) The applicant must fund field testing by a qualified independent contractor or City staff trained in the use of a handheld photometer to demonstrate continued compliance. If increases in ambient light are found to be above the 0.3 candela level, the dimming level shall be adjusted until this level can be demonstrated. This must be completed and demonstrated through follow-up field testing within 24 hours or the billboard shall not be operated until the lighting levels can be brought into compliance.
- vi. Pole Cladding. High-quality decorative pole covering is required for newly constructed digital billboard signs as well as any existing nondigital billboard that is converted to a digital billboard sign.
- vii. Message Display. Digital billboard signs shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the sign structure, design, or pictorial segment of the sign, except that static images may be displayed for a minimum of eight seconds with a transition or blank screen time no longer than one second in duration. No static message shall include flashing or scintillating lighting, or varying light intensity. Digital billboard signs shall be operated with systems and monitoring in place to either turn the display off or show a "full black" image on the display in the event of a malfunction.
- viii. Community Messaging. The City shall be provided with access to a minimum of five percent of the total available display time to allow the City to present messages of community interest. This access shall also include access for other appropriate

agencies for the purpose of displaying public safety messages such as "Amber Alert" messages and emergency-disaster communications. The City shall retain sole discretion regarding the content and prioritization of messages displayed on the City's behalf, subject to specific standards of individual sign companies for displayed material.

- ix. **Traffic Safety.** The digital billboard sign shall not create a visibility hazard to traffic on adjacent streets, freeways, or parking areas. The sign shall not reduce required on-site parking availability and shall not interfere with on-site vehicular circulation.
- x. **Future Technologies.** There may be alternate, preferred, or superior technology available in the future to illuminate digital freeway signs. These alternate technologies may be incorporated into existing legally permitted digital freeway signs in the future without additional permissions from the Planning Commission or City Council provided:
 - (A) The required maximum brightness standards are met; and
 - (B) No substantial exterior physical change to the digital display area will occur. The owner shall be responsible for obtaining any required ministerial permits for technology improvements as required by applicable code standards. The City shall expedite any required approvals for technology that is superior in energy efficiency over previous generations or types.
- xi. **Quality and Maintenance Plan.** The applicant shall demonstrate that the proposed digital billboard sign provides high resolution, clear graphic display, and consistent reliability and durability. The applicant must establish a quality and maintenance plan to ensure implementation of all above-listed development standards and to assure the proper maintenance and repair of the digital billboard sign as needed.
- c. **Billboard Removal.** For every one square foot of digital message display area installed, the applicant must permanently remove at least two square feet of existing legal conforming or nonconforming billboard display area within the City limits prior to operation of the digital billboard sign. An existing billboard display area being converted to a digital billboard sign may count toward the required permanent removals.
- d. **Operating Agreement.** The City and applicant shall enter into an operating agreement, subject to City Council approval, in conjunction with the issuance of a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) for a digital billboard sign. The City and applicant may use the operating agreement, on a case-by-case basis, to deviate from the development standards in subsection D.2, Digital Billboard Signs, or reduce the required billboard removals under subsection D.2.C, Digital Billboard Signs. The City Council will only approve an operating agreement if it determines that the operating agreement achieves community benefits that are equivalent or greater to those that would be achieved through strict compliance with subsection D.2, Digital Billboard Signs. If deviation from the foregoing development standards is requested, the City Council shall also serve as the final review and approval authority for the Conditional Use Permit (see § 17.100.100, Conditional Use Permit) and Development Review application.
- e. **Compliance with Applicable Laws and Regulations.** The owner of the digital billboard sign shall comply with all applicable Federal, State, or local laws, including the Highway Beautification Act of 1965 (23 U.S.C. § 131), the Outdoor Advertising Act (California

Business and Professions Code § 5200 et seq.), and this section, when constructing, operating, improving, maintaining, repairing, and removing the digital billboard.

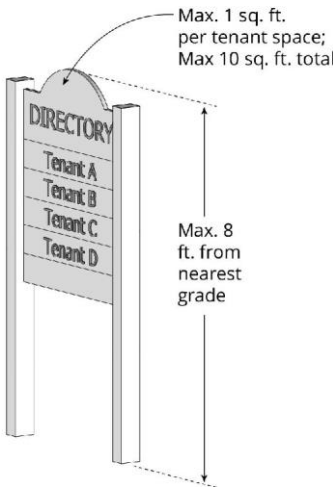
3. **Directional Signs (Freestanding).** Directional signs must comply with the standards provided in the table below.

Table 17.72.050.D-1: Standards for Directional Signs	
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	2-sided allowed; max. 3 sf per sign face. Excluded from the total number of allowed signs for all freestanding signs.
Sign Height	Max. 4 ft.
Number of Signs	Max. 1 per driveway entrance.
Illumination	Nonilluminated, internal illumination, or external illumination.
	

4. **Directory Signs (Freestanding).** Directory signs must comply with the standards provided in the table below.

Table 17.72.050.D-2: Standards for Directory Signs	
Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	Max. 10 sf; max. 1 sf per tenant space. Excluded from the total number of allowed signs for all freestanding signs.
Sign Height	Max. 8 ft from nearest grade.
Number of Signs	Max. 1 per building. A directory sign that displays multiple individual tenants, nameplates, etc., shall be considered one sign.
Illumination	Nonilluminated, internal illumination, or external illumination.

Table 17.72.050.D-2: Standards for Directory Signs

Standards	Requirements
	

5. **Freeway-Oriented Signs.** Freeway-oriented signs must comply with the standards provided in the table below.

Table 17.72.050.D-3: Standards for Freeway-Oriented Signs

Standards	Requirements
<i>“sf” = square feet; “ft” = feet; “lf” = linear feet</i>	
Sign Area	Max. 200 sf
Sign Height ¹	Max height 60 ft. Elements to enhance the design of a sign structure may extend above the sign to a max. 20% of the sign’s allowed height or 12 inches, whichever is greater.
Base Width	The sign base <u>cannot be individual poles and must be a single column. The base</u> must be at least 60% of the width of the sign <u>and tie into the overall sign design and materials.</u>
Number of Signs	Max. 1 freeway-oriented sign in areas adjoining interchanges or for groups of adjoining parcels. 1 additional freeway-oriented sign is allowed for a single parcel or a group of parcels greater than 20 acres provided the two signs are separated by min. 300 linear ft.
Sign Placement	Only located along a site frontage facing a freeway and within 500 linear ft of a freeway interchange.
Illumination	Non-illuminated or internal illumination.
Special Provisions	Requirements
Sign Design	The major architectural elements or details of the primary building(s) shall be integrated into the design of the support structure for the freeway oriented <u>freeway-oriented</u> sign.

Table 17.72.050.D-3: Standards for Freeway-Oriented Signs

Standards	Requirements
Sign Panels for Vacant Businesses	The sign panel on a freeway-oriented sign for a business that goes out of business shall be replaced within 30 days with a blank sign panel. Also refer to Section 17.72.080, Enforcement.
Changeable Copy Signs and Electronic Message Centers	Changeable copy and digital/electronic messages are not permitted.

Notes:

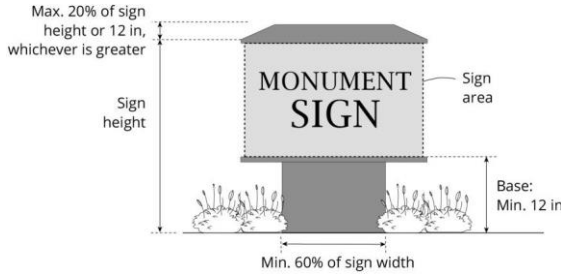
1. The overall height of freeway signs and their support structures shall be determined on a case-by-case basis utilizing a line of site study and visibility modeling analysis techniques which shall include an evaluation of the presence of visual obstructions, the number of anchor tenants proposed, etc. The Planning Commission will review the analysis presented by the applicant and render a judgement as to whether the proposed sign height and area is appropriate. Signs shall be no higher than necessary for effective visibility.

6. **Monument Signs.** Monument signs must comply with the standards provided in the table below.

Table 17.72.050.D-4: Standards for Monument Signs

Standards	Requirements
"sf" = square feet; "lf" = linear feet	
Sign Area	As provided in Table 17.72.050.B-1: Standards for All Permanent Signs.
Sign Height	As provided in Table 17.72.050.B-1: Standards for All Permanent Signs. Elements to enhance the design of a sign structure may extend above the sign to a max. 20% of the sign's allowed height or 12 in, whichever is greater.
Sign Base Standards	The sign base must be at least 60% of the width of the sign. The base shall be min. 12 in. in height from finish grade. The sign based shall be constructed of solid permanent materials such as concrete block, stone, brick, metal, stucco, or similar veneer extending the full height of the sign or to the base.
Number of Signs	Only one monument sign is allowed per building per frontage.

Table 17.72.050.D-4: Standards for Monument Signs

Sign Placement	Only located along a site frontage facing a public street.
Illumination	Nonilluminated, internal illumination, or external illumination.
Special Provisions	Requirements
Changeable Copy Signs	Max. sign area 40% of the total allowable sign area.
Other Requirement	Signs shall integrate major architectural elements or details of the primary building(s) into the design of the support structure for the monument sign. Signage must be compatible with the building and site design relative to colors, materials, and placement and will respect established architectural and/or historical character as appropriate.
	

§ 17.72.060. Standards for Temporary Signs.

- A. **Purpose.** The City Council finds that the proliferation of temporary signs is a distraction to the traveling public and creates aesthetic blight and litter that threatens the public's health, safety, and welfare. In addition to the purpose provisions of § 17.72.010, Purpose, these regulations ensure that temporary signs do not create a distraction to the traveling public by eliminating the aesthetic blight and litter caused by temporary signs. These standards and requirements ensure that temporary signs do not create aesthetic clutter or a distraction to the traveling public.
- B. **General to All Temporary Signs.** Temporary signs are allowed only in compliance with the provisions of this section.
1. **Information Required for Display.** All temporary signs are required to display the name and address of the entity placing the sign and the date the sign was erected.
 2. **Permits.** No permits are required for the installation and placement of any temporary signs.
 3. **Not Included in Permanent Sign Allowances.** Temporary signs are not counted toward the maximum total sign area established in § 17.72.050, Standards for Permanent Signs.
 4. **General Time, Place, and Manner Restrictions.**
 - a. **Location Standards.** Temporary signs must be placed in compliance with § 17.72.040.B, Location Standards, unless specifically exempted by this section.
 - b. ~~Period of Use. There is no limit on the length of time that a temporary sign may be displayed, except for wall banner signs (see Table 17.72.060.C 2: Standards for Specific~~

b. ~~Temporary Signs~~. May not be displayed for a period of time exceeding 30 days in a calendar year.

c. *Display Standards.* Temporary signs must be placed in compliance with § 17.72.040.D, Display Standards, unless specifically exempted by this section.

d. *Design and Construction.* Temporary signs must be of sufficient weight and durability to withstand wind gusts, storms, etc., and must be professionally crafted.

C. Additional Standards for Temporary Signs.

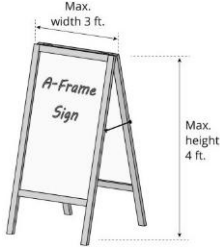
1. Temporary signs are allowed in compliance with provisions in Table 17.72.060.C-1: Standards for Temporary Signs.

Table 17.72.060.C-1: Standards for Temporary Signs	
Standard	Requirement
<i>“sf” = square feet; “lf” = linear feet</i>	
All Residential and Public and Open Space Zones	
Total Area of all Temporary Signs at Any One Time	Max. 16 sf ¹
Number of Signs	Unlimited except that the total sign area must not exceed 16 sf.
All Downtown and Mixed-Use Zones	
Total Area of All Temporary Signs at Any One Time	Max. 32 sf per business, with a total of max. 72 sf per lot. Excludes the area of temporary window signs and wall banner signs.
Number of Signs	Unlimited except that the total sign area of all temporary signs (excludes the area of temporary window signs and wall banner signs) must not exceed 32 sf per business. Exception: Multi-tenant centers or offices — Max. 2 temporary wall banner signs per 150 lf of property frontage not to exceed 64 sf combined.
All Commercial and Employment Zones	
Total Area of All Temporary Signs at Any One Time	Max. <u>30% of the building frontage.</u> 40 sf
Number of Signs	Unlimited except that the total sign area of all temporary signs (excludes the area of temporary window signs and wall banner signs) must not exceed <u>40 sf per business</u> shall not exceed 30% of the building frontage. Exception: Multi-tenant centers or offices — Max. 2 temporary wall banner signs per 150 linear feet of property frontage not to exceed 64 sf combined.

Notes:

1. The Zoning Administrator may grant, by Zoning Administrator Permit, an increase in the maximum total sign area for all temporary signs in these zones for public parks and recreation facilities, governmental facilities, public cultural facilities, and non-profit hospitals. See Section 17.100.090, Zoning Administrator Permit.

2. **Standards for Specific Temporary Signs.** Temporary signs must comply with the standards provided in Table 17.72.060.C-2: Standards for Specific Temporary Signs.

Table 17.72.060.C-2: Standards for Specific Temporary Signs				
Standards				
Temporary Sign Type ¹	Height (Max.)	Width (Max.)	Area (Max.)	Other Requirements
"sf" = square feet; "lf" = linear feet				
A-Frame Sign	4 ft	3 ft	6 sf	Only allowed in the Downtown zones. Max. 1 A-frame sign per business. Must be located within 15 ft of the building in which the business is located. May be located on a sidewalk, provided a minimum width of at least 4 ft allows for unimpeded pedestrian movement. Prohibited in residential zones. Only permitted during regular business hours. Must be professionally crafted and not constructed of molded vinyl or plastic.
				
Wall Banner	25 ft to top of banner	—	32 sf	Prohibited in residential zones. Must be mounted on a building wall or on T-posts or stakes installed ≤ 6 in from a wall on which the wall banner would be hung.
Window Sign	—	—	See Note 2	Must be placed no higher than first story windows. Inside mounting required. Not included in the total sign area for all temporary signs.
Yard Sign Type	—	4 ft	3 sf	All yard signs must be installed securely in the ground.
Yard Sign Type 2	—	6 ft	4 sf	
Yard Sign Type 3	—	6 ft	32 sf	
				

Notes:	
1.	Other temporary sign types may be allowed (e.g., fuel pump topper signs, wrap-around waste receptacles, or balloon bobbers), provided the maximum area limitation for all temporary signs is not exceeded.
2.	The area of temporary and permanent window signs combined (including signs constructed of perforated vinyl or painted on the window) is established in Table 17.72.050.C-12: Standards for Window Signs.
3.	All temporary signs associated with a model sales office for new subdivision or multifamily residential developments for sale or rent require approval of a Zoning Administrator Permit approval (see § 17.100.090, Zoning Administrator Permit).

§ 17.72.070. Standards for Nonconforming Signs.

Section 17.80.090, Nonconforming Signs, provides the standards and regulations for nonconforming signs.

§ 17.72.080. Enforcement.

- A. **Inspection.** Construction of all signs, and their attachment, is governed by the regulations of the Uniform Building Code, the Uniform Sign Code, and this chapter, as adopted by the City of Woodland and shall be inspected and approved by the Building Inspector.
- B. **Sign Removal.**
 - 1. **Unlawful Signs.** The Zoning Administrator may order the removal of any sign erected, altered, or maintained in violation of this chapter, the Uniform Building Code, or the Uniform Sign Code, in which case 30-day written notice shall be provided to the owner of the building, structure, or lot on which the sign is located requiring the removal of the sign or to bring it into compliance.
 - 2. **Dangerous or Defective Signs.** The Zoning Administrator may order the immediate removal of a sign without notification if, in his or her opinion, the condition of the sign presents an immediate threat to the safety of the public.
 - 3. **Abandoned Signs.** Any sign which no longer advertises the original business conducted, product sold, or activity conducted shall be deemed to have been abandoned. The Zoning Administrator shall give 30 days' written notice to the owner of the building, structure, or lot on which the sign is located to remove the sign.
- C. The provisions in this chapter shall be enforced by the City of Woodland Police Department, when applicable.
- D. Any Conditional Use Permit (see § 17.100.100, Conditional Use Permit) or Variance (see § 17.100.120, Variance) granted for a sign or signs shall become void if the sign is altered or relocated in any way which makes the sign in violation of the requirements of this chapter.
- E. **Penalties.** Failure to comply with the provisions of this chapter shall subject the owner to the penalties provided for in Chapter 17.128, Enforcement, of this Zoning Code.
- F. **Appeals.** Any person aggrieved by any decision or order of the Zoning Administrator may appeal to the Planning Commission unless such denial is based on violations of the Uniform Building Code,

the Uniform Sign Code, or the National Electrical Code. Denial for these reasons must be appealed to the Board of Building Appeals. Appeals shall be in writing and must be filed in the with the Zoning Administrator 10 days of the date of the decision or order which is being appealed. See § 17.96.160, Appeals.

§ 17.72.090. Severability.

If any section, sentence, clause, phrase, word, portion, or provision of the Chapter is held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect, impair, or invalidate any other section, sentence, clause, phrase, word, portion, or provision of this chapter which can be given effect without the invalid provision. The invalidation of the application of any section, sentence, clause, phrase, word, portion, or provision of this chapter to a particular property or structure, or any particular properties or structures, by any court of competent jurisdiction shall not affect the application of such section, sentence, clause, phrase, word, portion or provision to any other property or structure not specifically included in said invalidation.

CHAPTER 17.76 PERFORMANCE STANDARDS

§ 17.76.010. Purpose and Applicability.

A. The purposes of this chapter are to:

1. Ensure that uses and activities are conducted in a manner that protects the public health and safety and do not produce adverse impacts on surrounding properties or the community at large.
2. Establish permissible limits and permit objective measurement of nuisances, hazards, and objectionable conditions;
3. Protect industry from arbitrary exclusion from areas of the City.

B. The standards of this chapter shall apply to all uses and properties existing in the City at the time of adoption of this Zoning Code. The standards established by this chapter are minimum requirements and shall not be construed to prevent the City Council, the Planning Commission, or the Director from imposing, as part of a project approval, specific conditions which may be more restrictive, in order to meet the intent of these regulations.

§ 17.76.020. Measurement of Impacts.

Measurements necessary for determining compliance with the performance standards of this chapter shall be taken at the property line of the establishment or use that is the source of a potentially objectionable condition, hazard, or nuisance.

§ 17.76.030. General Standards.

Land or buildings shall be used or occupied in a manner that does not create any dangerous, injurious, or noxious fire, explosive, or other hazard that would adversely affect the surrounding area.

§ 17.76.040. Electromagnetic Interference.

No use, activity, or process shall cause electromagnetic interference with normal radio and television reception in any residential zone, or with the function of other electronic equipment beyond the lot line of the site in which it is situated. All uses, activities, and processes shall comply with applicable Federal Communications Commission's regulations.

§ 17.76.050. Fire and Explosive Hazards.

All activities, processes, or uses involving the storage, use of, transportation, or production of products which, in the raw or finished state, constitute a flammable or explosive material (for example, flour milling or ~~nut-shell~~nutshell processing), or volatile extraction, shall be subject to approval by the Fire Department. All incineration is prohibited with the exception of those substances such as, but not limited to, chemicals, insecticides, hospital materials and waste products required by law to be disposed of by burning, and in those instances where the Fire Department deems it a practical necessity.

§ 17.76.060. Hazardous and Extremely Hazardous Materials.

The use, handling, storage, and transportation of hazardous and extremely hazardous materials shall comply with the provisions of the California Hazardous Materials Regulations and the California Fire and Building Codes, as well as the laws and regulations of the California Department of Toxic Substances Control and the County Environmental Health Agency. Activities, processes, and uses shall not generate or emit any fissionable or radioactive materials into the atmosphere, sewage system, or onto the ground.

§ 17.76.070. Heat and Humidity.

Uses, activities, and processes shall not produce any emissions of heat or humidity that cause distress, physical discomfort, or injury to a reasonable person, or interfere with the ability to perform work tasks or conduct other customary activities. In no case shall heat emitted by a use cause a temperature increase of more than five degrees Fahrenheit on another property.

§ 17.76.080. Light and Glare.

- A. **Glare.** All lighting, reflective surfaces, mechanical or chemical processes, or any other sources of illumination shall be designed and located in a manner that produces no glare visible on public streets or on any other parcel. Glare or heat reflected from building materials shall be mitigated so as to not disrupt surrounding properties.
- B. **Lighting.** Lights shall be of the minimum illumination necessary for a given application and shall be placed to deflect light away from adjacent properties and public streets, and to prevent adverse interference with the normal operation or enjoyment of surrounding properties. Lights shall be directed downward and shielded at lot lines so as to confine all direct rays to the premises on which it is located. Exterior lighting shall be fully shielded.
 - 1. Except for public ~~street lights~~ **streetlights** or stadium lights, no light or combination of lights or activity shall cast light onto a residentially zoned property, or any property containing residential uses, exceeding one-half foot-candle.

§ 17.76.090. Liquid or Solid Waste.

The use, handling, storage, and transportation of waste materials, including hazardous wastes, shall comply with the provisions of the California Hazardous Materials Regulations, the State Water Resources Control Board, and any other applicable laws.

- A. **Discharges to Water or Sewers.** Discharge at any point into a public or private sewage disposal system, stream, or the ground, of any material that could contaminate any water supply, or otherwise cause the emission of dangerous or offensive elements is prohibited. No exceptions are allowed unless in accordance with regulations, licenses or approvals of the various local and state agencies having jurisdiction over such activities. Liquids or solids of any kind shall not be discharged, either directly or indirectly, into a public or private body of water, sewage system, watercourse, or into the ground. No exceptions are allowed unless in accordance with applicable regulations of the various local and state agencies having jurisdiction over such activities.
- B. **Solid Wastes.** Solid wastes shall be handled and stored so as to prevent nuisances, health, safety, and fire hazards; and to facilitate recycling.

- C. **Containment.** Waste shall be handled and stored to prevent nuisances, health, safety, and fire hazards, and to facilitate recycling. Material, including, but not limited to, paper products, plastic, dirt, sand, lime, seed, bran, chaff, wood refuse, and other readily transportable compounds, shall be contained in a way it cannot be tracked or carried by wind off site or dissolved into a water system. Closed containers shall be provided and used for storage of any materials which by their nature are combustible, volatile, dust, or odor producing or edible or attractive to rodents, vermin, or insects.
- D. **Incineration.** There shall be no refuse incineration on the premises.

§ 17.76.100. Odors, Particulate Matter, and Air Contaminants.

- A. **Odors.** No continuous, frequent, or repetitive odors are permitted that are perceptible on or beyond adjacent lot lines or in the public right-of-way. An odor detected no more than a total of 15 minutes in any one day shall not be deemed to be continuous, frequent, or repetitive as used in this subsection.
- B. **Dust or Particulates.** Uses, activities, and processes shall not operate in a manner that emits excessive dust, fumes, smoke, or particulate matter. No dust or particulate matter shall be emitted that is detectable at zone boundary lines or property lines by a reasonable person without instruments. Exhaust air ducts shall be located or directed away from abutting properties zoned R-1, N-P, R-LM, R-M, or R-H.
- C. **Sources of Air Emissions.** Sources of air emissions shall comply with regulations established by the Environmental Protection Agency (Code of Federal Regulations, Title 40), the California Air Resources Board, and the Yolo-Solano Air Quality Management Control District (YSAQMD). The City shall consult with YSAQMD to determine which uses shall be equipped with emission-control devices or measures to preclude fugitive dust and particulate emissions from the site. Such devices or measures shall be approved by YSAQMD prior to issuance of a Building Permit or other approval authorizing construction activities. All devices shall be maintained by the owner.

§ 17.76.110. Noise.

Applicants for proposed projects may be required to provide evidence that all applicable requirements relating to noise may be satisfied by the project prior to approval. Provisions contained in Chapter 8 of the 2035 General Plan shall apply in addition to other applicable sections of the Municipal Code that relate to noise and nuisance considerations. Standards deemed "normally acceptable" are established in in Table 8-5: Land Use Noise Compatibility Standards of the General Plan.

A. Standards.

- 1. **Sources.** Table 8-6: Noise Level Performance Standards for New Projects and Existing Non-Transportation Sources, of the General Plan, provides noise level performance standards that apply to the noise sources themselves for new projects and existing non-transportation sources.
 - 2. **Exposure.** Table 8-7: Maximum Allowable Noise Exposure from Transportation Sources, of the General Plan, provides the maximum allowable noise exposure from transportation related (i.e., non-aircraft) noise sources.
- B. **Acoustic Study.** An acoustic study shall be required for any proposed project which could create or be subject to noise exposure that exceed the levels established in General Plan Table 8-6: Noise Level Performance Standards for New Projects and Existing Non-Transportation Sources, and Table 8.7:

Maximum Allowable Noise Exposure from Transportation Sources.

- C. **Noise Attenuation Measures.** Any project subject to the acoustic study requirements of subsection B, Acoustic Study, may be required to incorporate noise attenuation measures deemed necessary to ensure compliance with established noise standards.
1. New noise sensitive uses (e.g., schools, hospitals, churches, and residences) shall incorporate noise attenuation measures to achieve and maintain an interior noise level within those established in Table 8-7: Maximum Allowable Noise Exposure from Transportation Sources, of the General Plan.
 2. Noise attenuation measures identified in an acoustic study shall be incorporated into the project to reduce noise impacts to satisfactory levels.
 3. Emphasis shall be placed upon site planning and project design measures. The use of noise barriers may be required only after all feasible design-related noise measures have been incorporated into the project.

§ 17.76.120. Vibration.

No vibration shall be produced that is transmitted through the ground and is discernible without the aid of instruments by a reasonable person at the lot lines of the site. Machinery used for manufacturing and industrial processes, including oil and gas collection, processing, and distribution must be designed and housed to ensure that vibration will be reduced to a minimum amount discernible without the aid of instruments by a reasonable person at the lot lines of the site.

- A. **Development Near Railroads.** A vibration study shall be required for any proposed development within 200 feet of a railroad track. Measures may be required to ensure that vibration impacts remain below acceptable levels.
- B. **Exemptions.** Vibrations from temporary construction, demolition, and vehicles that enter and leave the subject parcel (e.g., construction equipment, trains, trucks, etc.) are exempt from this standard.

CHAPTER 17.80 NONCONFORMING PROVISIONS

§ 17.80.010. Purpose.

- A. This section provides regulations for nonconforming land uses, structures, signs, and lots that were lawfully established before the adoption or amendment of this Zoning Code, but which would be prohibited, regulated, or restricted differently under the current terms of this Zoning Code, or future amendments.
- B. This chapter is intended to permit continued utility and economic viability of uses and continued occupancy and maintenance of structures that were legally established but do not comply with all of the standards and requirements of this Zoning Code in a manner that promotes the public health, safety, and general welfare and does not conflict with the goals and objectives of the General Plan.
- C. More specifically, the purpose of these regulations is to distinguish between nonconforming uses that are detrimental to public health, safety, and general welfare and those uses that are economically productive and compatible with surrounding development despite being inconsistent with applicable regulations and requirements.

§ 17.80.020. Applicability.

The provisions of this chapter apply to structures and uses that have become nonconforming by adoption of this Zoning Code as well as structures and uses that become nonconforming due to subsequent amendment to its text or to the Zoning Map (see Chapter 17.108, Amendments to the Zoning Map and Text). Nonconforming structures and uses include:

- A. Those made nonconforming by the addition of a standard or requirement previously not required for such use or structure; and
- B. Uses and structures reclassified from permitted to being subject to a discretionary permit, or no longer permitted.

§ 17.80.030. Determination of Nonconforming Uses, Structures, and Lots.

Any lawfully established use, structure, or lot that is in existence on the effective date of this Zoning Code or any subsequent amendment but does not comply with all of the standards and requirements of this Zoning Code shall be considered nonconforming. Nonconforming uses and structures may only be continued subject to the requirements of this chapter.

- A. **Legal Nonconforming Status.** A use, structure, or site feature shall be designated as having legal nonconforming status if it was lawfully established under the regulations of the jurisdiction in which it was located at the time of its establishment and remains in compliance with terms and conditions imposed at the time of its establishment, if any, based on evidence provided by the property owner, tenant, or applicant. Legal nonconforming status shall also be assigned if nonconformities were created by a public improvement, such as a street widening project.
- B. **Nonconformities.** A nonconformity may result from any inconsistency with the requirements of this Zoning Code including, but not limited to, location, density, floor area, height, yard, usable open space, buffering, performance standards, or the lack of an approved use permit or other required

authorization.

A use or structure shall not be deemed nonconforming solely because it does not conform with certain design, site, or development standards including parking dimension standards, overnight vehicle parking limitations, shade requirements, fence and wall placement, loading, landscape area, or screening regulations of the district in which it is located. Additionally, a use or structure shall not be deemed nonconforming solely for lack of conformance with standards for types of building features such as cornices, eaves, and other ornamental features that exceed maximum projections into required yards; or bay windows, balconies, and terraces above the second floor that exceed maximum projections into required yards.

A use or structure's lack of conformance with similar design, site, development standards or other minor features not listed above may not rise to the level of nonconforming status as defined in this section. Such a determination may be made at the discretion of the Director.

- C. **Nonconforming Uses and Structures—Right to Continue.** Any use or structure that was lawfully established prior to the effective date of this Zoning Code or of any subsequent amendments to its text or to the Official Zoning Map (see Chapter 17.108, Amendments to the Zoning Map and Text) may only be continued and maintained provided there is no alteration, enlargement, or addition to any building or structure; nor any enlargement of the area, space, or volume occupied by or devoted to such use, except as otherwise provided in this chapter. The right to continue a nonconforming use or structure shall attach to the land and shall not be affected by a change in ownership. No substitution, expansion, or other change in use and no alteration or other change in structures is permitted, except as otherwise provided in this chapter.
- D. **Nonconforming Lots.** Any lot that is smaller than the minimum lot size required by this Zoning Code or does not meet any of the applicable dimensional requirements shall be considered a lawful nonconforming lot if it is described in the official records on file in the office of the Yolo County Recorder as a lot of record under one ownership. A nonconforming lot may be used as a building site subject to compliance with all applicable requirements, unless a Variance (see § 17.100.120, Variance) or other modification or exception is approved as provided for in this Zoning Code.

§ 17.80.040. Nonconforming Uses.

- A. **Continuance.** An existing use that lawfully existed on the effective date of this Zoning Code and that remains nonconforming and any nonconformity that is created as a result of the adoption or amendment of this Zoning Code may be continued or maintained as a nonconformity only in accordance with the terms of this section.
- B. **Extension of Use.** A nonconforming use may not be extended to other parts of a building or site where the use has not traditionally operated (based on aerial photography, business license data, or other verifying documentation) unless authorized by the Director and subject to a finding that the extension will not increase or create negative impacts on surrounding properties, including, but not limited to, increased traffic, noise, vibration, dust, or odor.
- C. **Changes and Substitutions of Nonconforming Uses.**
1. No lawful nonconforming use shall be changed to a different use type or use classification unless the new use is a permitted or conditional use approved in conformance with the requirements of this Zoning Code, or the Director finds that the use is of a similar nature to the existing lawful nonconforming use and does not increase the intensity of use as defined below.

The Director's decision as to whether or not the use is of a similar nature and does not increase the intensity of use is appealable to the Planning Commission pursuant to § 17.96.160. Additionally, the Director may elevate the application to the Planning Commission if the Director finds that the change in use will have a substantial effect that warrants public review.

2. This requirement shall not apply to a change of ownership, tenancy, or management where the new use is of the same use type and use classification, if applicable, as the previous use, as defined in Chapter 17.144, Definitions of Uses, and the use is not expanded or intensified.
3. For purposes of this section, an increase in the intensity includes the following:
 - a. Expanded or longer hours of operation;
 - b. An increase in the number of employees on a site;
 - c. An increase in the number of required parking spaces;
 - d. An increase in the number of vehicles or trips to the proposed use as determined by the City's Traffic Engineer or by a Traffic Impact Analysis prepared by a licensed traffic engineer;
 - e. An increase in noise, odors, dust, glare, vibrations, or other operational or performance standards, that will be injurious to property and improvements of adjacent properties or the surrounding area, or will be detrimental to the health, safety, peace, comfort, or general welfare of persons residing or working in the surrounding area; and
 - f. Any other metric that is determined to result in an increase in the intensity of use of the building, structure, or site.
4. When a legal nonconforming use has been changed to a conforming use, the nonconforming use shall not be reestablished, except that within multifamily residential, mixed-use, or commercial districts, buildings or structures which are determined to have been lawfully constructed as a single-family dwelling may be returned to the single-family use at any time. The Director shall base the determination on evidence including Building Permits, County Assessor data, building design and appearance, or other records that demonstrate the building was originally constructed as a single-family residence.

§ 17.80.050. Continuation and Maintenance of Nonconforming Structures.

- A. **Continuance.** An existing building or structure (including walls and fences) that lawfully existed on the effective date of this Zoning Code and that remains nonconforming and any nonconformity that is created as a result of the adoption or amendment of this Zoning Code, may be continued, or maintained as a nonconformity in accordance with the terms of this section.
- B. **Maintenance and Repair.** Maintenance, repairs, and structural interior alterations to a nonconforming structure are permitted if the changes and improvements do not enlarge or extend the structure except as provided in § 17.80.060, Alterations and Enlargements to Nonconforming Structures.
- C. **Expansion of Area Occupied by Nonconforming Use.** The physical improvement of a nonconforming building or structure containing a nonconforming use shall not increase the area occupied by a nonconforming use except as provided for in § 17.80.040.

§ 17.80.060. Alterations and Enlargements to Nonconforming Structures.

A. Nonconforming structures may be enlarged, extended, structurally altered, or repaired in compliance with all applicable laws subject to the following provisions:

1. Additions to and/or enlargements of nonconforming structures are allowed, subject to the appropriate Design Review if the addition or enlargement complies with all applicable laws and if the existing use of the property is conforming except as provided for in this chapter (see § 17.80.040, Nonconforming Uses) and subject to the following requirements in § 17.80.060.B, Improvements to Existing Nonconforming Property Conditions.

B. Improvements to Existing Nonconforming Property Conditions.

1. Existing nonconforming property conditions occur when the existing development does not comply with standards and regulations of this Zoning Code, including fencing, screening, landscaping, lighting, surfacing, signage, and other similar site improvements as may be determined by the Director.
2. In conjunction with the expansion, enlargement, or alteration of existing buildings and structures, or the construction of new buildings on a partially developed site, nonconforming property improvements shall be brought into compliance based on the following requirements or equivalent as determined by Director:

a. *Ten Percent or Greater Increase in Gross Floor Area.*

- i. Screening of outdoor storage areas consistent with Chapter 17.70, Screening Standards. New fencing must observe required setbacks from the street; and
- ii. Installation of landscaping equal to five percent of the parcel area, and/or replacement of dead or dying landscaping. This landscaping shall be installed along street and building frontages wherever possible.
- iii. Repair and painting of the portion of existing structures in public view that are in disrepair.

b. *Twenty Percent or Greater Increase in Gross Floor Area.*

- i. Installation of street canopy landscaping as described in the § 17.64.040, Landscaping; and
- ii. Inclusion of requirements contained in subsection B.2.a, 10% or greater increase in gross floor area.

c. *Thirty Percent or Greater Increase in Gross Floor Area.*

- i. Paving of existing required auto parking lot areas and installation of full parking lot canopy landscaping as described in § 17.64.040, Landscaping;
- ii. Provision of recycling areas in accordance with § 17.64.080, Refuse and Recycling Enclosures;
- iii. Removal of existing nonconforming signs, or replacement of signs that are in

disrepair; and

- iv. Inclusive of requirements contained in subsections B.2.a, 10% or Greater Increase in Gross Floor Area, and subsection B.2.b, 20% or Greater Increase in Gross Floor Area.
- d. *Fifty Percent or Greater Increase in Gross Floor Area.*
 - i. Full compliance with all site improvement standards is required.
- e. All building additions completed within a five-year period beginning after the effective date of this Zoning Code shall be considered cumulatively for the purposes of determining the need for compliance with this Section.

§ 17.80.070. Repair and Replacement of Damaged or Destroyed Nonconforming Buildings.

A lawful nonconforming building or structure that is damaged or partially destroyed by fire, explosion, earthquake, or other unintentional act may be restored or rebuilt subject to the following provisions:

- A. If the cost of repair or reconstruction does not exceed 50% of the appraised value of the building or structure replacement of the damaged portions of the building is allowed by right provided that the replaced portions are the same size, extent, and configuration as previously existed. The structure may be restored and the occupancy or use of such building or structure may be continued or resumed, provided such restoration is started within a period of one year and is diligently prosecuted to completion. The determination of the appraised value shall be the higher of:
 - 1. The records of the Assessor of Yolo County for the fiscal year during which the application is received; or
 - 2. An appraisal performed by a certified appraiser.
- B. If the cost of repair or reconstruction exceeds 50% of the appraised value of the building or structure replacement determined pursuant to subsection A, the land and building shall be subject to all of the requirements of this Zoning Code. In the event such damage or destruction exceeds 50% of the market value of the building or structure, no repairs or reconstruction shall be made unless every portion of such building or structure is made to conform to all regulations for new buildings in the zone in which it is located, except that if a residential use is fully destroyed but the foundation of the structure remains intact as determined by the Building Official, the residential building may be rebuilt on the existing nonconforming building foundations.

§ 17.80.080. Abandonment or Discontinuance of Nonconforming Uses.

- A. If the nonconforming use of a building or structure, or a portion of a building or structure ceases to operate, whether with the intent to abandon the use or not, for a continuous period of six months, it shall be considered abandoned and shall thereafter be used only in accordance with the regulations for the district in which it is located, except as provided in this section. It is the responsibility of the applicant to provide evidence demonstrating to the satisfaction of the Director that the use was legally established and has not been abandoned.

No nonconforming use may be resumed, reestablished, or reopened, or replaced by any other nonconforming use after it has been ceased for a period of six months subject to the following

exceptions: No lawful residential use can lapse regardless of the length of time of non-use.

- B. The time period established in subsection A shall commence when the use ceases to operate, whether with the intent to abandon the use or not, and any one of the following occurs:
1. The site, building, or structure is vacated (remaining materials or equipment left behind, after a use or structure is abandoned, vacated, or no longer in operation does not constitute continued occupancy);
 2. The business license expires or is revoked;
 3. Utilities are terminated; or
 4. The applicable lease is terminated.
- C. The Director may approve an additional six-month time period during which the use will not be considered abandoned; provided that the Director finds that economic conditions warrant the additional time. If the additional time period is approved, the total period during which the use will not be considered abandoned shall not exceed one year from the date the use was determined to have ceased to operate.

§ 17.80.090. Nonconforming Signs.

- A. **Continuance and Maintenance.** Any sign legally existing prior to the effective date of this Zoning Code but which does not comply with the provisions of this chapter shall be deemed a nonconforming sign and may be continued or maintained as a nonconforming sign provided there is no expansion of any nonconformity on the sign.
- B. **Expansion, Enlargement, and Modification.** No nonconforming sign shall be moved, altered, re-erected, relocated or replaced unless it is brought into compliance with the requirements of this Zoning Code. This will not prevent the repair or restoration of a nonconforming sign or sign structure to a safe condition or normal maintenance operations performed on a sign or sign structure.
- C. **Loss of Nonconforming Status.** Whenever a nonconforming sign has been abandoned, or the use of the property has been discontinued for a continuous period of 90 days, the nonconforming sign must be removed. The sign shall be removed within 30 days of notification of the property owner, owner, or manager of the property on which the nonconforming sign is located.

CHAPTER 17.84
STANDARDS FOR SPECIFIC USES AND ACTIVITIES

§ 17.84.010. Purpose and Applicability.

- A. **Purpose.** The purpose of this chapter is to establish standards for specific uses and activities that are permitted or conditionally permitted in some or all zones. These provisions are supplemental standards and requirements to minimize the impacts of these uses and activities on surrounding properties and to protect the health, safety, and welfare of their occupants and of the public.
- B. **Applicability.** Each land use and activity covered by this chapter shall comply with the requirements of the section applicable to the specific use or activity, in addition to any applicable standard this Zoning Code requires in the zone where the use or activity is proposed and all other applicable provisions of this Zoning Code.
1. Uses that are subject to the standards in this chapter are allowed only when authorized by the base district regulations, except where this chapter establishes a different planning permit requirement for a specific use.
 2. When there is a conflict between the provisions of this chapter and a Use Permit which was granted prior to the effective date of this Zoning Code, the Conditional Use Permit (see § 17.100.100, Conditional Use Permit) shall prevail.

§ 17.84.020. Accessory Uses.

Accessory uses shall be those customarily appurtenant to a permitted use and shall be clearly incidental to and in support of the permitted use. Accessory uses are typically not greater than 20% of the floor area of the primary structure or use (see "Accessory Use" in Chapter 17.136, Definition of Terms). Unless otherwise noted in Tables 17.28.020-1, Use Regulations - Downtown Zones through 17.44.020-1, Use Regulations - Public and Open Space Zones or in other sections of this chapter, accessory uses are permitted if the principal use is permitted and require a permit if the principal use requires a permit.

§ 17.84.030. 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 dwellings. 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. 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 Chapter 13 of Division 1 of Title 7 of the California Government Code. ~~California Government Code §§ 65852.2 and 65852.22.~~
- B. **Effect of Conforming Accessory Dwelling Unit.** An accessory dwelling unit that conforms to this section shall:
1. Be deemed an accessory use and shall 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 on which the ADU or JADU is located;
3. Not be considered in the application of any local ordinance, policy, or program to limit residential growth;
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; and
5. Not be required to correct a nonconforming zoning condition, as defined in Section 17.84.030.C.6, Definitions, below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code § 17980.12.

C. Definitions.

"Accessory dwelling unit (ADU)" means a residential dwelling unit that is either attached to, or located within, the proposed or existing primary dwelling(s), including attached garages, storage areas or similar uses, or an accessory structure detached from the proposed or existing primary dwelling(s) and located on the same lot as the proposed or existing primary dwelling(s), including detached garages and that provides independent living facilities for one or more persons. An accessory dwelling unit also includes:

1. An efficiency unit, as defined in California Health and Safety Code § 17958.1; and
2. A manufactured home, as defined in California Health and Safety Code § 18007.

"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.

"Efficiency kitchen" means a kitchen that includes each of the following:

1. A cooking facility with appliances.
 - a. A food preparation counter or counters that are of reasonable size in relation to the size of the junior accessory dwelling unit; and
 - b. Food storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

"Junior accessory dwelling unit" or "JADU" means a residential unit that satisfies all of the following:

1. Is no more than 500 square feet in size;
2. Is contained entirely within an existing or proposed single-family structure. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family structure;
3. Includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure;
4. If the unit does not include its own separate bathroom, then it shall contain an interior entrance to the main living area of the existing or proposed single-family structure to allow bathroom access from the main house, in addition to an exterior entrance that is separate from the main entrance to the primary dwelling; and

5. Includes an efficiency kitchen, as defined in subsection C.3, Definitions.

"Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.

"Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.

"Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards.

"Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.

"Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.

"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.

"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.

- D. **Locations Permitted.** Accessory dwelling units and junior accessory dwelling units are permitted in all zones that allow for any single-family or multifamily residential uses, including the downtown and corridor mixed-use districts if they allow for any residential use.

- E. **Approvals.** Before constructing an ADU or converting an existing structure or portion of an existing structure or residence to an ADU or JADU, the applicant shall obtain permits in accordance with the requirements of this Section.

1. All ADUs and JADUs shall satisfy the requirements of the California Building Standards Code, as amended by the City, and any other applicable laws.
2. **Building Permit Only Approval.** An applicant shall not be required to submit an application for an ADU Permit under subsection E.3, ADU Permit Review, and may instead seek Building Permit (see Section 17.100.130, Building Permit) only approval for an ADU or JADU, or both, where the proposal satisfies the requirements of California Government Code § ~~65852.2~~ 66323, as the same may be amended from time to time, the California Building Standards Code, as amended by the City, and any other applicable laws. The following are categories of ADUs and JADUs that shall be approved under this subsection E.2, Building Permit Only Approval:
 - a. *Converted Space or Structure on Single-Family Lot.* Only one ADU as described in this subsection E.2.a, Converted Space or Structure on Single-Family Lot, and one 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 (in the case of an ADU only) 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; and

- iv. The JADU complies with the requirements of California Government Code ~~§ 66333 through 66339~~ 65852-22.
- 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.2.a, Converted Spaced or Structure on Single-Family Lot, above), 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 does not exceed the applicable height limit provided in subsection F.2, Height, below.
- c. *Converted on Multifamily Lot.* One or more 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:
 - 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 subsection E.2.c, Converted on Multifamily Lot, may not exceed 25% of the existing multifamily dwelling units.
- d. *Limited Detached on Multifamily Lot.* No more than two detached ADUs on a lot with a proposed multifamily dwelling, or up to eight 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. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the City will not require any modification to the multifamily dwelling as a condition of approving the ADU.
 - ii. ~~The total floor area is 800 square feet or smaller.~~
 - iii. ii. The peak height above grade does not exceed the applicable height limit provided in subsection F.2, Height.
 - iv. iii. If the lot has an existing multifamily dwelling, the quantity of detached ADUs ~~does~~ shall not exceed the number of primary dwelling units on the lot.

3. **ADU Permit Review.**

- a. The Director or designee shall administratively (ministerially) review and approve an ADU permit application filed pursuant to subsection E.5, Application Requirements and shall not require a public hearing, provided that the submitted application is complete and that the ADU complies with the requirements contained in that section and any other applicable law.
- b. Except as allowed under subsection E.2, Building Permit Only Approval, no ADU may be created without a Building Permit (see Section 17.100.130, Building Permit) and an ADU permit in compliance with the standards set forth in subsections F, General ADU and JADU Requirements, and G, Specific ADU and JADU Requirements.
- c. ~~Discretionary~~ Additional review for an ADU permit application is required as a result of noncompliance with standards set forth in subsections F, General ADU and JADU Requirements, and G, Specific ADU and JADU Requirements, and shall be subject to the review requirements in subsection ~~E.7.1, Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures~~ ADUs That Do Not Qualify for

4. ADU Permit Application Process and Timing.

- a. The City must approve or deny an application to create an ADU or JADU within 60 days from the date that the City receives a completed application. If the City has not acted upon the completed application within 60 days, the application shall be deemed approved unless the following:
 - 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. If the permit application to create an ADU or JADU is submitted with an application to create a new single-family or multifamily dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family or multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.
- b. If the City denies an application to create an ADU or JADU, the City must provide the applicant with comments that include, among other things, a list of all defective or deficient items and a description of how the application may be remedied by the applicant. Notice of denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection E.4.a.
- c. A permit to demolish a detached garage that is to be replaced with an ADU is reviewed with the application for the ADU and issued at the same time.

5. Application Requirements.

- a. 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. Name and address of the applicant.
 - ii. Owner-Builder Acknowledgment and Information Verification Form.
 - iii. Assessor's parcel number(s) of the property.
 - iv. Plot Plan (drawn to scale) in sufficient detail to clearly describe:
 - (A) Physical dimensions of the property.
 - (B) Location and dimensions of all existing and proposed structures, walls, and fences.
 - (C) Location and dimensions of all existing and proposed easements, drainage structures, and utilities.
 - (D) Location, dimensions, and names of all adjacent roads, whether public or private.
 - (E) Setbacks.
 - (F) Existing and proposed methods of circulation, including ingress and egress, driveways, parking areas, and parking structures.
 - (G) A narrative description of architectural treatments proposed for the ADU.

- v. *Floor Plans.* Complete floor plans of both existing and proposed conditions shall be provided. Each room shall be dimensioned and resulting floor area calculation included. The use of each room shall be labeled. The size and location of all doors, closets, walls, and cooking facilities shall be clearly depicted. For an attached ADU, the plans must include the primary dwelling as well.
- vi. Elevations of all sides of the exterior structure and show all exterior structures, all architectural projections, and all openings for both the primary residence and the proposed ADU including building dimensions, and material call outs.
- vii. A color and materials sample board as requested by the Director.
- viii. Color photographs of the exterior of the primary residence as requested by the Director.
- ix. *Construction Management Plan.* Construction hours and staging to minimize impacts on surrounding residential properties, as requested by the Director.
- 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.

6.1. ADUs and Discretionary Approval.

- ~~a. Any proposed ADU or JADU that does not conform to the objective standards set forth in subsections F, General ADU and JADU Requirements, and G, Specific ADU and JADU Requirements, may be allowed by the City with a Zoning Administrator Permit in accordance with Section 17.100.090, Zoning Administrator Permit and Section 17.92.020.D, Zoning Administrator. If required, a noticed public hearing shall be held in accordance with Section 17.96.080, Public Notice and Section 17.96.090, Conduct of Public Hearing.~~
 - ~~i. Applies to ADUs over 1,000 square feet and/or three bedrooms.~~
 - ~~ii.i. The maximum size of an ADU subject to this subsection E.6, ADUs and Discretionary Approval is 1,200 square feet, or three bedrooms.~~
- ~~b.a. Findings. Before approval of the Zoning Administrator Permit (see Section 17.100.090, 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.i. If an exception to parking requirements is requested, the exception will not result in excessive parking congestion;~~
 - ~~iii.i. The site plan provides adequate open space usable and useful for both the accessory dwelling unit and the primary residence;~~
 - ~~iv.i. Where applicable, open space and landscaping provides for privacy and screening of adjacent properties;~~
 - ~~v.i. 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.i. 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.~~

~~7.1. Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.~~

- ~~a. The City will not deny an ADU or JADU application due to a nonconforming zoning condition, Building Code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.~~

~~b.a. Unpermitted ADUs and JADUs Constructed Before 2020.~~

- ~~i. Permit to Legalize. As required by State law, the City may not deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if denial is based on either of the following grounds:~~

~~(A) The ADU or JADU violates applicable building standards; or~~

~~(B)(A)The ADU or JADU does not comply with the State ADU or JADU law (California Government Code § 65852.2) or this section.~~

~~ii.i. Exceptions.~~

~~(A) Notwithstanding subsection E.7.b.i, Permit to Legalize, the City may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if the City makes a finding that correcting a violation is necessary to comply with the standards specified in California Health and Safety Code § 17920.3.~~

~~(B)(A)Subsection E.7.b.i, Permit to Legalize does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code § 17920.3.~~

- F. **General ADU and JADU Requirements.** The following requirements apply to all ADUs and JADUs that are approved under Subsection 17.84.030.E.2, Building Permit Only Approval, or Subsection 17.84.030.E.3, ADU Permit Review:

1. **Zoning.**

- a. An ADU or JADU subject only to a Building Permit under subsection E.2, Building Permit Only Approval, 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.3, Height-ADU Permit Review, may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

2. **Height.**

- a. Except as otherwise provided by subsection F.2.b, a detached ADU created on a lot with an existing or proposed single-family or multifamily dwelling unit may not exceed 16 feet in height.
- b. A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height.
- c. An ADU that is attached to the primary dwelling may occupy any level of the primary dwelling unit if it is designed as an integral part of the primary dwelling and a separate ingress and egress is provided. A height of 25 feet or the height limitation imposed by the underlying zone that applies to the primary dwelling, whichever is lower shall apply to an ADU attached to a primary dwelling. Notwithstanding the foregoing, ADUs subject to this subsection F.2.c, may not exceed two stories.
- d. An ADU above a detached structure located contiguous to an alley may be up to 25 feet in

height.

- e. For purposes of this subsection F.2, Height, height is measured above existing legal grade to the peak of the structure.

3. **Fire Sprinklers.**

- a. Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.
- b. The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

4. **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days, except for one unit per parcel in zones where short-term rentals are allowed, subject to approval through a Zoning Administrator Permit and the requirements in Section 17.84.340, Short-Term Rentals. This prohibition applies regardless of when the ADU or JADU was created.

5. **No Separate Conveyance.** An ADU or JADU may be rented, except as otherwise provided in Government Code § ~~65852.26~~66341, 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).

6. **Owner Occupancy.**

- a. ADUs are not subject to owner occupancy requirements.
- b. As required by State law, 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.

7. **Building and Construction.**

- a. All ADUs and JADUs must comply with all local Building Code requirements.
- b. No passageway shall be required in conjunction with the construction of an accessory dwelling unit.
- c. *No Change of Occupancy.* Construction of an ADU does not constitute a Group R occupancy change under the local Building Code, as described in the California Building Code § 310, unless the Building Official or Code Enforcement Division makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection prevents the City from changing the occupancy code of a space that was uninhabitable space or that was only permitted for nonresidential use and was subsequently converted for residential use in accordance with this section.

8. **Deed Restriction.** Prior to issuance of a Building Permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Director. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:

- a. ~~Except as otherwise provided in Government Code § 65852.26, the ADU or~~ The JADU may not be sold separately from the primary dwelling.
- b. ~~The ADU or~~ JADU is restricted to the approved size and to other attributes and applicable ~~ADU and~~ JADU requirements and standards.

- c. The deed restriction runs with the land and may be enforced against future property owners.
 - d. The deed restriction may be removed if the owner eliminates the ~~ADU or JADU~~, as evidenced by, for example, removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request of the Director, providing evidence that the ~~ADU or JADU~~ has in fact been eliminated. The Director may then determine whether the evidence supports the claim that the ~~ADU or JADU~~ has been eliminated. Appeal may be taken from the Director's determination consistent with other provisions of this Code. If the ~~ADU or JADU~~ is not entirely physically removed but is only eliminated by virtue of having a necessary component of an ~~ADU or JADU~~ removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
 - e. The deed restriction is enforceable by the Director or designee for the benefit of the City. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the City is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ~~ADU or JADU~~ in violation of the recorded restrictions or abatement of the illegal unit.
9. ***Income Reporting.*** In order to facilitate the City's obligation to identify adequate sites for housing in accordance with Government Code §§ 65583.1 and ~~65852.2~~66330, the following requirements must be satisfied:
- a. With the Building Permit application, the applicant must provide the City with an estimate of the projected annualized rent that will be charged for the ADU or JADU. See § 17.100.130, Building Permit.
 - b. By January 30 of each year after initial Building Permit issuance, the owner shall report the actual rent charged for the ADU or JADU during the prior year. If the City does not receive the report within the 90-day period, the City shall send a request for information to the owner.
- G. ***Specific ADU and JADU Requirements.*** The following requirements apply only to ADUs that require an ADU permit under subsection E.3, ADU Permit Review.
1. ***Maximum Size.***
- a. The maximum size of a detached or attached ADU subject to this subsection G.1, Maximum Size, is 1,000 square feet. ~~No more than two bedrooms are allowed.~~
 - i. An ADU over 1,000 square feet ~~or three bedrooms~~ shall be subject to Zoning Administrator review as provided in subsection ~~E.6J~~, ADUs That Do Not Qualify for Ministerial Approval ~~ADUs and Discretionary Approval~~.
 - ii. No ADU shall exceed 1,200 square feet per subsection 1.1.b ~~E.6.a.ii~~.
 - b. An attached ADU that is created on a lot with an existing primary dwelling shall not exceed 50% of the existing floor area of the primary dwelling.
 - c. Exception. Application of other development standards such as size based on a percentage of the proposed or existing primary dwelling, FAR, lot coverage, front setbacks, minimum lot size, or open-space requirements for an attached or detached ADU may not require ~~the~~ an ADU that meets all the requirements of subsection 17.84.030.F, General ADU and JADU Requirements, to be less than 800 square feet or prevent the development of an 800 square-foot ADU on a qualifying lot.
2. ***Parking—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.3, ADU Permit Review.
- b. Parking configuration, if required:
 - i. The required parking spaces may be located in setback areas or tandem parking on an existing driveway unless specific findings are made under subsection G.2.b.ii.
 - ii. Parking arrangements in subsection G.2.b.i, are not permitted if the 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.
- c. *Exceptions.* Parking standards shall not be imposed on an ADU in any of the following circumstances:
 - i. The ADU is located within one-half mile walking distance of public transit, including a public bus stop, bus station or transit station that charge set fares, run on fixed routes, and are available to the public.
 - ii. The ADU is located within an architecturally and historically significant historic district.
 - iii. The ADU is part of the existing primary residence or an existing accessory structure under subsection E.2.a, Converted Space or Structure on Single-Family Lots.
 - iv. When on-street parking permits are required but not offered to the occupant of the ADU.
 - v. When there is an established car share vehicle stop located within one block of the ADU.
 - vi. When the permit application to create an ADU is submitted with an application to create a new single-family or new multifamily dwelling on the same lot, provided the ADU or the lot satisfies any other criteria listed in parking exception subsections G.2.c.i through v.
- d. *No Replacement.* When a garage, carport, covered parking structure, or uncovered parking space 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. **Setbacks.**

- a. An ADU that is subject to this subsection must conform to a 20-foot front yard setback, or the front setback imposed by the underlying zone, whichever is greater, except as otherwise allowed under subsection 17.84.030.G.1(c).
- b. An ADU that is subject to this subsections G, Specific ADU and JADU Requirements must conform to four-foot side- and rear-yard setbacks.
- c. *Alley Adjacent ADUs Adjacent to Nonresidentially Zoned Property.* Side or rear yard setbacks adjacent to an alley or nonresidentially zoned property may be zero feet. Parking provided off the alley shall maintain a 24-foot back-out, which includes the alley.
- d. *Garage and Accessory Building Conversion.* No setback shall be required for a legally established, existing garage or accessory building that is converted to an ADU, provided the structure is not expanded under subsection E.2.a.i. Any expansion of the structure under subsection E.2.a.i is subject to side and rear setbacks of four feet.
- e. *Addition Over a Garage.* The four-foot minimum side and rear setback requirement of subsection G.3.b shall apply to the newly constructed portion of an ADU constructed

above a legally established existing garage.

- f. *Roof Decks.* All roof decks along the project perimeter and abutting residential uses shall be stepped back a minimum of five feet from the roof edge and a minimum of eight feet from the property line and shall include a minimum 42-inch solid rail or parapet, so that they are oriented away from and screened to prevent direct views of abutting residential neighbors. Roof decks facing/adjacent to a right-of-way or alley are not required to be stepped back.

4. ***Lot Coverage.***

- a. No ADU subject to this subsection G, Specific ADU and JADU Requirements may cause the total lot coverage of the single-family lot to exceed 50%, except that an ADU that is 800 square feet or less, not more than 16 feet in height, and compliant with a minimum four-foot side and rear setback, shall be considered consistent with all City development standards, irrespective of any other Municipal Code limitations governing lot coverage, floor area ratio, and open space.
- b. *Rear Yard Coverage.* An ADU 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). Except that an ADU that is 800 square feet or less, not more than 16 feet in height, and compliant with a minimum four-foot side and rear setback, shall be considered consistent with all City development standards, irrespective of any other Municipal Code limitations governing lot coverage, floor area ratio, and open space.

5. ***Architectural Requirements.***

- a. The materials and colors of the exterior walls, roof, and windows and doors must match ~~or be harmonious with the appearance and~~ the architectural design of the primary dwelling.
- b. The exterior lighting must be limited to down-lights or as otherwise required by the Building or Fire Code.
- c. The ADU must have an independent exterior entrance, apart from that of the primary dwelling.
- d. 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.
- e. 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.
- f. 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.
- g. Access stairs, entry doors and decks must face the primary residence or the alley, if applicable.
- h. 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.
- i. 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.

6. ***Landscape and Screening Requirements.***

- a. Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels when there is direct adjacency of the ADU to an existing primary dwelling on an adjacent parcel in which there is no screening as follows:
 - i. At least one five-gallon size plant shall be provided for every five linear feet of exterior wall.
 - ii. As an alternative, a solid fence of at least six feet in height may be installed along a side or rear yard in compliance with fencing standards.
- b. All landscaping must be drought-tolerant.

7. ***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 unenclosed parking space shall be at least eight and one-half feet wide and 18 feet long.
- c. Each parking space that is provided in an enclosed garage shall be at least 10 feet wide and 20 feet long and have at least seven and one-half feet vertical clearance.

H. **Fees.** The following requirements apply to all ADUs that are approved under subsections E.2, Building Permit Only Approval, and E.3, ADU Permit Review.

1. ***Impact Fees.***

- a. For purposes of this subsection, "impact fee" means a "fee" under the Mitigation Fee Act (California Government Code § 66000(b)) and a fee under the Quimby Act, California Government Code § 66477. "Impact fee" here does not include any connection fee or capacity charge for water or sewer service.
- b. No impact fee is required for an ADU or JADU that is less than 750 square feet in size.
- c. 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).

I. ADUs That Do Not Qualify for Ministerial Approval.

1. Any proposed ADU or JADU that does not conform to the objective standards set forth in subsections F, General ADU and JADU Requirements, and G, Specific ADU and JADU Requirements, herein, and thus does not qualify for ministerial approval under subsection E.2, Building Permit Only Approval or E.3, ADU Permit Review, may be allowed by the City with a Zoning Administrator Permit in accordance with Section 17.100.090, Zoning Administrator Permit and Section 17.92.020.D, Zoning Administrator. If required, a noticed public hearing shall be held in accordance with Section 17.96.080, Public Notice and Section 17.96.090, Conduct of Public Hearing.

a. Applies to ADUs over 1,000 square feet and/or three bedrooms.

b. The maximum size of an ADU subject to this subsection I.E.6, ADUs That Do Not Qualify for Ministerial Approval, and Discretionary Approval is 1,200 square feet, or three bedrooms.

2. Findings. Before approval of the Zoning Administrator Permit (see Section 17.100.090, Zoning Administrator Permit) granting the exception, the Zoning Administrator shall find that:

- a. The exterior design of the accessory dwelling unit is in harmony with, and maintains the scale of, the neighborhood;
- b. If an exception to parking requirements is requested, the exception will not result in excessive parking congestion;
- c. The site plan provides adequate open space usable and useful for both the accessory dwelling unit and the primary residence;
- d. Where applicable, open space and landscaping provides for privacy and screening of adjacent properties;
- e. 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
- f. 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.

J. Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.

1. The City will not deny an ADU or JADU application due to a nonconforming zoning condition, Building Code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.

2. Unpermitted ADUs and JADUs Constructed Before 2020.

a. Permit to Legalize. As required by State law, the City may not deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if denial is based on either of the following grounds:

i. The ADU or JADU violates applicable building standards; or

ii. The ADU or JADU does not comply with the State ADU or JADU law (California Government Code § 65852.2) or this section.

b. Exceptions.

i. Notwithstanding subsection J.2.a, ~~E.7.b.i, Permit to Legalize~~, the City may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if the City makes a finding that correcting a violation is necessary to comply with the standards specified in California Health and Safety Code § 17920.3.

ii. Subsection J.2.a, ~~E.7.b.i, Permit to Legalize~~ does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code § 17920.3.

d.

2. ~~Utility Fees and Connection.~~

a. ~~If an ADU is constructed with a new single family home, a separate utility connection directly between the ADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required pursuant to Government Code~~

§ 65852.2(f)(4) and (f)(5).

- b. ~~Except as described in subsection H.2.a, converted ADUs on a single family lot that are created under subsection E.2.a, Converted Space or Structure on Single Family Lot are not required to have a new or separate utility connection directly between the ADU and the utility, nor is a connection fee or capacity charge required.~~
- c. ~~Except as described in subsection H.2.a, all ADUs that are not covered by subsection H.2.b, require a new, separate utility connection directly between the ADU and the utility.~~
 - i. ~~The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU based on either the floor area or the number of drainage fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.~~
 - ii. ~~The portion of the fee or charge that is charged by the City may not exceed the reasonable cost of providing this service.~~

§ 17.84.040. Adult Businesses.

A. **Definitions.** For the purposes of this section, unless otherwise apparent from the context, certain words and phrases used in this section are defined as follows:

1. "Adult business" — means and includes all of the following types of establishments:

- a. "Adult bookstore" — means a business which as a regular and substantial course of conduct offers for sale or rent books, magazines, periodicals or other printed matter or photographs, films, motion pictures, video cassettes, discs, slides, or other visual representations whose dominant or predominant character and theme is the depiction or description of specified sexual activity or specified anatomical areas, as defined in this section.
- b. As defined in this subsection, "regular and substantial course of conduct" shall be construed with reference to all relevant factors, including, but not limited to, the following:
 - i. The proportion of the business' merchandise which depicts or describes specified sexual activity, specified anatomical areas or is a nonprescription, non-contraceptive sex-incitement device; and
 - ii. The percentage of the business' revenues which are attributable to the sale or rental of merchandise which depicts or specifies sexual activity, specified anatomical areas or is a nonprescription, non-contraceptive sex-incitement device.
- c. "Adult entertainment business" is a business where any of the following conditions exist:
 - i. The business devotes or intends to devote more than 25% of its retail inventory (not as measured by the number of items but rather by the cost to the business owner of the inventory) to merchandise whose dominant or predominant character and theme is specified sexual activities or specified anatomical areas, hereafter referred to as "sexually explicit."
 - ii. The business devotes or intends to devote more than 25% of the retail floor area to sexually explicit merchandise.
 - iii. The business has not segregated or intends not to segregate in one location in the

store all sexually explicit merchandise offered for sale, rental and/or viewing from the nonsexual explicit merchandise.

- iv. The retail value of sexually explicit inventory offered for sale in each category: (1) books; (2) magazines; (3) Beta video tapes for sale; (4) VHS video tapes for sale; (5) Beta videos for rental; (6) VHS videos for rental; (7) novelties; (8) on-premises viewing of images, films and/or videos; exceeds or is expected to exceed 25% of the total retail value of inventory offered for sale in each category.
 - v. Gross revenue derived from sexually explicit inventory in any particular category (see subsection A.2.d) of inventory exceeds or is expected to exceed 25% of the total gross revenue from that category. Any invoice or other sale entry which does not thoroughly and completely identify the title and/or name of each item of viewing, sale and/or rental shall be conclusively presumed to be sexually explicit merchandise for revenue percentage determination purposes.
 - vi. The business advertises either free or paid for advertisements in a manner that identifies the business as having sexually explicit merchandise for sale, rental and/or viewing.
 - vii. Any business which offers or advertises sexually explicit merchandise in any of the above categories (see subsection A.2.d), and which fails to make available to the City for inspection and copying all records of revenue on request after reasonable notice not less than 24 hours.
 - viii. Any business that is an adult entertainment use based on any of the above conditions may make an application for an exception. Such an application shall be made to the Zoning Administrator and shall specify all facts supporting the exception and shall have attached to it all supporting documentation.
- d. "Adult hotel" — means any hotel or motel which as a regular and substantial course of conduct provides, through closed-circuit television or other media, material which is distinguished or characterizes by an emphasis on matter depicting or describing specified sexual activity or specified anatomical areas, as defined in this section.
- e. "Adult motion picture theater" — means an enclosed building and/or drive-in motion picture theater which is open to the public and which, as a regular and substantial course of conduct, is used for presenting filmed or videotaped materials whose dominant or predominant character and theme are the depiction or display of specified sexual activity or specified anatomical areas, as defined in this Section for observation by six or more patrons of such use at any one time.
- f. As defined in this subsection, "regular and substantial course of conduct" shall be construed with reference to all relevant factors, including, but not limited to, the following:
- i. The proportion of the theater's films which depict specified sexual activity or specified anatomical areas;
 - ii. The number of films depicting or displaying specified sexual activity or specified anatomical areas which are shown at the theater each week, each weekend, or each month;
 - iii. The nature of the films which receive top billing on the theater's marquee or in its advertising; and
 - iv. The proportion of the theater's revenue which is attributable to the showing of films depicting or displaying specified sexual activity or specified anatomical areas.
- g. "Adult picture arcade" — means any business where, as a regular and substantial course

of conduct, coin- or slug-operated or electronically, electrically or mechanically controlled still or motion picture machines, projectors, television sets or other image-producing devices are used to display images to five or fewer persons per machine at any one time, and which images have as a dominant or predominant character and theme the display or depiction of specified sexual activity or specified anatomical areas.

- h. As defined in this subsection, "regular and substantial course of conduct" is construed with reference to a number of factors, including, but not limited to, the following:
 - i. The proportion of the business' movies, shows, pictures and images which have as their predominant theme the display or depiction of specified sexual activity or specified anatomical areas; and
 - ii. The proportion of the business' revenue which is attributable to the showing of pictures depicting or displaying specified sexual activity or specified anatomical areas.
- i. "Bathhouse" — means an establishment which as a regular and substantial course of conduct provides, for a fee or other consideration, access to any kind of bath facility, including showers, saunas, and hot tubs. This definition does not include a bona fide athletic club, health club, school, gymnasium, reducing salon or similar establishment where baths or hydrotherapy are offered as incidental or accessory services.
- j. "Modeling studio" — means a business which provides as a regular and substantial course of conduct, for a fee or other consideration, figure models who display specified anatomical areas to be observed, sketched, photographed, painted, sculptured, or otherwise depicted by persons paying such consideration. "Modeling studio" does not include schools maintained pursuant to the standards set by the State Board of Education.
- k. "Nude dancing theater" — means any building or structure which as a regular and substantial course of conduct is used for the presentation of live dancing or modeling, the dominant or predominant character and theme of which are the display of specified sexual activity or specified anatomical areas, as defined in this section, and to which the public is permitted or invited.
- l. "Sexual encounter center" — means a business which as a regular and substantial course of conduct provides two or more persons, for pecuniary compensation, consideration, hire or reward, with a place to assemble for the purpose of engaging in specified sexual activity or displaying specified anatomical areas. "Sexual encounter center" does not include hotels or motels.
- 2. "Establishment of an adult entertainment use" — means and includes the opening of such a business as a new business, the relocation of such a business or the conversion of an existing use to any adult entertainment use.
- 3. "Specified anatomical areas" — means and includes, and is limited to, the following:
 - a. Less than completely and opaquely covered human genitalia, pubic region, buttocks, and female breasts below the top of the areola; and/or
 - b. Human male genitalia in a discernibly turgid state, even if completely or opaquely covered.
- 4. "Specified sexual activity" — means and includes, and is limited to, the following:
 - a. Actual or simulated genital or anal sexual intercourse;
 - b. Oral copulation;
 - c. Bestiality;

- d. Direct physical stimulation of unclothed genitals;
 - e. Masochism;
 - f. Erotic or sexually oriented torture, beating or the infliction of pain; or
 - g. The use of excretory functions in the context of a sexual relationship.
- 5. "Applicant" — means any person who applies for a permit as required by this section.
 - 6. "Chief of Police" — means the City of Woodland Chief of Police or designee.
 - 7. "Clerk" — means the City Clerk.
 - 8. "Nude dancer" — means any person whose live performance in an establishment to which the public is permitted or invited includes the presentation of live dancing or modeling, the dominant or predominant character and theme of which are the display of specified sexual activity or specified anatomical areas, as defined in this section.
 - 9. "Permittee" — means any person operating or maintaining an adult entertainment business under a permit issued pursuant to this section.
 - 10. "Person" — means any individual, co-partnership, firm, association, joint stock company, corporation, or combination of individuals of whatever form or character.

B. Location.

- 1. Adult entertainment establishments are permitted only on the rear half of a lot.
- 2. No adult entertainment establishment may be permitted:
 - a. Within 500 feet of all of the following uses:
 - i. Any religious institutions;
 - ii. Schools;
 - iii. Park and recreation facilities;
 - iv. Community centers;
 - v. Libraries;
 - vi. Youth organizations; and
 - vii. Day care centers.
 - b. Within 750 feet of a Residential zone, a Downtown zone, a Mixed-Use zone, or a Public or Open Space zone.
 - c. Within 1,000 feet from any other adult book store or adult motion picture theater.
- 3. The distance restrictions set forth in this subsection are cumulative, not separate; therefore, adult entertainment uses may be established only on parcels which meet all of the spacing requirements set forth in this subsection.

C. Establishment Permit—Required.

- 1. It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted, or carried on, in or upon any premises in the City the operation of an adult entertainment business without first having obtained the appropriate permit as provided in this section.

2. Any person wishing to operate an adult entertainment business must also apply for and obtain a valid business license pursuant to Woodland Municipal Code Section 5.04.040, License Requirements and Exemptions. Any such business license shall be conditioned upon the issuance and maintenance of all permits required by this Section for the operation of an adult entertainment business.

D. **Establishment Permit—Application.** The application for a permit to operate an adult entertainment business shall set forth the exact nature of the business to be administered, the proposed place of business, and the facilities therefor. A form for the application required by this section shall be obtained from the Chief of Police. The completed application form shall be submitted to the Chief of Police and shall also contain the following information:

1. The full true name and any other names used by the applicant;
2. The two previous residential addresses and business addresses, if any, immediately prior to the present address of the applicant;
3. The applicant's height, weight, color of eyes, and hair;
4. The business, occupation, or employment of the applicant for the 10 years immediately preceding the date of the application;
5. The adult entertainment or similar business license history of the applicant; whether such person, in previously operating in this City or another City, County, or State under a license or permit, has had such license or permit revoked or suspended; the reasons therefor and the business activity or occupation subsequent to such action of suspension or revocation;
6. All criminal convictions, except minor traffic violations;
7. The applicant shall be fingerprinted and have his or her photograph taken by the City Police Chief and shall pay such fees therefor as are charged by the Police Chief for such services generally;
8. Such other identification and information as determined by the Police Chief, any other City department of jurisdiction, or any fire protection district or jurisdiction to be necessary to verify the truth of the matters required by this section; and
9. If the applicant is a corporation or partnership, the name of the corporation or partnership shall be set forth exactly as shown in its articles of incorporation or partnership agreement, and the information required by this subsection shall be furnished for the managing director or managing employee, any general partner, and any stockholder owning 20% or more of the stock of an applicant corporation.

E. **Establishment Permit—Issuance.**

1. Within 60 days after the submission of a complete application with the Chief of Police for an adult entertainment permit, the Chief of Police shall, based on input from other departments/officials, approve or deny the permit. No permit shall be transferable to any other person.
 - a. Prior to the expiration of such 60-day period, information received as part of the business license application review shall be forwarded to the Chief of Police.
 - b. The Chief of Police may extend the 60-day period if information sufficient to make a determination has not yet been made available to him or her.

2. The Chief of Police shall issue a nontransferable adult entertainment business permit if the applicant has proven that all the requirements for an adult entertainment business described in subsection A, Definitions, subsection C, Establishment Permit - Required, subsection S, Violation — Penalty, and subsection T, Establishment - Allowed Zones are met, unless the Chief of Police finds:
 - a. That the operation as proposed by the applicant will not comply with all the applicable laws, including, but not limited to, the building, health, planning, housing, and fire laws of, or applicable to, the City; or
 - b. That the personnel, or the owners and operators of the adult entertainment business have engaged in unlawful activity, or been convicted of any of the following offenses or convicted of an offense outside the state that would have constituted any of the following offenses if committed within the State:
 - i. Penal Code § 266i, 314, 315, 316, 318 or 647(b) or any offense requiring the personnel or the owners of an adult entertainment establishment to register under Penal Code § 290.
 - ii. Any felony offense involving the sale of a controlled substance specified in the California Health and Safety Code § 11054, 11055, 11056, 11057 or 11058.
 - iii. Any crime or unlawful activity, on the basis of which the Chief of Police reasonably concludes that by reason of the nature of the crime or activity, the applicant's operation of an adult entertainment business would pose a risk of harm to the public.
- F. **Nude Dancer Permit—Required.** It is unlawful for any person to be employed or to act as a nude dancer without having a valid permit issued pursuant to the provisions of this section, and it is unlawful for any owner, operator, responsible managing employee, manager or permittee in charge of or in control of an adult entertainment business to employ or permit any person to act as a nude dancer who is not in possession of a valid, unrevoked nude dancer permit.
- G. **Nude Dancer Permit—Application.** The form for a nude dancer application shall be obtained from the Chief of Police. The completed form shall be submitted to the Chief of Police and shall set forth the place of business and facilities where the nude dancing shall take place. The application shall also contain the information required by subsection C, Establishment Permit—Required.
- H. **Nude Dancer Permit—Issuance.**
 1. Within 60 days after the submission of a complete application for a nude dancer permit, the Chief of Police shall act to approve or deny the permit. The Chief of Police may extend the 60-day period if information sufficient to make a determination has not yet been made available to him or her.
 2. The Chief of Police shall issue a nontransferable nude dancer permit if the applicant has proven that all the requirements for a nude dancer permit described in subsection F of this section have been met, unless the Chief of Police finds that the applicant has been convicted of any offenses as set forth in subsection E.2.b.
- I. **Establishment Permit and Nude Dancer Permit—Deadline.** The provisions of this section shall be applicable to persons engaged in the businesses regulated by this section prior to the effective date of the ordinance codified in this section, and to persons employed as nude dancers prior to the effective date of the ordinance codified in this section. Notwithstanding any other provision of this

subsection, such persons shall file for the permits required by this section within 180 days from the effective date of the ordinance codified in this section. Failure to do so shall make the continued operation of such businesses or the continued employment as a nude dancer a violation of subsection B, Location, and subsection E, Establishment Permit—Issuance.

- J. **Permit Renewal—Application.** If a permittee wishes to renew his or her permit, the permittee shall complete an application form, as required by this section, and submit it to the City no earlier than June 1, nor later than June 15, prior to the expiration of the existing permit. Applications for renewal of establishment permits shall include, where applicable, a list of nude dancers employed by such establishment as of the renewal date. Failure to submit the renewal application during the time specified shall cause the permit to automatically expire on the next succeeding June 30.
- K. **Permit Renewal—Requirements.** The Chief of Police shall renew permits applied for under this section if the permittee has proven that he or she still meets all of the requirements for an adult entertainment business or a nude dancer permit contained in this section, unless the Chief of Police finds that the permittee no longer complies with the provisions of subsection D.2, concerning an adult entertainment business or subsection G, Nude Dancer Permit—Application, concerning a nude dancer.
- L. **Permit Renewal—Procedure.** The procedure for the renewal of a permit shall be the same as set forth in this section for original permit applications; however, no additional background investigation or fingerprinting shall be required.
- M. **Permit Revocation or Suspension.**
1. ***Grounds for Revocation or Suspension.*** Any permit issued pursuant to this section may be revoked or suspended by the Chief of Police upon a finding that any of the following grounds exist:
 - a. A violation of any of the provisions of this section; or
 - b. The conviction of any offense described in subsection D, Establishment Permit—Application.
 2. ***Procedure.***
 - a. Any City department of jurisdiction, including, but not limited to, the Community Development Department, the Building Inspection Department, the Planning Department, or any fire protection district of jurisdiction, may notify the Chief of Police that grounds exist for the revocation of an adult entertainment business or a nude dancer permit.
 - b. The Chief of Police shall then give the permit holder written notice of the grounds for revocation or suspension. The notice also shall specify a time and place of hearing and shall be given at least 10 calendar days before the time of the hearing. At such hearing, the permit holder shall show cause why his or her permit should not be revoked or suspended.
 - c. The permit holder may appeal the decision of the Chief of Police to the City Council. If the permit holder does not appeal, the decision of the Chief of Police is final and conclusive on expiration of the time fixed for appeal.
 - d. Appeal from a decision to revoke a permit issued pursuant to this Section shall be made within 10 calendar days after written or oral notice of the decision of the Chief of Police.

- e. If the permit holder requests a hearing within the time set forth in subsection L, Permit Renewal—Procedure the Clerk shall set the matter for a hearing. The permit holder shall be given written notice of the time, date, and place of such hearing by the Clerk at least 10 days prior to the date of the hearing. Such notice either shall be personally delivered to the permit holder or shall be sent by registered or certified mail.
- f. If notice is by registered or certified mail, it shall be deemed delivered on the day following the deposit of the notice in the United States Postal Service.
- g. If a hearing has been requested, the council shall receive evidence on the charges contained in the notice to the permit holder. Upon the conclusion of the presentation of the evidence on the charges, the permit holder may present evidence to refute the charges.
- h. Upon the conclusion of the presentation of evidence and any closing statements, the City Council may take any of the following actions, which shall be final:
 - i. If the City Council finds that there has been a violation of any of the provisions of this Section or finds that the permit holder has been convicted of any offense described in subsection D, Establishment Renewal—Application, the City Council may:
 - (A) Order the revocation of the permit (see § 17.96.150, Revocation of Permit);
 - (B) Order the suspension of the permit for such time as the City Council deems proper; or
 - (C) Order the suspension of the permit for such time as the City Council deems proper, with reinstatement of the permit subject to such conditions as may be ordered by the City Council.
 - ii. If the City Council finds that the evidence does not support any of the charges, the City Council shall order that the charges be dismissed.
- N. **Compliance with Section.** It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted, or carried on, in or upon any premises in the City, the operation of an adult entertainment business in violation of the terms and conditions of this section.
- O. **Operation with Revoked Permit.** It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted, or carried on, in or upon any premises in the City, the operation of an adult entertainment business if such person's permit has been revoked.
- P. **Nude Dancer Compliance with Section.** It is unlawful for any person to act as a nude dancer in violation of the terms and conditions of this section.
- Q. **Inspections.** The various City departments of jurisdiction, including, but not limited to, the City Police Chief, the Building Inspection Department, and the Community Development Department, and any fire protection district of jurisdiction, may, at any time, inspect the subject premises and investigate the manner of the operation of the adult entertainment business to ensure that it is operating in compliance with this Section.
- R. **Change of Business Name or Location.** No person granted a permit pursuant to this section shall operate under any name or conduct his or her business at any location not specified in his or her permit. If the business facilities and/or location is changed, a new permit shall be obtained.

S. Violation—Penalty.

1. Any violation of any of the provisions of this section is an infraction, and upon conviction thereof shall be punished by a fine not to exceed \$50.00 for a first violation, \$100.00 for a second violation within one year, and \$250.00 for each additional violation within one year.
2. Every day that any such violation continues shall constitute a separate offense.

T. Establishment—Allowed Zones. The establishment of adult entertainment allowed as indicated in the use tables of Chapters 17.24 through 17.48; provided, however, no adult entertainment use may be established in any such zone unless the entire parcel upon which such use is located is outside all of the specified distance requirements set forth in subsection A, Definitions and unless the adult entertainment use complies with all the other regulations imposed within the zone by this title.**U. Conditional Use Permit Required.** No person shall operate an adult entertainment use without first obtaining a Conditional Use Permit as provided in § 17.100.100, Conditional Use Permit. Such permit shall be issued by the Planning Commission if the applicant meets the criteria listed below. No other land use permit is required to operate an adult entertainment use, and only the following criteria may be required as conditions to the issuance of this use permit:

1. An application for a Conditional Use Permit has been made in accordance with the procedure set forth in § 17.100.100, Conditional Use Permit.
2. All building height, building site, minimum yard, and off-street parking requirements for uses subject to a use permit have been met. These requirements are set forth in the base zone regulations (Chapters 17.24, Residential Zones through 17.48, Planned Development).

The issuance of the adult entertainment use permit may be conditioned upon the erection of a fence of the type and design which meets the approval of the Planning Commission.

3. The building and lot on which such business is located comply with local and State law concerning signs, building security, design review, occupancy, structure, safety, and landscaping, and that all applicable building, plumbing and fire codes have been met.
4. Hours of operation may be designated by the Planning Commission as additional to the issuance of the use permit if the Planning Commission finds, based on substantial evidence presented to it, that there is a need for regulation of hours due to a specifically identified significant problem linked to the adult entertainment use. When regulating the hours of operation of an adult entertainment use, the Planning Commission shall, whenever possible, designate hours which are consistent with the hours of operation of nearby businesses which are similar in nature. If shorter hours than those of nearby businesses of a similar nature are imposed, the Planning Commission shall:
 - a. Identify in writing the need for such shorter hours;
 - b. Make a specific finding, that a less restrictive condition or requirement would not alleviate the problems imposed by the longer hours of operation of such use; and
 - c. Set forth the period of time after which the permit holder could seek review of the Planning Commission's designation of the hours of operation of said use.
5. All other regulations and provisions of this section have been complied with.

§ 17.84.050. Agricultural Production, Light.

- A. **Accessory Use Only.** Agricultural production is allowed as an accessory use only.
- B. **Location.** Active agricultural uses may not be located within 500 feet of sensitive uses including residential, food production, clean tech, schools, day cares, and other places of assembly.
- C. **On-Site Retail Sales.** Retail sales of agricultural products grown on the premises may be considered with a Zoning Administrator Permit. Review of any temporary structures, access, and parking related to on-site retail sales will be considered in the Zoning Administrator Permit review. See § 17.100.090, Zoning Administrator Permit.
- D. **Permanent Structures.** Any on-site permanent structure must be related to the primary use. Permanent structures associated with this use are not permitted.
- E. **Pesticide Use.**
 - 1. Application of all pesticides and chemicals shall follow the State of California guidelines and the County of Yolo Agricultural Weights and Measures permit requirements.
 - 2. Pesticide use is subject to the Agricultural Commissioner of the California Department of Pesticide Regulation.
 - 3. Pesticide use requires a minimum one-quarter-mile buffer from any school and 50-foot buffer from any other use.

§ 17.84.060. Alcoholic Beverage Sales.

- A. **Purpose.** Establishments which serve alcoholic beverages receive special attention from the City because of their potential to create problems, such as littering, loitering, public intoxication, and disturbances. All establishments selling alcoholic beverages are reviewed by the City. The following provisions provide minimum development standards for alcoholic beverage sales. These standards are designed to provide for the appropriate development of alcoholic beverage sales and to protect the health, safety, and welfare of residents by further awareness of laws relative to drinking.
- B. **Public Convenience and Necessity.**
 - 1. Any person whose application for an on-sale or off-sale alcohol license is required by the Alcoholic Beverage Control Board of the State of California (ABC) to be subject to a determination of public convenience or necessity (PCN determination) by the City, shall apply to the City for a determination of whether public convenience or necessity would be served by the granting of such license. Refer to the PCN review requirements below in subsection C, Requirements for On-Sale Liquor Establishments.
 - 2. Such application shall be on forms provided by the City and contain such information as required by the City and shall be accompanied by payment of a fee.
 - 3. The PCN application shall include a written statement from the applicant demonstrating, by substantial evidence, that the public convenience or necessity would be served by the issuance of the license from the ABC. See subsection G, Review of PCN Applications.
- C. **Requirements for On-Sale Liquor Establishments.**

1. **Permit Required.** Unless otherwise specified, restaurants with alcohol sales, bars, nightclubs, and lounges, and alcoholic beverage retail sales establishments, shall not be established without first securing a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) as required in the applicable base zone.
 - a. **Exceptions.** The following uses do not require a Conditional Use Permit:
 - i. Veterans' clubs and fraternal organizations.
 - ii. Full-service restaurants, defined as having gross receipts for food constituting 51% of all sales, that do not sell alcohol past 10:00 p.m.
 - iii. Membership organizations and clubs that are restricted to members and guests only.
 - iv. Non-profit temporary licenses.
 - v. One-day on-sale licenses pursuant to California Business and Professions Code § 24045.1.
 - vi. Hotels or motels that offer complimentary drinks to their guests.
2. **Operational Statement Required.** Applicants shall submit an operational statement which shall include, but not be limited to the following:
 - a. Information as to persons doing business under fictitious names, members of partnerships, and officers of corporations or associations.
 - b. Exhibits that include a site plan and floor plan.
 - c. An evacuation plan in case of emergency (bars and nightclubs).
 - d. Hours of operation.
 - e. Security plan (including efforts to ensure that the parking area is monitored to prohibit loitering and crowding and line control).
3. **Development Standards.** The following standards apply to all on-sale liquor establishments.
 - a. **Parking Areas.** The designated parking area shall be oriented away from residences as much as possible and shall be clearly shown on the site plan.
 - b. **Noise.** Noise levels shall be monitored to ensure compliance with all applicable noise standards.
 - c. **Security.** The Police Department shall review security measures for each application, and measures shall be based upon the function of the establishment as described in the operational statement. Additional and/or security measures such as reduced hours of operation, security guards, door monitors, alarm systems, may be required if nuisance or related problems are demonstrated to occur as a result of business practices or operations.
 - d. **Loitering.** The owner and/or proprietor and/or operator of the establishment is responsible to provide supervision to prevent loitering in the immediate vicinity of the establishment.
 - e. **Tasting Rooms.**
 - i. The tasting room use will be accessory to a restaurant or retail sales facility.

- ii. Outdoor dining and seating may be conducted as an accessory use located on the same parcel, on a contiguous adjacent parcel, or on a public right-of-way immediately adjacent to the tenant space subject to a City-issued encroachment permit.
 - iii. Outdoor dining and seating shall comply with all applicable adopted City design standards. See § 17.84.270, Outdoor Display, Sales, and Dining.
 - iv. No structure or enclosure to accommodate the storage of trash or garbage shall be erected or placed on, adjacent to, or separate from the public sidewalk or right-of-way. Outdoor dining shall remain clear of litter at all times.
 - v. The hours of operation of the outdoor dining and seating shall be limited to the hours of 8:00 a.m. and 10:00 p.m. If open later than 10:00 p.m. and/or within 500-feet of a residential use, a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) is required, in compliance with Table 17.84.060.C-1: Separation of Use and Time Standards for On-Sale Liquor Establishments Outside of the Downtown.
 - vi. Products offered for tasting and sale may include wine, beer, olive oil, cheese, and or other specialty retail products.
 - vii. Outdoor events would be subject to a City-issued Special Event Permit.
4. ***Separation of Use and Time Standards Outside of the Downtown.*** Table 17.84.060.C-1: Separation of Use and Time Standards for On-Sale Liquor Establishments Outside of the Downtown identifies the separation from residential uses and serving time requirements for all on-sale liquor establishments outside of the Downtown zones.

Table 17.84.060.C-1: Separation of Use and Time Standards for On-Sale Liquor Establishments Outside of the Downtown		
Use ¹	Time to Stop Sales or Service of Alcohol	Separation From Residential ²
Restaurant, Indoor Dining (should a restaurant seek to stay open after 10:00 p.m. it shall require additional use permit review and be subject to separation standards for a bar) ³	10:00 p.m.	N/A
Outdoor Dining (should the outdoor dining be proposed to be open after 10:00 p.m. or be within 500-ft of a residential use or zone, a Zoning Administrator Permit is required)	10:00 p.m.	N/A if closed by 10:00 p.m.; 500 feet if open after 10:00 p.m.
Tasting Room (should a tasting room seek to stay open after 10:00 p.m., or serve alcoholic beverages other than beer and wine, it shall require additional use permit review and be subject to separation standards for a bar)	10:00 p.m.	N/A
Bar	2:00 a.m.	500 feet

Table 17.84.060.C-1: Separation of Use and Time Standards for On-Sale Liquor Establishments Outside of the Downtown		
Use¹	Time to Stop Sales or Service of Alcohol	Separation From Residential²
Nightclub (whether or not they serve alcoholic beverages)	2:00 a.m.	500 feet

Notes:

- ¹ Subject to base zone requirements and performance standards.
- ² Minimum horizontal distance measured between the building, or portion of the building, occupied by the alcohol use, and the closed property line of the planned or zoned residential use, not including a residential portion of a vertical missed-use development or project.
- ³ Multiple uses on site, as example, a restaurant that becomes a nightclub after a set time, may have separate permit for the specific uses.

D. Requirements for Off-Sale Liquor Establishments.**1. Applicability.****a. New or Expanded Use.**

- i. Any proposed new establishment or existing establishment that requests to expand their alcohol or business license type(s), reinstate their alcohol or business license(s) after an expiration or revocation, extend their hours of operation, or expand their floor area, shall obtain a Zoning Administrator Permit (see Section 17.100.090, Zoning Administrator Permit) or Conditional Use Permit (see Section 17.100.100, Conditional Use Permit) as provided for in the zone- specific use regulations issued in compliance with the standards of this section.
- ii. A modification to an existing establishment shall not be approved when a condition exists that has caused or resulted in repeated activities that are harmful to the health, peace, or safety of persons residing or working in the surrounding area.

2. Development Standards.

- a. *Concurrent Sale of Fuels and Off-Sale Liquor Establishments.* The following additional standards shall apply to the concurrent sale of motor vehicle fuels and beer and wine for off-premises consumption:
 - i. Only beer and wine may be sold;
 - ii. The owner of each location and the management at each location shall educate the public regarding driving under the influence of intoxicating beverages, minimum age for purchase and consumption of alcoholic beverages, driving with open containers and the penalty associated with violation of these laws. In addition, the owner shall provide health warnings about the consumption of alcoholic beverages. This educational requirement may be met by posting prominent signs, decals, or brochures at points of purchase. In addition, the owner and management shall provide adequate

training for all employees at the location as to these matters;

- iii. No displays related to alcoholic beverages shall be located within five feet of any building entrance or checkout counter;
- iv. Cold beer or wine shall be sold or displayed in the main, permanently affixed electrical coolers only;
- v. No advertising related to alcoholic beverages shall be located on gasoline islands; and no lighted advertising for beer, wine, or other alcoholic beverages shall be located on the exterior of buildings or within window areas;
- vi. Employees selling beer and wine between the hours of 10:00 p.m. and 2:00 a.m. shall be at least 21 years of age; and
- vii. No sale of alcoholic beverages shall be made from a drive-in window.

b. *General Standards for Off-Sale Facilities.*

- i. Lighting. The exterior of the premise, including adjacent public sidewalks and all parking lots under the control of the establishment, shall be illuminated during all hours of darkness during which the premises are open for business in a manner so that persons standing in those areas at night are identifiable by law enforcement personnel. Exterior lighting of the parking lot shall be kept at an intensity of at least one foot-candle. However, required illumination shall be placed and/or shielded in a way that minimizes light and glare on adjacent residences or sensitive uses.
- ii. Litter and Graffiti.
 - (A) Trash and recycling receptacles, that meet City design standards, shall be provided by public entrances and exits from the building.
 - (B) The owner or operator shall provide for daily removal of trash, litter, and debris from the premises and on all abutting sidewalks within 20 feet of the premises.
 - (C) The owners or operator shall remove graffiti within 48 hours.
- iii. Location.
 - (A) No off-sale liquor establishment outside of the Downtown shall be maintained within 500 feet of any other establishment where alcoholic beverages are sold for both off-site and on-site consumption or such consideration points as schools (public and private), established churches or other place of worship, hospitals, convalescent homes, public parks, and playgrounds and/or other similar uses. The distance of 500 feet shall be measured between the nearest entrances used by patrons of such establishments along the shortest route to other establishments, or to the nearest property line of any of the above referenced consideration points.
 - (B) No off-sale liquor establishment may lead to a grouping of more than four establishments within a 1,000 foot radius.
 - (C) Establishments shall not be located in areas of undue concentration, or areas of high crime, as defined by the California Business and Professions Code

§ 23958.4(a)(1) and (2), and as determined by the Department of Alcoholic Beverage Control, unless a determination of public convenience or necessity (PCN) is approved.

- iv. **Adult Printed Matter.** Adult magazines and all printed matter coming within the definition of the California Penal Code § 313 shall be located for sale only behind the counter and shall be stored in racks covered by modest panels.
 - v. **Noise.** Noise levels shall not exceed required noise standards.
 - vi. **Display.** No beer or wine shall be displayed within five feet of the front door unless it is in a permanently affixed cooler.
 - vii. **Plastic Cup Sales.** Paper or plastic cups shall not be sold in quantities less than their usual and customary packaging.
3. **Staff Requirements for Off-sale Liquor Establishments.** It shall be the responsibility of the applicant licensee to provide all staff with the knowledge and skills that will enable them to comply with their responsibilities under law. The knowledge and skills deemed necessary for responsible alcoholic beverage service shall include, but not be limited to, the following topics and skills development:
- a. State laws relating to alcoholic beverages, particularly ABC and penal provisions concerning sales to minors and intoxicated persons, driving under the influence, hours of legal operation, and penalties for violations of these laws.
 - b. The effects of alcohol on the body, and behavior, including how the effects of alcohol affect the ability to operate a motor vehicle.
 - c. Methods for dealing with intoxicated customers and recognizing underage customers.

E. Nonconforming Liquor Establishments and Improvements to Nonconforming Liquor Establishments.

1. Existing Uses.

- a. **Nonconforming.** Existing establishments that have been legally established under previous regulations, but do not conform to current law, may continue to operate as a recognized use pursuant to Chapter 17.80, Nonconforming Provisions.
- b. **Loss of Nonconforming Status.** Changes to an existing use that could cause the loss of nonconforming status are, but not limited to the following:
 - i. When a business closes for six continuous months;
 - ii. Change of use (e.g., from restaurant to nightclub), or is a single use would like to establish multiple uses;
 - iii. An increase of floor area (including patio area) for existing use; and
 - iv. Request to modify manner of operation, change in type of business, or character of operation.
- c. When a nonconforming status is lost, any subsequent use must be consistent with current zoning and land use regulations and a new permit is required.

- d. Any use wishing to expand that previously did not have a use permit shall obtain a use permit issued in compliance with the standards of this section.
2. **Non-Operation.** Whenever all of the rights granted by a use permit are discontinued, the following rules to reestablish the use shall apply:
 - a. *One Year or Less.* The same or different operator may reestablish the use pursuant to the preexisting use permit and all conditions applicable thereto.
 - b. *More Than One Year.* A new permit is required.
- F. **Existing Establishments Selling Alcoholic Beverages (On-Sale and Off-Sale).** Any establishment which becomes lawfully established on or after the effective date of the ordinance codified in this section and licensed by the State of California for the retail sale of alcoholic beverages of on-site and/or off-site consumption, shall obtain a modification of its Conditional Use Permit (see § 17.100.100, Conditional Use Permit) or Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) when:
 1. The establishment changes its type of liquor license within a license classification; and/or
 2. There is a substantial change in the mode or character of operations.
- G. **Review of PCN Applications.**
 1. Upon receipt of an application for a PCN determination, the application shall be reviewed by the Police Department, Code Compliance staff, Building Division, and any other City departments that the Director believes appropriate for review and comment. The Director may request from the applicant any additional pertinent information regarding the applicant, the proposed license, or the applicant premises.
 2. The police chief or designee shall determine whether there are existing problems regarding criminal activity at the applicant premises or in the area surrounding the applicant premises. Also, the police department shall comment on whether issuance of the license would tend to create a law enforcement problem. If the department determines that law enforcement problems exist, or that such problems would be created in the event an alcoholic beverage license is issued, a written report of the problems and a recommendation shall be given to the Director.
 3. The Director shall determine whether the applicant premises are located in the appropriate land use designations and have received all required entitlements to permit the type of alcoholic beverages sales described in the application. No PCN shall be approved if the applicant premises are not within the appropriate land use designation or do not have all necessary land use entitlements.
 4. The Director, in conjunction with the Code compliance coordinator, shall determine whether there are pending Code enforcement actions regarding the applicant premises. If it is determined that there is a pending or ongoing Code enforcement action involving the applicant premises, no PCN determination may be made by the department until the investigation is completed and all Code issues are resolved.
 5. Any other City department that has received a request from the Director to review the application shall file its comments and, if appropriate, its recommendation on the application with the department.

6. The Director shall contact the ABC to determine whether any protests were lodged with the ABC in relation to the applicant's request for a license from the ABC.
7. Based on an evaluation of all timely submitted written findings, comments, and the factors that may be considered, as set forth in § 17.84.060, Alcoholic Beverage Sales, the Director shall make a determination on whether public convenience or necessity will be served by the ABC's issuance of an alcoholic beverage license for the applicant premises and whether to issue or deny a letter of public convenience or necessity.

H. Issuance of a PCN Determination.

1. In all cases in which an applicant applies for a PCN determination, the Director may exercise their discretion to issue or deny issuance of a letter of public convenience or necessity. In exercising their discretion, the Director shall consider the following factors:
 - a. The type of proposed use by the applicant;
 - b. Whether the proposed use will be detrimental to the health, safety, and welfare of the community;
 - c. Whether the use would enhance the economic viability of the area in which it is proposed to be located;
 - d. The extent of support or opposition to the proposed license from members of the community;
 - e. The number of licenses within a one-mile radius of the proposed licensed location;
 - f. The type of licensed premises within a one-mile radius of the proposed licensed location and the extent to which the proposed license would cause a further overconcentration of that particular type of premises in the area;
 - g. The background and the history of the applicant's operations, including the nature and extent of problems on any premises where he or she has operated a licensed premises in the past;
 - h. Whether the applicant has ever been convicted of any offense involving moral turpitude or any offense related to the sale or use of alcoholic beverages;
 - i. How close the proposed establishment will be to a residential neighborhood, place of worship, or school;
 - j. Whether there is a history of police or crime-related problems in the area proposed for a license; and
 - k. Whether the proposed license would enhance recreational or entertainment opportunities in the area.
2. The Director may determine that the PCN will be met and the health, safety or welfare of the community will be promoted only if certain conditions are imposed upon the operations of the licensee. The conditions may cover any matter relating to the privileges to be exercised under the license. If a letter is issued with conditions applied, it shall specifically set forth that the public convenience or necessity is served only if the conditions set forth in the letter are met by the applicant.

3. The Director shall provide a comment period of no less than 10 calendar days prior to final approval of a letter of public convenience and necessity, beginning on the date the public notices are mailed. The purpose of the comment period is to enable the public to bring comments or questions to the attention of the department. If the department receives substantive comments or information which establishes that the application should not be approved administratively, the department shall either deny the application or, if requested by the applicant and upon submittal of the applicable fee, schedule a public hearing before the Planning Commission to consider the application.
4. The final PCN determination shall be issued in writing by the Director who will author a PCN determination stating whether the Director finds public convenience and necessity will or will not be served by the issuance of a license from the ABC. The written determination shall be served by mail upon the applicant and the ABC within 15 business days of the decision of the Director.
5. No letter of public convenience or necessity shall be issued by the Director pursuant to this article unless the applicant agrees, in writing, that if the ABC issues a license to sell alcoholic beverages, the license will be subject to all conditions imposed as part of the PCN determination at all times the license is in use and in effect.

I. Expiration—No Transfer of a PCN Determination.

1. A PCN determination in support of the issuance of a license from the ABC is only valid for one year from the date of the Director's action and the PCN determination shall so state. If no license to sell alcoholic beverages has been issued to the applicant for the applicant premises, within one year of issuance of a favorable PCN determination, the City's PCN determination shall be deemed withdrawn without the need for further action by the Director or the applicant, and the applicant must reapply if he or she seeks another PCN determination.
2. Except as provided in California Business and Professions Code § 23958.4, the PCN determination is not transferable to any other applicant or proposed licensee. Unless permitted by California Business and Professions Code § 23958.4, any proposed licensee for the same premises must submit a new application and follow the procedures for issuance of a PCN determination in this section. Nothing in this section precludes the City from protesting the issuance of a license from the ABC pursuant to other sections of the Alcoholic Beverage Control Act, including, but not limited to, § 23958.

- J. Revocation.** In the event of a violation of any of the conditions imposed on an applicant or the applicant premises in accordance with this section, the Planning Commission may, after public notice and hearing, revoke any letter of public convenience or necessity issued regarding the applicant or applicant premises. Upon revocation, the applicant shall not continue to sell alcoholic beverages at the applicant premises. The determination of the Planning Commission shall become final 10 days after the date of decision unless appealed to the City Council. The revocation shall be reported to the ABC.

§ 17.84.070. Alternate Energy Sources.

- A. **Purpose.** To encourage and promote the use of alternate energy sources by providing solar and wind access protection.
- B. **Solar Energy Collection Systems.**

1. When a solar energy collection system is installed on a lot, any accessory structure or vegetation on an abutting lot shall not be located so as to block the solar collector's access to solar energy. The portion of the solar collector that is protected is that portion which:
 - a. Is located so as not to be shaded between the hours of 10:00 a.m. and 3:00 p.m. by any hypothetical 12-foot obstruction located on the lot line; and
 - b. Has an area of not greater than one-half of the heated floor area of the structure, or the largest of the structures, served.
 2. This section does not apply to accessory structures or vegetation existing on an abutting lot at the time of the installation of the solar energy collection system, or on the effective date, whichever is later. This section controls any accessory structure erected on, or vegetation planted on, abutting lots after the installation of the solar energy collection system.
 3. A copy of the Building Permit for the solar energy collection system shall be kept on file in the Community Development Department and the date the Building Permit is issued shall be the effective date. The solar facility must be completed and have a final inspection, approved by the Building Inspector, within one calendar year from the date the Building Permit is issued. See § 17.100.130, Building Permit.
 4. Ground-mounted solar energy collections systems shall be screened from public view and, unless in the Industrial zone, shall be located on the rear half of the property and shall meet applicable setback standards.
- C. **Clotheslines.** It is unlawful to establish any private covenant or restriction which prohibits the installation and/or use of a clothesline in any residential zone.
- D. **Wind Energy Conversion Systems (WECS).** Wind energy conversion systems shall be permitted in all zones subject to the following requirements:
1. ***Building Permit Application for a WECS.*** Building Permit applications (see § 17.100.130, Building Permit) for a wind energy conversion system shall be accompanied by a plot plan drawn in sufficient detail to clearly describe the following:
 - a. Property line and physical dimensions of the site;
 - b. Locations, dimensions, and types of existing structures, and uses on site;
 - c. Location of the proposed WECS;
 - d. Location of all above-ground utility lines on site or within one radius of the total height of the WECS; and
 - e. Location and size of the largest structure taller than 35 feet or tree which may potentially grow taller than 35 feet during the lifetime of the WECS within a 500-foot radius of the proposed WECS.
 2. ***General Provisions.*** Installation of all wind energy conversion systems shall comply with the following requirements:
 - a. ***Size.*** This section covers those WECS whose swept area is 500 square feet or less. For conventional propeller WECS, this would be approximately 25 feet in diameter.

- b. *Compliance with Uniform Building Code.* Building Permit applications (see § 17.100.130, Building Permit) shall be accompanied by standard drawings of the structural components of the wind energy conversion system and support structures, including base and footings. The application shall also include engineering data and calculations to demonstrate compliance of the support structure with seismic and structural design provisions of the Uniform Building Code. Drawing and engineering calculations shall be certified in writing by a California-registered structural engineer. This certification can be supplied by the manufacturer. Where the structural components of an installation vary from the standard design or specification, the proposed modifications shall be certified by a California-registered structural engineer for compliance with the seismic and structural design provisions of the Uniform Building Code.

All equipment and materials shall be used or installed in accordance with such drawings. The above certifications by a California-registered structural engineer shall be deemed to satisfy all applicable requirements of the Uniform Building Code.

- c. *Compliance with National Electrical Code.* Building Permit applications (see § 17.100.130, Building Permit) shall be accompanied by a drawing identifying the location of metering, protection and control devices, and transformer equipment in sufficient detail to allow for a determination that the manner of installation will conform to Articles 250 (Grounding), 280 (Lightning Arrestors), 300 (Wiring Methods), 310 (Conductors for General Wiring), 430 (Motors), 445 (Generators), and 450 (Transformers and Transformer Vaults) of the National Electrical Code. The application shall include a statement from a California-registered electrical engineer indicating that the electrical system conforms with good engineering practices and complies with the above articles of the National Electrical Code. All equipment and materials shall be used or installed in accordance with such drawings and diagrams. This certification can be supplied by the manufacturer.

Where the electrical components of an installation vary from the standard design or specifications, the proposed modifications shall be reviewed and certified by a California-registered electrical engineer for compliance with the requirements of the National Electrical Code and good engineering practices. The above certification by a California-registered electrical engineer shall be deemed to satisfy all applicable requirements of the National Electrical Code.

- d. *Rotor Safety.* Each wind energy conversion system must be equipped with both manual and automatic controls to limit the rotational speed of the blade below the design limits of the rotor. The application must include a statement by a California-registered engineer certifying that the rotor and over-speed controls have been designed and fabricated for the proposed use in accordance with good engineering practices. The engineer should also certify the compatibility of possible towers with available rotors. The certification can be supplied by the manufacturer.
- e. *Guy Wires.* Anchor points for guy wires shall be located within property lines and not on or across any above-ground electric transmission or distribution line. Guy wires shall be enclosed by a fence six feet high or the WECS shall be set back from the property line the total height of the WECS.
- f. *Tower Access.* Lattice towers capable of being climbed shall be enclosed by a locked, protective fence at least six feet high located not closer than eight feet from the ground. Other towers should have either:

- i. Tower-climbing apparatus located not closer than 12 feet from the ground;
 - ii. A locked anti-climb device installed on the tower; or
 - iii. The tower shall be completely enclosed by a locked, protective fence at least six feet high.
- g. *Noise.* The WECS shall meet the requirements of the Noise Element of the General Plan.
- h. *Electromagnetic Interference.* A wind energy conversion system shall comply with the provisions of 47 C.F.R., Parts 15 and 18. The wind energy conversion system shall be operated such that no harmful interference is caused. When notified by the City Building Inspector that a wind energy conversion system is causing harmful interference, the operator shall promptly take steps to eliminate the harmful interference.
- i. *Signs.* At least one sign shall be posted at the base of the tower warning of high voltage. The sign shall also include emergency phone number and emergency shutdown procedures.
- j. *Utility Notification.* No wind turbine shall be interconnected with a utility company's grid until said company has been notified in accordance with procedures established by the California Public Utilities Commission.
- k. *Height.* The minimum height of the lowest part of the WECS shall be either 30 feet above the highest structure allowed under the local zoning requirement or potential tree height, whichever is higher, if it is within a 200-foot radius. If an obstruction is within a 201- to 500-foot radius, the lowest part of the WECS shall be 10 feet above it.
- l. *Setbacks.* The WECS shall be located such that the furthest extension of the apparatus does not cross any property lines, except as provided for under subsection D.2.e, Guy Wires.
- m. *Abatement.* If a wind energy conversion system or systems are not maintained in operational condition and pose a potential safety hazard, the owner or operator shall take expeditious action to remedy the situation. The City reserves the authority to abate any hazardous situation and to pass the cost of such abatement on to the owner or operator of the system. If the City determines that the WECS has been abandoned, the system shall be removed within 30 days of written notice to the owner or operator of the system.
- n. *Liability Insurance.* The applicant, owner, lessee, or assignee shall maintain a current insurance policy which will cover installation and operation of the wind energy conversion system at all times. Said policy shall provide a minimum \$300,000 property and personal liability coverage.

§ 17.84.080. Animal Keeping.

- A. **Purpose.** The purpose of this section is to provide development standards for animal keeping and to minimize potential adverse effects related to the keeping of animals on adjoining property.
- B. **Additional Regulations Related to Animal Keeping.** All regulations established in Woodland Municipal Code Chapter 6.08, Domestic Animal Keeping, apply to the keeping of animals in the City and should be consulted together with this section.

C. Noncommercial Animal Keeping.

1. ***Livestock and Domestic Fowl Prohibited Generally.*** It is unlawful for any person to maintain within the City, or permit to be kept or maintained upon land belonging to such person, any cattle, horses, swine, sheep, goats, geese, ducks, turkeys, roosters, and other poultry and fowl birds, except as specifically permitted under provisions of Woodland Municipal Code Section 6.08, Domestic Animal Keeping.
2. ***Miniature Pigs.*** The noncommercial raising of miniature pigs (Vietnamese pot-bellied pigs) shall comply with the standards of Woodland Municipal Code Section 6.08.040.C, and the following standards:
 - a. *In the R-1 Zone.* Not more than three miniature pigs on lots of not less than 20,000 square feet.
 - b. *In the N-P, RL-M, and R-M Zones.*
 - i. Not more than one miniature pig on a lot between 7,200 and 19,999 square feet.
 - ii. Not more than two miniature pigs on lots not less than 20,000 square feet.
 - c. Any person having charge, care, custody, or control of any miniature pig shall keep such pig exclusively upon his or her own premises.
 - d. The miniature pig must be kept in an enclosure that is no closer than 30 feet from the front property line, 15 feet from any side or rear property line, and no closer than 35 feet from any dwelling unit other than on the subject lot.

D. **Poultry.** Crowing fowl are not permitted. Refer to Woodland Municipal Code Section 6.08.030, Keeping of chickens, pigeons, or rabbits.

E. **Small Animals.** Rabbits, frogs, guinea pigs, parakeets, chinchillas, dogs, cats, or other similar small animals. The raising or breeding shall comply with the following Woodland Municipal Code Section 6.08, Domestic Animal Keeping, and the standards below:

1. A total of not more than four small animals, or a combination thereof, may be kept and maintained in a clean and sanitary pen or structure.
2. Animals must be kept and maintained in an enclosed area.
3. The keeping of such animals shall not create a health or nuisance problem.

F. Kennels and Stables.

1. Kennels for dogs and cats, shall be located no closer than 200 feet from any property line, shall provide automobile and truck ingress and egress, and shall provide parking and loading spaces so designed to minimize traffic hazard and congestion.
2. Kennels and stables are subject to all other standards for accessory structures.
3. Proponents shall show that odor, dust, noise, and drainage shall not constitute a nuisance or hazard to adjoining property or uses.

G. **Animal Hospital, Commercial Animal Boarding, Kennels, Pet Day Care.** Animal hospitals and veterinarian hospitals, and commercial animal boarding and/or pet day care shall be located no closer

than 150 feet from any residential district, restaurant, hotel, or motel, in any district and shall show adequate measures and controls are taken to prevent offensive noise and odor. No incineration of refuse shall be permitted on the premises.

- H. **Wild, Dangerous, Exotic and Prohibited Animals.** The keeping of roosters, peacocks, geese, and any animal which requires a permit from the Department of Fish and Wildlife pursuant to the Fish and Game Code § 2118, is prohibited.

§ 17.84.090. Automobile/Vehicle Sales and Services Uses.

- A. **Automobile/Vehicle Service and Repair, Minor and Major.** In addition to other applicable standards of this section, major and minor automobile/vehicle service and repair uses, as well as another other uses, such as auto dealerships or service stations, that perform auto servicing as an accessory activity, regardless of ministerial or discretionary entitlement, are subject to the following standards:

1. **Noise.** All body and fender work or similar noise-generating activity shall be conducted within an enclosed masonry or similar building with sound-attenuating construction to absorb noise. Air compressors and other service equipment shall be located inside a building. See also § 17.76.110, Noise.
2. **Work Areas.** All work shall be conducted within an enclosed building, with the exception of pumping motor vehicle fluids, mechanical inspections and adjustments not involving any disassembly.
3. **Vehicle Storage.** Vehicles being worked on, awaiting service, or pick up shall be stored within an enclosed building or in a parking lot on the property that is screened in compliance with Chapter 17.70, Screening Standards. Unattended vehicles, or vehicle parts, shall not be parked or stored in the street, or any portion of the public right-of-way within the City.
4. **Design.**
 - a. Service bay openings are designed to minimize the visual intrusion on surrounding streets and properties
 - b. Incorporate half screen walls in combination with landscaping to screen vehicles while allowing eye level visibility into a site.
 - c. A masonry wall at least six feet in height shall be provided along all lot lines adjacent to a Residential zone or a residential use.
 - d. Additional screening and landscaping may be required where necessary to prevent visual impacts on adjacent properties.
 - e. The site design, including the location and number of driveways, will promote safe and efficient on-site and off-site traffic circulation.
 - f. Lighting is designed to be low profile, indirect, or diffused and to avoid adverse impacts on surrounding uses.
 - g. Any washing area will not have an adverse impact on water supply and quality.
 - h. Electric vehicle charging stations shall be added to each site consistent with § 17.68.060,

Electric Vehicle Charging Stations.

B. Auto/Vehicle Sales New and Used.

1. Auto sales in an open lot may only be considered as an accessory use to a retail showroom or as part of a dealership complex.
2. No surface parking lot or outdoor display area solely intended for the sale of autos and/or vehicles, that is not accessory to an indoor showroom, is allowed as a primary use on a lot.
3. The Director may approve, with conditions, the temporary overflow storage of autos and/or vehicles associated with a new car dealership as a primary use on a lot if the lot is located within 0.25 miles of the dealership.
4. Used car sales must be associated with a new car dealership, except for large format used car dealerships. A single-use used car lot is not permitted.
5. Automotive servicing or repair is permitted as an accessory use for automobile/vehicle sales and leasing establishments that offer maintenance and servicing of the type of vehicles sold on site.

C. Service Stations. In addition to other applicable standards of this section, service stations and any other commercial use that included fuel pumps for retail sales of gasoline are subject to the following standards.

1. **Pump Islands.** Pump islands shall be located a minimum of 20 feet from any property line to the nearest edge of the pump island. A canopy or roof structure over a pump island may encroach up to 10 feet within this distance.
2. **Work Areas.**
 - a. All work shall be conducted within an enclosed building except pumping motor vehicle fluids, checking and supplementing various fluids, and mechanical inspection and adjustments not involving any disassembly.
 - b. Outdoor work activities are not allowed adjacent to an R-L or N-P zone or a residential use.
3. **Abandonment.** In the case of abandonment or non-operation of a service station, the primary use must be dismantled and the site cleared within 12 months of the close of the last business day.

D. Automobile/Vehicle Washing.

1. **Design.**
 - a. Buildings shall incorporate similar design features as the main building and shall comply with the design standards of the underlying district.
 - b. Buildings, or structures, including vacuum stations, shall not be located within 30 feet of any public street or within 20 feet of any interior property line of a residential use or residential district. Customer waiting areas and/or carwash offices may be excepted should the Review Authority determine that they will not disrupt the residential area.
 - c. Vehicle lanes for car wash openings shall be screened from public streets to a height of 40 inches. Screening devices shall consist of building placement, walls and/or berms with

landscaping.

- d. Vacuum stations shall be screened from view to the extent possible where feasible and be located behind buildings or otherwise screened from view and shall not be located along a street front.
 - e. Noise generating uses, such as service bays, car wash openings, vacuum stations, outdoor loading areas, garbage storage, and stacking lanes shall be located away from sensitive uses such as residential, day care, or schools.
 - f. A masonry wall at least six feet in height shall be provided along all lot lines adjacent to a residential district.
 - g. Additional screening and landscaping may be required where necessary to prevent visual impacts on adjacent properties.
 - h. The location and number of driveways will promote safe and efficient on-site and off-site traffic circulation.
 - i. Lighting is designed to be low profile, indirect, or diffused and to avoid adverse impacts on surrounding uses.
 - j. The washing facility will not have an adverse impact on water supply and quality.
2. **Self Service Drive Through.** Self-service car washes are not permitted, unless accessory to a fueling station or car sales, as provided for in the use table. Requirements of subsection E.1, Discretionary Application Review shall apply.
- E. **Discretionary Application Review.** All uses that fall under the Automobile/Vehicle Sales and Services land use category and that require a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) or Conditional Use Permit (see § 17.100.100, Conditional Use Permit) are subject to the following requirements.
- 1. **Findings for Approval.** The Review Authority shall only approve a use permit upon making the following findings:
 - a. The project is designed so that form and scale are harmonious and consistent with the character of the specific site, the adjacent uses and structures, and the surrounding neighborhood.
 - b. The site design, including the location and number of driveways, will promote safe and efficient on-site and off-site traffic circulation.
 - c. Service bay openings are designed to minimize the visual intrusion on surrounding streets and properties.
 - d. Lighting is designed to be low-profile, indirect, or diffused and to avoid adverse impacts on surrounding uses.
 - e. The washing facility, if proposed, will not have an adverse impact on water supply and quality.
 - 2. **Conditions of Approval.** Conditions of approval may include limitations on operational characteristics of the use; restrictions on outdoor storage and display, location of pump islands,

canopies, and service bay openings; and/or requirements for buffering, screening, lighting, planting areas, parking, or other site elements, to avoid adverse impacts on adjacent lots or the surrounding area.

§ 17.84.100. Bed and Breakfast Lodging.

A. **Purpose.** This purpose of this section is to establish standards for the location, design, and operation of bed and breakfast lodging uses ("bed and breakfasts").

B. **Limitation of Services Provided.**

1. A bed and breakfast must include no more than three guest rooms.
2. Provisions for meals and rental of bedrooms shall be limited to registered guests. Separate or additional kitchen for guests are prohibited.

C. **Location and Design.**

1. Bed and breakfasts establishments shall be located, developed, and operated within a single unit dwelling.
2. In all Residential and Mixed-Use Districts, the exterior appearance of a structure housing a bed and breakfast establishment shall not be altered from its single-family character.
3. No exterior evidence of the use may be visible except that a sign in compliance with standards provided in § 17.72.050, Standards for Permanent Signs may be installed.
4. Required parking for the principal residence and for all required.
5. Guest parking must be provided on site. On-site parking must be designed and located so as not to detract from the residential character of the neighborhood.

D. **Operations and Maintenance.**

1. Bed and breakfasts must be rented for periods of less than 30 days;
2. The bed and breakfast must be conducted only by the property owner or manager living on the site of the bed and breakfast;
3. The owner shall maintain liability insurance on the property which covers the homestay and guests. The owner shall pay any applicable taxes including occupancy and sales taxes and shall obtain a business license.
4. Management shall be present while guests are on site.
5. The site shall be well maintained and kept free from litter and debris.
6. No exterior noise or activity shall occur outside the normal range of residential uses. All guest events must occur indoors between the hours of 10:00 p.m. and 8:00 a.m.
7. A special event permit is required for any group gathering or event.

§ 17.84.110. Beekeeping.

- A. **Purpose.** The purpose of these regulations is to allow beekeeping in a manner that is respectful of the safety of persons that may be in close proximity to the apiary. Beekeeping can contribute to pollination and better harvests in gardens. By contributing to pollination, urban beekeeping is an important complement to urban food production and to the City's sustainability goals stated in the General Plan.
- B. **Standards.**
1. It shall be the duty of every person on whose property bees are kept to adhere to good management practices and maintain bees in a condition that will reasonably prevent swarming and aggressive behavior.
 2. It shall be the responsibility of the person on whose property the bees are kept to provide adequate water for the bees to prevent bees from seeking water in neighboring swimming pools, birdbaths, ponds, or other community bodies of water.
 3. A maximum of two beehives per lot on a parcel of land less than 10,000 square feet.
 4. A maximum of four beehives per lot on a parcel of land with an area over 10,000 square feet.
 5. Beehives are restricted to rear yards.
 6. In order to ensure the appropriate height of the honeybee flight path:
 - a. The beehive entrance will be directed away from the neighboring property and situated behind a solid fence or hedge that is six feet in height running parallel to the property line; or
 - b. A beehive will be located a minimum of 25 feet away from the neighboring property line.
- C. **Beekeeping Registration.** Beekeeping registration is required prior to establishment of an apiary, as follows:
1. The applicant must submit and the Planning Director must review plans demonstrating compliance with the standards of this section.
 2. The applicant must register the apiary with the County of Yolo Agricultural Commissioner to receive notification of pesticide applications, pursuant to § 29101 of the California Food and Agricultural Code.
 3. The applicant must submit plans and a signed statement showing and agreeing to compliance with all obligations imposed by this section and holding the City harmless if the owner does not comply.
- D. **Nuisance.** Bees or hives shall be considered a public nuisance and subject to Chapter 17.128, Enforcement, when any of the following occurs:
1. Colonies of bees exhibit defensive or objectionable behavior or interfere with the normal use of neighboring properties;
 2. Colonies of bee's swarm;
 3. Bees or hives do not conform to this section; or
 4. Hives become abandoned by resident bees or by the owner.

§ 17.84.120. Commercial Cannabis Businesses.

- A. **Purpose.** The purpose of this section is to impose zoning restrictions on commercial cannabis businesses in the City as authorized and/or licensed by the State of California pursuant to State law. This section is not intended to, and does not, give any person or entity independent legal authority to operate a cannabis business. Rather, it is intended to impose zoning restrictions regarding cannabis businesses that may operate in the City pursuant to this Zoning Code and State law. This section is in addition to any other business license and regulatory requirements imposed on cannabis businesses by this Zoning Code or other applicable law.
- B. **Applicability.** No part of this chapter shall be deemed to conflict with Federal law, as contained in the Controlled Substances Act, nor to otherwise permit any activity that is prohibited under that Act or any other local, State, or Federal law, statute, rule, or regulation. Nothing in this chapter shall be construed to allow any conduct or activity relating to cultivation, distribution, dispensing, sale, or consumption of cannabis that is otherwise illegal under local or State law. No provision of this chapter shall be deemed a defense or immunity to any action brought against any person by the Yolo County District Attorney's office, the Attorney General of the State of California, or of the United States of America.
- C. **Planning Commission and City Council Review.**
1. The Planning Commission shall review all Conditional Use Permit applications (see § 17.100.100, Conditional Use Permit) submitted pursuant to this section and provide a recommendation regarding approval to City Council.
 2. The City Council is authorized to approve up to a maximum of ~~six~~ ten total Conditional Use Permits for cannabis businesses pursuant to this section.
 3. In evaluating whether to recommend approval or approve a Conditional Use Permit application (see § 17.100.100, Conditional Use Permit) for a commercial cannabis business, the Planning Commission and City Council shall consider the following factors, in addition to all other requirements provided this section:
 - a. The type of proposed use by the applicant;
 - b. Whether the proposed use will be detrimental to the health, safety, and welfare of the community;
 - c. Whether the use would enhance the economic viability of the area in which it is proposed to be located, including adjacent and surrounding properties;
 - d. Whether the applicant has adequately addressed potential community benefits of the use to offset potential adverse impacts;
 - e. The extent of support or opposition to the proposed use and location from members of the community, and applicant's plans to ensure strong community relations and compatibility with the surrounding neighborhood;
 - f. The number of cannabis uses located or proposed to be located within 1,000 feet of the proposed location;

- g. The extent to which the proposed use would cause a further overconcentration of that particular type of use in the area;
 - h. The background and the history of the applicant, including the experience and qualifications of the applicant and those persons involved in the management, oversight and day to day operations of the proposed use, the professional training and certifications of the applicant and/or persons involved in the management, oversight and day to day operations of the proposed use, and the nature and extent of problems on any premises where the applicant has operated a cannabis business in the past;
 - i. Whether there is a history of police or crime-related problems in the area of the proposed location which may be exacerbated by establishment of the proposed cannabis use; and
 - j. Whether the proposed license would enhance recreational or entertainment opportunities in the area.
- 4. The City Council is authorized to approve up to a maximum of six total Conditional Use Permits for commercial cannabis manufacturing, distribution and/or testing businesses pursuant to this chapter. The City Council is authorized to approve up to a maximum of four total Conditional Use Permits for cannabis retailers pursuant to this chapter.
 - 5. The Director is authorized to administer reasonable guidelines and policies, including appropriate application periods for accepting requests for zoning approvals and use permits for cannabis retailers, consistent with this section, and evaluation and scoring criteria that may be used for the selection of cannabis retailers, in the event that the City receives more applications than the number of available Conditional Use Permits. The Director may use such evaluation and scoring criteria for making recommendations to the Planning Commission and City Council on the proposed uses.
 - 6. The Director or City Council may address additional development and operational standards through conditions on the Conditional Use Permit (see § 17.100.100, Conditional Use Permit) as it determines necessary or appropriate for the cannabis retailer Conditional Use Permit under consideration, provided that any such conditions shall not conflict with operating requirements that may be applicable pursuant to other provisions of this Zoning Code.

D. General Conditions.

- 1. No cannabis business may operate in any zone in the City except as expressly permitted by and in conformance with the provisions of this section. No cannabis business may engage in the retail sales of cannabis unless expressly permitted or conditionally permitted pursuant to this section. No temporary cannabis events shall be permitted or conditionally permitted.
- 2. Any cannabis business permitted by this section must, prior to operating a cannabis business, obtain and maintain at all times a valid license issued by the State of California, as may be applicable, and any other local or regulatory licenses required by this Zoning Code. Any cannabis business operating without a valid license from the State of California shall cease operations until a valid state license is obtained, in addition to any other state and local requirements that may apply.
- 3. Pursuant to California Business and Professions Code § 26054(b), as may be amended, no cannabis business may be located within a 600-foot radius of a school providing K through 12 instruction, a day care center or a youth center in existence at the time the license is issued.

Additionally, no cannabis business may be located within a 600-foot radius of a public park.

- a. The City Council may make an exception if there is clear evidence based on considerations such as the separation of sensitive uses by a significant physical barrier, no expressed evidence of public concern, and the potential revitalization of an existing blighted condition, that there will be no public health, safety, or nuisance issues due to closer proximity of cannabis retail uses to an identified sensitive use.
- E. **Cannabis Manufacturing.** Cannabis manufacturing may be permitted, subject to the requirements of this Zoning Code, including all applicable performance standards, and the granting of a Conditional Use Permit as provided for in the use tables of Chapters 17.24 through 17.48 and in § 17.100.100, Conditional Use Permits.
- F. **Cannabis Laboratories and Research.** Cannabis laboratories and research facilities may be permitted, subject to the requirements of this Zoning Code, including all applicable performance standards, and the granting of a Conditional Use Permit as provided for as provided for in the use tables of Chapters 17.24 through 17.48 and in § 17.100.100, Conditional Use Permits. Cannabis laboratories and research facilities are prohibited from engaging in commercial cultivation, manufacturing, distribution, and sales of cannabis.
- G. **Cannabis Distribution Facilities.** Cannabis distribution facilities may be permitted, subject to the requirements of this Zoning Code, including all applicable performance standards, and the granting of a Conditional Use Permit as provided for in the use tables of Chapters 17.24 through 17.48 and in § 17.100.100, Conditional Use Permits.
- H. **Cannabis Cultivation.** Cannabis cultivation is prohibited.
- I. **Cannabis Retailers.** ~~Cannabis retailers are prohibited.~~
 1. Cannabis retailers may be permitted, subject to the requirements of this Zoning Code including all applicable performance standards, and granting of a Conditional Use Permit as provided in § 17.100.100, Conditional Use Permit, and subsection C, Planning Commission and City Council Review, of this section, in the Corridor Mixed-Use-West Main (CMU-WM), Corridor Mixed-Use-East (CMU-E), Corridor Mixed-Use-Kentucky (CMU-K), Corridor Mixed-Use-Armfield (CMU-A), Corridor Mixed-Use-Gateway (CMU-G); Corridor Mixed-Use-Flex (CMU-F), Community Commercial Mixed-Use (CCMU), Neighborhood Mixed-Use (NMU), and Regional Commercial-Flex (RC-F), and cannabis retailers are prohibited in all other zones of the City.
 2. Delivery services. In addition to the requirements established in this Chapter for Cannabis Retailers, the delivery of Cannabis and Cannabis Products shall be subject to the following requirements:
 - a. Commercial delivery to patients at locations outside a permitted Cannabis Retail facility shall only be permitted in conjunction with a permitted Cannabis Retail facility that has a physical location and a retail storefront open to the public.
 - b. A Cannabis Retail facility shall not conduct sales exclusively by delivery.
 - c. If delivery services will be provided, the application shall describe the operational plan and specific extent of such service, security protocols, and how the delivery services will comply with the requirements set forth in this Chapter and State law.
 2. ~~Cannabis retailers that will not be open to the public and that perform sales exclusively by delivery are prohibited.~~

3. Cannabis retailers may include a cannabis distribution facility as an accessory use to serve the on-site business pursuant to this chapter and shall be subject to the following:
 - a. The distribution facility shall be appurtenant and incidental to the retail use, both in terms of size and use and shall only be used to support the retail facility that is the primary use on site and, if applicable, other retail facilities owned and operated by the applicant. The distribution facility shall not be used for distribution of cannabis or cannabis products to other cannabis retailers.
 - b. The distribution facility shall not be predominantly visible to the public from the street frontage adjacent to the cannabis retailer or if the distribution facility is located within a commercial center, the distribution facility shall not be a specific and identifiable use apart from the cannabis retailer.
 - c. There shall be adequate parking and loading on site to serve both the cannabis retailer and the distribution facility, and spaces for loading associated with the distribution facility shall be located in the rear of the applicable property, outside of view from the street frontage or frontage of the commercial center. Only smaller vehicles, vans, or sprinter vans shall be used for delivery vehicles. Larger trucks, such as CA legal "semi-trucks" or "18-wheelers," and any trucks over five tons are prohibited from delivering cannabis product on site. The location and storage of all vehicles used for the cannabis business shall be provided in a safe and secure manner and meet all security requirements of the City Police Chief and applicable State requirements.
 - d. Accessory distribution facilities shall comply with all provisions applicable to cannabis distribution facilities as a primary land use.
 4. Public notice of a commercial cannabis retail Conditional Use Permit application (see § 17.100.100, Conditional Use Permit) shall be provided to all properties within a minimum 600-foot radius 10 days prior to any scheduled public hearing date, and the site shall be posted with a highly visible notice.
 - a. The highly visible notice shall be a minimum of four feet wide by eight feet deep in size mounted on a freestanding sign or posted on the building frontage.
 - b. The applicant shall be responsible for posting the site consistent with a format provided by the City and shall provide verification of the posting.
 5. Cannabis retailers shall be no closer than 500 feet to each other, and no more than two cannabis retailers shall be located within a 1,000-foot radius, except that the City Council may make an exception to this subsection if there is clear evidence based on considerations such as the separation of cannabis retail uses by a significant physical barrier, no expressed evidence of public concern, and potential economic revitalization to the proximate area, that there will be no public health, safety, or nuisance issues resulting from the closer proximity of one cannabis retail use to another.
- J. **Additional Regulatory Requirements.** In addition to complying with all applicable requirements in this section and obtaining a state license for commercial cannabis activities, no commercial cannabis use may operate in the City without first obtaining a cannabis business permit.

§ 17.84.130. Community Gardens.

Community gardens shall be located, developed, and operated in compliance with the following. Community gardens do not include cannabis, which is separately regulated pursuant to § 17.84.120, Commercial Cannabis Businesses.

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- A. **Management.** A manager shall be designated for each garden who shall serve as liaison between gardeners and property owner(s) and the City.
- B. **Hours of Operation.** Gardens shall only be tended between dawn and dusk.
- C. **Buildings and Structures.** Accessory buildings, such as sheds, greenhouses, hoop houses, or farm stands are allowed and shall comply with the property development standards of the zone.
- D. **Equipment.** Only household garden tools and equipment, applicators, and products may be used. This includes, but is not limited to, soil preparation, cultivation, planting, application of chemicals, dust control, and harvesting. Pull-behind equipment is prohibited.
- E. **Operational Plan.** The applicant shall submit an operational plan that identifies roles and responsibilities, contact information, and operations.
- F. **Maintenance.**
1. The operator shall be responsible for the overall maintenance of the site and shall remove weeds, debris, and other similar materials in a timely manner.
 2. Soil amendments, composting, and waste material shall be managed and shall not attract nuisance flies or support growth of flies.
- G. **Sale of Produce.** Incidental sales of items grown on site are permitted.
- H. **Composting.** Composting is limited to materials generated on site and shall be used on site.
- I. **Utilities.** The land shall be served by a water supply sufficient to support the cultivation practices used on the site.
- J. **Restrooms.** If proposed, restrooms shall be connected to public utilities. Portable restrooms are not permitted.

§ 17.84.140. Crematorium.

A crematorium shall provide adequate analysis to verify that the use meets all standards of the air quality management district, meets the City's Climate Action Plan goals and policies, and will not create harmful odor, particulate, or other environmental impacts to adjacent uses.

§ 17.84.150. Day Care Centers, Family Day Cares, and Residential Care Facilities.

Day care centers, family day cares and residential care facilities shall be located, developed, and operated in compliance with the following standards:

- ~~A.~~ **License.** The Operator shall secure and maintain all required licenses, including licensing from the State of California Department of Social Services.
- ~~A.B.~~ **Safety.** The use shall be subject to applicable building and fire/life safety requirements for the appropriate occupancy type. Conversions of an existing home or building may require improvements.
- ~~B.C.~~ **Location.** Day care centers, family day cares, or residential care facilities shall be located at least 300 feet from any other day care center, family day care, or residential care facility, unless specifically allowed pursuant to a use permit.
- ~~C.D.~~ **Pick Up and Drop Off Plan.** A plan and schedule for the ~~pick-up~~ pickup and drop off of children.

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residents, or clients shall be provided for approval by the Director, for day care centers, large family day cares and large residential care facilities. The plan shall demonstrate that adequate parking and loading are provided to minimize congestion and conflict points on travel aisles and public streets. The plan shall address:

1. Scheduled pick up and drop off times with allowances for emergencies; and
2. Prohibitions of double parking, blocking driveways of neighboring properties, or using driveways of neighboring properties.

E. Screening and Landscaping. A minimum six-foot-high solid wall or fence shall be provided for purposes of screening and securing outdoor recreational areas. Chain metal fencing and barbed wire are prohibited. All other provisions of Chapter 18.18, Landscaping, shall apply.

~~D.F.~~ No Drug or Alcohol Use. Residents and staff shall sign an agreement affirming that use of drugs or alcohol on the premises is prohibited and acknowledging that drug or alcohol use will result in termination or eviction.

~~E.G.~~ Additional Requirements for Child Day Care Centers.

1. **Outdoor Space.**
 - a. Child day care centers for children shall provide a minimum of 75 square feet of outdoor space for each child over two years old. This area must be either owned or leased by the applicant and cannot be shared with other property owners unless written permission is granted by the other property owners.
 - b. Outdoor use area and play equipment and structures shall not be located in any required front or street side setback.
2. **Hours of Operation.** Drop off and pick up shall only be within the hours of 6:00 a.m. and 8:00 p.m., Monday through Friday. Additional hours may be allowed subject to approval of a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit).
3. **Noise.** Outdoor activities shall not occur before 9:00 a.m. and 6:00 p.m. Review of activities outside the specified time period may be allowed subject to approval of a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit).

H. Additional Requirements for Large Residential Care Facilities.

1. Large residential care facilities in Residential Low (R-L), Neighborhood Preservation (N-P), and Residential Low-Medium (R-LM) zones shall be limited to a maximum of 12 residents.
2. Large residential care facility buildings in Residential Low (R-L), Neighborhood Preservation (N-P), and Residential Low-Medium (R-LM) zones shall comply with Section 17.56.020, Single-Family and Duplex Design Standards. The building scale and design must be compatible with the surrounding neighborhood.
3. Large residential care facilities with greater than 12 residents may be allowed in Residential Medium (R-M), Residential High (R-H), Downtown Civic (DX-2), Downtown Transitional (DX-3), Corridor Mixed-Use-West Main (CMU-WM), Corridor Mixed-Use-East (CMU-E), Corridor Mixed-Use-Kentucky (CMU-K), Corridor Mixed-Use-Armfield (CMU-A) Corridor Mixed-Use-Flex (CMU-F), Community Commercial Mixed-Use (CCMU), Neighborhood Mixed Use (NMU), and Corridor Mixed-Use-Gateway (CMU-G) zones.
4. Parking spaces must be provided as specified in Table 17.88.030.C-1, Required Parking in the Residential and Non-Residential zones. For large residential care facilities in Residential Low

(R-L), Neighborhood Preservation (N-P), and Residential Low-Medium (R-LM) zones where more than four parking spaces are required, parking spaces beyond four shall be required to be in a garage or screened from public view.

5. Each bedroom shall be limited to a maximum of two residents. Each resident must have access to full bathroom facilities on the same floor as their bedroom.
6. Total common area shall be provided in an amount equal to 50 square feet per resident or 300 square feet, whichever is greater, excluding janitorial storage, laundry facilities, kitchen, and common hallways. Common areas must be usable for gathering and resident activities.
7. Security and safety features shall be included, such as lighting, security cameras, fencing, and defensible space.
- 3.8. The owner must maintain the property, including litter control, recycling programs, upkeep of landscaping and shared spaces, and use of durable materials.

~~F.A. Screening and Landscaping. A minimum six foot high solid wall or fence shall be provided for purposes of screening and securing outdoor recreational areas. Chain metal fencing and barbed wire are prohibited. All other provisions of Chapter 18.18, Landscaping, shall apply.~~

~~G.A. No Drug or Alcohol Use. Residents and staff shall sign an agreement affirming that use of drugs or alcohol on the premises is prohibited and acknowledging that drug or alcohol use will result in termination or eviction.~~

§ 17.84.160. Drive-Through Establishments.

- A. **Purpose.** The purpose of this section is to ensure that establishments with drive-through facilities provide adequate on-site maneuvering and circulation, that vehicles do not impede traffic on abutting streets, and that stacking lanes will not have nuisance impacts.
- B. **Applicability.** This section applies to:
 1. All new uses that include drive-through facilities; and
 2. The addition of, or relocation of, drive-through facilities in existing developments.
- C. **Location.**
 1. With the exception of the Corridor Mixed-Use-Gateway (CMU-G) zone, Aany new drive-through fast food/restaurant in a Mixed-Use zone must be located within 600 feet of a ~~highway~~ or interstate off-ramp or highway.
 2. With the exception of the Corridor Mixed-Use-Gateway (CMU-G) zone, aA new drive-through may not be located within 500 feet of any existing drive-through facility.
 3. Drive through windows may not front directly onto Main Street. Drive-through windows shall be located to the side or rear of the building.
 4. Drive in and drive-through entrances and exits shall be a minimum of one hundred (100) feet from any intersection of public rights-of-way, measured at the closest intersecting curbs, and at least 25 feet from the nearest curb cut on an adjacent property. Shorter distances from road

intersections may be approved if the City Engineer determines that public safety and/or the efficiency of traffic circulation are not being compromised.

5. Drive-through stacking lanes shall be a minimum 100 feet from any residential lot. The Review Authority may modify or waive this requirement if the property is located in a mixed-use zone and if it determines that the impacts to nearby residences will be minimal.

D. Drive-Through Lane Design and Stacking Requirements.

1. ***Parts of a Drive-Through Facility.*** A drive-through facility includes the following parts:
 - a. Stacking lanes, which are the spaces occupied by vehicles queuing for the service to be provided; and
 - b. Service areas, which are areas where the point of service occurs. These include menu boards, service windows, gas pumps, and air compressors.
2. ***Circulation Plan.*** A pedestrian and vehicular circulation plan shall indicate how drive-through, pedestrian, and vehicular circulation will be designed to allow safe, unimpeded movement of vehicles at street access points and within the travel aisles and parking space areas and provide for pedestrian safety. The plan shall also indicate how vehicles will circulate to and through the drive-through or use drive-up facilities in a manner that will not impede traffic flow on any public right-of-way.
3. ***Stacking Lane Design and Layout.***
 - a. Stacking lanes must be designed so they do not interfere with on-site parking and vehicle circulation.
 - b. Stacking spaces must be 11 feet wide by 22 feet long.
 - c. Stacking lanes must be clearly identified through such means as striping, landscaping, pavement design.
 - d. Drive through aisles shall not exit directly into a public right-of-way. Aisles shall be integrated with the on-site circulation and shall merge with the driveway.
 - e. Overflow from a stacking lane shall not spill out onto public streets or major aisles of any parking lot.
 - f. Drive through lanes shall not be located adjacent to patios and other pedestrian use areas, other than walkways to minimize emissions impact.
 - g. Drive through aisles shall not intersect pedestrian walkways unless no alternative exists. In such cases, pedestrian walkways shall have clear visibility, emphasized by enhanced paving or markings.
 - h. The following are minimum required stacking spaces for -uses:
 - i. Drive-in bank: five spaces.
 - ii. Drive-in beverage, food sales: 12 spaces with a minimum of six spaces behind the menu board.
 - iii. Pharmacies: five spaces.

- iv. Automatic car wash: three spaces per service position.
- v. Gate (house) residential: Under 50 units, one space per 10 units; greater than 50 units, five spaces.
- vi. Exceptions or variations may be evaluated based on a drive-through queue analysis, or if requested by the Director to evaluate potential stacking concerns, including multiple lanes.
 - i. A minimum nine-foot wide escape lane must be designed as part of the drive-through.
- 4. Speakers for drive-through lanes shall not be audible from adjacent residential uses. Sound attenuation walls, landscaping, or other mitigation measures may be required, as necessary.
- 5. Entrances to an aisle and the direction of flow shall be clearly designated by signs or pavement markings or raised curbs outside of the public right-of-way.

E. Landscaping and Screening.

- 1. Each drive-through aisle shall be screened with a combination of decorative walls, trellis structures, or other similar features, and landscape to a height of 36 inches to prevent headlight glare and direct visibility of vehicles from adjacent streets and parking lots.
- 2. Drive through lanes and wash stall areas shall be screened from public view.

§ 17.84.170. Emergency Shelters, Daytime Service Facilities, and Low Barrier Navigation Centers.

- A. **Purpose.** This section establishes use and development regulations for emergency shelter facilities in accordance with State law and the City's adopted housing element. In accordance with State law, local communities have a responsibility to provide adequate sites for emergency shelters that serve homeless individuals and families. The goal of emergency shelters is to address acute needs of individuals and families by providing basic residential facilities and may include programs that help residents find available social services. Consistent with the findings of the State Legislature, the City recognizes the need for, and the benefit of, temporary housing and services for homeless persons and families. This section is intended to allow for the development of emergency shelter facilities in specific zones, subject to development and operational standards that minimize potential adverse impacts on nearby properties and the community as a whole.

- B. **Definitions.** For the purposes of this section, the following words and phrases shall have the meaning respectively ascribed to them in this section:

"Daytime service facility" means a place or building in which less than 24-hour per day nonmedical care and supervision are provided including the provision of services to meet basic needs and connection to services to assist with housing, counseling, medical care, and other needs.

"Emergency shelter" means any facility whose primary purpose is to provide temporary shelter with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay. Emergency shelter shall include other interventions, including, but not limited to, a navigation center, bridge housing, and respite or recuperative facilities. Emergency shelters do not include evacuation shelters during emergencies.

"Homeless person" means:

1. People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided if they were in shelter or a place not meant for human habitation before entering the institution.
2. People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days and lack resources or support networks to remain in housing.
3. Families with children or unaccompanied youth who are unstably housed and likely to continue in that state.
4. People who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening situations related to violence; have no other residence; and lack the resources or support networks to obtain other permanent housing.

"Low barrier navigation center" means a Housing First, low-barrier, service-enriched shelter focused on moving homeless individuals and families into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

- C. **Location of Emergency Shelters.** Emergency shelters shall be located a minimum of 300 feet apart from one another. Programs may have multiple buildings on the same parcel.
- D. **Standards.** Emergency shelters, daytime service facilities, and low barrier navigation centers shall comply with the standards of this section.
 1. **Property Development Standards.** Emergency shelters shall conform to all property development standards of the zone in which it is located except as modified by these development standards.
 - a. The design of the shelter shall comply with the design standards of the base district.
 - b. Shelter facilities shall comply with all other State and local laws, rules, and regulations that apply including Building and Fire Codes and shall be subject to inspection prior to commencement of operation.
 2. **Maximum Number of Persons/Beds.** The maximum number of beds permitted shall be based on the carrying capacity of the property, up to a maximum of 30 pursuant to Fire/Building Code capacity. Facilities over 30 beds or clients may be considered with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit). New emergency shelters in the Industrial (I) zone may be considered with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit). Any pre-existing emergency shelter that was approved and or constructed prior to the effective date of the ordinance codified in this Code, shall be considered an allowed use. However, should the existing shelter propose a modification or expansion, a Conditional Use Permit will be required.
 3. **Minimum Off-Street Parking Requirements.** Parking shall be sufficient to accommodate all staff working at the emergency shelter, provided the standards do not require more parking than for other residential or commercial uses within the zone. At minimum, parking shall be provided in the ratio of one space for each staff member. Staff member may include paid employees, volunteers, and needed service providers. Parking shall be off-street and on-site.

4. ***Bicycle Parking.*** The shelter shall provide bicycle parking per § 17.68.070, Bicycle Parking.
5. ***Size and Location of Exterior and Interior On-Site Waiting and Client Intake Areas.*** Emergency shelters shall provide 10 square feet of interior waiting and client intake space per bed. In addition, there shall be two offices or cubicles for shelters with fewer than 20 beds. For every additional bed, there shall be an additional 0.1 office, rounded up. At least 25% of the offices, rounded up, shall be private. Waiting and intake areas may be used for other purposes as needed during operations of the shelter.
 - a. At least one enclosed or screened waiting area must be provided within the premises for clients and prospective clients to ensure that public sidewalks or private walkways are not blocked or used as queuing or waiting area.
 - b. Any exterior waiting area shall provide consideration for shade, seating, and cover for rain.
6. ***Provisions of On-Site Management and Safety.***
 - a. On-site management shall be present at all times that the emergency shelter is in operation.
 - b. The facility shall have on-site security during all hours when the shelter is in operation.
 - c. Facilities shall provide secure areas for personal property, which shall be screened from public view.
 - d. Service providers shall establish standards for responding to emergencies and incidents expelling clients from the facility. Re-admittance policies for clients who have previously been expelled from the facility shall also be established.
 - e. Service providers shall maintain up-to-date information and referral sheets to give clients and other persons who cannot be served by the establishment.
 - f. Service providers shall establish affirmative measures to discourage loitering at the facility and surrounding properties.
 - g. Service providers shall provide the City with 24/7 contact information for an individual with the authority to address operational or emergency issues. Staff must be on hand and clearly identifiable in the event that response is needed by Public Safety personnel.
 - h. Staff members shall be clearly identifiable to the public, clients, and emergency personnel through the use of badges, uniforms, or other identifying measures.
 - i. Prior to the operation of the emergency shelter and annually thereafter, the shelter shall prepare and file a management plan with the Community Development Department that discusses operational rules and standards, including, but not limited to, standards governing client supervision, client services, food services, and maintenance of surrounding property, and outline all security measures to be taken on site. The plan shall also include a floor plan that demonstrates compliance with the physical standards required by this section.
7. ***Length of Client Stay.*** Temporary shelter shall be available to residents for no more than six months (180 days) in any consecutive 12-month period.
8. ***Lighting.*** Adequate external lighting shall be provided on pedestrian pathways and parking lot areas for security purposes. The lighting shall be stationary, directed away from adjacent

properties and public rights-of-way, and of intensity compatible with the neighborhood.

9. ***Overnight Service Facilities.*** In addition to the standards in Subsections D.1 through 8 above, all emergency shelters and facilities that provide overnight service are also subject to the following:
 - a. *Hours of Operation.* A curfew no later than 10:00 p.m. shall be established and strictly enforced. Clients shall not be admitted after curfew, with exceptions allowed for client work schedules, special event attendance, and after hours' admittance of clients by organizations or public officials.
 - b. *Screening.* Any outdoor storage, including, but not limited to, items brought on-site by clients for overnight stays, shall be screened from public view in accordance with the requirements of the zone in which the facility is located. All structures and fences shall be consistent with the standards of this Zoning Code.
 - c. *On-Site Management.* The following are considerations for overnight emergency shelter management:
 - i. A minimum of one staff member shall be awake and on-duty, plus one additional staff or volunteer, on-premises when the facility is open. Facility staff shall be trained in operating procedures and safety plans. The facility shall not employ persons who are required to register as a sex registrant under California Penal Code § 290.
 - ii. Service providers will continuously monitor waiting areas to inform prospective clients whether they can be served within a reasonable time. If they cannot be served by the provider because of time or resource constraints, staff shall make information available to the client of alternative programs and locations where they may seek similar service.
 - iii. Service providers shall address when, where, and how often food services, laundry facilities, and access to transportation will be provided to clients.
10. ***Optional Common Facilities.*** The shelter may provide one or more of the following specific common facilities for the exclusive use of the residents and staff:
 - a. Recreation room.
 - b. Counseling center.
 - c. Child care facilities.
 - d. Other support services.
11. ***Low Barrier Navigation Centers.*** A Low Barrier Navigation Center (LBNC) is a use allowed by right in areas zoned for Mixed-Use and Nonresidential Zones permitting multifamily uses if it meets the following requirements. Applicants applying for consideration as a LBNC shall provide documentation verifying qualification for the designation.
 - a. *Connected Services.* It offers services to connect people to permanent housing through a services plan that identifies services staffing.
 - b. *Coordinated Entry System.* It is linked to a coordinated entry system, so that staff in the interim facility or staff who co-locate in the facility may conduct assessments and provide

services to connect people to permanent housing. "Coordinated entry system" means a centralized or coordinated assessment system developed pursuant to Federal Regulations § 576.400(d) or § 578.7(a)(8), as applicable, of Title 24 as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.

- c. *Code Compliant.* It complies with Welfare and Institutions Code Chapter 6.5 (commencing with § 8255) of Division 8.
 - d. *Homeless Management Information System.* It has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System, as defined by Title 24 of the Federal Regulations Code § 578.3.
 - e. In addition to the standards in subsection A, Purpose, and subsection D, Standards that apply to all emergency shelters, facilities that are qualified as low barrier navigation centers are also subject to the following:
 - i. In accordance with California Government Code § 65943, action on an application shall be taken within 60 days of a complete application being filed.
 - ii. As a low barrier facility, the following shall not present barriers to entry to a facility:
 - (A) The presence of partners if it is not a population specific site, such as for survivors of domestic violence or sexual assault, women, or youth.
 - (B) Pets. Applies to small animals (dog/cat) that are manageable and do not pose a public safety hazard to clients, staff, or other public.
 - (C) The storage of possessions.
 - (D) Privacy, such as partitions around beds in a dormitory setting or in larger rooms containing more than two beds, or private rooms.
12. The design of the shelter shall comply with the City's community design standards.

§ 17.84.180. Firearms Sales.

- A. **Applicability.** This section applies to all uses that conduct retail sale, manufacture, or repair of firearms.
- B. **Location.** All uses that conduct retail sales, manufacture or repair of firearms shall be:
 - 1. Located a minimum of 1,000 feet from another firearm sales use.
 - 2. Located a minimum of 500 feet from all of the following uses:
 - a. Schools;
 - b. Parks and recreation facilities;
 - c. Community centers;
 - d. Libraries;

- e. Youth organizations; and
- f. Day care centers.

C. Design Standards.

- 1. Exterior areas shall be well lit and include video surveillance;
- 2. Bars on windows are prohibited; and
- 3. Advertising and signage on clear windows and doors shall be placed so that law enforcement personnel have clear and unobstructed view of the interior.

D. Operational Requirements.

- 1. All establishments shall hold and maintain all applicable licenses and permits with the State Department of Justice; and
- 2. A security plan shall be provided for review and approval by the Director and Chief of Police.

§ 17.84.190. Hazardous Waste Management Facilities.

All hazardous waste management facilities, except household hazardous waste collection centers authorized by the City and the Yolo County Health Department, shall be located, developed, and operated in compliance with applicable Federal and State laws and regulations, as well as the following:

A. Application Content. Applications for hazardous waste management facilities shall include the following:

- 1. **Site Plan.** A detailed site plan depicting all buildings, land uses, storage areas, parking areas, driveways, internal and surrounding traffic circulation. Occupancy type and rating for each building or structure shall be identified.
- 2. **Best Management Practices.** Demonstrate and certify that they are minimizing the generation of hazardous waste through the use of the best available technology within their manufacturing, and/or product development processes. Applicants shall also demonstrate and certify that facilities will be using the best available control technology in minimizing air emissions and processing hazardous waste. Such demonstration and certification shall be provided prior to the issuance of any Building Permit (see § 17.100.130, Building Permit) or other land use entitlement.
- 3. **Waste Characteristics and Capacity.** Identify the amounts (in tons) and types of hazardous waste to be treated and stored; the duration of stored waste on the facility site and the ultimate destination of the waste. The owner-operator shall make this information available on a yearly basis to the City of Woodland. If the application is for a transfer station the applicant shall identify the capacity of the facility to store each type of waste stream, service area(s) of the facility and ultimate disposition of the waste.
- 4. **Air Quality Analysis.** An analysis of all anticipated air quality impacts and proposed mitigation measures. The hazardous waste facility shall comply with all applicable State and Federal laws as well as all rules and regulations of the Yolo-Solano Air Quality Management District.
- 5. **Risk Assessment.** A risk assessment which analyzes in detail all probabilities of accidents or

spills at the site, including transportation related, or accidents from the point of origin to the facility, and any other risk assessment requested by either the City Manager, Director, Fire Chief, or the City Council. Such analyses shall identify mitigation measures to reduce the identified risks. The risk assessment shall identify the most probable routes for transporting hazardous wastes to and from the facility.

6. **Emergency Response Plan.** An Emergency Response Plan that indicates at a minimum:
 - a. That the proposed plan is consistent with any and all applicable County and regional Emergency Response Plans and all City, County, State, and Federal regulatory requirements regarding Emergency Response Procedure.
 - b. Detailed procedures to be employed at the time of emergency for each type of chemical substances utilized including contingency procedures.
 - c. Anticipated impacts on local fire, police, and medical services.
 - d. Names, home, and business addresses, and home and business telephone numbers of all management personnel at the facility, if known, and a detailed description of uncontrolled release and emergency situation reporting procedures.
- B. **Flooding Information.** An analysis of the potential of flooding on the site. Note residual repositories are prohibited in areas of special flood hazards as depicted by FEMA Flood Hazard Maps.
- C. **Traffic Analysis.** Applicants shall submit a traffic analysis which addresses, at a minimum, vehicle-truck trips, effects on nearby intersections, and any special characteristics of the project site. Applicants shall also identify the most likely transportation routes within the City and the County.
- D. **Closure Plan.** The owner or operator of a hazardous waste facility shall, prior to any local land use decision, submit a written Closure Plan to the Yolo County Health Department. The Closure Plan shall be approved the Yolo County Health Department. All revisions to such Closure Plans shall also be submitted to the Yolo County Health Department.
- E. **Safety.** The owner/operator shall demonstrate that the separation between the hazardous waste facility and residential areas is adequate to protect the health, safety, welfare, and property values of residents.
- F. **Monitoring.** At minimum, hazardous waste facilities are subject to the following monitoring requirements:
 1. Upon reasonable notice, and for the purpose of ensuring compliance with all standards, conditions, and other requirements which the City is authorized to enforce under its police power, City Officials or their designated representatives may enter the premises on which a hazardous waste facility permit has been granted.
 2. The owner or operator of a facility shall report yearly to the Yolo County Department of Health, Environmental Division the amount, type, and disposition of all wastes processed by the facility. Included in the report shall be copies of all manifests showing the delivery and types of hazardous wastes and include a map showing the exact location (coordinates and elevation) of quantities and types of materials placed in repositories or otherwise stored or disposed of on site.
 3. The owner or operator of a hazardous waste facility shall immediately send copies of all

- complaints as to facility operations and copies of all inspection reports made by other local, State, or Federal agencies to the Fire Chief and City Engineer.
4. Owners/Operators of all facilities shall prepare and submit an Annual Emergency Response Preparedness Report to the Fire Department and all other local emergency response agencies. Such report shall be signed by all management personnel at the facility and each person at the facility who has emergency response responsibilities.
 5. Owners/Operators of all facilities shall submit an annual Air, Soil, and Groundwater Monitoring Report to the City Engineer.
- G. **Modifications.** Any modifications of the types and quantities of hazardous waste to be managed at the facility which were not included in the approved application for a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) shall be approved by the Fire Chief and City Engineer before such modifications occur at the facility.
- H. **Contingency Plan.** Every hazardous waste facility shall have a contingency operation plan approved by the California Department of Health Services. A copy of the contingency plan shall be maintained at the facility and sent to the Police Department, Fire Department, Engineering Division, and the County Department of Environmental Health.
- I. **Financial Assurance.** Prior to issuance of an "Occupancy Permit" to begin the use of a hazardous waste facility, the applicant shall show proof that it has met all of the financial responsibility requirements imposed by the California Department of Health Services and any other Federal or State agency.
- J. **Indemnification.** The applicant agrees to indemnify, defend, and render harmless the City, and its City Council and all officers, employees, and agents of the City against and from all claims, actions, and liabilities relating to the land use decision or arising out of the operation of the facility.
- K. **Enforcement.** All costs of compliance with this Zoning Code shall be borne by the facility owner/operator. The City shall employ any and all methods permitted by law to enforce this Zoning Code.
- L. **Maintenance.** The owner/operator shall keep all equipment and buildings in good repair and shall employ technological advances as may be required by the California Department of Health Services, Yolo-Solano Air Quality Management District, or U.S. Environmental Protection Agency.
- M. **Findings.** The following findings shall be made in writing prior to making a land use decision which will allow the siting of a hazardous waste facility project:
1. The project is consistent with the General Plan;
 2. The project will not be detrimental to the health, safety, general welfare, or property values of the community or nearby residents;
 3. The project will not significantly reduce incentives for waste minimization by hazardous waste generators;
 4. There are adequate City services available to service the project;
 5. The project has met or exceeded each requirement of this Zoning Code; and
 6. Any potential impacts identified in the CEQA analysis may be adequately mitigated.

§ 17.84.200. Home Occupations and Cottage Food Operations.

A. **Purpose.** Home occupations and cottage food operations (CFOs) provide the following benefits:

1. Permit home occupations as an accessory use in a dwelling unit;
2. Allow residents to operate small businesses in their homes, under certain specified standards, conditions, and criteria;
3. Act as "incubators" for small business, which leads to increased commercial activity as businesses grow;
4. Encourage telecommuting, and reduced vehicle use;
5. Ensure that occupations are compatible with, and do not have an adverse effect on, adjacent and nearby residential properties and uses; and
6. Ensure the liability of residential areas and the general welfare of the community.

B. **Applicability.** This section applies to all residential units and properties in the City regardless of their zoning designation. It does not apply to family day cares, which are regulated separately in § 17.84.150, Day Care Centers, Family Day Cares and Residential Care Facilities.

C. **Zoning Clearance Required, Not Transferable.** A Zoning Clearance is required for each home occupation, pursuant to § 17.100.030, Zoning Clearance. A Zoning Clearance to conduct a home occupation at a particular address is not transferable from one party to another, nor may the type of business be modified. A new Zoning Clearance must be obtained for each new home occupation.

D. **Operational and Performance Standards.**

1. **Deviation from Standards.** Requested deviation from Operational and/or Performance Standards requires a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) and/or a Development Review Tier 3 Permit (see § 17.100.070, Development Review Tier 3).
2. **Accessory Use Only.** The use of the dwelling for home occupation shall be clearly incidental and subordinate to its use for residential purposes.
3. **Residential Appearance.** There shall be no outward appearance of the home occupation. The residential appearance of the unit within which the home occupation is conducted shall be maintained.
4. **Location.** All home occupation activities shall be conducted entirely within the residential unit, or within a garage that is reserved for the residential unit. When conducted within a garage, the doors thereof shall be closed, and the area occupied shall not preclude the use of required parking spaces.
5. **Maximum Size Per Residence.** The home occupation may be conducted in the principal dwelling or accessory structures on the subject property; provided, that the area does not exceed 25% of the total livable area or 500 square feet (including inside storage areas), whichever is less.
6. **Structural or Design Modifications.** There shall be no external alteration of appearance to the dwelling or accessory structure in which a home occupation is conducted which would indicate

a business use. Garage conversions for purposes of the home occupation are prohibited.

7. **Number of Home Occupations.** In no case shall more than two home occupations be conducted on a single site, and where there are two permitted, the standards of this section apply to each residence and not separately to each home occupation (e.g., only one vehicle related to the home occupations will be permitted on site and the maximum size per residence shall not be increased).
8. **Owner Approval.** Renters must obtain written approval of the property owner prior to operating a home occupation. This written approval shall be submitted with the business license application. The home occupation business shall terminate upon withdrawal of said approval by the property owner.
9. **Employees.** A home occupation may employ one full-time equivalent employee other than the residents of the dwelling. All work conducted by employees shall be conducted completely within the home or garage.
10. **Clients/Patrons.** No customer or client visits are permitted except for personal instruction services (e.g., musical instruction or training, art lessons, academic tutoring). The combined number of clients/patrons that can attend the residence is limited to no more than one per hour, with a maximum of eight per day. There may be no more than three clients/students at any one time. Clients/students' hours of arrival and/or departure shall be staggered so as to not disrupt the surrounding properties.
11. **Hours of Operation.** Home occupation businesses may only be conducted between the hours of 8:00 a.m. to 8:00 p.m., seven days per week. No patrons shall be received outside of these hours.
12. **Number of Vehicles.** Only one vehicle, owned by the operator of the home occupation, and not to exceed one ton in capacity, may be used by the operator in conjunction with the home occupation.
13. **Commercial Vehicles and Attachments.** One commercial vehicle (one ton or less) may be parked on site. No attachments of equipment, machinery, or trailers used for business purposes shall be permitted either on the vehicle or on the site is within public view from the public right-of-way of neighboring properties.
14. **Direct Sales Prohibition.** Home occupations involving the display or sale of products or merchandise are not permitted from the site except by mail, telephone, Internet, or other mode of electronic communication, unless permitted per Cottage Food Preparation as provided in subsection F, Cottage Food Operations.
15. **Advertising on Vehicles.** Not more than one vehicle advertising a home occupation shall be permitted.
16. **Deliveries.** Deliveries other than standard parcel services are prohibited.
17. **Signs.** Signs association with home occupations are prohibited, as established in Chapter 17.72, Signs.
18. **Storage.** Storage of materials, goods, supplies, or equipment related to the operation of a home occupation shall not be visible. Storage must be enclosed within a building. Storage must comply with the current edition of the Uniform Building Code and Uniform Fire Code.

19. **Showrooms.** Showrooms or other display arrangements shall be prohibited.
 20. **Equipment.** No mechanical equipment shall be used that creates visible or audible interference outside the dwelling unit or that creates noise, odor, glare, smoke, dust, or hazardous conditions not normally associated with residential uses.
 21. **Health Hazards.** No home occupation shall be detrimental to the public health, safety, or welfare. Such prohibited uses include those which involve the use of hazardous materials and uses which entail the harboring, training, or raising of animals beyond the standards of § 17.84.080, Animal Keeping.
 22. **Nuisances.** No equipment or process shall be used in a home occupation which creates noise, vibration, glare, fumes, odor, electrical interference, or visual blight, and/or which constitutes a nuisance as defined by the City's nuisance ordinance.
 23. **Access for Inspection Purposes.** The City may, at all reasonable times during regular business hours, enter the premises for the purpose of inspection to determine whether the home occupation is in compliance with the conditions of this section.
 24. **Other Applicable Regulations.** Home occupations shall comply with provisions of health code requirements, relevant Uniform Building Codes, applicable regulations of the Alcohol, Tobacco, and Firearms Division of the Federal Department of Treasury, and all other applicable Federal, State, or local regulations.
- E. **Prohibited Uses.** A home shall not be used for the following:
1. The use of hazardous materials of a type or quantity not normally associated with residential uses;
 2. Automobile related activities, including auto repair except for personal vehicles;
 3. Small engine repair, including lawn mowers and chainsaws. Woodworking and other similar uses shall be confined to noncommercial, hobby-type related activities;
 4. Adult businesses;
 5. Animal boarding, care, training, breeding, raising, or grooming, or veterinary services;
 6. Automotive/vehicle sales with any on-site storage or sale of vehicles;
 7. Barber, beauty, nail salon, with multiple stations, with the exception that a single station is permitted with visits made by appointment for a technician who is certified by the State of California and meets all applicable licensing requirements;
 8. Commercial food preparation, food handling, processing, or packaging, other than cottage food preparation;
 9. Contractors' storage yards;
 10. Firearms manufacture, sales, or repair;
 11. Carpentry and cabinet making business;
 12. Hotel/motel;

13. Junkyards;
 14. Marijuana distribution;
 15. Massage establishments, except for a massage technician who is certified by the State of California and meets all other applicable requirements and holds a valid permit issued under Woodland Municipal Code Chapter 5.20, Massage Establishments;
 16. Medical and dental offices, clinic, and laboratories;
 17. Mini-storage;
 18. Mortuaries;
 19. Pharmacies;
 20. Print shops/copy centers;
 21. Restaurant;
 22. Retail sales;
 23. Tanning salon;
 24. Tattoo studios;
 25. Towing service;
 26. Welding, metal working and machining businesses;
 27. Yoga/spa retreat center; and
 28. Other uses the Director determines to be similar to those listed above, or which by operation or nature are not incidental to or compatible with residential activities.
- F. **Cottage Food Operations.** A cottage food operation shall obtain an annual registration or annual permit to operate through Yolo County Environmental Health Services prior to commencing operations. Yolo County Environmental Health Services shall review for compliance with the provision of State law related to cottage food operations as described below and as subject to periodic amendment by the State:
1. A "Class A" cottage food operation is a cottage food operation that may engage only in direct sales of cottage food products from the cottage food operation or other direct sales venues described in subsection F.2, below.
 2. A "Class B" cottage food operation, which is a cottage food operation that may engage in both direct sales and indirect sales of cottage food products from the cottage food operation, from direct sales venues (see Direct Sale in Chapter 17.136, Definitions of Terms), from off-site events, or from a third-party retail food facility described as an indirect sale (see Indirect Sale in Chapter 17.136, Definitions of Terms).
- G. **Exemptions.** Day care facilities for 12 or fewer persons shall be exempt from this section.
- H. **Fees.** Applicants for new or renewed home occupations/business licenses shall pay all appropriate fees pursuant to the City fee schedule.

- I. **Penalties.** Any violation of the provisions of this section shall be subject to enforcement under the applicable provisions of the City's nuisance ordinance.

§ 17.84.210. Hookah Lounges.

Hookah lounges shall be located a minimum 1,000 feet from any other such establishment, public park, child day care, or school and a minimum 500 feet from any residential zone.

§ 17.84.220. Indoor Warehousing, Distribution.

- A. **Purpose.** Warehousing functions to allow the safe storage of goods within a building. The primary function is storage rather than the delivery or distribution of materials, except on a limited basis.
- B. **Establishment.** Indoor warehousing shall be allowed as accessory to a primary use such as manufacturing or to allow storage of pre-packaged agricultural products.

§ 17.84.230. Live/Work.

- A. **Establishment.** Live/work units may be established through the conversion of existing buildings or by new construction, as allowed in the base zone district.
- B. **Design.** Live/work units are flexible in their use and configuration. Four typical models of live/work units are described below:
1. The live-within type has a workplace and living area completely overlapping, such that the demarcation line can be adjusted continuously and on a daily cycle. This is suitable as a business incubator, with double functioning spaces.
 2. The live-above type has the workplace below the residential quarters. The separation between the two functions is complete, allowing the commercial section to be independently leased out for limited use.
 3. The live-behind type has the workplace in front of the residential quarters, thereby liberating the rear part of the lot for a conventional house. The demarcation between the two uses is complete, allowing the workspace to be leased to a separate entity for limited use.
 4. The live-in-front type is a single-family house where the workplace is typically behind the living quarters, along a rear alley. The house is intended to be fully compatible with a conventional house, with freestanding work quarters suitable for restricted uses. The demarcation between the two uses is adjustable to changes in the family life.
- C. **Uses.**
1. The commercial component of live/work units are intended for use by the following, or similar, occupations: accountants, architects, artists and artisans, attorneys, computer software and multimedia related professionals, consultants, engineers, fashion, hair stylists, home-based office, one-on-one instructions. The Director may authorize other uses that may be permitted or conditionally permitted in the base district, using reasonable discretion, as long as such other uses are not precluded by law.

2. In order to protect the health and safety of persons who reside in a live/work unit or in a building which contains one or more live/work units, no work activity shall be permitted nor shall any live/work unit be established on any site that contains those uses which the Director finds would, by virtue of size, intensity, hours of operation, number of employees or the nature of the operation, have the potential to adversely affect others living or working in or nearby the live/work development by reason of dust, glare, heat, noise, noxious gases, odor, smoke, traffic, vibration or other impacts, or would be hazardous by way of materials, process, product or wastes.
3. The uses as designated and approved on a floor plan shall remain and may not be converted (commercial may not be converted to residential and residential may not be converted to commercial).
4. All work must be conducted inside the building, and the commercial activity may not be conducted in the yard with the exception of meetings or other low intensity uses that do not negatively impact adjacent residential properties.
5. Signage intended to promote on-site commercial uses shall be restricted to two square foot signs permanently affixed to door or wall of the business component.
6. Signage shall be developed in accordance with a master sign plan for the overall development site.

D. Location and Size.

1. A live work unit is typically a single unit, (e.g., studio, loft, one bedroom) consisting of both a commercial/office and residential component. Adequate and clearly defined working space constituting no less than 40% of the gross floor area of the live/work unit is required.
 - a. The working space must be reserved for and regularly used by one or more live/work unit residents.
 - b. At least 40 square feet of usable open space shall be provided for each live/work unit. With the exception of in the Downtown zones, where none is required.
2. Residential units are permitted above the commercial component, to the side or in back of the business component, provided that there is internal access between the residential and commercial space.
3. For sites that are designated or developed as high density residential, non-residential uses may occupy up to one-third of the square footage of the building or buildings as long as residential use occupies two thirds or more of the site.

E. Performance Considerations.

1. The commercial use shall not generate vehicular traffic, in excess of normal residential traffic, which will interfere with residential traffic circulation or shall not cause more than three vehicles including vehicles used by customers, vendors, or delivery services to visit the premises per day.
2. The live/work unit shall be required to provide parking in accordance with Chapter 17.76, Performance Standards.
3. No more than one employee (excluding residents of the dwelling unit) shall work or report to

work on the premises, and the employment of any persons who do not reside in the live/work unit shall comply with all applicable Building Code requirements.

4. The commercial use shall not generate external noise, odor, glare, vibration, or electrical interference detectable to the normal sensory perception by adjacent neighbors.
 5. No explosive, toxic, combustible, or flammable materials in excess of what would be allowed incidental to normal residential use shall be stored or used on the premises.
 6. The commercial component shall not detract from, or otherwise be a nuisance to, the residential character or appearance of the dwelling units.
- F. **Business License.** At least one resident in each live/work unit shall maintain at all times a valid City Business License and Zoning Clearance (see § 17.100.030, Zoning Clearance) for a business on the premises.
- G. **Unit Sale.** No portion of a live/work unit may be separately sold as a commercial space for a person or persons not living on the premises, or as a residential space for a person or persons not working on the premises.

§ 17.84.240. Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings.

- A. **Manufactured Home Parks.** Manufactured (mobile) home parks shall be located, developed, and operated in compliance with the following standards, in addition to the requirements of Title 25 California Code of Regulations, Division 1 Housing and Community Development, Chapter 2, Mobile Home Parks and Installations:
1. **Permit Required.** A Conditional Use Permit is required. See § 17.100.100, Conditional Use Permit.
 2. **Site Size.** The minimum size area for a manufactured home park shall be five acres.
 3. **Density.** The minimum number of manufactured homes within a manufactured home park shall be 50. The maximum density of a manufactured home park is established by zone regulations.
 4. **Minimum Setbacks.** All manufactured homes within a manufactured home park development shall be setback from perimeter property lines consistent with the required setbacks of the underlying base zone.
 5. **Landscaping.** Landscaping pursuant to § 17.64.040, Landscaping, shall be provided.
 6. **Fencing and Perimeter Walls.** A manufactured home park shall be enclosed by a solid decorative masonry wall, erected, and maintained in the following areas:
 - a. Along the property side of the streetscape setback;
 - b. Along all interior property lines, except the area within the required street side setback and any area used for pedestrian or vehicle access; and
 - c. Along all property lines adjoining another private property.
 7. **Pedestrian and Bicycle Internal Circulation.** A manufactured home park shall be designed such that there is an internal pedestrian walkway from the homes to any open space, club house,

and project entry and exits. Safe bicycle access shall be provided throughout the site.

8. **Internal Roadways.** A manufactured home park shall be designed such that access to public roads is provided to the satisfaction of the Community Development Department, and consistent with applicable standards in Chapter 17.68, Parking and Loading.
 - a. **Minimum Width.** All roadways shall have a minimum width of 24 feet from curb to curb.
 - b. **Paving.** All access roads, defined here as all roadways between points of ingress and egress to and from the manufactured home park to public roads, shall be paved.
 - c. **Design.** Roadways shall be designed so that each living unit lot shall front upon a roadway within the development and provide convenient and reasonable traffic circulation. All circulation roads within a manufactured home park shall comply with the following standards.
 - i. Roads shall be suitable for all utility, fire, and service vehicles;
 - ii. Roads shall be graded so there will be no depressions in which surface water will accumulate and remain;
 - iii. Roads shall be sloped to provide proper storm drainage run-off by means of surface or subsurface drainage facility; and
 - iv. Roads shall be maintained to avoid excessive dust.
9. **Off Street Parking.**
 - a. **One-Way, One Lane Roadways.**
 - i. Parking shall be prohibited on one-way, one-lane roadways less than 24 feet in width.
 - ii. Where parking is permitted on one side of the roadway, the roadway shall be a minimum of 24 feet in width.
 - iii. Where parking is permitted on both sides of the roadway, the roadway shall be at least 34 feet in width.
 - b. **Two-Way, Two Lane Roadways.**
 - i. Parking shall be prohibited on two-way, two-lane roadways less than 34 feet in width.
 - ii. Where parking is permitted on one side of the roadway, the roadway shall be a minimum of 34 feet in width.
 - iii. Where parking is permitted on both sides of the roadway, the roadway shall be at least 44 feet in width.
10. **Improvement of Existing Manufactured Home Parks.** Upon the receipt of an application for the enlargement or extension of a manufacture home park in existence prior to adoption of this Code, the Planning Commission may modify the requirements of this section to the extent otherwise consistent with applicable law provided that doing so will result in an overall improvement in the design standards of the existing park.

B. RV/Travel Trailer Parks.

1. **Minimum Setbacks.** All parking or camp spaces shall be setback from perimeter property lines consistent with the required setbacks of the underlying base zone.
2. **Landscaping.** Landscaping pursuant to § 17.64.040, Landscaping, shall be provided.
3. **Fencing and Perimeter Walls.** An RV/travel trailer park shall be enclosed by a solid decorative masonry wall, erected and maintained in the following areas:
 - a. Along the property side of the streetscape setback;
 - b. Along all interior property lines, except the area within the required street side setback and any area used for pedestrian or vehicle access; and
 - c. Along all property lines adjoining another private property.
4. **Pedestrian and Bicycle Internal Circulation.** An RV/travel trailer park shall be designed such that there is an internal pedestrian walkway from the homes to any open space, club house, and project entry and exits. Safe bicycle access shall be provided throughout the site.
5. **Internal Roadways.** An RV/travel trailer park shall be designed such that access to public roads is provided to the satisfaction of the Community Development Department, and consistent with applicable standards in Chapter 17.68, Parking and Loading. The requirements provided in subsection A.8, Internal Roadways shall apply.
6. **Parking.** The requirements provided in subsection A.9, Off Street Parking shall apply.
7. Toilets and lavatories for the exclusive use of the occupants shall be provided on the basis of one toilet for each sex, for each 15 spaces or fraction thereof.
8. A recreational vehicle shall not be located closer than three feet from a property line or lot line.
9. Each space in a travel trailer park shall have direct access to a roadway.
10. All travel trailer parks shall conform to the provisions of the Manufactured Home Parks Act, Title 25, California Administrative Code.
11. A Conditional Use Permit is required. See § 17.100.100, Conditional Use Permit.

C. Manufactured or Modular Homes in Residential Zones.

1. **Standards.** A manufactured or modular home shall be allowed provided it:
 - a. Is to be occupied only for residential purposes;
 - b. Conforms to all of the residential use development standards for single-family structures applicable to the zone including, but not limited to, building height, access, setbacks, open space, and parking; and
 - c. Is certified under the National Manufactured Housing Constructed and Safety Standards Act of 1974 and has been constructed after June 15, 1976.
2. **Compatibility.** A manufactured or modular home shall be compatible in design and appearance with residential structures in the vicinity and shall meet the following standards:

- a. A manufactured or modular home shall be built on a permanent foundation system approved by the Building Official.
- b. Each manufactured home shall have been manufactured within 10 years of the date of issuance of a permit to install the manufactured home and shall be certified under the National Manufactured Home Construction Safety Act of 1974.
- c. It is a double-wide or larger multi-sectional unit with a minimum width of 20 feet.
- d. It is covered with an exterior material commonly found on new conventionally-built residential structures in the surrounding area such as stucco, wood, brick, or stone. Metal siding if used, shall be non-reflective and horizontally lapping.
- e. The exterior covering material shall extend to the ground. If a solid concrete or masonry perimeter foundation is used, the exterior covering material need not extend below the top of the foundation.
- f. The roofing material is composition shingles or other materials commonly found on conventionally-built residential structures in the surrounding area.
- g. The roof has a pitch of not less than two inches of vertical rise for each 12 inches of horizontal run or what is commonly found on conventionally-built residential structures in the surrounding area.
- h. The roof has eaves and gable overhangs of not less than one foot measured from the vertical side of the mobile home or what is commonly found on commonly found on conventionally built residential structures in the surrounding area. The overhang requirement may be waived at the point of connection where an accessory structure is attached to the manufactured home.
- i. It has an enclosed garage or a carport if either is commonly found with new conventionally-built structures in the surrounding area. Otherwise a minimum of two paved off-street parking spaces located behind the building setback line is required.
- j. The finish floor is a maximum of 24 inches above the exterior finish grade of the lot measured at the foundation.
- k. Residential fire sprinklers shall be designed and installed per NFPA 13D, as described in the Woodland Municipal Code, § 8.20.040, Amendments.

D. Commercial Modular Buildings.

1. **General Requirements.** Commercial modular buildings generally fall under two categories: permanent modular or temporary modular:
 - a. Permanent modular buildings are usually considered real property, built to the same codes as conventional buildings.
 - b. Temporary modular buildings are commonly considered personal property or equipment and are not permanently affixed to real estate. Temporary modular buildings are often used as sales offices, classrooms, or for healthcare services.
2. **Government Owned Property.** City-owned sites (e.g., parks) and buildings used during construction as either offices or to temporarily house offices are excepted from this Section.

3. ***Underlying Zones.*** The underlying base zone standards shall apply to modular buildings, including, but not limited to, building height, access, setbacks, open space, parking requirements, etc., or operative plan if applicable.
4. ***Location.***
 - a. Buildings may be installed on industrial, commercial, and residential districts that are developed with nonresidential districts.
 - b. Buildings shall not be the primary building on the site.
 - c. Buildings may not be visible from arterial streets.
5. ***Design Criteria.***
 - a. Permanent modular buildings shall be reviewed similar to buildings that employ conventional building techniques.
 - b. Temporary modular buildings shall be compatible in design and appearance with structures in the vicinity and shall meet the following standards:
 - i. ***Foundation.*** A building shall be built on a permanent foundation system approved by the Building Official.
 - ii. ***Date of Construction.*** Temporary modular buildings shall have been manufactured within 10 years of the date of issuance of a permit to install the building on the site.
 - iii. ***Roof Overhang.*** The roof overhang shall not be less than 12 inches around the entire perimeter of the Temporary Modular building as measured from the vertical side of the home. The overhang requirement may be waived at the point of connection where an accessory structure is attached to the building.
 - iv. ***Roof Material.*** Roof material shall consist of material customarily used for conventional buildings, such as tile or composition shingles. If shingles are used, the pitch of the roof shall be not less than three inches vertical to 12 inches horizontal.
 - v. ***Siding Material.*** Siding material shall consist of exterior material customarily used for conventional buildings, such as stucco, wood, brick, stone, or decorative concrete. Metal siding, if utilized, shall be non-reflective and horizontally lapping. Siding material utilized as skirting shall be the same as the material used on the exterior wall surface of the building.
 - vi. ***Skirting.*** The unit's skirting shall extend to the finished grade.
 - vii. ***Building Orientation.*** The building, including the primary entrance, shall face the street.
 - viii. ***Landscape and Screening.*** Commercial modular buildings are subject to the standards of Chapter 17.68, Parking and Loading, and Chapter 17.70, Screening Standards.

§ 17.84.250. Mobile Vending and Food Preparation.

Editor's Note: Ordinance 1731 contains the most current version of this section and not Ordinance 1733.

A. Definitions.

"Commissary" means a food facility that services mobile food facilities, compact mobile food operations, or vending machines where any of the following occur: (1) food, containers, or supplies are stored; (2) food is prepared or prepackaged for sale or service at other locations; (3) utensils are cleaned; (4) liquid and solid wastes are disposed, or potable water is obtained.

"Compact mobile food operation" means a vending operation where food is sold ~~mobile food facility that operates~~ from an individual or from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance.

"Mobile food facility" means any vehicle or trailer used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. "Mobile food facility" does not include a "transporter" used to transport packaged food from a food facility, or other approved source to the consumer.

"Mobile vending conveyance" means any vehicle, trailer, cart, stand, wagon, or other motorized or nonmotorized, moveable facility used for vending food or non-food merchandise.

"Stationary mobile vendor" means a mobile vendor who vends from a fixed location on private property.

B. Permits Required.

1. Stationary mobile vendors operating on private property shall be subject to the provisions of this section, in addition to the requirements of Chapter 5.44 of the City of Woodland Municipal Code, including, but not limited to, the requirement for a Mobile Vendor Permit.
2. The maximum number of Mobile Vendor Permits issued for stationary mobile food facilities or other motorized mobile vending conveyances shall be 13, except as described in subsection C.1.
 - a. Should all 13 permits for stationary mobile food facilities or other motorized mobile vending conveyances be filled, the Director shall place subsequent applicants that meet City requirements on a permit availability list and shall notify the applicant of this decision and provide him or her with general information regarding the permit availability list. In the event a Mobile Vendor Permit becomes available, the Director shall notify the applicant who has been on the permit availability list the longest and allow him or her a reasonable time to provide the Director with any information necessary to ensure the application is current and otherwise complies with this code. If the applicant does so, he or she shall receive the Mobile Vendor Permit. In the event the applicant does not, the Director shall remove that applicant from the permit availability list and repeat the process until a permit has been issued or all the applicants on the permit availability list have been notified.

C. Mobile Food Facilities for Local Brick-and-Mortar Restaurants.

1. Each legally established restaurant located in a brick-and-mortar location may have one mobile vending conveyance that is owned by the restaurant owner(s), under the same business license, and that substantially has the same business name as the restaurant. Such mobile vending facilities will not be subject to the 13-permit limit on stationary motorized mobile vending facilities allowed in the City jurisdiction.

2. Restaurants that wish to serve as a commissary for more than one mobile vendor must obtain approval by the Community Development Department and the Public Works Department. Any additional stationary mobile food facilities affiliated with an existing restaurant beyond one will be subject to the 13-permit limit per subsection B.2.
3. The affiliated restaurant must be approved by Yolo County Environmental Health and the City as the commissary for the mobile food facility.

D. Sale or Transfer of Mobile Vending Conveyance.

1. In the event that a Mobile Vendor Permit holder for a stationary mobile food facility or other motorized vending conveyance subject to the 13-permit limit sells or otherwise transfers the mobile vendor vehicle to a bona fide purchaser for value, such bona fide purchaser for value may continue to operate the mobile vending conveyance in the same location previously approved through the stationary Mobile Vendor Permit within the City provided the purchaser first complies with all of the provisions and requirements of this section and Chapter 5.44 of the City of Woodland Municipal Code, including having applied for and obtained all required licenses and permits.
2. Within five days of any mobile vendor conveyance sale or transfer, the seller shall notify the City of the sale or transfer and shall provide proof of the sale or transfer as may be required by the City.
3. A bona fide purchaser of a mobile vendor conveyance previously approved through a Mobile Vendor Permit subject to the 13-permit limit on stationary motorized mobile vendors shall provide all necessary updated application documents and information within 90 days of the original owner ceasing operations. A bona fide purchaser pursuant to this section shall not be placed on the permit availability list when applying for a stationary Mobile Vendor Permit to replace the permit of the previous permittee for the purchased vehicle.

E. Application Requirements. In addition to the Mobile Vendor Permit application requirements outlined in Chapter 5.44 of the Woodland Municipal Code, the following will be required for review for mobile vendors subject to this section:

1. Site plan including the parking location address, existing site conditions, major cross streets, and the proposed operation location.
2. The private property owner's written authorization to operate and vend on the private property. The written authorization shall describe the approved location and operation schedule.
3. Any other reasonable information regarding time, place, and manner of proposed vending.

F. Permit Expiration and Renewal. Mobile Vendor Permits for stationary mobile vendors subject to this section shall be subject to the following, in addition to Section 5.44.070 of the City of Woodland Municipal Code:

1. Should a Mobile Vendor Permit subject to the 13-permit limit for stationary mobile vendors expire, the vendor must reapply for a Mobile Vendor Permit. If there are no permits available due to the 13-permit limit for stationary mobile vendors, the vendor will be placed on the permit availability list, as described in subsection B.2.i.

G. Location and Siting Requirements. In addition to the location and siting requirements in Section 5.44.080 of the City of Woodland Municipal Code, the following will be required for mobile vendors

subject to this section:

1. Stationary mobile vending facilities may be permitted, subject to the requirements of this code including all applicable operating standards and granting of a Mobile Vendor Permit as provided in Chapter 5.44, in the Corridor Mixed Use-West Main (CMU-WM), Corridor Mixed Use-East (CMU-E), Corridor Mixed Use-Kentucky (CMU-K), Corridor Mixed Use-Flex (CMU-F), Community Commercial Mixed Use (CCMU), Regional Commercial-Flex (RC-F), Regional Commercial (RC), and Industrial Flex (IF) zones. Stationary mobile vending facilities may be permitted in Downtown Zones if they are part of an existing brick-and-mortar restaurant located in a Downtown Zone and the vendor operates on the same parcel as the restaurant or on a proximate site in an approved location.
 2. Stationary mobile vendors are prohibited in residential areas in the City and within 100 feet of properties zoned Residential Low (R-L), Residential Low-Medium (R-LM), Residential Medium (R-M), and Residential High (R-H).
 3. Stationary mobile vendors must be accessory to a primary permitted use that has a valid business license on the same lot as their approved location.
 4. No more than one stationary mobile vendor shall be allowed per lot, except as allowed in Section 17.84.250 or otherwise approved by the Community Development Director.
 5. Adequate access, drainage, sanitation, and other necessary facilities must be provided on the proposed site in a safe and secure manner. The City's Traffic Engineer and Fire Marshall shall review and approve each location prior to operation.
 6. Shopping centers or buildings must be at least 50% occupied, as measured by square footage, before a stationary mobile food facility vendor may be approved at the address, or before a permit may be renewed.
- H. **Mobile Vending Conveyance Storage.** In addition to the storage requirements detailed in Section 5.44.080(J) of the City of Woodland Municipal Code, the following shall apply to mobile vendors subject to this section:
1. The approved vending location may be approved as an overnight storage location for stationary mobile vendors, if the permit holder provides verification that the vending conveyance is serviced at the approved commissary daily, subject to the discretion of the Community Development Director.
- I. **Operating Standards.** In addition to the operation requirements detailed in Section 5.44.090 of the City of Woodland Municipal Code, the following will be required for mobile vendors subject to this section:
1. Stationary mobile vendors must have access to approved restroom facilities within 200 feet of the vending site. Restroom facilities must be easily accessible to the food handlers and be supplied with hot water, soap, and towel dispensers. The restroom facility must be listed in the Restroom Agreement on file with the Yolo County Environmental Health Division.
- J. **Mobile Vending Conveyance Design Standards.**
1. Signage must be professional and readable. The use of prohibited or unpermitted signs for mobile vendors is not allowed.
 2. No freestanding or banner signs shall be displayed.
 3. Mobile vendors shall not have any site furniture, including chairs, tables, shade structures, or

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other structures outside of the mobile vending conveyance, unless otherwise approved by the Director.

4. Mobile vending conveyances must be self-contained, including any signage, fuel, cooking equipment, shading, and heating and cooling equipment.
5. Mobile vending conveyances must be functioning and operable.

K. Food Preparation and Commissary Requirements.

1. Stationary mobile food facilities must have an approved commissary that is located in the City of Woodland jurisdiction.
2. Existing restaurants may act as commissaries for no more than two mobile food facilities or compact mobile food operations at any time, subject to approval by the Community Development Department Director, the Public Works Department, and by the Yolo County Environmental Health Division.
3. A business that is a commissary for mobile food facilities and/or compact mobile food operations must be in a zone where the food preparation use is permitted.
4. No stand-alone food preparation uses shall be allowed in the Downtown Core (DX-1) zone facing Main Street. Any commissary or other food preparation use must be accessory to the primary use, such as a customer facing restaurant.
5. The Public Works Department must approve the commissary location and determine that the site has sufficient capacity to support the mobile vendor prior to permit application approval.
6. The food preparation use may require site upgrades or increased servicing at cost to the business and/or property owner to support multiple mobile food facilities, catering operations, or other food production operations.
7. The commissary must provide facilities for preparation and packaging of food, potable water supply, liquid waste disposal facilities, waste grease removal, refrigerated/frozen food storage, dry food storage, utensil storage, electrical hook-up, ware washing, restrooms, and truck/cart cleaning, as specified by the Yolo County Environmental Health Department Director.
8. Overnight parking for mobile food facilities or compact mobile food operations must be provided by the commissary, unless an alternative location for the parking of each mobile vendor or sidewalk vendor utilizing the commissary is approved by the Community Development Director.
9. Any stationary mobile vendor with a Mobile Vendor Permit previously approved by the City prior to the effective date of the ordinance codified in this section shall be entitled to a 90 day period to find a new commissary if the vendor's existing commissary does not comply with the requirements of this section. At the expiration of the 90 day period, existing vendors shall be subject to the same commissary requirements as new vendors.

L. Permanent Food Truck Hub. A food-court style vendor hub, where multiple stationary mobile food facilities are located may be considered in nonresidential zones, subject to a Zoning Administrator Permit at the discretion of the Community Development Director.

1. Food truck hubs shall require permanent infrastructure including dining areas, restrooms, service areas for the vending vehicles, lighting, and landscaping.

§ 17.84.260. Nontraditional Financial Institutions.

- A. **Purpose and Applicability.** The purpose of this section is to establish specific site planning, development, and/or operating standards for nontraditional financial institutions such as loan shops and check cashing businesses. The development standards of this section shall apply to all nontraditional financial institutions in the City, unless specified otherwise.
- B. **Location Standards.** All new nontraditional financial institutions shall be located on an arterial or higher classification of right-of-way.
- C. **Standards.** In addition to the development standards of the underlying zone, the following special standards apply to all nontraditional financial institutions (existing and new):
 - 1. Operation of nontraditional financial institutions shall be limited from 7:00 a.m. to 7:00 p.m., daily.
- D. **Security.** A security plan shall be provided for review and approval by the Director and Chief of Police. The plan shall provide for adequate security including partitions, surveillance, and building access considerations. Bars on windows are prohibited.

§ 17.84.270. Outdoor Display, Sales, and Dining.

- A. **Temporary Outdoor Display and Sales.** The temporary outdoor display and sale of merchandise shall comply with § 17.84.370, Temporary Uses, and § 17.100.080, Temporary Use Permit.
- B. **Produce Displays.** The outdoor display of fresh produce associated with an existing food and beverage retail sales establishment on the same site is allowed, subject to the following standards.
 - 1. The display shall not disrupt the normal function of the site or its circulation and shall not encroach upon parking spaces, driveways, or required landscaped areas or block pedestrian walkways.
 - 2. All produce shall be removed or enclosed at the close of each business day.
- C. **Permanent or Ongoing Outdoor Display and Sales.** The permanent or ongoing outdoor display of merchandise, except for automobile/vehicle sales and leasing requires Zoning Administrator Permit approval (see § 17.100.090, Zoning Administrator Permit) and shall comply with the following standards:
 - 1. **Relationship to Main Use.** The outdoor display and sales area shall be directly related to a business occupying a primary structure on the subject parcel.
 - 2. **Allowable Merchandise.** Only merchandise sold at the business is permitted to be displayed outdoors.
 - 3. **Display Locations.** The displayed merchandise shall occupy a fixed, specifically approved, and defined location and shall not disrupt the normal function of the site or its circulation and shall not encroach upon parking spaces, driveways, or required landscaped areas or block pedestrian walkways.
 - 4. **Display Appearance.** Merchandise displayed outdoors shall be kept in an orderly manner, on racks or shelves intended for the purpose of display and managed throughout the day to ensure displayed items remain neat and orderly. Clothing or other displayed items may not hang

haphazardly off window trim or other storefront elements no intended for the purpose of displaying such items. Attention getting signage, not otherwise permitted, and posters are not permitted outdoors.

- D. **Outdoor Vending Machines Prohibited.** Outdoor vending machines other than those for the sale of newspapers are prohibited. Director may grant exceptions for specific vending machines such as those that dispense movies/DVDs, water, and/or online purchase pick up stations.
- E. **Outdoor Dining.** Outdoor dining and seating shall be located, developed, and operated in compliance with the following standards:
 1. **Parking.** Where an outdoor dining and seating area occupies less than 500 square feet, additional parking spaces for the associated eating and drinking establishment are not required. Parking shall be provided according to the required ratio in Chapter 17.68, Parking and Loading, for any outdoor dining and seating area exceeding 500 square feet as determined by Director.
 2. **Pedestrian Pathway.** A four-foot pedestrian pathway shall be maintained and unobstructed. If there is more than a four-foot-wide pathway provided, outdoor dining may be located outside of the required four feet.
 3. **Accessory Use.** Outdoor dining and seating may be conducted as an accessory use located on the same parcel, on a contiguous adjacent parcel, or on a public right-of-way immediately adjacent to the tenant space subject to a City-issued encroachment permit.
 4. **Design Standards.** Outdoor dining and seating shall comply with all applicable adopted City design standards.
 5. **Litter.** No structure or enclosure to accommodate the storage of trash or garbage shall be erected or placed on, adjacent to, or separate from the public sidewalk or right-of-way. Outdoor dining shall remain clear of litter at all times.
 6. **Hours of Operation.** The hours of operation of the outdoor dining and seating shall be limited to the hours of 8:00 a.m. and 10:00 p.m. If open later than 10:00 p.m. and/or within 500-feet of a residential use, a Zoning Administrator Permit is required. See Section 17.100.090, Zoning Administrator Permit.
 7. **Special Event Permit.** Outdoor events would be subject to a City-issued Special Event Permit.

§ 17.84.280. Personal Cultivation of Cannabis.

- A. **Purpose.** The purpose and intent of this section is to regulate the personal cultivation of cannabis in a manner that protects the health, safety, and welfare of the community. This section is not intended to interfere with a patient's right to medical cannabis, as provided for in California Health and Safety Code § 11362.5, as it may be amended, nor does it criminalize medical cannabis possession or cultivation by specifically defined classifications of persons, pursuant to State law. This section is not intended to give any person independent legal authority to grow cannabis; it is intended simply to impose zoning restrictions on the cultivation of cannabis when it is authorized by California law for medical or other purposes.
- B. **Prohibited Locations.**
 1. Personal cultivation of cannabis, including by a qualified patient or primary caregiver, is

prohibited outdoors.

2. No person shall cultivate cannabis indoors in the City, except within a detached, fully-enclosed, and secure secondary structure or primary residential structure that meets the requirements set forth in subsection C, Indoor Cultivation.

C. Indoor Cultivation.

1. Any person within the City may cultivate cannabis inside of any residence or enclosed and secure secondary structure that meets certain requirements specified in this Zoning Code, consistent with State law that permits indoor cultivation of cannabis for medical and nonmedical purposes.
2. All indoor personal cultivation of cannabis shall conform to the following minimum standards:
 - a. The cannabis is cultivated by either:
 - i. A qualified patient exclusively for their own personal medical use;
 - ii. A primary caregiver who cultivates, possesses, stores, manufactures, transports, donates, or provides medical cannabis exclusively for the personal medical purposes of no more than five specified qualified patients for whom they are the primary caregiver, but who does not receive remuneration for these activities except for compensation in full compliance with California Health and Safety Code § 11362.765(c); or
 - iii. A person 21 years of age or older for that person's personal use, possession, processing, transporting, or giving away without any compensation whatsoever in accordance with this section and State law, as applicable.
 - b. Indoor grow lights in any structure shall not exceed an aggregate of 1,200 Watts and shall comply with all applicable Building Code regulations. Gas products (including, without limitation, CO₂, butane, propane, and natural gas) or generators shall not be used within any structure used for the cultivation of cannabis.
 - c. Any detached, fully-enclosed, and secure secondary structure or residential structure used for the personal cultivation of cannabis must have a ventilation and filtration system installed that shall mitigate cannabis plant odors from exiting the interior of the structure and that shall comply with all applicable Building Code regulations, including obtaining all required permits and approvals. The ventilation and filtration system must be approved by the City and installed prior to commencing cultivation within the detached, fully-enclosed, and secure structure or residential structure.
 - d. A detached, fully-enclosed and secure secondary structure used for the personal cultivation of cannabis shall be located in the rear yard area of a parcel, maintain a minimum 10-foot setback from the rear yard property line and a side yard setback that is equal to the same side yard setback required for the residential lot on which the home sits, and the area surrounding the structure or yard must be enclosed by a solid fence at least six feet in height.
 - e. Cannabis cultivation occurring within a residence and/or detached structure shall not exceed more than a cumulative total of six living plants at one time and shall occur in a cumulative area totaling no larger than 50 square feet, regardless of how many persons are

residing at the premises.

- f. Personal cultivation of cannabis shall not inhibit the occupancy of the residence or take place in the kitchen or bathrooms of any structure.
- g. Personal cultivation of cannabis shall not take place on any carpeted surface.
- h. Cannabis cultivation areas, whether in a detached structure or inside a residence, shall not be readily accessible to persons under 21 years of age.
- i. No exterior evidence of cannabis cultivation occurring at the property shall be visible from the public right-of-way.

D. **Public Nuisance.** Any violation of this section is declared to be a public nuisance and may be abated by the City pursuant to Woodland Municipal Code, Chapter 9.04, Nuisances.

E. **Penalty.** A violation of this section shall either be a misdemeanor or an infraction at the discretion of the prosecuting attorney. However, notwithstanding anything in this Zoning Code to the contrary, persons violating this section shall not be subject to criminal liability under this Zoning Code solely to the extent such conduct or condition is immune from criminal liability pursuant to the Compassionate Use Act of 1996 (Health and Safety Code § 11362.5) and/or the Medical Marijuana Program (Health and Safety Code § 11362.7 et seq.) as they may be amended. This section does not prohibit the City from abating violations of this section by any administrative, civil, or other noncriminal means. In such cases, a violation of this section may be considered the civil or administrative equivalent of an infraction or misdemeanor as applicable.

§ 17.84.290. Personal Services.

Personal service establishments shall be located, developed, and operated in compliance with the following standards:

A. **Hours of Operation.** Hours of operation shall be limited to 6:00 a.m. to 10:00 p.m., excluding massage establishments, or unless otherwise specified in a use permit.

A.~~B.~~ **Impacts on Adjacent Properties.** Additional review through a Zoning Administrator Permit may be required to evaluate impacts on surrounding properties, subject to the discretion of the Director.

B.~~C.~~ **Massage Establishments.**

1. Massage establishments shall comply with Woodland Municipal Code Chapter 5.20, Massage Establishments.
2. Noncompliant establishments that offer massage in exchange for compensation, including sole proprietorships, shall be prohibited.
3. No exterior window shall be tinted, covered, or obstructed such that visibility into the business is reduced or eliminated.

~~3.~~4. **Hours of operation shall be limited to 6:00 am to 8:00 pm.**

§ 17.84.300. Personal Storage Facilities.

Prohibition on New Personal Storage Facilities. New personal storage (mini-storage) facilities are not permitted.

§ 17.84.310. Recycling Facilities.

A. **General Requirements.** All recycling facilities, including reverse vending machines, recycling collection facilities, and recycling processing facilities, shall be located, developed, and operated in compliance with the California Beverage Container Recycling and Litter Reduction Act of 1986 (Public Resources Code § 14500) and the following standards:

1. **Security.** Recycling facilities shall be secured from unauthorized entry or removal of material and have enough capacity to accommodate materials collected and collection schedule.
2. **Maintenance.** Recycling facilities, including donation areas, shall be maintained in a clean, sanitary, and free of litter and any other undesirable materials.
- ~~2.3.~~ **State compliance.** Recycling facilities must possess applicable state permits and certifications through the California Department of Resources Recycling and Recovery.

B. **Reverse Vending Machines and Donation Containers.** In addition to the requirements subsection A, General Requirements, reverse vending machines shall be located, developed, and operated in compliance with the following standards.

1. **Accessory Use.** Reverse vending machines and donation containers may be installed as an accessory use to a permitted or conditionally permitted commercial or public use.

2. **Location.**

- a. Reverse Vending Machines

- ~~a.i.~~ Reverse vending machines shall be located within the interior of the same building as the permitted or conditionally permitted commercial or public use on the site. Machines shall not be located outdoors.

- ~~b.ii.~~ Machines shall not be located within 50 feet of a Residential zone or within 1,000 feet of any business that sells alcohol.

- ~~c. Machines shall not be located outdoors.~~

- b. Donation Containers

- i. Only one donation container is allowed per commercial center or site. Containers open for 24-hour donations may be located outdoors.

- ii. Containers in parking areas shall not result in fewer than the minimum number of parking spaces required for the primary uses on site, as required in Section 17.68.030.

- iii. Donation containers shall all be at least 100 feet from any property zoned or occupied for residential use unless there is a recognized service corridor and acoustical shielding between the containers and the residential use.

- iv. Containers must be screened from the public right-of-way by landscaping, decorative fencing, and/or solid building elements that are architecturally compatible and complementary with the buildings on site.

3. **Identification.** Machines shall be clearly marked to identify the type of material to be deposited, operating instructions, the identity and phone number of the operator or person responsible to call if the machine is inoperative, and a notice stating that no material shall be left outside of the reverse vending machine.

4. **Signs.**

- a. The maximum sign area on a reverse vending machine or donation container is four square feet per machine, not including operating instructions.
 - ~~4.b.~~ Containers shall be clearly marked to identify the type of acceptable materials, hours of operation, the identity and phone number of the operator or responsible person to call if the machine is inoperative, and a notice stating that no material shall be left outside the recycling machine or container.
 5. **Trash Receptacle.** Operators shall provide a 40-gallon garbage can for nonrecyclable materials adjacent to the reverse vending machine.
 6. **Maximum Size.** Reverse vending machines and donation containers shall occupy no more than 50 square feet of floor space per installation, including any protective enclosure, and shall be no more than eight feet in height.
 7. **Hours of Operation.** Operating hours shall be at least the operating hours of the primary use.
 8. **Lighting.** ~~Reverse vending machines~~ Donation containers located outdoors shall be illuminated placed in a well-lit area to ensure comfortable and safe operations. ~~if operating hours are between dusk and dawn.~~
 9. **Material.** Reverse vending machines and donation containers shall be constructed and maintained with durable waterproof and rustproof material. Each machine or container shall be secured from unauthorized removal of material and maintained in good condition. Capacity must be sufficient to accommodate materials collected in the collection schedule.
- C. **Recycling Collection Facilities.** In addition to the requirements subsection A, General Requirements, recycling collection facilities shall be located, developed, and operated in compliance with the following standards.
1. **Equipment.** No power-driven processing equipment may be used.
 2. **Items Accepted.** Recycling collection facilities shall accept only glass, metals, plastic containers, papers, and reusable items. Used motor oil may be accepted with the permission of the County Health Official and City Fire Marshal. Recycling facilities for tires, concrete, and hazardous chemicals and other industrial materials are not permitted.
 3. **Location.**
 - a. Recycling collection facilities shall only be established in conjunction with a commercial or community service host facility in compliance with applicable building and fire codes.
 - b. Facilities shall not be located within 100 feet of a Residential zone or within 1,000 feet of any business that sells alcohol.
 - c. Facilities shall comply with the setback requirements of the zone, be at least 200 feet from the edge of any four-way intersection, and not obstruct pedestrian or vehicular circulation.
 - d. Attended recycling collection facilities located within 200 feet of a property zoned or occupied for Residential zone shall operate only during the hours between 9:00 a.m. and 7:00 p.m.
 - ~~e. Containers for the 24-hour donation of materials shall all be at least 100 feet from any property zoned or occupied for residential use unless there is a recognized service corridor and acoustical shielding between the containers and the residential use.~~
 - f.e. Mobile recycling units shall have an area clearly marked to prohibit other vehicular parking during hours when the mobile unit is scheduled to be present.

4. **Containers.** Containers shall be constructed of durable waterproof and rustproof material and secured from unauthorized removal of material and maintained in good condition. Capacity must be sufficient to accommodate materials collected in the collection schedule.
5. **Signs and Identification.** Signs shall comply with the requirements of Chapter 17.72, Signs, in addition to the following standards:
 - a. The maximum sign area shall be 20% of the area of the side of facility or container or 16 square feet, whichever is larger. ~~In the case of a wheeled facility, the side is measured from the pavement to the top of the container.~~ The Director may authorize increases in the number, size, and nature of additional signs for necessary directional or identification purposes but not for outdoor advertising.
 - b. ~~Containers~~ The facility shall be clearly marked to identify the type of accepted material, hours of operation, the identity and phone number of the operator ~~or responsible person to call if the machine is inoperative~~, and a notice stating that no material shall be left outside the recycling enclosure facility ~~or containers~~.
6. **Storage.**
 - a. Materials shall not be left outside of containers when attendant is not present.
 - b. All exterior storage shall be in sturdy containers which are covered, secured, and maintained in good condition.
 - c. Storage containers for flammable material shall be constructed of nonflammable material. Oil storage must be in containers approved by the Fire Chief.
 - d. No storage, excluding truck trailers and overseas containers, will be visible above the height of the fencing.
 - e. ~~Containers shall be constructed of durable waterproof and rustproof material, shall have enough capacity to accommodate materials.~~
7. **Design and Screening.**
 - a. The Recycling collection facility shall comply with the design standards for the zone, shall not exceed 250 square feet or include more than three parking spaces.
 - b. Screening shall be in compliance with Chapter 17.70, Screening Standards, in addition to the following:
 - i. ~~In all Commercial zones and the IF zone, all collection and storage of material shall take place within a completely enclosed building.~~
 - ii. i. In the Industrial zone, all collection and storage shall be screened from the public right-of-way ~~or~~ by operating in an enclosed building, or:
 - (A) Within an area enclosed by an opaque fence at least six feet in height with landscaping;
 - (B) Located at least 200 feet from a Residential zone or a property occupied by a residential use.

- D. **Recycling Processing Facilities.** In addition to the requirements subsection A above, recycling processing facilities shall be located, developed, and operated in compliance with the following standards.

1. **Minimum Lot Size.** The minimum lot size for recycling processing facilities is three acres.

2. **Location.** Facilities shall not be located within 200 feet of a Residential zone or within 1,000 feet of any business that sells alcohol.
3. **Screening.** The facility shall be screened from public rights-of-way by a screening wall or be within an enclosed structure.
4. **Pavement.** The area used for recycling, parking, and/or storage shall be paved and kept clean.
5. **Outdoor Storage.**
 - a. Exterior storage of material must be ancillary and shall be in sturdy containers or enclosures that are covered, secured, and maintained in good condition. Storage shall not be visible above the height of the required screen wall.
 - ~~b. Exterior storage of materials, other than baled material, shall be in sturdy containers or enclosures which are covered, secured, and maintained in good condition.~~
 - ~~c.~~ b. Outdoor storage shall be limited and comply with the Fire Code for pile size, fire apparatus access, and fire hydrant protection.
6. **Processing.** Processing facilities are limited to baling, briquetting, crushing, compacting, grinding, shredding, and sorting of source-separated recyclable and reusable materials. Processing must take place within a building.
7. **Fluids.** A processing facility may accept used motor oil and/or used oil filters for recycling ~~from the generator~~ in accordance with California Health and Safety Code § 25250.11. All storage of used motor oil and/or used oil filters must be within a containment apparatus capable of containing all stored oil in the event of a spill or leak. No containment apparatus shall exceed a capacity greater than 55 gallons. All used motor oil and/or used oil filter storage containers shall be located on an approved surface.
8. **Batteries.** A processing facility may accept used lead-acid batteries in accordance with the California Health and Safety Code § 25215.1. All batteries must be stored inside an enclosed building.
9. **Hours of Operation.** If the facility is within 500 feet of a Residential District, or an existing home, it may not operate between the hours of 7:00 p.m. and 7:00 a.m.
10. **Personnel.** The facility shall be administered by on-site personnel during the hours the facility is open.

E. Enforcement.

1. All uses or changes in the use of the land, and the establishment, installation, operation, and maintenance of any improvement of the land, shall comply with the provisions of this Code and the applicable regulations of all agencies and departments having jurisdiction.
2. This section applies to the establishment and continued use of all recycling facilities. All facilities in existence prior to the effective date of this Code shall comply with the terms of this Code within 120 days from its effective date. Any such use not in conformance after this 120-day period shall be deemed to be a violation of this Code and subject to enforcement in accordance with Chapter 17.128, Enforcement.
3. Should the actual construction deviate from the plan as approved, the Certificate of Occupancy shall be withheld until the construction is in conformance with the approved plan.

§ 17.84.320. Residential Limited Retail.

- A. **Purpose.** The purpose of this section is to allow for the development of small-scale, neighborhood-serving commercial establishments that can provide convenient, walkable access to important amenities and that can increase the sense of community and value to the surrounding neighborhood. Limited residential use allows for the sensitive conversion of residential space to a compatible nonresidential use.
- B. **Permitted Types.** As provided in the use table in the R-L, R-LM, NP, and R-M Residential districts, limited retail uses include counter-service cafes and coffee shops; delicatessens; bakeries; flower shops; and bike shops and bike repair services, and other similar uses as determined by the Director.
- C. **Location.** Residential limited retail is allowed only on corner lots where facing rights-of-way that are classified as collectors.
- D. **Permit Required.** A Zoning Administrator Permit is required in all Residential zones. See Section 17.100.090, Zoning Administrator Permit.
- E. **Design Standards.** Limited retail uses are subject to the following standards in addition to those of the underlying base zone:
1. The commercial use must be easily recognizable from the front façade through the use of large windows or an active outdoor use such as produce stands or café seating.
 2. Outdoor seating is allowed, but, where abutting an existing residential use, must meet the rear setback and be minimum 10 feet from interior side setbacks.
 - a. Any outdoor use shall be oriented to minimize impacts on adjacent residences.
 - b. Noise attenuation shall be provided in the form of fountains or other features that mask or block noise.
 - c. In a rear or side yard landscaping or architectural landscape features shall be used when needed to screen outdoor areas from adjacent residential uses.
 3. Fencing adequate to screen views into adjacent residential properties shall be provided on the subject property.
 4. Landscaping shall be installed in addition to fencing to screen and soften impacts on adjacent residential properties.
 5. Window coverings or obscured glass shall be provided where a window is visible from an adjacent residential use.
 6. The commercial area shall be limited to the ground floor of a residential unit.
 7. Drive-throughs are prohibited.
- F. **Operational Standards.**
1. Alcohol sales may be considered through a Conditional Use Permit review process (see § 17.100.100, Conditional Use Permit).
 2. Hours of operation shall be limited to 6:00 a.m. to 9:00 p.m.
 3. Amplified music is not permitted outdoors.
 4. Lighting shall be shielded to reduce impact to adjacent residential uses.
 5. Any outdoor storage of materials or refuse must be enclosed and fully screened from public view.

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6. No off-street parking spaces required, in compliance with Table 17.68.030.B-1: Required Parking in the Downtown and Mixed-Use Zones.
7. Large delivery trucks are prohibited and no double parking.

G. **Findings.** The following findings shall be met prior to issuance of the permit required by the base zone:

1. The use must be oriented to serve the immediate neighborhood, promoting health, and facilitating a sense of community between neighbors.
2. The use must complement the residential character of the neighborhood and will not adversely impact adjacent properties.

§ 17.84.330. Short-Term Rental.

A. **Purpose.** The City Council finds that unregulated transient occupancy uses in residential zones present a threat to the public welfare. The purposes of this section are to:

1. Provide a visitor experience and accommodation as an alternative to the hotel, motel, and bed and breakfast accommodations currently existing in the City;
2. Ensure the collection and payment of transient occupancy taxes;
3. Minimize the negative secondary effects of short-term rental use on surrounding residential neighborhoods;
4. Retain the character of the neighborhoods in which short-term rentals occur;
5. This section is not intended to regulate hotels and bed and breakfast inns that do not qualify as short-term rentals; and
6. This section is not intended to provide any owner of residential property with the right or privilege to violate any private conditions, covenants, and restrictions applicable to the owner's property that may prohibit the use of such owner's residential property for short-term rental purposes as defined in this section.

B. **Permit Required.** A Zoning Administrative Permit is required.

C. **Permitted Locations.** Short-term rentals must be permitted in accordance with the provisions established in each zone and as provided in this section.

D. **Restrictions and Standards.** Short-term rentals are subject to the following restrictions and standards:

1. The short-term rental use is permitted in no more than one unit ~~single-family dwelling~~ per lot, except for multifamily developments with 15 or more units in which a maximum of 10% of the units may be used for short-term rentals.
2. The Zoning Administrative Permit authorizing the short-term rental use must be in the name of the owner-applicant, who must be an owner of the real property upon which the short-term rental use is to be permitted. One person may hold no more than one short-term rental permit. The permit is not transferable.
3. Short-term rental uses are limited to single-family dwellings existing and constructed as of the date of application for the short-term rental permit.
4. The maximum number of bedrooms used for short-term rental use in the short-term rental

dwelling must be no greater than three. The total number of guests staying in the short-term rental dwelling at any one time must be no greater than the number of bedrooms plus two persons, up to a maximum of five persons.

5. Short-term rental dwellings must meet all applicable building, health, fire, and related safety Codes at all times and shall be inspected by the Fire Department before any short-term rental activity can occur.
6. A minimum of two on-site parking spaces must be provided for use by the short-term rental occupants.
7. The owner-applicant must keep on file with the City the name, telephone number, cell phone number, and e-mail address of a local contact person who shall be responsible for responding to questions or concerns regarding the operation of the short-term rental. This information must be posted in a conspicuous location within the short-term rental dwelling. The local contact person shall be available 24 hours a day to accept telephone calls and respond physically to the short-term rental within a reasonable amount of time when the short-term rental is rented and occupied. The City shall post the name and contact information of the local contact person associated with each short-term rental on the City's webpage.
8. The owner-applicant must post "house policies" within each guest bedroom. The house policies must be included in the rental agreement, which must be signed by the renter and must be enforced by the owner-applicant or the owner-applicant's designated contact person. The house policies at a minimum must include the following provisions:
 - a. Quiet hours must be maintained from 10:00 p.m. to 7:00 a.m., during which noise within or outside the short-term rental dwelling must not disturb anyone on a neighboring property.
 - b. Outdoor amplified sound is prohibited.
 - c. Vehicles must be parked in designated on-site parking spaces and must not be parked on the street overnight.
 - d. Parties or group gatherings which exceed the maximum number of allowed guests and/or which have the potential to cause traffic, parking, noise, or other problems in the neighborhood are prohibited from occurring at the short-term rental property, as a component of short-term rental activities.
 - e. Guests must not leave any waste or trash outside the house. All trash containers shall be stored behind a fence and shall not be visible.
9. Weddings, commercial functions, and any other similar events which have the potential to cause traffic, parking, noise, or other problems in the neighborhood are prohibited.
10. The owner-applicant must ensure that the occupants and/or guests of the short-term rental use do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this Code or any State law pertaining to noise, disorderly conduct, the consumption of alcohol, or the use of illegal drugs or be subject to fines and penalties levied by the City up to and including revocation of the Zoning Administrative Permit (see § 17.96.150, Revocation of Permit) for the short-term rental use.
11. The owner-applicant, upon notification that occupants and/or guests of his or her short-term rental use have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of this Code or State law pertaining to noise, disorderly conduct, the consumption of alcohol or the use of illegal drugs, must prevent a recurrence of such conduct by those occupants or guests or be subject to fines and penalties levied by the City up to and

including revocation of the Zoning Administrator's Permit (see § 17.96.150, Revocation of Permit) for the short-term rental use.

12. All advertising for any short-term rental, including electronic advertising on short-term rental websites, must include the number of the Zoning Administrator's Permit for the short-term rental use granted to the owner-applicant.
13. The owner-applicant must maintain City business licenses and pay all transient occupancy taxes in accordance with Woodland Municipal Code Chapter 3.12, Transient Occupancy Tax as required.
14. Preference for the review and issuance of a new Zoning Administrator's Permit for a short-term rental must be given to current residents of Woodland over nonresident applicants. Applicants whose primary residence is within the City must be reviewed and acted on ahead of other nonresident applications to implement the local preference policy for the Zoning Administrator's Permit for short-term rental uses.
15. Applicants for short-term rental permits are required to have owned their homes for a minimum of two years prior to applying for and being issued a Zoning Administrator's Permit for a short-term rental use.

§ 17.84.340. Single Room Occupancy Units.

Single room occupancy (SRO) ~~units~~ uses, including conversions of existing buildings into SRO housing, shall be subject to Design Review Tier 2 and shall be located, developed, and operated in compliance with the following standards:

- A. **Maximum Occupancy.** Each SRO tenant space ~~living unit~~ shall be designed to accommodate no more than ~~a maximum of~~ two persons.
- B. **Minimum Size.** An SRO tenant space ~~living unit~~ shall have at least 100 square feet for a single occupant or 150 square feet of floor area for two occupants, excluding a kitchen, closet, and bathroom. No individual unit may exceed 400 square feet.
- C. **Minimum Width.** Each ~~An~~ SRO tenant space ~~of one room~~ shall not be less than 12 feet in width.
- D. **Entrances.** All SRO tenant spaces ~~units~~ shall be independently accessible from a single main entry, excluding emergency and other service support exits.
- E. **Cooking Facilities.** Cooking facilities shall be provided either in individual units or in a community kitchen. ~~Where cooking is in individual SRO units, SRO~~ tenant spaces ~~units with any type of~~ cooking facility shall have a sink with hot and cold water; a counter with dedicated electrical outlets and a microwave oven or properly engineered cook top unit pursuant to Building Code requirements; a small refrigerator; and cabinets for storage.
- F. **Bathroom.** An SRO tenant space ~~unit~~ is not required to but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided within the SRO tenant space, common bathroom facilities shall be provided in accordance with the Building Code for congregate residences with at least one full bathroom per floor.
- G. **Closet.** Each SRO tenant space ~~unit~~ shall have a separate closet.
- H. **Common Area.** Common area shall be provided in an amount equal to 50 ~~10~~ square feet per tenant or 300 square feet, whichever is greater. ~~living unit shall be provided, excluding~~ Common area shall exclude janitorial storage, laundry facilities and common hallways. ~~At least 200 square feet in area~~

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~~of interior common space shall be provided as a ground floor entry area that provides a central focus for tenant social interaction and meetings.~~

I. **Tenancy.** SRO tenant space cannot be used for short-term rental and each tenancy must be for 30 days or more. ~~Tenancy of SRO units shall be limited to 30 or more days.~~

I.J. **Responsible Party.** The property owner or owner's agent/master leasing agent is responsible for the coordination and maintenance of the SRO. Tenants shall enter a rental agreement with the owner or owner's agent.

K. **Large Single Room Occupancy Housing.** Large SROs have seven or more tenants. Along with meeting the general SRO requirements, large SRO housing must meet the following criteria through the Conditional Use Permit process:

1. **Facility Management.** An SRO Facility with ~~seven~~ 10 or more units ~~tenants~~ shall provide full-time on-site management. ~~An SRO Facility with less than 10 units shall provide a management office on site.~~

2. **Tenant Entry Space.** At least 100 square feet in area of interior common space shall be provided as a ground floor entry area that provides a central focus for tenant social interaction and information.

3. **Management Plan.** A management plan shall be submitted with the permit application for all SRO projects. At minimum, the management plan shall include the following:

1.a. **Security/Safety.** Proposed security and safety features such as lighting, security cameras, defensible space, central access, and user surveillance;

2.b. **Management Policies.** Management policies including desk service, visitation rights, occupancy restrictions, and use of cooking appliances;

3.c. **Rental Procedures.** All rental procedures, including weekly and monthly tenancy requirements;

4.d. **Staffing and Services.** Information regarding all support services, such as job referral and social programs; and

5.e. **Maintenance.** Maintenance provisions, including sidewalk cleaning and litter control, recycling programs, general upkeep, and the use of durable materials.

§ 17.84.350. Smoke Shops.

A. **Purpose.** The purpose of this section is to establish specific standards for smoke shops, to ensure that smoke shops are appropriately located and operated so as not to pose a significant threat to the public health, safety, and welfare, and to limit potential adverse impacts on sensitive uses located in surrounding neighborhoods.

B. **Location.** All new smoke shops shall be located consistent with the following standards:

1. Located a minimum of 1,000 feet from another smoke shop.
2. Located a minimum of 500 feet from all of the following uses:
 - a. Schools;
 - b. City Facilities:
 - i. Parks and recreation facilities;

- ii. Community centers;
 - iii. Libraries;
- c. Youth organizations or facilities used primarily for youth events; and
- d. Day care centers.
- 3. Located a minimum of 250 feet from any business involving an on-premises sale of liquor or alcoholic beverages, excluding restaurants and grocery stores/supermarkets.
- 4. Located a minimum of 500 feet (250 feet if separated by a major street or arterial) from any residential zone.
- C. **Advertising and Display of Tobacco Products.** Tobacco retailers shall comply with local, State and/or Federal laws regarding sales, advertising, or display of tobacco products, including posting a sign prominently near the cash register or other point of sale, the legal age to buy tobacco products and checking the identification of all purchasers to ensure they are of legal age.
- D. **Access to Merchandise.** Products shall be secured so that only store employees have immediate access to the tobacco products and/or tobacco paraphernalia. Self-service displays are prohibited.
- E. **Exchange of Tobacco Products.**
 - 1. No minor person may sell or exchange tobacco products.
 - 2. No minor person shall be given or sold tobacco products.
- F. **Standards.** In addition to any conditions imposed by the Review Authority, retail sales of tobacco products, smoking products, and vaping supplies that require a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) shall comply with the following development standards:
 - 1. All smoke shops shall be consistent with Woodland Municipal Code § 9.28.230, Smoking, and Woodland Municipal Code § 9.28.240, Limitations to tobacco products and e-cigarettes, Woodland Municipal Code § 9.28.250, Tobacco-free and e-cigarette-free zones at City parks and recreation facilities, and Woodland Municipal Code § 9.28.260, Adoption of the Yolo County Code relating to tobacco retail permits, of the Woodland Municipal Code.
 - 2. Smoke shops shall comply with all applicable local, State, and Federal laws regarding the advertising, display, or sales of tobacco products, smoking products, and vaping supplies. This includes, but is not limited to, the requirements of Woodland Municipal Code § 9.28.240, Limitations to access to tobacco products and e-cigarettes, and § 9.28.260 Adoption of Yolo County Code relating to tobacco retail permits.
 - 3. Only store employees shall have immediate access to the tobacco products, smoking products, vaping supplies, and tobacco/smoking paraphernalia. It is unlawful for any person, business, or smoke shop to sell, permit to be sold, offer for sale, or display for sale any tobacco product, smoking product, or vaping supply by means of self-service display or by means other than vendor-assisted sales.
 - 4. Smoke shops shall not sell or transfer a tobacco product, smoking product, vaping supply, or tobacco/smoking paraphernalia to another person who appears to be under the age of 27 years, without first examining the identification of the recipient to confirm that the recipient is at least the minimum age under State law, to purchase and possess the tobacco product, smoking product, vaping supply, or tobacco/smoking paraphernalia.
 - 5. Smoke shops shall not permit any person who is younger than the minimum age established by

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State law for the purchase or possession of tobacco products, smoking products, vaping supplies, or tobacco/smoking paraphernalia, and to engage or participate in the sale of tobacco products, smoking products, vaping supplies, or tobacco/smoking paraphernalia.

6. No person, business, smoke shop, or other establishment shall sell or offer for sale cigarettes, vaping supplies, or other tobacco or smoking products not in the original packaging provided by the manufacturer and with all required health warnings.
7. No permit may be issued to authorize tobacco retailing at a location that is licensed under state law to serve alcoholic beverages for consumption on the premises (e.g., an "on sale" license issued by the California Department of Alcoholic Beverage Control) and no license may be issued to authorize tobacco retailing at any location offering food for sale for consumption by guests on the premises.
8. Litter and trash receptacles shall be conveniently located inside and outside the establishment, and trash and debris shall be removed from the receptacles on a daily basis.
9. The exterior of the establishment, including all signs, accessory buildings and structures, shall be maintained free of litter and graffiti at all times. Graffiti shall be removed within 24 hours of written notice from the City.
10. Loitering in the public right-of-way, parking area, and in front of the property and adjacent properties shall be prohibited.
11. The establishment shall conspicuously post the following interior sign stating: "We ID everyone under 27 years of age for tobacco sales." The dimensions of this sign shall be at least eight inches by 11 inches. If the predominant language of the establishment's clientele is not English, then a sign shall also be posted in that language.

G. Training Requirements.

1. Each person who sells tobacco products, smoking products, vaping supplies, or tobacco/smoking paraphernalia shall successfully complete a responsible tobacco retailing training. The program shall be completed within 60 days of assuming the position that involves sale of tobacco products, smoking products, vaping supplies, and/or tobacco/smoking paraphernalia and shall be periodically completed again not less than once every three years.
2. Records of successful completion of responsible tobacco retailing training shall be maintained on the premises and shall be presented to City and Yolo County Sheriff's Department representatives upon request.

- H. Existing Tobacco/Smoking/Vaping Product Retailers.** Any smoke shop legally established prior to the effective date of this Zoning Code shall not be required to obtain a Conditional Use Permit (see § 17.100.100, Conditional Use Permit) and shall not be considered a legal nonconforming use subject to abatement, unless a modification of the approval for the use is sought and the modification is not considered minor subject to § 17.100.110, Minor Modification. Any existing smoke shop that has been discontinued for a period of 180 days or more shall require a Conditional Use Permit, prior to reestablishing retailing of tobacco/smoking products. See Section 17.100.100, Conditional Use Permit.

§ 17.84.360. Telecommunication Facilities.

- A. Overview.** The following outlines the development permitting process as it applies to facilities described in this Zoning Code. Wireless telecommunications facilities which are generally considered to have minimal impacts or which are exempt from local review by state or Federal statutes have been classified as exempt under this section and are not regulated when in compliance with the

development standards set forth in this Zoning Code. Other wireless telecommunications facilities which have the potential to create impacts have been categorized to allow for additional review. Unless listed below as exempt or prohibited, no wireless telecommunications facility shall be constructed without first undergoing the specific review process and obtaining the prescribed approval as set forth below.

1. ***Prohibited Telecommunications Facilities.*** The following telecommunications facilities shall be prohibited:
 - a. Public carrier telecommunications facilities located within designated habitat areas and habitat restoration areas. The City shall make available for public review a map identifying any such areas.
 - b. More than one monopole or tower within 1,000 feet of any other existing monopole or lattice tower(s), unless visual impacts are negligible and the applicant can demonstrate that the site is a technical necessity to meet demands of the geographic service area and the applicant's Citywide network.
 - c. Telecommunications facilities where the combined electromagnetic frequency radiation (EMF) exceeds the State or Federal standard.
 - d. Telecommunication facilities within urban reserve areas or undesignated planning areas or within areas zoned or designated on the General Plan land use map for residential uses or on sites containing existing or planned public or private school facilities; or within 500 feet of areas so designated or zoned, except as follows:
 - i. Areas zoned commercial, subject to Conditional Use Permit review procedures (see § 17.100.100, Conditional Use Permit) and a determination that all aspects of the proposed facility, including support facilities, are completely concealed (i.e., completely incorporated into the site architecture or designed in a manner that is not identifiable as a wireless facility by the casual observer; this exception does not provide for mono-pines or similarly "stealth" facilities) from view and remain at least 100 feet from areas zoned or designated on the General Plan land use map for residential uses or on sites containing existing or planned public or private school facilities.
 - ii. Telecommunications facilities located on public or private school sites, supported and/or initiated by the applicable school district or governing entity, subject to the review procedures as set forth in subsection A.3, Director Review, or subsection A.5, Conditional Use Permit, are satisfied and provided the facilities meet the location and design standards set forth in this section, except historic properties and sensitive habitat areas.
 - iii. Telecommunications facilities within the public right-of-way (PROW) or on City-owned property (including parks), provided the applicant procedures set forth in subsection A.3, Director Review, or subsection A.5, Conditional Use Permit, are satisfied and provided the facilities meet the location and design standards set forth in this section, except historic properties and sensitive habitat areas.
2. ***Compliance Review.*** The following facilities are exempt from discretionary review under this section, subject to ~~minor design review~~ Design Review Tier 1 to ensure compliance with development requirements set forth below:
 - a. Interior and exterior facilities accessory to the residential use of the site including television antennas, satellite dishes, and amateur radio facilities meeting all requirements set forth below:

- i. No more than one satellite dish exceeding 36 inches in diameter per parcel.
- ii. Satellite dishes shall not extend above the peak of the roof or parapet.
- iii. Antennas shall meet applicable height requirements.
- iv. Antennas and dishes shall meet applicable setback requirements.
- b. Flush-mounted panel antennas in employment zones which meet the following standards:
 - i. The lowest part of the panel shall be at least 20 feet above grade.
 - ii. The panel and connections shall not project out more than 18 inches from the building surface it is mounted to.
 - iii. Panels, connections, and supports shall be treated to match the color scheme of the building.
 - iv. Panels and connections shall not project above the mounting façade.
 - v. The structure is not a historic site or a potentially historic resource.
 - vi. Ground-mounted support equipment cabinets or buildings shall be screened. The specific design is subject to City review based on a visual analysis of the particular site and may require fencing, walls, landscaping, or both.
 - vii. Exterior electrical lines serving the equipment cabinet or building shall be undergrounded.
 - viii. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
- c. Telecommunications facilities, including support facilities, concealed from public view (i.e., not visible) or fully integrated into the site architecture of nonresidential structures to be constructed or renovated.
 - i. The structure is not a historic site or a potentially historic resource.
 - ii. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
- d. Public safety facilities include transmitters, repeaters, and remote cameras. Public safety facilities are to be located, preferably, on existing public structures such as buildings, towers, bridges, and light poles and shall be treated to match the supporting structure.
- e. Telecommunications facilities accessory to other public equipment for data acquisition such as irrigation controls, well monitoring, and traffic signal controls.
- f. Facilities erected and operated for emergency situations. Emergency facilities shall be removed at the conclusion of the emergency or shall be replaced by public safety facilities.
- g. Mobile facilities when placed on a site for less than 24 consecutive hours.
- h. Facilities specifically exempted under Federal or State law including work subject to Pub.L. No. 112-96 § 6409, as follows:
 - i. The modification of an existing wireless tower or base station for the co-location of

new transmission equipment or removal or replacement of existing transmission equipment, provided that such modification does not substantially change the physical dimensions of such tower or base station from the dimensions approved as part of the existing use permit for such tower or base station.

- ii. For purposes of this subsection, "substantially change the physical dimensions"—shall be defined in Title 47 Code of Federal Regulations (CFR) Section 1.6100(b)(7) and any subsequent rulings and interpretations by the Federal communications Commission (FCC). ~~means any of the following, and refers—This shall refer~~ to a single change, or a series of changes over time (whether made by the same or different entities) viewed against the initial approval for the tower or base station, unless otherwise specified by the FCC. that cumulatively have any of the effects described below:
 - (A) ~~Changing any physical dimension of the wireless tower or base station in a manner that creates a safety hazard, whether from wind loading, stress on the wireless tower, or in any other manner.~~
 - (B) ~~Changing the physical dimension of a stealth wireless tower, where the changes would be inconsistent with the design of the stealth wireless tower, or make the wireless tower more visible.~~
 - (C) ~~Changing the physical dimensions would require work that would intrude upon the public right of way, or any environmentally sensitive area.~~
 - (D) ~~Increasing by more than 10% any of the following: the height or width in any direction of the wireless tower, or the area required for structures required to support the wireless tower, such as guy wires as approved and constructed through the discretionary permit process; provided that in no event shall the height exceed the maximum height permitted under the City's regulations.~~
 - (E) ~~Increasing by more than 10% any of: the height or area encompassed within any structure or object enclosing the wireless tower, such as a fence or line of bushes.~~
 - (F) ~~Increasing any of an existing antenna array's depth, circumference, or horizontal radius from the wireless tower in any direction by more than 10%.~~
 - (G) ~~Adding more than two antenna arrays to an existing wireless tower, or adding antenna arrays that, if the array were an existing array, would be of such depth, circumference, or radius as to fall outside of subsection A.2.h.ii.F, unless such arrays were approved under subsection A.3.a or subsection A.3.e.~~
 - (H) ~~The mounting of the new or replacement transmission equipment would involve installing new equipment cabinet(s) not permitted under the initial approval and that will not fit within the existing enclosure for the wireless tower or base station or would require installation of a new cabinet or enclosure, excluding new equipment and cabinets that will be installed underground.~~
- iii. Additional application information. Any application for a wireless telecommunications facility under this subsection A.2.h, shall include:
 - (A) A signed statement by a certified engineer, licensed and qualified in California, attesting that the work that will be performed will not trigger discretionary review under this subsection. Such statement shall be submitted in addition to all other application information required under this section.

- (B) A detailed description of the proposed modifications to the existing facility.
- (C) A photograph or description of the wireless tower or base station as originally constructed, if available, and a photograph of the existing wireless tower or base station, and a graphic depiction of the wireless tower or base station after modification, showing all relevant dimensions.
- (D) A description of all construction that will be performed in connection with the proposed modification.

Nothing in this section prevents the City from imposing such other conditions on the grant of the permit consistent with obligations imposed with respect to the initial installation or with respect to facilities similar to those proposed by application. Any facility installed under this subsection shall require a development permit.

3. **Director Review.** The following telecommunications facilities shall be subject to review by the Director, including ~~design and site plan review~~ **Design Review Tier 2**, provided they meet the development requirements set forth below and meet the location and design standards set forth in subsection B, Location and Design Standards for Nonexempt Facilities. Facilities that fail to meet the development requirements as set forth below shall be elevated to the review procedures as set forth in subsection A.4, Zoning Administrator Review, or, at the discretion of the Director, may be elevated to the review procedures as set forth in subsection A.5, Conditional Use Permit.
 - a. Modification of an existing wireless tower or base station for the co-location of new transmission equipment or removal or replacement of existing transmission equipment provided the following standards are complied with:
 - i. The telecommunications facility has been constructed and is operating in accordance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
 - ii. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
 - iii. The new array does not increase, by more than 15% any of the following: height or width in any direction of the wireless tower, or the area required for structures required to support the wireless tower, such as guy wires as approved and constructed through the discretionary permit process; provided that in no event shall the height exceed the maximum height permitted under the City's regulations.
 - iv. The new array does not increase, by more than 15% any of the following: the height or area encompassed within any structure or object enclosing the wireless tower, such as a fence or line of bushes.
 - v. The new array does not increase, by more than 15%, the existing antenna array's depth, circumference, or horizontal radius from the wireless tower in any direction.
 - vi. The panel array is the second or third grouping on the structure containing the existing telecommunications facility.
 - vii. A microwave dish greater than 36 inches in diameter is not being proposed as part of the array.
 - viii. The combined EMF for all arrays does not exceed applicable state or Federal standards.

- ix. The new array will meet the conditions of any existing use permit.
- x. The new array does not require major modifications to the structure containing the existing telecommunications facility.
- xi. Ground-mounted equipment shall be screened from public view. The specific design is subject to City review based on a visual analysis of the particular site and may require fencing, landscaping, or both.
- xii. The telecommunications facility is not subject to Pub. L. No. 112-96 § 6409.
- b. Any mobile antenna when placed on a site for more than 24 hours but less than 30 days, which meets the following standards:
 - i. Antenna vehicle/trailer shall be located only on an improved surface.
 - ii. Parking and access for support personnel shall be on an improved surface.
 - iii. Day and night safety marking shall be provided.
 - iv. The antenna vehicle/trailer and support parking shall not be located within a public right-of-way.
- c. Roof-mounted facilities on nonresidential structures that are not entirely concealed from public view, which meet the following standards:
 - i. The facility and related equipment shall be screened from view or architecturally integrated into the building design so that only support brackets and panels are visible from the opposite side of the right-of-way in front of the building.
 - ii. Panels shall match the color scheme of the building façade.
 - iii. Ground-mounted equipment cabinets/buildings shall be screened from public view. The specific design is subject to City review based on a visual analysis of the particular site and may require fencing, landscaping, or both.
 - iv. Shall not exceed the allowable height limit for the zone.
 - v. The structure is not a designated historic site or a potentially historic resource.
 - vi. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
- d. Flush-mounted antennas in commercial zones, which meet the following standards:
 - i. Placement of the panel shall not interfere with or encroach upon vehicular or pedestrian accessways.
 - ii. The panel and connections shall not project out more than 18 inches from the building surface it is mounted to.

- iii. Panels, connections, and supports shall be treated to match the color scheme of the building.
- iv. The structure is not a designated historic site or a potentially historic resource.
- v. Ground-mounted support equipment cabinets or buildings shall be adequately screened. The specific design is subject to City review based on a visual analysis of the particular site and may require fencing, landscaping, or both.
- vi. Exterior electrical lines serving the equipment cabinet or building shall be undergrounded.
- vii. Panels shall not protrude above the roofline.
- viii. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
- e. Antenna arrays mounted on existing billboards, water towers and other similarly scaled structures.
 - i. Placement of the new array shall not exceed applicable height requirements.
 - ii. The proposed array fits within the ~~three-dimensional~~ three-dimensional envelope of the existing structure to which the array will be attached.
 - iii. The new array does not require substantial modifications to the existing structure to which the array will be attached.
 - iv. The original structure was erected and is operated in accordance with the conditions of the original use permit.
 - v. The co-location request does not include microwave transmitters exceeding 36 inches in diameter.
 - vi. The combined EMR for all arrays does not exceed state or Federal standards.
 - vii. May be subject to annual review as provided for in this Zoning Code.
- f. Telecommunications facilities, excluding towers, on publicly owned or publicly utilized lands (including City-owned land such as parks, general facilities, and utility apparatus) or on existing utility, signal or lighting structures within the public right-of-way, easement, or City-owned land which meet the following standards:
 - i. Facilities shall meet the requirements of subsection B, Location and Design Standards for Nonexempt Facilities, except as follows:
 - (A) Low power facilities to meet the needs of the immediate neighborhood may be proposed on existing light towers in public parks.
 - ii. Antennas placed on signal or street light poles shall not exceed two feet in length or six inches in diameter.
 - iii. Permits for telecommunication facilities proposed in the PROW shall be issued in a manner consistent with applicable law regarding the physical use and occupation of

the PROW and only to applicants who have met all the conditions and requirements of this section and who establish a right to enter the PROW. The applicant must state the basis for its claimed right to enter the PROW, subject to independent confirmation by the City. If the applicant has a certificate of public convenience and necessity (CPCN) issued by the California Public Utilities Commission, it shall provide a copy of its CPCN. If the applicant is asserting a right to enter the PROW to close a significant gap in coverage, it shall provide evidence of the coverage gap and evidence that the site selected is the least intrusive means of closing that gap.

- iv. Antennas and all support equipment shall be treated to match the supporting structure.
- v. Telecommunication facility installations located above the surface grade in the PROW, including, but not limited to, those on streetlights, traffic signal standards, or joint utility poles, shall consist of small equipment components that are compatible in scale and proportion to the structures they are mounted on and compatible with the neighborhood in which they are located. Antennas should generally be located on existing structures, such as street light poles or joint utility poles, and be visually compatible with the existing structure and surroundings. All equipment, including antennas, shall be the smallest and least visually intrusive equipment feasible. Equipment shall be painted or otherwise coated to be visually compatible with the support structure and shall be subject to the issuance of a license or other special form or written agreement with the City.
- vi. Proposals for telecommunication facilities shall not exceed 40 feet in height. This standard may be modified upon finding that cumulative visual impacts are not significant and that the telecommunication facility is necessary to provide services not possible with location on an existing tower or structure in the service area. Independent review of the request, at the applicant's cost, may be required by the Director.
- vii. Accessory equipment, excluding required electrical meters, shall be placed in an underground vault or entirely within the proposed pole. However, applications proposing to place accessory equipment within the pole, instead of underground vaults, shall be subject to design review and approval. If it is determined that the proposed telecommunication facility with accessory equipment in the pole is not acceptable, accessory equipment shall be placed in an underground vault. Factors that may be considered in evaluating whether to permit placement of accessory equipment within the pole instead of in an underground vault are aesthetics, such as whether placing equipment in the pole would result in a larger, more visually obtrusive telecommunication facility, and public safety, such as whether the proposed facility would visually obstruct pedestrian, bicycle, or vehicular traffic. An applicant contesting undergrounding bears the burden of establishing that undergrounding is not feasible. If it is determined that undergrounding is not feasible, such accessory equipment shall comply with all applicable laws and regulations and shall be visually screened or camouflaged. All wall and landscaping materials shall be selected so that the resulting screening will be visually integrated with the architecture and landscape architecture of the surroundings.
- viii. Telecommunication facilities in the PROW or on City-owned property in or within 500 feet of residential, school, or mixed-use zones shall be subject to the review

procedures as set forth in subsection A.5, Conditional Use Permit.

- ix. The City retains the right to deny an application for this type of telecommunication facility based on aesthetic or land use impacts.
4. **Zoning Administrator Review.** The following telecommunications facilities shall be reviewed in accordance with § 17.92.020.D, Zoning Administrator, provided they meet the development requirements set forth below and meet the location and design standards set forth in subsection B, Location and Design Standards for Nonexempt Facilities. Facilities that fail to meet the development requirements as set forth below shall be elevated to the review procedures as set forth in subsection A.5, Conditional Use Permit.
- a. Replacement of previously approved towers not authorized under the provisions of the existing permit, provided that such modification does not substantially change (by more than 10%) the physical dimensions of such tower or base station from the dimensions approved as part of the existing use permit for such tower or base station consistent with subsection A.2.h.ii definition of "substantial change" (unless otherwise exempt from discretionary review pursuant to subsection A.2.h, Work, subject to Pub. L. No. 112-96 § 6409.
 - i. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
 - b. Additions and/or expansions of legal nonconforming uses, including co-locations, which do not meet the criteria for exempt facilities under subsection A.2.h, Work, subject to Pub. L. No. 112-96 § 6409. At the discretion of the Zoning Administrator, such applications may be elevated to the Planning Commission for review and approval.
 - i. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
5. **Conditional Use Permit.** The following telecommunications facilities shall be reviewed in accordance with § 17.100.100, Conditional Use Permit, provided they meet the development requirements set forth below and meet the location and design standards set forth in subsection B, Location and Design Standards for Nonexempt Facilities.
- a. Telecommunications facilities within historic districts, on sites or buildings designated historic or potentially historic resources.
 - i. A ~~site-specific~~ **site-specific** historic evaluation may be required by the City and shall be paid for by the applicant if the proposed project site or building is over 50 years old.
 - ii. The facility must comply with the applicable development regulations of the land use zone and all other applicable regulations pertaining to the preservation of historical sites.
 - iii. Construction of the facility must not result in a reduction in required parking provided on the site.
 - iv. The facility must be concealed from public view or integrated into the site architecture so as not to be noticed or identified as a telecommunication facility by

the casual observer.

- v. Must be reviewed by applicable historical preservation commission prior to final action by City.
 - vi. Limited to building mounted facilities.
- b. Wireless telecommunications facilities on publicly owned lands not otherwise subject to local land use zoning, but lying within the local jurisdiction, when the wireless telecommunications facility is not solely maintained or operated for the primary public use of the site.
- c. Monopole facilities, single carrier wireless towers, and lattice tower in any nonresidentially zoned area, subject to the following standards:
- i. Shall be subject to periodic review as identified in this Zoning Code.
 - ii. Monopoles and lattice towers shall be located and designed to minimize visual impacts. Towers located in high visibility locations shall incorporate "stealth" design techniques to camouflage the tower to the maximum extent feasible as art/sculpture, clock tower, flag pole, tree or any other appropriate and compatible visual form.
 - iii. Monopoles and lattice towers shall be located on the rear half of the parcel, unless aesthetic benefit is achieved through an alternative location, as determined by the Planning Commission.
 - iv. New private monopoles and lattice towers shall not be located in any land developed or zoned for any residential and/or school zone/use, pursuant to subsection A.1, Prohibited Telecommunication Facilities.
 - v. Monopoles and lattice towers shall generally not be permitted within 1,000 feet of an existing tower or facility. This standard may be modified upon finding by the Planning Commission that cumulative visual impacts are not significant and that the tower is necessary to provide services not possible with co-location on an existing tower or structure in the service area. Independent review of the request, at the applicant's cost, may be required by the Planning Commission.
 - vi. Monopoles and lattice towers shall be designed at the minimum functional height. Tower height shall generally not exceed the maximum height for buildings in the zone in which it is located by more than 12 feet. This standard may be modified upon a finding by the Planning Commission that cumulative visual impacts are not significant and that the height is necessary to provide services not possible with a tower meeting the height standard. Independent review of the request, at the applicant's cost, may be required by the Director. If no maximum building height is established in this Zoning Code, the height of the tower shall be reviewed for the visual impact on the surrounding land uses and the community.
 - vii. As a condition of approval for all monopoles and lattice towers, the applicant shall provide the City with a written commitment that it will allow other service providers to co-locate antennas on towers where technically and economically feasible. Support structures and site area for telecommunication facilities shall be designed and of adequate size to allow at least one additional service provider to co-locate on the structure, including sufficient area available for ground mounted equipment.

- viii. Ground-mounted equipment shall be under ground or screened from public view, including, but not limited to, decorative fencing and/or landscaping. If the Planning Commission determines that screening is not adequate, it may require that equipment be placed underground.
 - ix. Parking and access shall be on an improved surface, subject to review and approval by the Planning Commission.
 - x. The project site (the parcel on which the facility or lease area is located) is operating in compliance with all prior approvals including approved landscape plans, site plan and design review approvals, and/or conditions of existing use permit.
- d. Towers located on property owned, leased, or otherwise controlled by the City (or wireless facilities on publicly/City-owned property or PROW within 500 feet of residential/school buffer) provided prior written acknowledgement and pre-authorization for such antenna or tower is approved by the City.
- i. Shall be subject to development requirements as set forth in subsection A.3.f, Facilities, excluding towers, on publicly owned or publicly utilized lands, and subject to subsection A.5.c, Monopole facilities, single carrier wireless towers, and lattice tower in any nonresidentially zoned area.
- e. Other telecommunications facilities not listed as exempt, permitted, or prohibited shall comply with the following minimum physical standards and other requirements as deemed appropriate by the Planning Commission:
- i. Adequate access shall be provided.
 - ii. Facility shall be concealed or designed as a stealth facility to the satisfaction of the Planning Commission.
 - iii. No reduction in parking below that required by this Zoning Code.
 - iv. Concurrent review and approval by the City and the County.

B. Location and Design Standards for Nonexempt Facilities.

1. The following standards are applicable to all telecommunication facilities except exempt facilities identified in subsection A.2.h:
 - a. If technological improvements or developments occur that allow the use of materially smaller or less visually obtrusive equipment, the service provider may be required to replace or upgrade an approved telecommunication facility upon application for a new permit in order to minimize the facility's adverse impacts on land use compatibility and aesthetics. This provision would only apply to the specific site where the application for modification is requested.
 - b. All telecommunication facilities shall be installed and maintained in compliance with the requirements of the California Building Standards Code, the Americans with Disabilities Act, as well as other restrictions specified in this section and other applicable provisions of this Zoning Code.
 - c. *Design Standards.* All telecommunication facilities shall:

- i. Utilize state of the art stealth technology as appropriate to the site and type of facility. Specifically, all telecommunication facilities shall employ and maintain camouflage design techniques to minimize visual impacts and provide appropriate screening. Such techniques shall be employed to make the installation, operation, and appearance of the facility as visually inconspicuous as possible and to hide the installation from predominant views from surrounding properties. Where no stealth technology is proposed for the site, a detailed analysis as to why stealth technology is physically and technically infeasible for the project shall be submitted with the application.
 - ii. Antennae and support structures, where utilized, must be monopole type. Monopole support structures shall not exceed four feet in diameter unless technical evidence is provided showing that a larger diameter is necessary to attain the proposed tower height and that the proposed tower height is necessary.
 - iii. In the case of existing structures, telecommunication facilities shall be located in a manner so as to minimize visual impacts from surrounding properties and public rights-of-way.
 - iv. All flush-mounted antenna(s) and support structures shall be painted to be architecturally compatible with the building on which it is located or painted to minimize the visual impacts where the structures extend above the roof line and minimize visual impacts from surrounding properties. The specific color is subject to City review based on a visual analysis of the particular site.
 - v. Accessory equipment must be designed and screened from public view. The specific design is subject to City review based on a visual analysis of the particular site and may include decorative fencing and/or landscaping. If landscaping is required, landscape plans shall be prepared by a licensed landscape architect.
 - vi. Support structures and site area for telecommunication facilities shall be designed and of adequate size to allow at least one additional service provider to co-locate on the structure, including sufficient area available for ground mounted equipment, subject to the specific design standards and aesthetic considerations of the specific telecommunication facility location and Conditional Use Permit requirements in subsection A.5, Conditional Use Permit.
 - vii. All proposed fencing shall be decorative and compatible with the adjacent buildings and properties within the surrounding area and shall be designed to limit and/or allow for removal of graffiti.
 - viii. Placement of ground mounted equipment shall not substantially hinder the future development potential of any property.
- d. *Height.* All telecommunication facilities shall be designed to meet the minimum functional height required.
- i. Unless this section imposes a more restrictive height limitation on a specific type of facility, facility height shall not extend more than 12 feet beyond the maximum allowable building height for the zone, except as otherwise allowed in this section. If a maximum building height has not been established in this Zoning Code, the height of the facility shall be reviewed for the visual impact on the surrounding land uses

and the community.

- ii. If the facility is not attached to a building, the height of the facility shall be reviewed for the visual impact on the surrounding land uses and the community.
 - iii. The height of a telecommunication tower shall be measured from the natural, undisturbed ground surface below the center of the base of said tower to the top of the tower itself or, if higher, the tip of the highest antenna or piece of equipment attached thereto.
- e. *Setbacks.* The following setback requirements shall apply to all telecommunication facilities except facilities in the public right-of-way and on City-owned property:
- i. All facilities shall comply with the required building setbacks for the zone in which the site is located. However, in no instance shall the facility (including antenna equipment) be located closer than five feet of any property line. Additional setback requirements may be established in conjunction with a Conditional Use Permit for those antennae exceeding the height limit for the zone.
 - ii. Facilities shall not be located within the required front yard area of any parcel, unless specifically approved by the Planning Commission.
 - iii. The Planning Commission may reduce setbacks through the Conditional Use Permit process (see § 17.100.100, Conditional Use Permit) upon determination that aesthetic impacts would be reduced and/or open space improved.
- f. *Landscaping.*
- i. Landscaping, wherever appropriate, shall be used as screening to reduce visual impacts of telecommunication facilities. Any proposed landscaping shall be visually compatible with existing vegetation in the vicinity.
 - ii. Existing landscaping in the vicinity of a proposed telecommunication facility shall be protected from damage during and after construction. Submission of a tree protection plan may be required to ensure compliance with this requirement.
 - iii. Off-site landscaping may be required to mitigate off-site impacts, subject to willing property owners. Additional landscaping may also be required in public rights-of-way to obscure visibility of facilities from passing motorists, bicyclists, and pedestrians.
 - iv. When required, a landscape and irrigation plan prepared by a licensed landscape architect shall be submitted at the Building Permit stage for review and approval by the Community Development Department.
- g. *Signage.* A permanent, weather-proof identification sign must be placed on the gate of the fence surrounding the telecommunication facility or base shelter or, if there is no fence, on the facility itself. The sign must identify the facility operator(s), type of use, provide the operator's address, and specify a 24-hour telephone number at which the operator can be reached so as to facilitate emergency services.
- h. *Access.* Parking and access to and for the maintenance of telecommunication facilities shall be on an improved surface and no required parking for the primary use shall be lost

due to placement of the pole and support facilities unless otherwise permitted by the Planning Commission. A minimum of one parking space shall be provided and calculated separately from the required parking for the primary use, for maintenance of the telecommunication facility. Required fire access shall be maintained.

- i. *Lighting and Placement.* Facility lighting shall comply with the local requirements of the City. Towers shall not be artificially lighted, unless required by the FAA or other applicable public safety authority. If lighting is required, the governing authority may review the available lighting alternatives and approve the design that would cause the least disturbance to the surrounding views.
 - j. *Noise.* In general, noise levels shall comply with the applicable State and local guidelines. In no instance shall noise levels produced by the facility or appurtenant equipment exceed 65 dBA as measured at the site property line. Back-up generators shall only be operated during power outages and for testing and maintenance purposes. Testing and maintenance shall only take place on weekdays between 8:30 a.m. and 4:30 p.m.
2. ***Management.***
- a. *Periodic Review.* The City may conduct a periodic review of the telecommunications facility to consider whether or not the facility is conforming with the (including the co-location) conditions of its discretionary approval or appropriate permits. The City shall consider whether or not the facility is conflicting with emerging land uses approved under the applicable master or Specific Plan. If the City concludes that adverse impacts to emerging land uses can be reduced through the use of new technology, or through the retirement of the current facility, the carriers shall work with the City to develop a plan for achieving these mitigating goals. The City may impose a condition limiting the duration of any permit for a telecommunications facility located on property zoned other than industrial only after making findings of fact that such a condition is warranted. As part of such condition, the City shall specify the development threshold which could trigger termination of the permit following a duly noticed public hearing.
 - b. *Abandonment.* If any telecommunications facility is not operated for a continuous period of six months, the service provider shall notify the Zoning Administrator. A telecommunications facility shall be considered abandoned and shall be removed by the facility owner within the next six months and the site restored back to its original setting. The City may, at its discretion, require the posting of a performance surety to cover the cost of the removal of abandoned facilities.
 - c. *Public Health and Safety (EMF and RF).* No telecommunications facility or combination of facilities shall generate, at any time, EMF, or radio frequency radiation (RF) in excess of the FCC adopted standards for human exposure, as amended over time.
3. All telecommunications facilities must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the Federal government with the authority to regulate such facilities. If such standards and regulations are changed, the property owner or responsible party shall bring such facilities into compliance with such revised standards and regulations within six months of the effective date of such standards and regulations, unless a more stringent compliance schedule is mandated by the controlling agency. Any violation of this subsection shall constitute grounds for revocation of any permits and/or approvals granted under this section (see § 17.96.150, Revocation of Permits). Such violations shall also constitute grounds for abatement and removal of the telecommunications facility by the City at the property

owner's expense.

4. If it is found that wireless telecommunications facilities are or will be detrimental to the health, safety, or welfare of persons working or residing near such facilities, then the service provider(s) shall be solely responsible for the removal, adjustment, or replacement of the facilities. In no case shall the facility remain in operation if it is found to create a hazard to health, safety, or welfare. A facility shall not be found to create a hazard to health, safety, or welfare as a result of EMF or RF emissions from the facility so long as it meets all then current standards established by the FCC, or other Federal agency having jurisdiction.

C. Findings for Approval for Telecommunications Facility Applications.

1. The proposal meets or exceeds the criteria of this Zoning Code and is consistent with the General Plan and applicable land use designations.
2. That the site for the intended use is adequate in size, shape, topography, accessibility, and other physical characteristics to accommodate the use and required provisions of this Zoning Code.
3. The proposal for the telecommunications facility is in its design and appearance is consistent or compatible with the development and design of the surrounding structures and neighborhood.
4. That the proposed use will be organized, designed, constructed, operated, and maintained so as to be compatible with the character of the area as intended in the General Plan or any Specific Plan.
5. That adequate streets and highways exist to carry the type and quantity of traffic anticipated to accommodate access for maintenance and/or service vehicles.

- D. Appeals.** Any person dissatisfied with the decision to either approve or deny a development permit for the construction or modification of a wireless telecommunications permit, excluding exempt facilities, may file an appeal in accordance with the procedures set forth in Division II: Administration and Procedures, as applicable. Staff decisions regarding exempt facilities may be appealed in the same manner as a decision of the Zoning Administrator as set forth in § 17.92.020.D, Zoning Administrator.

§ 17.84.370. Temporary Uses.

This section establishes standards for uses that are intended to be of limited duration of time and that will not permanently alter the character or physical facilities of the site where they occur.

- A. Temporary Uses Not Requiring a Temporary Use Permit.** The following types of temporary uses may be conducted without a Temporary Use Permit (see § 17.100.080, Temporary Use Permit). Other permits, such as Building Permits, may be required (see § 17.100.130, Building Permit)

1. **Yard Sales.** Sales of personal property conducted by a resident of the premises may be conducted in accordance with the following standards.
 - a. No more than two garage/yard sales shall be conducted on a site in any calendar year.
 - b. No single sale event shall be conducted for more than two consecutive weekends. Each weekend that sales are conducted constitutes a single sale event.
 - c. Yard sales shall be conducted between the hours of 8:00 a.m. to 7:00 p.m.

- d. Personal property sold at a sale must not include secondhand goods obtained for purposes of resale.
 - e. Only temporary signs conforming to the standards in Chapter 17.72, Signs are permitted. The temporary signs shall not be posted earlier than one day prior to the sale event.
 - f. The display of property for sale shall be located at least five feet from the property line.
- 2. **Non-Profit Fund Raising.** Fund raising sales for up to three days per event is permitted on a site by a non-profit organization, not to be conducted more frequently than three times per year per site.
- 3. **Temporary Construction Office Trailers.** On-site temporary construction offices during the period of construction. Screening may be required by the Director.
- 4. **Sales Office and Model Homes.** Model homes with sales offices and temporary information/sales offices in new residential developments are subject to the following requirements.
 - a. *Time Limits.*
 - i. *Temporary Sales Office.* A temporary information/sales trailer may be used during the construction of the model homes for a maximum period of six months or completion of the first phase of development, whichever occurs first.
 - ii. *Model Homes.* Model homes established and operation for a term period of four years or until completion of the sale of the lots or units, whichever comes first.
 - b. *Return to Residential Use.* Prior to the sale of any of the model homes as a residence, any portion used for commercial purposes shall be converted to its intended residential purpose.
- 5. **Live Music.** Temporary live music performances that do not require a Temporary Use Permit (see § 17.100.080, Temporary Use Permit) include:
 - a. Non-amplified music performances, indoor or outdoor.
 - b. Indoor amplified music performances accessory to a commercial use, provided the temporary use complies with the Performance Standards of Chapter 17.76, Performance Standards.
- 6. **Mobile Vendor Services.** Mobile vendor services as described in § 17.84.240, Manufactured Home Parks, RV/Trailer Parks, and Manufactured Buildings are exempt from the requirements of this section.
- 7. **Special Events Exempt.** Special events, as defined and regulated by Woodland Municipal Code § 12.40.010, Special Events, are exempt from the requirements of this section.
- B. **Temporary Uses Requiring a Temporary Use Permit.** The following temporary uses may be permitted pursuant to § 17.100.080, Temporary Use Permit, subject to the following standards. Additional or more stringent requirements may be established through the Temporary Use Permit process.
 - 1. **Seasonal Sales.** The annual sales of holiday related items such as Christmas trees, pumpkins, and similar items may be permitted in accordance with the following standards:

- a. *Time Period.* Seasonal sales associated with holidays are allowed up to a month preceding and one week following the holiday. Christmas tree sales are allowed from Thanksgiving Day through December 31.
 - b. *Goods, Signs and Temporary Structures.* All items for sale, as well as signs and temporary structures, shall be removed within 10 days after the end of sales, and the appearance of the site shall be returned to its original state.
 - c. The property shall not be used in such a manner as to create a nuisance due to noise, dust, litter, or other factors.
 - d. The City reserves the right to shut down a temporary seasonal sales operation if the operation is posing safety concerns, has become a nuisance, or has violated any requirements of this subsection. All costs associated with the removal and/or abatement shall be paid for by the property owner.
2. **Construction Uses.** Temporary structures and uses incidental to the construction of a building or a group of buildings, including, but not limited to, construction staging of materials and equipment that is not located on the approved development site.
3. **Promotional Sales and Other Events.** These are events that do not qualify as a Special Event requiring review by the Special Events Committee pursuant to Woodland Municipal Code Chapter 12.40, Special Events. Temporary short term special events shall not exceed a total of seven days in any one calendar year may be permitted in accordance with the following standards:
 - a. *Location.* Events are limited to nonresidential zones.
 - b. *Number of Events.* No more than four events at one site shall be allowed within any 12-month period.
 - c. *Parking.* The available parking shall not be reduced to less than 66% of the minimum number of spaces required by Chapter 17.68, Parking and Loading.
 - d. *Time Limit.* When located adjacent to a Residential zone, the hours of operation shall be limited to 9:00 a.m. to 8:00 p.m.
 - e. *Temporary Outdoor Sales.* Temporary outdoor sales, including, but not limited to, grand opening events, and other special sales events, are also subject to the following standards:
 - i. Temporary outdoor sales shall be part of an existing business on the same site.
 - ii. Outdoor display and sales shall be located on a paved or other approved hard surfaced area on the same lot as the structure(s) containing the business with which the temporary sale is associated.
 - iii. Location of the displayed merchandise shall not disrupt the normal circulation of the site, nor encroach upon driveways, pedestrian walkways, or required landscaped areas, or obstruct sight distances or otherwise create hazards for vehicle or pedestrian traffic.
4. **Temporary Prefabricated Storage, Shipping or Cargo Containers.** Containers may be allowed on a temporary basis in nonresidential areas for longer than 96 hours, but no longer than 90 days, for construction related purposes subject to Development Review Tier 1 (see

§ 17.100.050, Development Review Tier 1: Minor), for review of placement, and a Temporary Use Permit (see § 17.100.080, Temporary Use Permit), subject to the following provisions.

- a. Containers must be removed upon the project completion.
 - b. Anticipated time frame for removal of the containers must be provided and approved by Director. An extension of duration may be permitted by the Director subject to conditions of approval.
 - c. No stacking of containers is allowed.
 - d. Containers must be placed on private property and shall in no way obstruct the public right-of-way or visibility.
 - e. Containers shall be accessible for periodic fire/life safety inspection. Each container requires additional ground area in the parcel, adjacent to the container, equal or greater than one-half the area of corresponding container.
 - f. Containers must comply with the Building Code.
5. ***Temporary Uses Related to Recycling.*** In Commercial and Mixed-Use zones, temporary uses related to recycling, including donation boxes, require approval of the Director. Recycling uses are also subject to the requirements of § 17.84.310, Recycling Facilities.
 6. ***Temporary and Transitional Container Uses.*** Uses such as coffee kiosks, shipping container eateries/beer gardens, and other low barrier entry, transitional and temporary uses may be considered subject to a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) and a Development Review Tier 3 Permit (see § 17.100.070, Development Review Tier 3). The Director may elevate the application to the Planning Commission if the Director finds the proposal warrants public review.
 - a. Such uses are intended to activate underutilized parcels as more permanent projects are completed over time.
 - b. Such uses are subject to the standards of § 17.84.240.D, Commercial Modular Buildings.
 - c. Transitional temporary uses must adhere to all development and design standards of the base zone and all Building, Fire and Health Code requirements.
 7. ***Temporary Uses Requiring a Zoning Administrator Permit.*** The Zoning Administrator may consider uses on a temporary basis that are not specifically listed in the use table. Other temporary uses may be allowed with the approval of a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit) provided they are not intended to extend longer than six months and they are determined to not impact neighboring uses or otherwise create significant impact. The Director may elevate any temporary use application to the Planning Commission if the Director finds the proposal warrants public review.
- C. **Performance and Review Standards.** The following apply to all temporary uses:
1. Approval of a business license, Zoning Clearance (see § 17.100.030, Zoning Clearance), and any permits as required by this or any other section of this Zoning Code.
 2. Written permission of the owner and/or operator of the property.

3. Time frame for the temporary use, event start, hours of operation, and event end.
4. Submittal of a site plan to identify the location of the proposed temporary use and any activities or storage or display of goods, parking, access.
5. Signage proposed in compliance with Chapter 17.72, Signs.
6. The temporary use shall not interfere with driveways, corner sight requirements or sidewalk access.
7. Goods shall be displayed in a neat and orderly fashion.
8. Temporary uses shall not create a nuisance, excessive noise, glare, odor, particulates, or impacts to public health and safety that would negatively affect adjacent properties and uses.
9. Evidence of the temporary use shall be cleaned and removed by close of business on the last day the approved license is valid.
10. Conditions of Approval as necessary related to size, location, hours of operation, etc., to ensure that a temporary use will not conflict with General Plan policies.

§ 17.84.380. Two-Unit Projects.

A. **Purpose.** The purpose of this section is to allow and appropriately regulate two-unit projects in accordance with California Government Code § 65852.21.

B. **Definition.**

"Two-unit project" means the development of two primary dwelling units or, if there is already a primary dwelling unit on the lot, the development of a second primary dwelling unit on a legally subdivided lot in accordance with the requirements of this section.

C. **Application.**

1. Only individual property owners may apply for a two-unit project. "Individual property owner" means a natural person holding fee title individually or jointly in the person's own name or a beneficiary of a trust that holds fee title. "Individual property owner" does not include any corporation or corporate person of any kind (partnership, LP, LLC, C Corp, S Corp, etc.) except for a community land trust (as defined by Revenue and Taxation Code § 402.1(a)(11)(C)(ii)) or a qualified nonprofit corporation (as defined by § 214.15).
2. An application for a two-unit project must be submitted on the City's approved form. Only a complete application will be considered. The City will inform the applicant in writing of any incompleteness within 30 days after the application is submitted.
3. The City may establish a fee to recover its costs for adopting, implementing, and enforcing this section of the Zoning Code, in accordance with applicable law. The City Council may establish and change the fee by resolution. The fee must be paid with the application.

D. **Approval.**

1. An application for a two-unit project is approved or denied ministerially, by the Director, without discretionary review.

2. The ministerial approval of a two-unit project does not take effect until the City has confirmed that the required documents have been recorded, such as the deed restriction and easements.

E. **Requirements.** A two-unit project must satisfy each of the following requirements:

1. **Map Act Compliance.** The lot must have been legally subdivided.
2. **Zone.** The lot is in a single-family residential zone which includes:
 - a. R-L, N-P and R-LM zones; the R-3, R-4, and R-5 single-family residential zones in the Spring Lake Specific Plan; and the R-4 and R-5 single-family zones in the Southeast Area Specific Plan.
3. **Lot Location.**
 - a. Prime farmland, farmland of statewide importance, or land that is zoned or designated for agricultural protection or preservation by the voters.
 - b. A wetland.
 - c. Within a very high fire hazard severity zone, unless the site complies with all fire-hazard mitigation measures required by existing building standards.
 - d. A hazardous waste site that has not been cleared for residential use.
 - e. Within a delineated earthquake fault zone, unless all development on the site complies with applicable seismic protection Building Code standards.
 - f. Within a 100-year flood hazard area, unless the site has either:
 - i. Been subject to a Letter of Map Revision prepared by the Federal Emergency Management Agency and issued to the local jurisdiction; or
 - ii. Meets Federal Emergency Management Agency requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program.
 - g. Within a regulatory floodway, unless all development on the site has received a no-rise certification.
 - h. Land identified for conservation in an adopted natural community conservation plan, habitat conservation plan, or other adopted natural resource protection plan.
 - i. Habitat for protected species.
 - j. Land under conservation easement.
4. **Not Historic.** The lot must not be a historic property or within a historic district that is included on the State Historic Resources Inventory. Nor may the lot be or be within a site that is designated by ordinance as a City or County landmark or as a historic property or district.
5. **No Impact on Protected Housing.** The two-unit project must not require or include the demolition or alteration of any of the following types of housing:
 - a. Housing that is income-restricted for households of moderate, low, or very low income.
 - b. Housing that is subject to any form of rent or price control through a public entity's valid

exercise of its policy power.

- c. Housing, or a lot that used to have housing, that has been withdrawn from rental or lease under the Ellis Act (California Government Code §§ 7060 through 7060.7) at any time in the 15 years prior to submission of the urban lot split application.
- d. Housing that has been occupied by a tenant in the last three years. The applicant and the owner of a property for which a two-unit project is sought must provide a notarized statement as to this fact with the application for the parcel map.

6. ***Quantity.***

- a. No more than two dwelling units of any kind may be built on a lot that results from an urban lot split. For purposes of this paragraph, "unit" means any dwelling unit, including, but not limited to, a primary dwelling unit, a unit created under this section of the Zoning Code, an ADU, or a JADU.
- b. A lot that is not created by an urban lot split may have a two-unit project under this section, plus any ADU or JADU that must be allowed under State law and the City's ADU ordinance.
- c. In no case shall there be more than four total units of any kind in total provided as a result of an urban lot split or on a lot that is not created by an urban lot split.

7. ***Unit Size.***

- a. Each primary dwelling built that is developed under this section is limited to 800 square feet of floor area.
- b. A primary dwelling that was legally established on the lot prior to the two-unit project and that is larger than 800 square feet is limited to the lawful floor area at the time of the two-unit project.
- c. A primary dwelling that was legally established prior to the two-unit project and that is smaller than 800 square feet may be expanded to 800 square feet after or as part of the two-unit project.
- d. *Exception.* One or both primary dwelling units may be expanded if able to meet lot coverage and setback requirements as established in Chapter 17.24, Residential Zones, inclusive of all units and accessory structures on the property.

8. ***Height Restrictions.***

- a. On a lot that is larger than 2,000 square feet, a new primary dwelling may be 30 feet in height if the rear setback is 20 feet or the side setback is five feet, otherwise, no new primary dwelling unit may exceed 16 feet in height, measured from grade to peak, or tallest point, of the structure.
- b. On a lot that is smaller than 2,000 square feet, no new primary dwelling unit may exceed two stories or 22 feet in height, measured from grade to peak of the structure. Any portion of a new primary dwelling that exceeds 16 feet in height as measured from grade to peak or tallest point, must be stepped back by an additional seven feet; no balcony deck or other portion of the second story may project into the step-back.

- c. No rooftop deck is permitted on any new or remodeled dwelling or structure on a lot with a two-unit project.
- 9. **Demolition Cap.** The two-unit project may not involve the demolition of more than 25% of the existing exterior walls of an existing dwelling unless the site has not been occupied by a tenant in the last three years.
- 10. **Lot Coverage.** Structures shall not cover more than 50% of the total lot area. This lot coverage standard is only enforced to the extent that it does not prevent two primary dwelling units on the lot at 800 square feet each.
- 11. **Open Space.** A minimum of 30% of the required rear yard shall be open space. This open space standard is only enforced to the extent that it does not prevent two primary dwelling units on the lot at 800 square feet each.
- 12. **Setbacks.**
 - a. No setback is required for an existing legally established structure or for a new structure that is constructed in the same location and to the same dimensions as an existing legally established structure.
 - b. Dwellings must be at least four feet from the interior side and rear property lines.
 - c. Dwellings must be at least 15 feet from a corner street side setback.
 - d. A front yard setback of at least 25 feet shall be maintained from the front of a new or existing dwelling unit to the required rear yard area of another dwelling unit.
 - e. Dwellings must be at least 25 feet from the front property lines. Exceptions are as follows:
 - i. Front yard setbacks of 20 feet are permitted for houses where garages or carports are set back 25 feet. Front yard setbacks of 20 feet are allowed for garages equipped with roll up doors or carports.
 - f. The front setback area must:
 - i. Provide adequate line of sight visibility from driveways, corners, and intersections;
 - ii. Be at least 50% landscaped with drought-tolerant plants, with vegetation and irrigation plans approved by a licensed landscape architect; and
 - iii. Allow for vehicular and fire-safety access to the front structure.
- 13. **Parking.** Each new primary dwelling unit must have at least one off-street parking space per unit unless one of the following applies:
 - a. The lot is located within one-half mile walking distance of either:
 - i. A corridor with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours;
 - ii. The intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods; or
 - iii. A site that contains:

- (A) An existing rail or bus rapid transit station, or
 - (B) A ferry terminal served by either a bus or rail transit service.
- b. The site is located within one block of a permanent car-share pick up or drop off vehicle location.
14. **Accessibility.** All dwellings and structures built or substantially remodeled on the lot must be ADA accessible. "Substantially remodeled" means that more than 10% of the existing floor area is the subject of a Building Permit (see § 17.100.130, Building Permit) or that the existing floor area, including non-livable space, increases by more than 10%. Pedestrians shall have a clear path of travel a minimum of four feet wide and ADA compliant from the principal building entrances to the street.
15. **Architecture.** See § 17.56.020, Single-Family and Duplex Design Standards,
16. **Landscaping.**
- a. All required street front and street-facing side setbacks, except areas used for parking, exit and entry, shall be landscaped.
 - i. Required landscape areas shall be planted with a combination of ground covers, shrubs, vines, and trees. No more than 25% of the required landscaped area may be turf and shall not be used in areas less than 10 feet wide.
 - ii. Required landscape areas may include paved, gravel, or bark surfaces, provided they do not cover more than 30% of the required landscape area.
 - iii. Garden area and other areas dedicated to edible plants are considered landscaped areas and count toward required landscaping.
 - b. To the extent possible, existing mature trees on the site shall be preserved whenever it is possible and practical to do so. The project shall comply with the City's Tree Preservation Ordinance.
 - c. A landscape plan shall be provided with each submittal and shall at minimum include:
 - i. Property lines and public utility easements; structures, streetlights, transformers, trash enclosures, utilities.
 - ii. Grading, including finished planter elevations, grade differentials with adjacent properties, retaining walls, on-site drainage features.
 - iii. Proposed planting list ~~including~~ **including** botanical and common names, quantities of each species, container sizes, spread and height of plant at maturity, rate of growth (fast, moderate, slow).
 - iv. Distance of trees to all structures. Large trees (40 feet to 90 feet in height at maturity) shall not be planted closer than 15-feet to any structure. Medium sized trees (30 feet to 40 feet in height at maturity) shall not be planted closer than 10 feet to any structure.
 - d. All landscaping must be drought-tolerant tolerant and shall be suitable for the local climate. All new landscaping shall comply with the City's Water Conservation Ordinance,

California Model Water Efficient Landscape Ordinance, and the CalGreen Code.

- e. Automated irrigation system shall be installed to provide coverage of all irrigated landscaped areas and shall have automatic rain shut-off valves.
 - f. Deciduous shade trees are permitted around the east, west, and south sides of residences to help reduce cooling loads during summer and allow solar gain during the winter months.
 - g. Landscaping and/or architectural treatments shall be provided to screen views of service elements that include storage areas, trash enclosures, mechanical equipment transformers, HVAC, and other similar elements. Screening shall either be landscaping a minimum of three feet high or architectural screens designed to match building features.
 - h. Pedestrian walkways and paths of travel shall not be combined with, or be part of driveways unless textures, patterns, and colors are provided to designate separate pedestrian paths.
 - i. There shall be a clear transition between the City sidewalk or public property, and the development property. This is to be achieved through changes in pavement textures, landscaping, and front fencing.
 - i. Fencing in the required front setback, or five feet from the corner side yard setback, shall not exceed three feet six inches, in compliance with § 17.64.030, Fences, Walls, and Hedges. Chain-link fencing is prohibited.
 - j. When next to a side or rear property line of an adjacent property, a solid six-foot-high wood or masonry fence shall be provided on the property line as a buffer.
 - k. Landscaping that is required to help achieve screening of views into an adjacent property shall be planted along the rear or side property line to achieve a 75% summer opacity and 60% winter opacity within three years of planting. At minimum, four medium to large size shrubs at maturity shall be planted per 50 linear feet of buffer. Shrubs shall be a minimum five gallon in size.
 - l. All landscaping shall be installed prior to issuance of a Certificate of Occupancy.
17. **Nonconforming Conditions.** A two-unit project may only be approved if all nonconforming zoning conditions are corrected, consistent with § 17.80.040, Nonconforming Uses.
18. **Utilities.** Each primary dwelling unit on the lot must have its own direct utility connection to the utility service provider.
19. **Building and Safety.** All structures built on the lot must comply with all local Building Code requirements.
20. **Separate Conveyance.**
- a. Primary dwelling units on the lot may not be owned or conveyed separately from each other.
 - b. Condominium airspace divisions and common interest developments are not permitted within the lot.
 - c. All fee interest in the lot and all the dwellings must be held equally and undivided by all

individual property owners.

21. ***Regulation of Uses.***

- a. *Residential Only.* No nonresidential use is permitted on the lot.
- b. *No Short-Term Rentals.* No dwelling unit on the lot may be rented for a period of less than 30 days.

22. ***Owner Occupancy.*** Unless the lot was formed by an urban lot split, the individual property owners of a lot with a two-unit project must occupy one of the dwellings on the lot as the owners' principal residence and legal domicile.

23. ***Notice of Construction.***

- a. At least 30 business days before starting any construction of a two-unit project, the property owner must give written notice to all the owners of record of each of the adjacent residential parcels, which notice must 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 Building and Safety Department.
- 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 has no discretion in approving or denying a particular project under this section. This notice requirement is purely to promote neighborhood awareness and expectation.

24. ***Deed Restriction.*** The owner must record a deed restriction, acceptable to the City, that does each of the following:

- a. Expressly prohibits any rental of any dwelling on the property for a period of less than 30 days.
- b. Expressly prohibits any nonresidential use of the lot.
- c. Expressly requires the individual property owners to state that they intend to live in one of the dwelling units on the lot as the owners' primary residence and legal domicile for at least three years from the date of approval by the City.

25. ***Specific Adverse Impacts.***

- a. Notwithstanding anything else in this section, the City may deny an application for a two-unit project if the building official makes a written finding, based on a preponderance of the evidence, that the project would have a "specific, adverse impact" on either public health and safety or on the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.

- b. "Specific adverse impact" has the same meaning as in Government Code § 65589.5(d)(2): "a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete" and does not include: (i) inconsistency with this Zoning Code or General Plan land use designation; or (ii) the eligibility to claim a welfare exemption under Revenue and Taxation Code § 214(g).
- c. The Building Official may consult with and be assisted by planning staff and others as necessary in making a finding of specific, adverse impact.

CHAPTER 17.88 FLOOD MANAGEMENT

§ 17.88.010. Purpose.

The purpose of this chapter is to provide protection against flood damage for uses and service facilities in designated flood-prone areas by requiring proper design at the time of initial construction.

§ 17.88.020. Floodplain Area Map.

The Floodplain Area Map, provided in Chapter 17.16, Maps, identifies areas of the City subject to flooding.

§ 17.88.030. Flood Protection.

The flood protection required by this section is based on sound engineering principles. The floodplain hazard areas are subject to flooding (one percent chance in any one year) which may result in flood losses by uses which are inadequately elevated or otherwise protected from flood damage. The regulatory provisions that follow reflect a reasonable attempt to analyze the flood hazard for specific lands. This does not imply, however, that all areas outside those designated as "FP" floodplain overlay zones will be free from flooding or flood damage.

§ 17.88.040. Requirements.

The following requirements shall apply in the floodplain area:

- A. No Building Permit (see § 17.100.130, Building Permit) or other entitlement shall be issued nor shall any structure be erected unless certification is provided to the Director from a registered professional engineer that the cumulative effect of the proposed development when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood zone more than one foot at any point within the community.
- B. Residential structures shall have the lowest floor, including a basement, elevated to or above the base flood elevation as specified on the FIRM and Flood Insurance Study for the City.
- C. Nonresidential structures shall meet the requirements set forth in subsection B or be adequately flood proofed below the base flood elevation. If floodproofing is proposed, a professional engineer shall provide to the Director calculations certifying that the hydrostatic forces, velocities, uplift, and the like, have been designed for.
- D. No Building Permit (see § 17.100.130, Building Permit) shall be issued unless satisfactory evidence has been provided to the City Engineer that new or replacement public and on-site utilities and facilities are located and constructed to minimize or eliminate flood damage and infiltration.
- E. No Building Permit (see § 17.100.130, Building Permit) shall be issued unless satisfactory evidence is provided to the Director that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law.

Division IV
Administration And Procedures

CHAPTER 17.92
PLANNING AUTHORITIES

§ 17.92.010. Purpose.

This chapter identifies the bodies, officials, and administrators (i.e., Review Authorities) with designated responsibilities under various chapters of the Zoning Code. Subsequent chapters provide detailed information on procedures, application and permits. When carrying out their assigned duties and responsibilities, all bodies, officials, and administrators shall interpret and apply the provisions of this Zoning Code as minimum requirements adopted to implement the policies, and achieve the objectives, of the General Plan.

§ 17.92.020. Review Authorities.

A. **City Council.** The City Council is established in accordance with the Woodland Municipal Code Chapter 2.04, City Council. The powers and duties of the City Council under this Zoning Code include, but are not limited to, the following:

1. Consider and adopt, reject, or modify amendments to the General Plan map and text pursuant to provisions of Chapter 17.104, Amendments to the General Plan, and of the California Government Code, following a public hearing and recommended action by the Planning Commission.
2. Consider and adopt, reject, or modify amendments to the Zoning Map and text of this Zoning Code pursuant to the provisions of Chapter 17.108, Amendments to the Zoning Map and Text, and the California Government Code, following a public hearing and a recommendation from the Planning Commission.
3. Hear and decide applications for Development Agreements, pursuant to § 17.100.180, Development Agreements.
4. Hear and decide on proposals to revoke permits, pursuant to Chapter 17.96.150, Revocation of Permits.
5. Make environmental determinations on any approvals for which it has authority to grant that are subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to State law.
6. Hear and decide appeals from decisions of the Planning Commission pursuant to § 17.96.160, Appeals.
7. Establish by resolution, a Planning Application Fee Schedule listing fees, charges, and deposits for various applications and services provided, pursuant to this Zoning Code.

B. **Planning Commission.** The powers and duties of the Planning Commission are established in the Woodland Municipal Code Section 2.28.020, Planning Commission. The Planning Commission shall be the approval authority for planning permits identified in Table 17.100.020-1: Planning/Processes Permits and Review Authority. All discretionary decisions of the Planning Commission may be

appealed to the City Council, in compliance § 17.96.160, Appeals. The Planning Commission shall make recommendations on all legislative entitlement requests to the City Council. The powers and duties of the Planning Commission under this Zoning Code include, but are not limited to the following:

1. Conduct hearings and make recommendations to the City Council on proposed amendments to the General Plan map and text, pursuant to Chapter 17.104, Amendments to General Plan.
2. Conduct hearings and make recommendations to the City Council on proposed amendments to the Zoning Map and text of this Zoning Code, pursuant to Chapter 17.108, Amendments to Zoning Map and Text, and the California Government Code.
3. Conduct hearings and make recommendations to the City Council on proposed Development Agreements, pursuant to § 17.100.180, Development Agreements.
4. Approve, conditionally approve, modify, or deny Conditional Use Permits and Variances, pursuant to § 17.100.100, Conditional Use Permit and § 17.100.120, Variance.
5. Hear and decide on modifications to approved Conditional Use Permits and Variances, pursuant to § 17.96.140, Modifications to an approved Permit.
6. Hear and decide on proposals to revoke permits, pursuant to § 17.96.150, Revocation of Permits.
7. Hear and decide appeals from decisions of the Director or Zoning Administrator on decisions, determinations, or interpretations made in the enforcement of this Zoning Code and any other decisions that are subject to appeal, pursuant to § 17.96.160, Appeals.
8. Make environmental determinations on any approvals it grants that are subject to environmental review under CEQA pursuant to State law.
9. Review of the annual capital improvement program budget for conformity with the General Plan in compliance with California Government Code § 65401.
10. Conduct development review on any approvals it grants that are subject to development review pursuant to § 17.100.040, Development Review Process.
11. Undertake a comprehensive historic resources inventory and maintain a historic register.
12. Establish various criteria, guidelines, and standards to carry out the intent of the Woodland Municipal Code Chapter 15.24, Historical Landmarks, Districts and Resources.
13. Recommend to the City Council the designation of historical landmarks and historical districts.
14. Participate in administering regulations pertaining to historical landmarks and historical districts.
15. Recommend to the City Council ways to fund and to otherwise make financially feasible the protection of historical landmarks and historical districts in the City.
16. Recommend to the City Council the means to implement the historic preservation element of the General Plan and the Woodland Municipal Code Chapter 15.24, Historical Landmarks, Districts and Resources, by developing information and programs to increase awareness of, preservation of, and use of historical landmarks and historical districts in the City.

17. Other duties and powers as assigned or directed by the City Council.

C. **Community Development Director.** The powers and duties of the Community Development Director (the "Director") under this Zoning Code include, but are not limited to, the following:

1. Prepare the annual report related to the implementation of the General Plan in compliance with California Government Code § 65400.
2. Maintain and administer the Zoning Code, including processing of applications, abatements, and other enforcement actions.
3. Interpret the Zoning Code to members of the public and other City departments.
4. Prepare and effect rules and procedures necessary or convenient for the conduct of the Director's business (e.g., scheduling, rules of procedure, and recordkeeping).
5. Issue administrative regulations for the submission and review of applications subject to the requirements of this Zoning Code and California Government Code § 65950, time periods for effective approval or disapproval of a project.
6. Review applications for permits and licenses for conformance with this Zoning Code and issue a Zoning Clearance when the proposed use, activity, or building is allowed by right and conforms to all applicable development and use standards pursuant to § 17.100.030, Zoning Clearance.
7. Review applications for administrative/ministerial permits and approvals to ensure compliance with all applicable development and use standards established in this Zoning Code.
8. Review applications for discretionary permits and approvals to determine whether the application is subject to review under the CEQA and notify the applicant if any additional information is necessary to conduct the review.
9. Make recommendations to the Planning Commission and City Council on all applications, amendments, appeals, and other matters upon which the Planning Commission and City Council have the authority and duty to act under this Zoning Code.
10. Conduct development review pursuant to § 17.100.040, Development Review Process.
11. Approve, modify, or deny requests for reasonable accommodation for land use projects, pursuant to § 17.100.160, Reasonable Accommodation for Persons with Disabilities.
12. Serve as staff to the Planning Commission.
13. Investigate and report to the Planning Commission on permit violations when the City has initiated revocation procedures.
14. Delegate administrative and discretionary functions to members of the Planning Division as deemed necessary.
15. Provide required notice of public hearings.
16. Serve as or designate a member of the Planning Division staff to serve as Zoning Administrator pursuant to § 17.100.090, Zoning Administrator Permit.
17. Review and make determinations regarding nonconforming uses.

18. Decide requests for minor modifications to approved permits, pursuant to § 17.96.140, Modification to an Approved Permit.
19. Make determinations on lot line adjustments and Certificates of Compliance.
20. Refer items to the Planning Commission where, in the Director's opinion, the public interest would be better served by a Planning Commission public hearing and action.
21. Other duties and powers as assigned by the City Council or established by legislation.

D. **Zoning Administrator.** The Zoning Administrator is a City staff member appointed by the Director with the following powers and duties.

1. Approve, modify, or deny applications for Zoning Administrator Permits and Variances, pursuant to § 17.100.090, Zoning Administrator Permit and § 17.100.120, Variance, including holding administrative public hearings.
2. Decide requests for modifications to an approved permit, pursuant to § 17.96.140, Modifications to an Approved Permit.
3. Approve, modify, or deny requests for extensions for land use projects, pursuant to § 17.96.130, Expiration and Extension.
4. Refer items to the Planning Commission where in the Zoning Administrator's opinion, the public interest would be better served by a Planning Commission public hearing or action.
5. Provide required notice and conduct public hearings.
6. Other duties and powers as assigned by the Director.

CHAPTER 17.96 COMMON PROCEDURES

§ 17.96.010. Purpose.

This chapter establishes procedures that are common to the processing of all permits and approvals provided for in this Zoning Code, unless superseded by specific requirement of this Zoning Code or State law.

§ 17.96.020. Application Forms and Fees.

A. Applicant.

1. A development application may be submitted by the owner of the property or the owner's authorized agent. If an application is submitted by someone other than the owner or the owner's agent, written proof, satisfactory to the Director, of the right to act as the owner's agent or to use and possess the property as applied for, shall accompany the application.
2. Written proof of authorization (Letter of Agency) must be signed, dated, and notarized by the property owner and expressly state what the agent is authorized to do on behalf of the owner.

B. Planning Application Forms and Materials.

1. **Planning Application Forms.** The Director shall prepare and have on file with the Department the planning application forms and checklists that specify the information required to be submitted with all planning applications.
2. **Supporting Materials and Information.** The Director may require the submission of supporting materials and information as part of a planning application submittal, including, but not limited to, statements, photographs, plans, drawings, renderings, models, material samples, special studies, and other items necessary to describe existing conditions and the proposed project, to determine the level of environmental review pursuant to CEQA, and clearance as required pursuant to the Yolo Habitat Conservation/Natural Community Conservation Plan.
3. **Availability of Application Materials.** All application materials submitted to the City shall become the property of the City, may be distributed to the public, and shall be made available for public inspection. At any time upon reasonable request, and during normal business hours, any person may examine a planning application and materials submitted in support of, or in opposition to, an application in the Planning Division offices. Unless prohibited by law, copies of such materials shall be made available at a reasonable cost.

C. Multiple Applications.

1. **Concurrent Filing.** Unless otherwise approved by the Director, an applicant for a project which requires more than one planning permit (e.g., a Conditional Use Permit and Development Review) and/or legislative entitlement (e.g., a General Plan amendment or an amendment to the Zoning Map or Code text) shall file all related applications concurrently together with all application fees.
2. **Concurrent Processing.** Multiple planning permits and or legislative entitlements for the same project shall be processed concurrently and shall be approved by the highest Review Authority for any of the permits or legislative entitlements, with the lower Review Authority making a

recommendation.

D. Application Fees.

1. **Fee Schedule.** The City Council shall establish by resolution a Planning Application Permit Fee Schedule that establishes fees for planning permits, informational materials, penalties, copying, and other customary services. The City shall also establish the ability for payment of fees through an advanced funding deposit cost recovery method for those projects that may be more complex, involve outside consultant work, or require additional staff or City Attorney time. The initial deposit and minimum balance will be based upon anticipated work and/or estimated consultant costs.
2. **Fee Payment.** No application or covenant shall be accepted as complete and processed without payment in full of the required application fees or deposits.
3. **Multiple Applications.** The City's processing fees are cumulative. For example, if an application for a Conditional Use Permit also includes a Development Review, both fees shall be charged. Cost savings may be incurred due to similar documents being prepared for a single project, such as CEQA review, should applications be filed simultaneously.
4. **Refund of Fees.** Application fees are nonrefundable unless otherwise provided for in the Woodland Municipal Code, per funding agreement, or as determined by the Director with good cause. Once an application has been accepted and a review initiated, a partial refund may be considered, and is dependent upon the amount of staff time or work on the application.

§ 17.96.030. Pre-Application Review.

Pre-application review is an optional review process to be conducted prior to submittal of a planning application that is intended to provide information on relevant policies, zoning regulations, and procedures.

- A. **Exemption from Permit Streamlining Act.** Pre-application review shall not be considered completeness review and is not subject to the requirements of the California Permit Streamlining Act § 65920.
- B. **Review Procedures.** A prospective applicant may submit a pre-application submittal, including a preliminary project description, preliminary plans, and designs to the department. The department shall conduct pre-application review and inform the applicant of applicable City requirements, provide a preliminary list of issues for consideration, and may suggest possible alternatives or modifications to the project prior to formal application submittal. The Director may consult with or request review by other City departments or agencies that may have interest in the application. The initial review is a courtesy review; however, the Director may charge for additional iterations or reviews.
- C. **Recommendations are Advisory.** Neither the pre-application review nor the provision of information and/or pertinent policies shall be construed as being either a recommendation for approval or denial of the application or project by City staff. Any recommendations that result from pre-application review are considered advisory only and shall not be binding on either the applicant or the City.

§ 17.96.040. Determination of Similar Use.

Each zone establishes a list of primary uses and accessory uses which are permitted, permitted with a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), or permitted with a Conditional Use Permit (see § 17.100.100, Conditional Use Permit). Occasionally, uses may be proposed which are not specifically listed in the Use Tables of Division II, Zone Regulations. This section provides procedures that shall be observed when an unlisted use is proposed in a zone. A use determined to be similar shall apply to the zone uniformly regardless of location.

- A. **Director.** The Director may administratively determine that the proposed uses are similar to those of the appropriate use category where the uses are clearly similar in character to those uses listed and consistent with the purposes of the zone and General Plan. The Director's determination of similar use may be appealed to the Planning Commission pursuant to the provisions of § 17.96.160, Appeals.
- B. **Planning Commission.** The Planning Commission's determination of similar use may be appealed to the City Council pursuant to the provisions of § 17.96.160, Appeals.

§ 17.96.050. Review of Planning Applications.

- A. **Initial Completeness Review.** The Director shall determine whether an application is complete within 30 days of the date the application is filed and required fee received. The requirements below shall apply unless otherwise required by law.
- B. **Incomplete Application.**
 - 1. If an application is deemed incomplete, the Director shall provide a written notification to the applicant with a listing of information necessary to complete the application. The listing shall be exhaustive and based upon a City checklist.
 - 2. Upon submittal of additional requested materials, the Director shall make a new determination and notify the applicant in writing as to whether the application is complete within 30 days of the date the additional materials are received by the City.
 - 3. The applicant shall provide the requested information within 180 days of the letter of notification stating that an application is determined to be incomplete. The Director may, upon written request, and for good cause, grant one extension of up to 90 calendar days for review of applications imposed by this Zoning Code.
- C. **Zoning Code Violations.** An application shall not be found complete if conditions exist on the site in violation of this Zoning Code or any permit or other approval granted in compliance with this Zoning Code, unless the proposed project includes the correction of the violations or the violation is a legal nonconformity as described in Chapter 17.80, Nonconforming Provisions.
- D. **Submittal of Additional Information.** The applicant shall provide the additional information within the time limit specified by the Director.
- E. **Appeal of Application Completeness Determination.** Determinations of incompleteness are subject to the provisions of § 17.96.160, Appeals, except there shall be a final written determination on the appeal no later than 60 days after receipt of the appeal.
- F. **Expiration of Application.** If an applicant fails to correct the specified deficiencies and/or submit the information identified on the written notification of an application that is determined to be

incomplete within the specified time limit, the application shall expire and be deemed withdrawn. After the expiration of an application, review shall require the submittal of a new, complete application, along with all required fees. Partial refund of fees may be allowed based on the extent of the work conducted as described in § 17.96.020.D.4, Refund of Fees.

- G. **Complete Application.** In compliance with the California Permit Streamlining Act § 65920, when a planning application is deemed complete, the Director shall make a record of that date and proceed with processing the application.
1. Once an application has been accepted as complete, the City may request that the applicant clarify, amplify, correct, or otherwise supplement the information required for the application.
 2. This shall not limit the City's ability to request and obtain information which may be needed in order to comply with the California Public Resources Code pertaining to the CEQA.
- H. **Referral of Application.** At the discretion of the Director, or where otherwise required by this Zoning Code, State or Federal law, any application filed in compliance with this Zoning Code may be referred to any City department, public agency, or interest group that may be affected by, or have an interest in, the proposed land use project for review and comment on the application.

§ 17.96.060. Environmental Review.

All projects must be reviewed for compliance with the CEQA. Environmental review will be conducted pursuant to the California Code of Regulations, Title 14, Division 6, Guidelines for the Implementation of the California Environmental Quality Act. If Title 14 of the California Code of Regulations is amended, the amendments will govern City procedures.

§ 17.96.070. Neighborhood Meeting.

- A. **Purpose.** The purpose of the neighborhood meeting is to acquaint the neighborhood with the proposed project application and to receive public comments and is particularly helpful when there may be potential controversy.
- B. **Timing.** The Director may require the applicant to hold a neighborhood meeting after submittal of an application if it is determined during the course of project review that there may be issues or considerations that would be best discussed with the neighborhood.
- C. **Notice.** Notice of the meeting shall be mailed by first class mail, a minimum of 10 days prior to the meeting date, to every owner whose name and address appears on the last equalized County Assessment Roll for any property within 300 feet of the exterior boundaries of the subject property. The Director may increase the notice radius requirement depending on the nature and type of project proposal.
- D. **Posting.** Depending on the nature and type of the project, the Director may require the applicant to post notice of the neighborhood meeting on the site. The notice shall be at least 11 inches wide by 17 inches high in size, in a form acceptable to the City.
- E. **Meeting Location, Date and Time.** The meeting shall be held at a location acceptable to the Director. The meeting shall not be held on a Friday or Sunday or on any holiday, or other days of celebration as determined by the Director. The meeting time shall be at a generally acceptable time

when the majority of neighbors are able to attend, typically in the evening after 6:00 p.m.

§ 17.96.080. Public Notice.

Unless otherwise specified, whenever public notice is required, the City shall provide notice in compliance with State law.

A. **Mailed Notice.** At least 10 days before the date of a scheduled public hearing the Director (or the City Clerk for City Council meetings) shall provide notice by First Class mail delivery to the following:

1. The applicant, the owner, and any occupant of the subject property;
2. All property owners of record within a minimum 300-foot radius of the subject property as shown on the latest available assessment role, or a larger radius if deemed necessary by the Director in order to provide adequate public notification;
3. All neighborhood groups and community organizations that have previously filed a written request for public hearing notices for projects in the area where the site is located; and
4. Any person or group who has filed a written request for notice regarding the specific application.

B. **Alternative Method for Large Mailings.** If the number of owners to whom public hearing notice would be mailed or delivered is greater than 1,000, instead of a mailed notice, the Director (or City Clerk for City Council hearings) may provide public notice by placing a display advertisement of at least one-eighth of a page in at least one newspaper of general circulation in the City, at least 10 days prior to the hearing.

C. **Posted Notice.**

1. At the discretion of the Director, or as otherwise may be required in this Zoning Code or State law, a notice shall be posted in a format approved by the department. The applicant shall post a public notice on the subject property in compliance with the following requirements:
 - a. The public notice shall be posted at least 10 days prior to the public hearing or action;
 - b. ~~At least one notice per street shall be displayed on each public street~~ frontage shall be posted or affixed to the property in question in a visible location of the subject property;
 - c. The City shall prepare the notice;
 - d. The applicant shall submit a signed letter stating that they posted or caused the notice to be posted along with photographic verification;
 - e. The notice shall contain the information as required in subsection E, Contents of Public Notice; ~~F, Failure to Notify Individual Properties~~; and
 - f. The notice shall be a minimum of 11 inches wide by 17 inches high and laminated (or another size as may be required for a specific permit or by the Director).
 - g. The notice shall be removed within 15 days after the public hearing.

D. **Newspaper Public Notice.** At least 10 days before the date of the public hearing the Director (or the City Clerk for City Council meetings) shall publish a notice in at least one newspaper of general

circulation in the City.

E. **Contents of Public Notice.** Public hearing notices shall include the following information:

1. Project location, when the application is proposed on real property;
2. A general description of the proposed project or action;
3. The date, time, location, and purpose of the public hearing, or the date of when action will occur if a public hearing is not required;
4. The Review Authority;
5. The name(s) of the project applicant and the property owner;
6. The location and availability of the project application and materials for review by the public;
7. A statement that any interested person or authorized agent may appear at the hearing and be heard;
8. A statement describing how to submit written comments; and
9. For City Council hearings, the Planning Commission's recommendation.

F. **Failure to Notify Individual Properties.** The validity of the proceedings will not be affected by the failure of any property owner, resident, or community organization to receive a mailed notice.

G. **Optional Notice Methods.** The Director may require additional noticing of public hearings. Projects that may be considered for optional public noticing methods include those that may result in major policy changes, affect large neighborhoods or districts, or that may have strong public interest.

1. ~~**Internet Postings.** Social media platforms available on the Internet may be used to augment traditional forms of public noticing.~~

a. Notice shall be given on the City's webpage.

b. Alternative online postings including, but not limited to social media are encouraged at the discretion of the Director.

2. **Supplemental Large Sign Notice.** A supplemental large sign may be used to notice neighbors in the affected area and the community early in the review process. If determined appropriate by the Director, the applicant shall install the sign as directed.

a. The sign must be at least four feet by eight feet in size.

b. The sign shall be located in a position most visible to the public, but shall not block the visibility triangle. The location for the sign shall be determined by the Director.

c. All signs shall be kept adequately maintained and remain in place until the final determination on the application has been made, or the application is withdrawn.

d. The sign shall be removed within 15 days after the public hearing.

§ 17.96.090. Conduct of Public Hearing.

Whenever the provisions of this Zoning Code require a public hearing, the hearing must be conducted in compliance with the requirements of State law, and as follows:

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- A. **Generally.** Public hearings must be conducted pursuant to procedures adopted by the hearing body. Hearings are not required to be conducted according to technical rules relating to evidence and witnesses.
- B. **Scheduling.** Public hearings before the City Council must be scheduled by the City Clerk. All other hearings shall be scheduled by the Director.
- C. **Presentation.** An applicant or an applicant's representative may make a presentation on a proposed project.
- D. **Public Hearing Testimony.** Any person may appear at a public hearing and submit oral and/or written testimony, either individually or as a representative of a person or an organization. Each person who appears at a public hearing representing an organization shall identify the organization being represented.
- E. **Time Limits.** The presiding officer may establish time limits for individual testimony and require that individuals with shared concerns select one or more spokespersons to present testimony on behalf of those individuals.
- F. **Continuance of Public Hearing.** The hearing body may by motion continue the public hearing to a fixed date, time, and place, or may continue the item to an undetermined date.
- G. **Investigations.** The hearing body may cause such investigations to be made as it deems necessary and in the public interest in any matter to be heard by it. Such investigation may be made by a committee of one or more members of the hearing body or by City staff. The facts established by such investigation shall be submitted to the hearing body either in writing, to be filed with the records of the matter, or in testimony before the hearing body, and may be considered by the Review Authority.
- H. **Decision.** The public hearing shall be closed before a decision is made by the hearing body.

§ 17.96.100. Findings and Decision.

When deciding to approve, approve with conditions, modify, revoke, or deny any discretionary permit under this Zoning Code, the Review Authority shall issue a Notice of Action and make findings of fact as required in this Zoning Code.

- A. **Notice of Action.** After a final decision is made by the Review Authority, to approve, modify, or deny an application, the Director shall issue a Notice of Action or Resolution. The notice shall describe the action taken, including any applicable conditions, and shall list the findings that were the basis for the decision. The notice shall be documented in writing and sent to the applicant within 10 days at the mailing or email address stated in the application and to any other person or entity requesting the notification in writing. The notification shall describe the action taken, including any applicable conditions, and shall list the findings that were the basis for the decision.
- B. **Findings.** Findings, when required by State law or this Zoning Code, shall be based upon consideration of the application, plans, testimony, reports, and other materials that constitute the administrative record and shall be stated in writing in the resolution or record of the action on the permit.

§ 17.96.110. Scope of Approvals.

- A. **Scope.** An approval permits only those uses and activities actually proposed in the application and excludes other uses and activities. Unless otherwise specified, the approval of a new use shall terminate all rights and approvals for previous uses no longer occupying the same site or location.

- B. **Conditions of Approval.** The site plan, floor plans, building elevations and/or any additional information or representations, whether oral or written, indicating the proposed structure or manner of operation submitted with an application or submitted during the approval process shall be deemed to be conditions of approval. Any approval may be subject to requirements that the applicant guarantees, warranties, or ensures compliance with permit's plans and conditions in all respects.
- C. **Actions Voiding Approval.** If the construction of a building or structure or the use established is contrary to the description or illustration in the application, so as to either violate any provision of this Zoning Code or require additional permits, then resubmittal of a new application is required.
- D. **Periodic Review.** All approvals may be subject to periodic review to determine compliance with the permit and applicable conditions. If a condition specifies that activities or uses allowed under the permit are subject to periodic reporting, monitoring, or assessments, it shall be the responsibility of the permit holder, the property owner or successor property owners to comply with such conditions.

§ 17.96.120. Authority to Apply Conditions of Approval.

In considering an application for a permit or other discretionary approval authorized by this Zoning Code, final Review Authorities may require changes to applications and impose conditions of approval in order to effect the policies of the General Plan and the purpose of this Zoning Code. Conditions of approval, which may include dedication of land, installation of specific improvements, size, design and placement of buildings or structures, landscaping, and limitations on use and hours of operation, shall be reasonably related to the type of impacts caused by the use of the property for which the permit or other discretionary approval is requested.

§ 17.96.130. Expiration and Extension.

- A. **Expiration.** A final decision on an application for any approval subject to appeal will become effective after the expiration of the appeal period as stipulated in § 17.96.160, Appeals, following the date of action, unless an appeal is filed in compliance with § 17.96.160, Appeals. Permits and project approvals will lapse and become void one year after the approval date unless the entitlement/permit is exercised or a greater time period is granted by the Review Authority, or unless any of the following occurs:
 - 1. **Extension for a Permit with no Tentative Map.** A time extension of one year beyond the initial approval period may be requested by applying to the Director at least 30 days prior to the expiration date of the permit. In no case shall the expiration date extend more than four years from the date of final approval. After that time, a new application shall be required. In order to grant the extension the Director shall find that:
 - a. The permit holder has clearly documented that they have made a good faith effort to commence work upon the use;
 - b. It is in the best interests of the City to extend the permit; and
 - c. There are no substantial changes to the project, no substantial changes to the circumstances under which the project is undertaken, and no new information of substantial importance that would require any further environmental review pursuant to the CEQA.
 - 2. **Extension for a Permit Granted in Conjunction with a Tentative Map.** The time limits for any

permit granted in conjunction with an approved Tentative Map shall be automatically extended to be the same as the term of the map.

- B. **Exercise of a Use Permit.** A permit for the use of a building or a property is exercised when, if required, a valid City business license has been issued, and the permitted use has commenced on the site in accordance with applicable conditions of approval.
- C. **Exercise of a Building Permit.** A Building Permit is exercised when a valid City grading or Building Permit is secured and physical construction lawfully commenced, in accordance with applicable conditions of approval and all required habitat or biological requirements have been met. See § 17.100.130, Building Permit.
- D. **Expiration of Grading or Building Permit.** If, upon expiration of the permit or approval, construction is not diligently pursued to completion, the permits and approvals will expire. A time extension based on circumstances beyond the applicant's control may be considered. Should a Grading Permit or Building Permit expire, a new entitlement shall be required. See § 17.100.130, Building Permit.

§ 17.96.140. Modifications to an Approved Permit.

No modifications in the use or structure for which a permit or other approval has been issued is permitted unless the permit is revised in compliance with this chapter.

- A. **Minor Revisions.** The Director may approve minor revisions to approved plans, permits, and conditions of approval if the requested changes will not substantially expand the approved floor area, and/or intensify any potentially detrimental effects of the project and the resulting revisions are substantially consistent with the original findings and intent of the approved design, use or permit.
- B. **Major Revisions.** A request for revisions to approved plans, conditions of approval of a discretionary permit, and/or revisions to an approved site plan or building plan that would intensify a use or potential negative impact of the project, must be treated as a new application, and shall be decided on by the same Review Authority as the original approved permit.

§ 17.96.150. Revocation of Permits.

Any permit granted under this chapter may be revoked or revised for cause if any of the conditions or terms of the permit are violated or if any law or ordinance is violated.

- A. **Initiation of Proceeding.** Revocation proceedings may be initiated by the City Council, Planning Commission, Director, or Zoning Administrator.
- B. **Public Hearing Notice, Hearings, and Action.** A public hearing notice of a revocation preceding shall be noticed in accordance with § 17.96.080, Public Notice. After conducting a public hearing, the Planning Commission, or City Council where they were the original approval authority, must act on the proposed revocation.
- C. **Required Findings.** The Planning Commission or City Council may revoke or modify the permit if it makes any of the following findings:
 - 1. a. The approval was obtained by means of fraud or misrepresentation of a material fact;

- b. The use, building, or structure has been substantially altered or expanded beyond what is set forth in the permit or substantially changed in character;
 - c. The use has ceased to exist or has been suspended for one year;
 - d. There is or has been a violation of or failure to observe the terms or conditions of approval, or the use has been conducted in violation of the provisions of this chapter, or any applicable local or State law or regulation; or
 - e. The use has been conducted in a manner detrimental to the public safety, health, and welfare, and/or is a nuisance.
2. **Notice of Action Regarding Revocation.** Following a decision by the Review Authority to revoke or modify a permit, the Director must issue a Notice of Action within 10 days. The Notice of Action must describe the Planning Commission's or City Council's action and findings. The Director must mail notice to the permit holder and to any person or entity who requested the revocation proceeding.

§ 17.96.160. Appeals.

- A. **Applicability.** This section allows for appeal of discretionary actions by the Planning Commission, Zoning Administrator, or Director in the administration or enforcement of the provisions of the Zoning Code.
- B. **Decisions of the Director.** The Planning Commission is the appeal body for decisions of the Director.
- C. **Decisions of the Zoning Administrator.** The Planning Commission is the appeal body for decisions of the Zoning Administrator.
- D. **Decisions of the Planning Commission.** The City Council is the appeal body for decisions of the Planning Commission.
- E. **Rights of Appeal.** Appeals may be filed by an applicant, the owner of the subject property, or any other person aggrieved by a decision that is subject to appeal under the provisions of this chapter.
- F. **Time Limits.** Unless otherwise specified in state or Federal law, all appeals shall be filed in writing within 10 calendar days of the date when the action was taken. In the event an appeal period ends on a Saturday, Sunday, or any other day the City is closed, the appeal period shall end at the close of business on the next consecutive business day.
- G. **Standards of Review.** When reviewing any decision on appeal, the appeal body shall consider the appeal de novo and must use the same standards for decision-making required for the original decision. The appeal body may adopt the same decision and findings as were originally approved; it also may request or require changes to the application as a condition of approval.
- H. **Procedures.** The appeal filing must identify the decision being appealed and must clearly and concisely state the reasons for the appeal. The appeal must be accompanied by the required fee. The Director may waive fees for appeals filed by members of the City Council and the Planning Commission, the City Manager.
- I. **Proceedings Stayed by Appeal.** The timely filing of an appeal stays all proceedings in the matter appealed, including the issuance of City Building Permits (see § 17.100.130, Building Permit) and

business licenses.

J. Transmission of Record.

1. **Decisions of the Director and of the Zoning Administrator.** The Director must schedule the appeal for consideration by the Planning Commission within 45 days of the date the appeal is filed. The Director must make available the appeal, the Notice of Decision, and all other documents that constitute the record to the Planning Commission. The Director must also prepare a staff report that responds to the issues raised by the appeal and may include a recommendation for action.
2. **Decisions of the Planning Commission.** The City Clerk must schedule the appeal for consideration by the City Council within 45 days of the date the appeal is filed. The City Clerk must make available the appeal, the Notice of Decision, and all other documents that constitute the record to the City Council. The Director must also prepare a staff report with a Continuation of Appeal section that responds to the issues raised by the appeal and may include a recommendation for action.
3. **Public Hearing Notice and Hearing.** A public hearing notice must be provided pursuant to § 17.96.080, Public Notice, and a public hearing must be conducted pursuant to § 17.96.090, Conduct of Public Hearing. Notice of the hearing must also be given to the applicant, the party filing the appeal, and any other interested party who has filed with the City a written request for such notice.
4. **Action.** An action to grant an appeal requires a majority vote of the members of the appeal. A tie vote will have the effect of denying the appeal.

§ 17.96.170. Certificates of Occupancy.

- A. **Purpose.** This section establishes procedures for issuing a Certificate of Occupancy to verify that buildings and the proposed use of land complies with all applicable building and health laws and ordinances and with the requirements of this Zoning Code.
- B. **Certificate of Occupancy Required.** No structure erected, moved, altered, or enlarged after the effective date of this Zoning Code shall be occupied or used, and no site shall be occupied or used until a Certificate of Occupancy has been issued by the Building Official.
- C. **Application.** Application for a Certificate of Occupancy shall be filed with the Building Official prior to the erection, moving, alteration or enlargement of any structure and prior to the commencement of a new use or a change in use of any structure or site.
- D. **Issuance.** The Building Official shall issue a Certificate of Occupancy upon receipt of written notice that the structure or site is ready for occupancy or use and after inspection; provided, that the structure or site and the intended use conform with all applicable building and health laws and ordinances and with the requirements of this Zoning Code.

CHAPTER 17.100
PLANNING PERMITS AND APPROVALS

§ 17.100.010. Purpose.

This chapter establishes the procedures for the preparation, filing, and processing of applications for planning permits and other entitlements regulated by this Zoning Code.

§ 17.100.020. Planning Permits and Approvals.

The Director shall coordinate the review for all planning permit applications for new uses and development. Table 17.100.020-1: Planning Processes/Permits and Review Authority, identifies the types of planning permits authorized by this Zoning Code, and the Review Authority responsible for reviewing and making decisions on each type of planning application. For an appeal, public noticing is required if public noticing was required for the initial review. If public noticing was not required for the initial review, public review may be required for the appeal at the discretion of the Director.

Table 17.100.020-1: Planning Processes/Permits and Review Authority					
Permit Type	Advisory Body	Review Authority	Hearing	Public Notice	Appeal Authority
Administrative (Ministerial) Actions					
Determination of Public Convenience or Necessity (PCN) (See § 17.84.060, Alcoholic Beverage Sales)	Staff	Director ¹	No	No	Planning Commission
Zoning Clearance	Staff	Director	No	No	Planning Commission
Interpretations/Zoning inquiry/ Determinations	Staff	Director	No	No	Planning Commission
Pre-Application Review	Staff	n/a	No	No	n/a
Temporary Use Permit	Staff	Director	If CEQA required or referral	If CEQA required or referral	Planning Commission
Development Review Tier 1: Minor	Staff	Director	No	No	Planning Commission
Development Review Tier 2: Major	Staff	Director	No	No	Planning Commission
Sign Permit, Permanent Sign	Staff	Director	No	No	Planning Commission
Modification to an Approved Discretionary or Administrative Permit, Minor	Staff	Director	No	No	Planning Commission
Minor Modification	Staff	Director	No	No	Planning Commission

Table 17.100.020-1: Planning Processes/Permits and Review Authority					
Permit Type	Advisory Body	Review Authority	Hearing	Public Notice	Appeal Authority
Discretionary Actions					
Appeals	Director	Planning Commission	Yes	Yes	Planning Commission
Conditional Use Permit	Director	Planning Commission	Yes	Yes	Planning Commission
Development Review Tier 3	Director	Zoning Administrator or Planning Commission	If requested	Yes	Zoning Administrator or Planning Commission
Zoning Administrator Permit	Staff	Zoning Administrator	If requested	Yes	Zoning Administrator
Modification to an Approved Discretionary Permit, Major	Director	Review Authority of original permit	Same as original permit	Same as original permit	Review Authority of original permit
Variance	Director	Zoning Administrator	Yes	Yes	Zoning Administrator
Revocation of Permit	Director	Review Authority of Original Permit	Yes	Yes	Review Authority of Original Permit
General Plan Text and Map Amendments	Planning Commission	City Council	Yes	Yes	City Council
Zoning Text and Map Amendments	Planning Commission	City Council	Yes	Yes	City Council
Planned Development	Planning Commission	City Council	Yes	Yes	City Council
Development Agreements	Planning Commission	City Council	Yes	Yes	City Council
Reasonable Accommodation for Persons with Disabilities	Staff	Director	No	No	Director
Master Sign Program	Staff	Director	No	No	Director
Public Art (See § 17.64.040, Public Art)	Director	Review Authority of original permit	Same as original permit	No	Review Authority of original permit
Demolition Permit Subject to Woodland Municipal Code Chapter 15.24, Historical Landmarks, Districts and Resources	Director	Planning Commission	Yes	Yes	Planning Commission

Note:

1	Unless a CUP is required, in which case refer to Conditional Use Permit in this table.
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§ 17.100.030. Zoning Clearance.

- A. **Purpose.** This section establishes procedures for conducting a zoning or use clearance to verify that each new, modified or expanded use, activity, building, or structure complies with any applicable policies or standards of the General Plan, all of the applicable provisions of this Zoning Code, and any operative plans or conditions of approval the City has granted previously.
- B. **Applicability.** A Zoning Clearance is required for buildings or structures erected, constructed, altered, repaired, or moved, the use of vacant land, changes in the character of the use of land or a building or structure, or for substantial expansions in the use. Zoning Clearance is conducted as part of the Building Permit (see § 17.100.130, Building Permit) or other City application review and is required to confirm that the establishment of a new use is permitted as a matter of right and that no other entitlements are required prior to securing a tax certificate; issuance of a Grading Permit, Building Permit, or Sign Permit; and commencing operations. Zoning Clearance is required for the following actions:
1. All buildings or structures that require a Building Permit;
 2. Signs;
 3. Business licenses;
 4. All planning entitlement and permit approvals to ensure compliance with applicable conditions of approval; and
 5. All other City applications that may be subject to the provisions of this Zoning Code, including, but not limited to, tree removal, encroachment, and grading and improvement plans.
- C. **Zoning Clearance Application.** No separate application form is necessary for Zoning Clearance.
- D. **Review Authority.** The Director shall be the designated approving authority for Zoning Clearance.
- E. **Clearance Determination Requirements.** The Director may request that the Zoning Clearance determination request be accompanied by a written narrative, operational statement, plans, and other related materials necessary to show that the proposed use, development, or alteration of the site complies with all applicable provisions of this Zoning Code. The Director may require attachments of other written or graphic information, including a site plan.
- F. **Determination.** Zoning Clearance shall be granted if the Director determines that the proposed use, building, or structure is allowed as a matter of right by this Zoning Code and conforms to all the applicable development and use standards of this Zoning Code, Development Review, Use Permit, or other discretionary land use approval and that all conditions of such permits and approvals have been satisfied. An approved Zoning Clearance may include attachments or other written or graphic information, including, but not limited to, statements, numeric data, site plans, floor plans, building elevations and sections, as a record of the proposal's conformity with the applicable regulations of this Zoning Code.

§ 17.100.040. Development Review Process.

- A. **Purpose.** The Development Review procedure is established to ensure that new development supports the goals and objectives of the General Plan and other adopted plans and guidelines and is in compliance with applicable provisions of the Zoning Code. The specific purposes of development review are to:
1. Promote excellence in site planning and design and the harmonious appearance of buildings and sites;
 2. Ensure that new and modified uses and development will be compatible with the existing and potential development in the area;
 3. Ensure the preservation of natural landforms and existing vegetation;
 4. Protect historic resources and ensure compatibility with historic districts or adjacent resources; and
 5. Supplement other City regulations and standards in order to ensure control of aspects of design that are not otherwise addressed.
- B. **Applicability.** Development Review is required for all projects that require a permit for new construction, reconstruction, rehabilitation, alteration, or other improvements to the exterior of a structure, site, or landscaping or parking area except for:
1. Projects where there is no exterior building or site modifications, including openings, or where replacement of exterior materials are with the same materials;
 2. Additions, construction, reconstruction, alterations, improvements, and landscaping that are consistent with previously approved entitlement and development review approval; and/or
 3. Single family and duplex landscaping unless part of a residential subdivision approval. (See also the Woodland Municipal Code Section 12.48.130, Tree preservation of established trees, heritage oak trees, specimen trees and landmark trees as part of development projects or on vacant/undeveloped commercial and residential property.)
- C. **Assignment of Development Review Responsibilities.**
1. The Director is the Review Authority for Development Review Tiers 1 (see § 17.100.050, Development Review Tier 1) and 2 (see § 17.100.060, Development Review Tier 2).
 2. The Director may refer Tier 2 applications directly to the Planning Commission when it is determined the public interest would be better served by the Planning Commission conducting the development review.
 3. Either the Zoning Administrator or Planning Commission shall have development review authority for those Tier 3 Development Review applications that are combined with projects requiring discretionary entitlement approval by the Zoning Administrator (such as Zoning Administrator Permit or Minor Exception) or Planning Commission (such as Conditional Use Permit, Variance, Planned Development, or projects where Development Review is referred to the Planning Commission for review).
- D. **Procedures.**

1. **Application.** A qualified applicant shall submit an application for Development Review on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
 2. **Design Standards.** All projects shall be consistent with the applicable design standards and guidelines, which are intended to promote high-quality design, well-crafted and maintained buildings and landscaping, the use of high-quality building materials, and attention to the design and execution of building details and amenities in both public and private projects.
- E. **Development Review Considerations.** Development review shall be based on application of the requirements of this Zoning Code applied to the design of the site plan, structures, landscaping, and other physical features of a proposed project, including, but not limited to:
1. Building proportions, massing, and architectural details;
 2. Site design, orientation, location, and architectural design of buildings relative to the public way, existing structures on or adjacent to the property, topography, and other physical features of the natural and built environment;
 3. Size, location, design, development, and arrangement of on-site parking and other paved areas;
 4. Pedestrian, bike, and transit connections and facilities;
 5. Exterior materials and, except in the case of the review of a single-family residence, color as they relate to each other, to the overall appearance of the project, and to surrounding development;
 6. Height, materials, design, fences, walls, and screen plantings;
 7. Location and type of landscaping including selection and size of plant materials, and design of hardscape;
 8. Size, location, design, color, lighting, and materials of all signs; and
 9. Sustainable design, heat resilience, and consistency with the City's Climate Action Plan goals and policies.
- F. **Findings.** The Review Authority must make the following findings in order to approve Development Review for a project subject to administrative or discretionary approval:
1. The project is in conformance with the General Plan and Zoning Code;
 2. The project is in conformance with applicable design and development standards;
 3. If discretionary, the project is categorically exempt under or consistent with CEQA or other applicable environmental documents have been certified as complete and adequate;
 4. Adequate utilities, access roads, drainage, sanitation, and/or other necessary facilities will be in place;
 5. The project is consistent with or enhances the surrounding neighborhood, existing site improvements, quality, and safety;
 6. The project design is appropriate to the function of the project and the project's operating characteristics minimize potential negative impacts and land use conflicts; and

7. The project will not be detrimental to the public health, safety, and general welfare.

§ 17.100.050. Development Review Tier 1.

- A. **Purpose.** Development Review Tier 1 provides a staff-level administrative review process. Development Review Tier 1 is intended to promote attractive, compatible architectural design, protect views, and preserve natural landforms and existing vegetation as identified below.
- B. **Applicability.**
1. Development Review Tier 1 applies to the following uses and improvements; similar uses and improvements; and uses and improvements indicated throughout this Zoning Code as requiring Development Review Tier 1:
 - a. New single-unit or duplex residential project.
 - b. Small additions, gates installed in driveways, expanded, or updated landscape areas, remodels, and accessory structures less than 1,200 gross square feet in mixed-use, commercial, or employment zones.
 - c. Accessory dwelling units over 800 square feet gross floor area up to 1,000 square feet, subject to § 17.84.030.E.3, ADU Permit Review.
 - d. Accessory structures (not dwelling units) larger than 120 square feet but less than 800 square feet gross floor area or over 12 feet in height in residential zones.
 - e. Façade improvements or site alterations that are not visible from the right-of-way or that are up to 500 square feet in gross floor area. This includes exterior materials and, except in the case of development review of a single-family residence, color as they relate to each other, to the overall appearance of the project, and to surrounding development.
 - f. Exceptions to fence standards as provided in § 17.64.030.D, Fence, Wall and Hedge Height and Placement.
 - g. Modifications to existing landscaping or parking lots for existing commercial, multifamily, mixed-use, or employment projects that do not disturb existing trees.
 - h. Other development improvements presenting similar impacts as determined by the Director.
 - i. Nonstructural modifications (e.g., paint, in-kind window replacement, awnings) to buildings within the National Register Historic Downtown District or to designated historical resources outside of the Historic District.
 - i-j. Stand-alone tree plan review.
 2. The Director may waive the requirement for projects subject to Development Review Tier 1 when the project does not involve exterior building or site modifications, and/or when it can be determined that the modifications would be consistent with the previously approved entitlement for the site or use.

§ 17.100.060. Development Review Tier 2.

- A. **Purpose.** Development Review Tier 2 provides a staff level administrative review process for

projects that are permitted but are more complex or larger in scope and scale than Tier 1 projects, that are visible from public view, or that may significantly change the design of the original structure or landscaping.

B. Applicability.

1. Development Review Tier 2 applies to projects that possess locational, structural, historic, traffic, or operating characteristics requiring special consideration in order to ensure compatibility with neighboring properties. This includes the following projects; similar projects; and projects indicated throughout this Zoning Code as requiring Development Review Tier 2:
 - a. New nonresidential buildings;
 - b. Exterior modifications or site alterations for nonresidential buildings and structures, visible from the right-of-way and/or over 500 square feet in gross floor area;
 - c. New residential projects over two units, including small lot subdivisions;
 - d. The exterior remodel of multifamily residential buildings or structures;
 - e. New landscaping, or significantly revised (greater than 60%) existing commercial, industrial, or multifamily landscaping, including the potential removal of existing trees;
 - f. Accessory structures (not dwelling units) over 800 gross square feet in floor area ~~or over 12 feet in height in residential zones~~ and accessory structures over 1,200 gross square feet in floor area in mixed-use, commercial, or employment zones; and
 - g. Projects previously reviewed under an entitlement process that requires staff level review of the site and architectural design.
2. The Director may refer a Tier 2 Development Review application to the Planning Commission to act as the approval body (no public notice as required by § 17.96.080, Public Notice) when in their opinion the public interest would be better served by having the Planning Commission conduct the Development Review.

§ 17.100.070. Development Review Tier 3.

- A. **Purpose.** Development Review Tier 3 provides a discretionary review process for those projects that are complex in nature, or that may have a concurrent discretionary entitlement review or impact a potentially significant historic resource. Development Review Tier 3 is also intended to promote attractive, compatible architectural design, protect views, and preserve natural landforms, historic resources, and existing vegetation.
- B. **Applicability.** Development Review Tier 3 applies to those projects that are complex in nature and that may have a concurrent discretionary entitlement review or which impact a potentially significant historic resource as well as projects that possess locational, structural, traffic, or operating characteristics requiring special consideration in order to ensure compatibility with neighboring properties. This includes the following projects; similar projects; and projects indicated throughout this Zoning Code as requiring Development Review Tier 3:
 1. Projects referred from the Director which will be reviewed administratively by the Review Authority and not as a discretionary entitlement review;

2. Projects where conditions of approval require the Zoning Administrator or Planning Commission to be the Review Authority;
 3. Concurrent processing of projects that require a Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), Conditional Use Permit (see § 17.100.100, Conditional Use Permit), Variance (see § 17.100.120, Variance), or any other discretionary approval;
 4. Accessory dwelling units between 1,000 and 1,200 square feet, subject to § 17.84.030.E.6, ADUs and Discretionary Approval.
 5. New buildings, demolitions, or structural modifications to buildings in the National Register Historic District, or modification, alteration, or demolition of a designated historic resource outside of a Historic District.
- C. **Conditions of Approval.** The Approval Authority may approve, approve with conditions, or deny an application for a Development Review Tier 3 Permit.

§ 17.100.080. Temporary Use Permit.

- A. **Purpose.** A Temporary Use Permit (TUP) provides a process for the review and approval of certain uses that are intended to be of limited duration of time and that will not permanently alter the character or physical facilities of the site where they occur, nor prevent development of future uses.
- B. **Applicability.**
1. A Temporary Use Permit is required for any temporary uses that are not otherwise permitted in the base zone regulations.
 2. A Temporary Use Permit is required for temporary uses as described in § 17.84.370, Temporary Uses.
 3. If the Director determines that a temporary use is likely to result in significant environmental impacts the Temporary Use Permit shall be processed as a Zoning Administrator Permit application pursuant to § 17.100.090, Zoning Administrator Permit or a Conditional Use Permit application, pursuant to § 17.100.100, Conditional Use Permit.
- C. **Review Authority.** The Director shall approve, conditionally approve, or deny applications for Temporary Use Permits. The Director may refer a Temporary Use Permit to the Planning Commission if the Director finds that the temporary use may have substantial potential effects that warrant additional public notification and review.
- D. **Temporary Use Permit Application Requirements.** A qualified applicant shall submit an application for a Temporary Use Permit on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. An application must be submitted at least 30 days before the temporary use is intended to begin.
- E. **Duration of Temporary Use Permit.**
1. Time limits for temporary uses are prescribed in § 17.84.370, Temporary Uses.
 2. Unless otherwise stipulated in this Zoning Code, the Director shall determine the duration of the temporary use.

- F. **Findings.** The Director may approve an application for a Temporary Use Permit upon making the following findings.
1. The proposed temporary use will not unreasonably affect adjacent properties, their owners and occupants, or the surrounding neighborhood, and will not in any other way constitute a nuisance or be detrimental to the health, safety, peace, comfort, or general welfare of persons residing or working in the area of such use or to the general welfare of the City;
 2. The proposed temporary use will not unreasonably interfere with pedestrian or vehicular traffic or circulation in the area surrounding the proposed use; and
 3. The proposed temporary use will not create a demand for additional parking that cannot be safely and efficiently accommodated by existing parking areas or a parking management plan.
- G. **Operating Requirements.** The Director may approve, approve with operating requirements, or deny an application for a Temporary Use Permit.

§ 17.100.090. Zoning Administrator Permit.

- A. **Purpose.** A Zoning Administrator Permit (ZAP) provides a process for the review of uses that generally meet the purposes of the applicable district but which require special consideration in their design or operation to ensure compatibility with surrounding uses. The Zoning Administrator Permit review is a discretionary action that may require CEQA review and/or other mitigation, habitat mitigation, and the application of critical conditions of approval. The purpose of a Zoning Administrator Permit is also to:
1. Consider the relationship of the use or project to the neighborhood and community as a whole;
 2. Determine if the project's use and location is compatible with the types of uses that are normally permitted in the surrounding area;
 3. Consider the compatibility of the proposed use with the site's characteristics;
 4. Evaluate the adequacy of services and facilities for the proposed use;
 5. Provide an opportunity for public review and comment on the proposed use when appropriate;
 6. Allow for consideration of requested exceptions from required design standards;
 7. Ensure State CEQA, biological, cultural, and other critical reviews are conducted as needed; and
 8. Identify and apply conditions and requirements necessary to comply with the basic purposes of this Zoning Code, the General Plan, and any applicable plans or regulations.
- B. **Applicability.** A Zoning Administrator Permit applies to the uses and activities identified in Division II, Zone Regulations.
- C. **Zoning Administrator Permit Application Requirements.** A qualified applicant shall submit an application for a Zoning Administrator Permit on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
- D. **Public Notice and Hearings.**

1. A public notice shall be mailed in compliance with § 17.96.080, Public Notice, and/or the Director may require the site to be posted with a notice consistent with the requirements provided in § 17.96.080.C, Posted Notice.
 2. If no significant comments or concerns are received the item will be acted on by the Zoning Administrator. If public comment, concerns, or issues are received, a public hearing shall be scheduled, the Director shall prepare a staff report, and the Zoning Administrator shall hold a public hearing with appropriate public notice, prior to final action on the application.
- E. **Conditions of Approval.** The Zoning Administrator may apply reasonable conditions of approval to assure compliance with applicable regulations and standards.
- F. **Approval Applies to Land.** Any Zoning Administrator Permit approval shall run with the land and shall continue to be valid for the time period specified, whether or not there is a change of ownership of the site or structure to which it applies. Zoning Administrator Permit approval cannot be transferred to another site.
- G. **Referral to Planning Commission.** The Zoning Administrator may refer a Zoning Administrator Permit application to the Planning Commission. Such referral shall be at the discretion of the Zoning Administrator and shall be dependent upon policy implications, unique or unusual circumstances, adjacency to sensitive uses, the magnitude of the project, the need for certification of an environmental document, or other factors determined by the Zoning Administrator to warrant Planning Commission review.
- H. **Findings.** The Zoning Administrator may approve or conditionally approve a Zoning Administrator Permit if the following findings can be made:
1. The proposed use is consistent with the General Plan;
 2. The proposed use is consistent with the purposes of the Zoning Code, and the purposes of the applicable zone;
 3. The site is physically suitable for the type, density, intensity of the use being proposed, including access, utilities, and the absence of physical constraints;
 4. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing and future land uses in the vicinity including transportation and service facilities;
 5. Granting the permit would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zone in which the property is located; and
 6. The proposed project has been reviewed in compliance with CEQA.

§ 17.100.100. Conditional Use Permit.

- A. **Purpose.** A Conditional Use Permit (CUP) provides a public review process for discretionary review of proposed uses and activities that require special consideration by the Planning Commission to ensure that their effects are compatible with locational, use, structural, traffic, and/or the characteristics of neighboring properties and the community. This discretionary review process is intended to ensure land use compatibility and mitigate potential impacts or conflicts that could

otherwise result from the proposed use. A Conditional Use Permit also serves the following purposes:

1. To consider the relationship of the use or project to the neighborhood and community as a whole;
 2. To determine if the project's use and location is compatible with the types of uses that are normally permitted in the surrounding area;
 3. To consider the compatibility of the proposed use with the site's characteristics;
 4. To evaluate the adequacy of services and facilities for the proposed use;
 5. To provide an opportunity for public review and comment on the proposed use; and
 6. To identify conditions and requirements necessary to comply with the basic purposes of this Zoning Code, the General Plan, and any applicable plans or regulations.
- B. **Applicability.** A Conditional Use Permit applies to the uses and activities identified in Division II, Zone Regulations.
- C. **Conditional Use Permit Application Requirements.** A qualified applicant shall submit an application for a Conditional Use Permit on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
- D. **Public Notice and Hearing.** A public hearing notice shall be mailed in compliance with § 17.96.080, Public Notices. The applicant shall be responsible for posting the site consistent with a format provided by the City and shall provide verification of such posting. A public hearing will be scheduled prior to final action on the application.
- E. **Conditions of Approval.** The Planning Commission may apply reasonable conditions of approval to assure compliance with applicable regulations and standards.
- F. **Approval Applies to Land.** Any Conditional Use Permit approval shall run with the land and be valid, whether or not there is a change of ownership of the site or structure to which it applies. Conditional Use Permit approval cannot be transferred to another site.
- G. **Modification.** A requested modification to an approved Conditional Use Permit may be considered by the Director or final Review Authority consistent with § 17.96.140, Modifications to an Approved Permit.
- H. **Findings.** The Planning Commission may approve or conditionally approve a Conditional Use Permit if the following findings can be made:
1. The proposed use is consistent with the General Plan;
 2. The proposed use is consistent with the purposes of the Zoning Code, and the purposes of the applicable zone;
 3. The site is physically suitable for the type, density, intensity of the use being proposed, including access, utilities, and the absence of physical constraints;
 4. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing and future land uses in the vicinity including transportation and service facilities;

5. Granting the Conditional Use Permit would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zone in which the property is located; and
6. The proposed project has been reviewed in compliance with CEQA.

§ 17.100.110. Minor Modification.

- A. **Purpose.** The purpose for a Minor Modification is to establish a means of granting relief from the requirements of this Zoning Code when doing so would be consistent with the purposes of the Zoning Code. It allows the Director, or appropriate Review Authority if combined with other permit requests, to grant minor modifications to the development standards provided in Table 17.100.110-1: Types of Minor Modifications.
- B. **Applicability.** A Minor Modification applies only to the modifications identified in Table 17.100.110-1: Types of Minor Modifications, from the requirements of this Zoning Code.

Table 17.100.110-1: Types of Minor Modifications	
Types of Minor Modifications	Maximum Modification
An increase in lot coverage	10%
Lot area, width, or depth	10% (applicable on an individual lot, or to an overall subdivision)
A reduction of a designated setback	15%
An increase in allowable building height	15%
Reduction in required open space on a lot	10%
An increase of the allowed maximum height of a fence or wall located within a designated setback area	10%
Where a majority of lots are developed with single-family residences with nonconforming setbacks, new buildings or structures may conform to the pattern established by the majority of the existing buildings or structures in the same block. This is most likely to occur in older historic neighborhoods	Determined on a case-by-case basis
To encourage the development of housing units for disabled persons with limited mobility, the Director may allow deviation from the prescribed standards of this Zoning Code and where necessary to install features that facilitate access and mobility for disabled persons	Determined on a case-by-case basis
Deviation from Building and Site Design Standards for those situations where a project is requesting exception from objective standards	Determined on a case-by-case basis

- C. **Calculation of Modification.** As an example, assume that the standard will be modified by 10%. If

a site is 5,000 square feet in total area, and 20% open space of a lot area is required, a total of 1,000 square feet of open space must be provided. A 10% modification of the base standards would equate to a reduction of 100 square feet of open space (e.g., 1,000 x 10% = 100). As a result, only 900 square feet of open space would be required.

- D. **Minor Modification Application Requirements.** A qualified applicant shall submit an application for a Minor Modification on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
- E. **Precedents.** Each Minor Modification application shall be reviewed on an individual case-by-case basis. The approval of a Minor Modification in one situation is not relevant to the City's consideration of the approval of a Minor Modification in a new situation.
- F. **Procedure.** The Director or Review Authority shall make the final determination on the Minor Modification application. The Director may choose to refer any application to the Planning Commission for hearing and decision.
- G. **Findings.** The Director shall approve, with or without conditions, a Minor Modification application only after the following findings are made:
 - 1. The deviation is necessary due to the physical characteristics of the property and the proposed use or structure or other circumstances; or
 - 2. The Minor Modification is the minimum departure from the requirements of this Zoning Code necessary to grant relief to the applicant, and would not be detrimental to the public welfare or injurious to the property or improvements in the vicinity or the zone in which the subject property is located; and
 - 3. Granting the requested deviation will not detract from the overall appearance of the neighborhood or immediate vicinity and will not impair the provision of adequate light, air, circulation, or visual openness; and
 - 4. The deviation, as proposed and conditioned, will achieve the general purposes of this Zoning Code or the specific purposes of the zone in which the project is located.

§ 17.100.120. Variance.

- A. **Purpose.** A Variance provides a mechanism for the Zoning Administrator to provide relief from the strict application of this Zoning Code where this will deprive the owner of privileges enjoyed by similar properties because of the subject property's unique and special conditions.
- B. **Applicability.** A Variance may be granted to vary or modify dimensional and performance standards. A Variance may not be granted to allow new uses or a modification to the density or intensity requirements of this Zoning Code, or activities that this Zoning Code does not authorize for a specific lot or site.
- C. **Referral.** The Zoning Administrator may refer applications directly to the Planning Commission when in their opinion, the public interest would be better served.
- D. **Variance Application Requirements.** A qualified applicant shall submit an application for a Variance on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. In addition to other application requirements, the application for a Variance shall include data

or other evidence showing that the requested Variance conforms to the required findings set forth in subsection G, Findings.

- E. **Precedents.** Each Variance application shall be reviewed on an individual case-by-case basis and the approval of a prior Variance is not relevant to the City's consideration of the approval of a new Variance.
- F. **Public Notice and Hearing.** Noticing for a Variance shall be provided in compliance with § 17.96.080, Public Notice. The Zoning Administrator shall conduct a public hearing on an application for a Variance. Public hearings shall be conducted in compliance with § 17.96.090, Conduct of Public Hearings.
- G. **Findings.** The Zoning Administrator shall approve, with or without conditions, a Variance application only after the following findings are made:
 - 1. There are special circumstances applicable to the property, including size, shape, topography, location, or surroundings, such that the strict application of this Zoning Code deprives the property of privileges enjoyed by other property in the vicinity and under the identical zone;
 - 2. The special circumstances applicable to the property identified in subsection G.1, was not created by any act of the property owner (i.e., a Variance shall not be granted for a self-imposed hardship);
 - 3. Granting the Variance would not authorize a use or activity which is not otherwise expressly authorized by the zone governing the property for which the application is made;
 - 4. Granting the Variance will not be materially detrimental to the public health, safety, or welfare and will not impair an adequate supply of light and air to adjacent property;
 - 5. The Variance is consistent with the General Plan and any applicable Specific Plan or the potentially adverse effects of the Variance in relation to the General Plan are exceeded by the individual hardship which would be relieved by granting the Variance; and
 - 6. The Variance is the minimum departure from the requirements of this Zoning Code necessary to grant relief to the applicant and would not be detrimental to the public welfare or injurious to the property or improvements in the vicinity or the zone in which the subject property is located.

§ 17.100.130. Building Permit.

- A. **Purpose.** Before commencing any work pertaining to the erection, construction, reconstruction, moving, conversion, or alteration of any structure or any addition to any structure, including the grading of land and the demolition of a structure, a Building Permit shall be issued by the Department.
- B. **Conformance with Associated Planning Entitlements.** Prior to issuance of a Building Permit, site plans, elevations, construction documents, and other information provided with a Building Permit application shall be determined to substantially conform to the project plans which were approved with a Development Permit, Conditional Use Permit (see § 17.100.100, Conditional Use Permit), Zoning Administrator Permit (see § 17.100.090, Zoning Administrator Permit), or other entitlement for the project by the Director. Substantial inconsistencies between the Building Permit application information and approved plans, as determined by the Director, may be subject to revocation of planning permits (see § 17.96.150, Revocation of Permits) or rejection of the Building Permit application.

C. Timing.

1. No application for a Building Permit shall be accepted within 30 days of approval of the second reading of an ordinance approving a change of zone, planned land use designation, or Code regulations that would be affected by the proposed changes.
2. Building Permits shall not be considered concurrently with entitlements unless the project has been scheduled for public hearing final action and written authorization is provided by the Director. In such instances, the applicant shall affirm in writing that the concurrent review is being done at the applicant's risk, and if the entitlement is rejected for the project, the Building Permit review shall be halted and shall not resume until all necessary entitlements are granted and new, corresponding building plans are submitted.

- D. **Demolition.** Before any structure is demolished, the City's Historic Preservation Officer shall review the request for potential historic significance.

§ 17.100.140. Sign Permit—Permanent Signs.

- A. **Purpose.** This section establishes the permitting requirements for permanent sign structures described in Chapter 17.72, Signs, to ensure that all permanent signs are in compliance with applicable Code standards.

B. Sign Permit Requirement.

1. It shall be unlawful for any person to erect, place, display, alter, repair, or relocate a permanent sign or sign structure without first obtaining approval for a Sign Permit from the Director.
2. § 17.72.030, Sign Permits, describes the types of signs and modifications to signs for which a Sign Permit is not required.

C. Review and Approval.**1. Review and Determination.**

- a. A qualified applicant shall submit an application for a Sign Permit on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
- b. The Director shall review the Sign Permit application and supporting documentation for compliance with the standards of Chapter 17.72, Signs. The Director shall determine whether the Sign Permit may be issued or if additional information is required from the applicant to complete the permit application. If the Sign Permit application is denied, the reason shall be stated in writing.
- c. Where required in Chapter 17.72, Signs, an Encroachment Permit must be submitted for review and approval by the State Department of Transportation or the City Public Works Director (City Engineer) and must be obtained prior to issuance of a Sign Permit.

2. **Method of Review.** After receipt of a complete Sign Permit application, the Zoning Administrator shall render a decision to approve, approve with modifications, or deny the Sign Permit. This review will ensure that any sign proposal is in conformance with the requirements of Chapter 17.72, Signs, and is consistent with the City's objectives. The Director may grant slight deviations from the designated sign area or location or distance between signs, not to

exceed 10%, when it is determined no other reasonable method of providing signage is functional.

3. **Substitution.** Any time after a Sign Permit is issued, a new owner, tenant, or lessee of record may be substituted for the original applicant if a record of the new interest is made with the City and the new interest assumes all obligations they would have had consistent with the original permit.
4. **Expiration.** A Sign Permit shall expire and become null and void if the work authorized in compliance with the permit is not commenced within 180 days from the date of issuance of the Sign Permit, or if work is suspended or abandoned for a period of 90 days or more at any time after the work has commenced. If a Sign Permit has not been obtained within 180 days after the Sign Permit has been approved and issued, the application shall be considered withdrawn.
5. **Inspections.**
 - a. All signs for which a Sign Permit is required are subject to inspection to establish compliance with the provisions of Chapter 17.72, Signs, as well as the following additional inspections, unless waived in writing by the Building Official:
 - i. Footing inspections on all freestanding signs, including the addition of additional sign area to existing signs;
 - ii. Electrical inspections for all sign structure(s) prior to placement; and
 - iii. Final inspection to establish compliance with provisions of this Zoning Code and other applicable City Codes.
 - b. **Violations.** Any work commenced without a Sign Permit, or any work beyond the authorized scope of a Sign Permit constitutes a violation of this chapter and is grounds for the Director to issue a correction notice and/or to stop all work on the sign until appropriate permits are obtained (see § 17.72.080, Enforcement).

§ 17.100.150. Sign Permit—Master Sign Program.

- A. **Purpose.** A Master Sign Program provides mixed-use, nonresidential, and multifamily residential uses with flexibility to develop innovative, creative, and effective signage and to improve the aesthetics of the City.
- B. **Applicability.** A Master Sign Program applies to proposed or existing mixed-use, nonresidential, and multifamily residential uses as follows:
 1. A Master Sign Program is required for:
 - a. Projects with five or more nonresidential tenants;
 - b. Multi-unit developments of 50 or more units;
 - c. Whenever five or more signs are proposed for a building or site;
 - d. To erect a freeway-oriented sign (refer to Table 17.72.050.D-3: Standards for Freeway-Oriented Signs);

- e. Projects in which flexibility in sign design is sought so that high quality signs may be provided which contribute to the attractiveness and economic viability of their surroundings, but which may not meet the standards otherwise required for the subject location or zone; and
- f. Any project proposed as a Planned Development (see Chapter 17.112, Planned Development (PD)).

C. Review.

1. A qualified applicant shall submit an application for a Master Sign Program on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees.
2. At a minimum, all Master Sign Programs shall include the type, number, size, location/ placement, and general design parameters of all permanent building mounted and freestanding signs. Modifications to any previously approved Master Sign Program shall be made in the same manner as the original approval.
3. All Master Sign Program submittals shall be reviewed for compliance with the requirements of Chapter 17.72, Signs, and the Zoning Administrator shall either approve, conditionally approve, or deny the proposed Master Sign Program. Following approval by the Zoning Administrator, a copy of the approved Master Sign Program will be made available to the applicant.
4. Individual signs authorized by an approved Master Sign Program require the issuance of separate Sign Permits as described in § 17.100.140, Sign Permit—Permanent Signs provided:
 - a. The signs comply with all applicable conditions of the approved Master Sign Program;
 - b. Sign Permit applications are submitted within a time period specified as part of the conditions of the content or review of the Master Sign Program, where applicable; and
 - c. Sign Permit applications are submitted prior to any subsequent amendment to this chapter which is more restrictive than provisions existing when the Master Sign Program was approved.
5. The Planning Commission shall review all Master Sign Programs which include a request for an increase in allowable sign height and area beyond the limits established in § 17.72.050, Standards for Permanent Signs, for freestanding and building mounted signs for multi-tenant buildings and shopping centers.

D. Supplemental Provisions.

1. Modifications to an approved Master Sign Program shall be reviewed by the Zoning Administrator.
2. No sign identified in this section may be placed upon real property without the consent of the real property owner(s), who shall either sign and submit the application for a Master Sign Program or designate in writing an authorized representative.
3. A Master Sign Program may be implemented in phases.

§ 17.100.160. Reasonable Accommodation for Persons with Disabilities.

- A. **Purpose.** This section provides a formal procedure for persons with disabilities seeking equal access to housing under the Federal Fair Housing Act and the California Fair Employment and Housing Act (the Acts) to request reasonable accommodation in the application of the City's land use regulations and to establish relevant criteria to be used when considering such requests.
- B. **Applicability.**
1. A request for reasonable accommodation may be made by any person with a disability, their representative, or any entity, when the application of a zoning law or other land use regulation, policy, or practice acts as a barrier to fair housing opportunities.
 2. A person with a disability is a person who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having such impairment or anyone who has record of such impairment. This section is intended to apply to those persons who are defined as disabled under the Acts.
 3. A request for reasonable accommodation may include a modification or exception to the rules, standards, and practices for the site, development, and use of housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice. This section allows for minor structural modifications and/or regulatory exceptions. Nothing in this section shall be interpreted to require the City to waive or reduce development or building fees associated with the granting of a reasonable accommodation request. Requests for reasonable accommodation shall be made in the manner prescribed within this section.
- C. **Review Authority and Procedure.**
1. Requests for reasonable accommodation shall be reviewed by the Director if no discretionary approval is sought other than the request for reasonable accommodation. The Director shall make a written determination within 45 days and either grant, grant with modifications, or deny a request for reasonable accommodation in accordance with subsection E, Criteria for Findings and Decision.
 2. Requests for reasonable accommodation submitted for concurrent review with another discretionary land use application shall be reviewed by the Review Authority responsible for reviewing the discretionary land use application. The written determination on whether to grant or deny the request for reasonable accommodation shall be made by the Review Authority in compliance with the applicable review procedure for the discretionary review. The written determination to grant or deny the request for reasonable modification shall be made in accordance with subsection E, Criteria for Findings and Decision.
- D. **Application Requirements.** A qualified applicant shall submit an application for a reasonable accommodation on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. No noticing or public hearings are required for a reasonable accommodation request.
- E. **Criteria for Findings and Decision.** The Director must consider all of the following factors in order to approve or deny a request for reasonable accommodation;
1. Whether the housing, which is the subject of the request, will be used by a person with a disability as defined under the Acts;
 2. Whether the request for reasonable accommodation is necessary to make specific housing available to a person with a disability as defined under the Acts;

3. Whether the requested reasonable accommodation would impose an undue financial or administrative burden on the City; and
 4. Whether the requested reasonable accommodation would require a fundamental alteration in the nature of a City program or law, including, but not limited to, land use and zoning.
- F. **Conditions of Approval.** In granting a request for reasonable accommodation, the Review Authority may impose any conditions approval deemed reasonable and necessary to ensure that the reasonable accommodation would comply with the findings required by subsection E, Criteria for Findings and Decision. Conditions shall also state that the accommodation granted shall terminate if the recipient of the accommodation requested no longer resides on the property as stated in subsection G.2.
- G. **Appeals, Expiration, Extensions, and Revisions.**
1. **Appeals.** A decision on reasonable accommodation request may be appealed as provided for in § 17.96.160, Appeals.
 2. **Expiration, Extensions, and Revisions.** A reasonable accommodation approval may only be expired, extended, or revised as provided for in Chapter 17.96, Common Procedures. A reasonable accommodation approval shall terminate if the accommodation is no longer required, or if the recipient of the accommodation no longer resides at the property.

§ 17.100.170. Pre-zoning for Annexation.

- A. **Purpose.** The purpose of pre-zoning property is to determine the zoning that will apply to property upon subsequent annexation to the City.
- B. **Applicability.** The pre-zoning process applies to unincorporated property adjoining the City within the urban limit line that is subject to a pending annexation.
- C. **Initiation.** Pre-zoning shall be initiated by a resolution of intention by the Planning Commission or the City Council.
- D. **Procedure.** Pre-zoning applications shall be processed following the procedures established in Chapter 17.108, Amendments to the Zoning Map and Text. Pre-zoning shall become effective at the same time as an annexation becomes effective.
- E. **Zoning of Annexed Areas.** Upon the annexation of property to the City which has not been pre-zoned, the Planning Commission shall initiate proceedings to zone the annexed property to a zoning classification in conformity with the General Plan following the procedures established in Chapter 17.108, Amendments to the Zoning Map and Text.

§ 17.100.180. Development Agreements.

- A. **Purpose.** This chapter establishes procedures and requirements for considering and entering into legally binding agreements with applicants for development projects, as provided for in State law. Such agreements provide a greater degree of certainty than the normal permit approval process by granting assurance that an applicant may proceed with development in accord with policies, rules, and regulations in effect at the time of approval subject to conditions to promote the orderly planning of public improvements and services, allocate costs to achieve maximum utilization of public and private resources in the development process, and ensure that appropriate measures to enhance and

protect the environment are achieved.

B. Applicability.

1. The City incorporates by reference the provisions of California Government Code § 65864 to § 65869.5. In the event of any conflict between the statutory provisions and this chapter, the statutes shall control.
2. A Development Agreement may be considered for a proposed development that will require a developer to make a substantial investment at the early stages of the project for planning and engineering for the entire project and for public facilities and services.

C. Initiation. An application for a Development Agreement may be initiated by any qualified applicant identified in § 17.96.020, Application Forms and Fees, or by a motion of the City Council or Planning Commission.

D. Review Authority.

1. The Director shall negotiate the specific components and provisions of the Development Agreement on behalf of the City. The Director may request input from other affected departments, as needed.
2. The City Council has the exclusive authority to approve a Development Agreement. After receiving recommendations from the Planning Commission, the City Council may adopt, reject, or modify a Development Agreement based on consideration of the requirements of this chapter.

E. Procedure.

1. **Application Requirements.** Applications for Development Agreements shall be filed with the Director in accordance with the following procedures. In addition to any other application requirements, the application for a Development Agreement shall include data or other evidence in support of the applicable findings required by subsection H, Required Findings.
2. **Concurrent Processing.** An application for a Development Agreement will be made and considered simultaneously with the review of other applications, including, but not limited to, rezoning, Planned Development (see Chapter 17.112, Planned Development (PD)), and a Conditional Use Permit (see § 17.100.100, Conditional Use Permit). A Development Agreement is not a substitute for, nor an alternative to, any other required permit or approval, and the qualified applicant must comply with all other required procedures for development approval.
3. **Contents of Development Agreements.**
 - a. **Required Contents.** A Development Agreement shall specify its duration, the permitted uses of the subject property, the general location and density or intensity of uses, the maximum height and size of proposed buildings, provisions for reservation or dedication of land for public purposes, and provisions concerning its transferability (assignment).
 - b. **Additional Contents.** Development Agreements may also include the following:
 - i. **Improvements and Fees.** Requirements for construction and maintenance of on-site and off-site improvements or payment of fees in lieu of such dedications or improvements.

- ii. **Conditions.** Conditions, terms, restrictions, and requirements for subsequent discretionary actions, except that the applicant's responsibility to obtain all required land use approvals is retained.
- iii. **Environmental Mitigation.** Conditions and restrictions imposed by the City with respect to the project, including those conditions, restrictions and mitigation measures proposed in any associated environmental document.
- iv. **Phasing.** Provisions that the project must be constructed in specified phases, that construction shall commence within a specified time, and that the project or any phase be completed within a specified time.
- v. **Financing.** If the Development Agreement requires applicant financing of necessary public facilities, it may include terms relating to subsequent reimbursement over time for such financing.
- vi. **Indemnity.** An indemnity clause requiring the applicant to indemnify and hold the City harmless against claims arising out of or in any way related to the actions of the applicant in connection with the application or the development process, including all legal fees and costs.
- vii. **Performance Obligation.** Provisions to guarantee performance of obligations stated in the agreement.
- viii. **Other Items.** Other components and provisions as negotiated by the City and the applicant.

F. Planning Commission Hearing and Recommendation.

- 1. **Notice.** Public notice of hearings by the Planning Commission for a Development Agreement shall be given as specified in § 17.96.080, Public Notice. Notice of the hearing shall also be mailed or delivered to any other local agency expected to provide essential facilities or services to the property that is the subject of the Development Agreement.
- 2. **Hearing.** The Planning Commission shall conduct a public hearing and make recommendations to the City Council in conformance with the provisions of § 17.96.090, Conduct of Public Hearing.
- 3. **Recommendation to Council.** Following the public hearing, the Planning Commission shall make a recommendation on the proposed Development Agreement. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.

G. City Council Review and Recommendation.

- 1. **Notice.** Public notice of hearings by the City Council for a Development Agreement shall be given as specified in § 17.96.080, Public Notice. Notice of the hearing shall also be mailed or delivered to any other local agency expected to provide essential facilities or services to the property that is the subject of the Development Agreement.
- 2. **Hearing.** After receiving the report with the Planning Commission recommendation, the City Council shall hold a public hearing in accordance with § 17.96.090, Conduct of Public Hearing. The public hearing notice for the hearing shall include a summary of the Planning Commission

recommendation.

3. **Decision.** At the conclusion of the hearing, the City Council may approve, modify, or deny the Development Agreement. Approval of a Development Agreement shall be by ordinance. The ordinance shall refer to and incorporate by reference the text of the Development Agreement. If the Council proposes any substantial modification to the Development Agreement, the proposed modification shall first be referred back to the Planning Commission for report and recommendation, but the Planning Commission shall not be required to hold a public hearing. The failure of the Planning Commission to report within 40 days after the referral shall be deemed a recommendation to approve and the amendment to the Development Agreement and shall be returned to the City Council for approval.
- H. **Required Findings.** The Planning Commission when making its recommendation on a Development Agreement, and the City Council, must make the finding to approve a Development Agreement that the proposed Development Agreement and its provisions are consistent with the General Plan and any applicable Specific Plan. This requirement may be satisfied by a finding that the provisions of the Development Agreement are consistent with proposed General Plan or Specific Plan provisions to be adopted concurrently with the approval of the proposed Development Agreement.
- I. **Execution and Recordation.** Within 10 days after the ordinance approving the Development Agreement takes effect, the Mayor or their designee shall execute the Development Agreement on behalf of the City, and the City shall record the Development Agreement with the County Recorder.
- J. **Periodic Review.** The applicant shall be required to demonstrate compliance with the provisions of the Development Agreement at least once a year, at which time the Director shall review each approved Development Agreement.
 1. **Finding of Compliance.** If the Director, based on substantial evidence, determines that the applicant is in compliance with the provisions of the Development Agreement, then no action is required.
 2. **Finding of Noncompliance.** If the Director finds the applicant has not complied with the provisions of the Development Agreement, the Director may issue a finding of noncompliance. The Director shall specify in writing to the applicant the respects in which the applicant has failed to comply and shall set forth terms of compliance and specify a reasonable time for the applicant to meet the terms of compliance. If the applicant does not comply with any terms of compliance within the prescribed time limits, the Development Agreement shall be subject to termination or modification pursuant to this chapter.
 3. **Appeal of Determination.** Within 10 days after issuance of a finding of noncompliance, any interested person may file a written appeal of the finding with the City Council as described in § 17.96.160, Appeals. The appellant shall specify the reasons for the appeal. The issuance of a finding of compliance or finding of noncompliance by the Director and the expiration of the appeal period without appeal, or the confirmation by the City Council of the issuance of the finding on such appeal, shall conclude the review for the applicable period and such determination shall be final.
- K. **Amendment or Cancellation.**
 1. **Mutual Agreement.** Any Development Agreement may be canceled or amended by mutual consent of the parties following compliance with the procedures specified in this section.

- a. *Director Approval.* Any amendment to a Development Agreement which is not specific to the duration of the agreement, permitted uses of the property, density or intensity of use, timing of development, height or size of proposed buildings, provisions for reservation or dedication of land, or to any conditions, terms, restrictions and requirements relating to subsequent discretionary actions related to design or improvements or construction standards and specifications, may be made by the Director without noticed public hearing. A Development Agreement may also specify procedures for additional administrative approval of minor amendments by mutual consent of the applicant and Director.
 - b. *City Council Approval.* The procedure for proposing and adopting an amendment to, or the cancellation in whole or in part, of a Development Agreement, shall be the same as the procedure for originally entering into a Development Agreement.
2. ***After Finding of Noncompliance.*** If a finding of noncompliance does not include terms of compliance, or if applicant does not comply with the terms of compliance within the prescribed time limits, the Director may refer the Development Agreement to the City Council for termination or modification. The City shall first give written notice to the party executing the agreement of its intention to initiate such proceedings. Such notice shall be given not less than 30 days in advance of public notice of the City Council hearing to consider an amendment or cancellation. After the public hearing, the City Council may terminate the Development Agreement, modify the finding of noncompliance, or rescind the finding of noncompliance, and issue a finding of compliance.
3. ***Recordation.*** If the parties to the agreement or their successors in interest amend or cancel the Development Agreement, or if the City terminates or modifies the Development Agreement for failure of the applicant to fully comply with the provisions of the Development Agreement, the City Clerk shall record notice of such action with the County Recorder.
4. ***Rights of the Parties After Cancellation or Termination.*** In the event that a Development Agreement is cancelled or terminated, all rights of the applicant, property owner or successors in interest under the Development Agreement shall terminate. If a Development Agreement is terminated following a finding of noncompliance, the City may, in its sole discretion, determine to return any and all benefits, including reservations or dedications of land, and payments of fees, received by the City.

L. Effect of Approved Agreement.

1. ***Existing Rules and Regulations.*** Unless otherwise specified in the Development Agreement, the City's rules, regulations, and official policies governing permitted uses of the property, density and design, and improvement standards and specifications applicable to development of the property shall be those City rules, regulations, and official policies in force on the effective date of the Development Agreement.
2. ***Future Rules and Regulations.*** A Development Agreement shall not prevent the City, in subsequent actions applicable to the property, from applying new rules, regulations and policies that do not conflict with those rules, regulations and policies applicable to the property as set forth in the Development Agreement. A Development Agreement shall not prevent the City from denying or conditionally approving any subsequent land use project or authorization for the project on the basis of such rules, regulations, and policies. A Development Agreement shall not exempt the applicant from obtaining future discretionary land use approvals, unless otherwise specified in the Development Agreement.

3. ***State and Federal Rules and Regulations.*** In the event that any regulation or law of the State of California or the United States, enacted or interpreted after a Development Agreement has been entered into prevents or precludes compliance with one or more provisions of the Development Agreement, then the Development Agreement may be modified or suspended pursuant to the procedures specified in the Development Agreement, in order to comply with Federal or State regulations.
- M. **Enforcement.** The procedures for enforcement, revision, cancellation, or termination of a Development Agreement specified in this section and in California Government Code § 65865.4 or any successor statute, are nonexclusive. A Development Agreement may be enforced, revised, cancelled, or terminated by any manner otherwise provided by law or by the provisions of the Development Agreement.
- N. **Judicial Review.**
1. Any judicial review of the initial approval by the City of a Development Agreement shall be by writ of mandate pursuant to the Zoning Code of Civil Procedure Code § 1085. Any judicial review of any City action taken pursuant to this chapter, other than the initial approval of a Development Agreement, shall be by writ of mandate pursuant to the Zoning Code of Civil Procedure Code § 1094.5. The use of the phrase "substantial evidence" in this chapter with respect to the quantum of proof necessary in conjunction with a finding of noncompliance is not intended to limit nor impose a standard of review upon any court pursuant to a proceeding initiated for that purpose.
 2. Any action or proceeding to attack, review, set aside, void, or annul any decision of the City taken pursuant to this chapter shall not be maintained by any person unless the action or proceeding is commenced within 90 days after the date of decision.

CHAPTER 17.104
AMENDMENTS TO THE GENERAL PLAN

§ 17.104.010. Purpose and Applicability.

- A. **Purpose.** This chapter establishes procedures for making changes to the General Plan as provided for in State law when there are compelling reasons to do so. These circumstances include, but are not limited to, changes in State or Federal law and changes in circumstances or opportunities that were unanticipated at the time of Plan adoption or the last amendment.
- B. **Applicability.** This chapter applies to all proposals to change the text of the General Plan, the land use map(s), and the diagrams that illustrate the application of its provisions.

§ 17.104.020. Initiation of Amendments.

- A. **Initiation.** An amendment to the General Plan may be initiated by any qualified applicant identified in § 17.96.020, Application Forms and Fees, or by a motion of the City Council or Planning Commission.
- B. **Application.** A qualified applicant shall submit an application for a General Plan amendment on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. The Planning Commission or City Council may direct that specific information be provided at the time the initial application is submitted.
- C. **Coordination with Other Applications.** Amendments to the General Plan and General Plan Land Use Map may be processed concurrently with other discretionary permits.

§ 17.104.030. Review Procedures and Public Notice.

- A. **Staff Report.** The Director shall prepare a report and recommendation to the Planning Commission on any application for a General Plan amendment. The report shall include, but is not limited to, a discussion of how the proposed amendment complies with the purposes of this chapter, a determination as to whether the proposed amendment will require amendment to other plans that the City Council has adopted, and an environmental document prepared in compliance with the CEQA.
- B. **Neighborhood Meeting.** The Director, at their discretion, may require that the applicant conduct a neighborhood meeting prior to an application being submitted or during the review of an application as put forth in § 17.96.070, Neighborhood Meeting. The meeting may be required when in the opinion of the Director, the project for which the General Plan Amendment is requested may have an impact on a neighborhood, the project is unique, or the project is of such scale or scope that it is likely to generate community interest.

§ 17.104.040. Planning Commission Hearing and Recommendation.

- A. **Planning Commission Hearing.** The Planning Commission shall conduct at least one public hearing on any proposed amendment and make recommendations to the City Council in conformance with the provisions of § 17.96.090, Conduct of Public Hearing.
- B. **Public Notice.** At least 10 days before the date of the public hearing, the Director shall provide notice

as specified in § 17.96.080, Public Notice. Notice of the hearing shall also be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.

- C. **Recommendation to Council.** Following the public hearing, the Planning Commission shall make a recommendation on the proposed General Plan amendment to the City Council. The recommendation shall include the reasons for the recommendation, findings related to supporting the recommendation, and the relationship of the proposed amendment to applicable plans. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.

§ 17.104.050. City Council Hearing and Action.

- A. **City Council Hearing.** After receiving the report from the Planning Commission, the City Council shall hold a noticed public hearing in conformance with Chapter 17.96.090, Conduct of Public Hearing.
- B. **Public Notice.** At least 10 days before the date of the public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. The notice shall include a summary of the Planning Commission's recommendation. Notice of the hearing shall also be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.
- C. **City Council Action.** At the conclusion of the hearing, the City Council may approve, modify, or deny the proposed amendment application. If the Council proposes any substantial modification, such as introducing a new zone district or planned land use designation, not previously considered by the Planning Commission during its hearings, the proposed modification shall first be referred back to the Planning Commission for report and recommendation, but the Planning Commission shall not be required to hold a public hearing. The failure of the Planning Commission to report within 40 days after the referral shall be deemed a recommendation to approve and the amendment shall be returned to Council for adoption.
- D. **Frequency of Amendments.** Pursuant to California Government Code § 65358, no mandatory element of the General Plan may be amended more frequently than four times during any calendar year. Subject to that limitation, an amendment may be made at any time and may include more than one change to the General Plan.
- E. **Required Findings.** The City Council shall not approve an amendment to the General Plan unless the proposed amendment meets the following:
1. The proposed amendment is consistent with the goals, objectives, and policies of the General Plan;
 2. That the proposed amendment will promote growth of the City in an orderly manner and will promote and protect the public health, safety, or welfare of the community;
 3. That the anticipated land uses on the subject site will be compatible with existing and future surrounding uses;
 4. That the City's inventory of residential lands for qualified housing sites has not been reduced; and

5. That the proposed amendment is consistent with any development related application that is processed and approved concurrently with the amendment application.

CHAPTER 17.108
AMENDMENTS TO THE ZONING MAP AND TEXT

§ 17.108.010. Purpose and Applicability.

- A. **Purpose.** This chapter establishes the procedures to consider amendments to the Zoning Code text and to the City's official Zoning Map, which may be referred to as a "rezone" or "rezoning," whenever such amendment is in furtherance of public necessity, convenience, and general welfare, reflects changed conditions, and provides greater consistency with the goals and policies of the General Plan.
- B. Zoning Code and Zoning Map amendments (zoning amendments) shall not be used in lieu of other planning permit processes to achieve a similar result.
- C. **Applicability.** The procedures in this chapter apply to all proposals to change the text of this Zoning Code or to revise a zone classification or zone boundary line, or add a new zone, shown on the Zoning Map.

§ 17.108.020. Application Requirements.

- A. **Initiation.** An amendment to the Zoning Code text or Zoning Map may be initiated by the any qualified applicant identified in § 17.96.020, Application Forms and Fees, the Director, Planning Commission, or City Council.
- B. **Application.** A qualified applicant shall submit an application for a zoning amendment on a form prescribed by the Planning Division accompanied by the required fee as prescribed in § 17.96.020, Application Forms and Fees. The Planning Division may require an applicant to submit such additional information and supporting data as considered necessary to process the application.
- C. **Coordination with Other Applications.** Proposed zoning amendments may be processed concurrently with other related entitlement application requests.

§ 17.108.030. Review Procedures and Public Notice.

- A. **Staff Report.** The Director shall prepare a report and recommendation to the Planning Commission on any application for a zoning amendment. The report shall include, but not be limited to, a discussion of how the proposed amendment satisfies the criteria and findings in § 17.108.060, Required Findings, for approving a zoning amendment and an environmental document prepared in compliance with CEQA.
- B. **Neighborhood Meeting.** At the discretion of the Director, the applicant may be required to conduct a neighborhood meeting prior to an application being submitted or during the review of an application as set forth in § 17.96.070, Neighborhood Meeting. The meeting may be required when in the opinion of the Director, the zoning amendment may have an impact on a neighborhood, the project is unique, or the project is of such scale or scope that it is likely to generate community interest.

§ 17.108.040. Planning Commission Hearing and Recommendation.

- A. **Planning Commission Hearing.** The Planning Commission shall conduct at least one public hearing on any proposed zoning amendment and make recommendations to the City Council in conformance

with the provisions of § 17.96.090, Conduct of Public Hearing.

- B. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. For amendments that affect permitted uses on real property, the Director shall provide notice at least 20 days before the date of public hearing. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.
- C. **Recommendation to City Council.** Following the public hearing, the Planning Commission shall make a recommendation on the proposed zoning amendment to the City Council. The recommendation shall include the reasons for the recommendation, findings related to the criteria for zoning amendments in § 17.108.060, Required Findings, and the relationship of the proposed Code or amendment to other adopted documents and plans. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.

§ 17.108.050. City Council Hearing and Action.

- A. **City Council Hearing.** After receiving the report with the Planning Commission's recommendation, the City Council shall hold a public hearing in accordance with § 17.96.090, Conduct of Public Hearings.
- B. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. For amendments that affect permitted uses on real property, the Director shall provide notice at least 20 days before the date of public hearing. The public hearing notice for the hearing shall include a summary of the Planning Commission recommendation. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.
- C. **City Council Action.** After conclusion of the hearing, the City Council may approve, modify, or deny the proposed amendment. If the Council proposes a substantial modification not previously considered by the Planning Commission during its hearings, the proposed modification shall first be referred back to the Planning Commission for report and recommendation, but the Planning Commission shall not be required to hold a public hearing. The failure of the Planning Commission to report within 40 days after the referral, or such longer period as may be designated by the legislative body, shall be deemed a recommendation to approve and the amendment shall be returned to the City Council for adoption.

§ 17.108.060. Required Findings.

The Planning Commission shall not recommend and the City Council shall not approve a zoning amendment unless the proposed amendment meets the following findings:

- A. The proposed amendment is consistent with the goals, objectives, and policies of the General Plan;
- B. That the proposed amendment will promote growth of the City in an orderly manner and will promote and protect the public health, safety, or welfare of the community;
- C. That the anticipated land uses on the subject site will be compatible with existing and future surrounding uses;
- D. That the City's inventory of residential lands for qualified housing sites has not been reduced; and
- E. That the proposed amendment is consistent with any development related application that is

processed and approved concurrently with the amendment application.

CHAPTER 17.112
PLANNED DEVELOPMENT (PD)

§ 17.112.010. Purpose.

Planned Developments (PD) afford maximum flexibility and diversity in site planning and building design and layout while protecting the integrity and character of the residential, commercial, and industrial areas of the City. The design, configuration and impact of the proposed Planned Development project shall be compared to the General Plan, the purpose and standards of the applicable zone and any other applicable standards and design guidelines. The Planned Development zone provides for comprehensive analysis of project-related impacts while allowing for nontraditional or unique site plan design.

§ 17.112.020. Procedure.

Applications for a Planned Development shall be processed following the procedures established in Chapter 17.108, Amendments to the Zoning Map and Text.

§ 17.112.030. Findings.

In addition to the findings for approval of a zone change established in § 17.108.060, Required Findings, each Planned Development application shall be analyzed to ensure that it is consistent with the purpose and intent of this chapter. The City Council may impose specific development conditions relating to both on- and off-site improvements that are necessary to mitigate project-related adverse impacts and to carry out the purpose and requirements of the Planned Development. The City Council may approve a Planned Development if all of the following findings are made:

- A. The site is physically suitable for the type and intensity of the land use being proposed;
- B. The proposed project would be harmonious and compatible with existing and future developments within the zone and surrounding area;
- C. In the case of a proposed residential project, the development will constitute a residential environment of sustained desirability and stability and will result in an intensity of land utilization no higher than, and standards of open space no less than, permitted for a similar development within the zone district;
- D. The approval of the Planned Development for the proposed project complies with CEQA;
- E. The proposed project is consistent with the General Plan;
- F. The location, size, design, and operating characteristics of the proposed project are not detrimental to the public interest, health, safety, convenience, or welfare of the community; and
- G. The proposed project, subject to the proposed integrated Planned Development design, will be superior to development otherwise allowed in the underlying zone and, therefore, justifies the exceptions to the requirements of this chapter.

CHAPTER 17.116 PRECISE PLANS

§ 17.116.010. Purpose.

- A. **Purpose.** A Precise Plan allows for a coordinated comprehensive framework of development objectives, standards, and design guidelines to fit unique opportunities and challenges, but does not typically include a financing or capital improvement program. A Precise Plan:
1. Provides unique and creative planning opportunities that may encompass a single property or multiple properties;
 2. Provides a tool for coordinating future public and private improvements on specific properties where special conditions of size, shape, land ownership, or existing or desired development require particular attention;
 3. Facilitates the development of an exceptional project design that cannot be built under an existing zone or due to constraints of existing development standards;
 4. Furthers the implementation of specific goals and policies of the City as provided in the General Plan;
 5. Looks beyond the limits of a particular property to solve circulation, drainage, utility, and/or other neighborhood compatibility concerns; and
 6. Develops a long-term plan to guide future development that specifies allowed uses, intensity of use, relationship to neighboring properties, parking and circulation, open space, special design standards, public improvements, and procedures for development review that may differ from underlying zoning.

§ 17.116.020. Initiation of Precise Plan.

- A. **Initiation.** A Precise Plan may be initiated for any reason beneficial to the City by motion of the Planning Commission or the City Council, or by any qualified applicant identified in § 17.96.020, Application Forms and Fees, or by application of property owner(s) of parcel(s) to be affected by the Precise Plan.
- B. **Application.** A qualified applicant shall submit an application for a Precise Plan on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. The Planning Commission or City Council may direct that specific information be provided at the time initial application is submitted.

§ 17.116.030. Review Procedures and Public Notice.

- A. **Staff Report.** The Director shall prepare a report and recommendation to the Planning Commission on any application for a Precise Plan. The report shall include, but not be limited to, a discussion of how the proposed amendment satisfies the criteria and findings in § 17.108.060, Required Findings, for approving a Precise Plan and an environmental document prepared in compliance with CEQA.
- B. **Neighborhood Meeting.** At the discretion of the Director, the applicant may be required to conduct a neighborhood meeting prior to an application being submitted or during the review of an application

as put forth in § 17.96.070, Neighborhood Meeting. The meeting may be required when in the opinion of the Director, the Precise Plan may have an impact on a neighborhood, the project is unique, or the project is of such scale or scope that it is likely to generate community interest.

§ 17.116.040. Planning Commission Hearing and Recommendation.

- A. **Planning Commission Hearing.** The Planning Commission shall conduct at least one public on any proposed Precise Plan and make recommendations to the City Council in conformance with the provisions of § 17.96.090, Conduct of Public Hearing.
- B. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.
- C. **Recommendation to Council.** Following the public hearing, the Planning Commission shall make a recommendation on the proposed Precise Plan to the City Council. The recommendation shall include the reasons for the recommendation, the relationship of the Precise Plan to the General Plan, findings related to the criteria for Precise Plans in § 17.108.060, Required Findings, and the relationship of the proposed Code or amendment to other adopted documents and plans. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.

§ 17.116.050. City Council Hearing and Action.

- A. **City Council Hearing.** After receiving the report with the Planning Commission's recommendation, the City Council shall hold a public hearing in accordance with § 17.96.090, Conduct of Public Hearings.
- B. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. The public hearing notice for the hearing shall include a summary of the Planning Commission recommendation. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the proposed amendment.
- C. **City Council Action.** After conclusion of the hearing, the City Council may approve, modify, or deny the proposed Precise Plan by resolution in accordance with the requirements of this Zoning Code. If the Council proposes a substantial modification not previously considered by the Planning Commission during its hearings, the proposed modification shall first be referred back to the Planning Commission for report and recommendation, but the Planning Commission shall not be required to hold a public hearing. The failure of the Planning Commission to report within 40 days after the referral, or such longer period as may be designated by the legislative body, shall be deemed a recommendation to approve and the Precise Plan shall be returned to the City Council for adoption.

§ 17.116.060. Required Findings.

A Precise Plan shall not be adopted unless the following findings are made:

- A. The proposed Precise Plan is consistent with the goals, policies, and objectives of the General Plan.

- B. The proposed Precise Plan meets the applicable requirements set forth in this Zoning Code.

CHAPTER 17.120 SPECIFIC PLANS

§ 17.120.010. Specific Plan Provisions.

- A. **Authority for Specific Plans.** Pursuant to California Government Code § 65450 et seq., the City Council is authorized to prepare, adopt and implement Specific Plans for areas within the incorporated City boundary and/or the Woodland General Plan urban limit line.
- B. **Purpose of Specific Plans.** The Specific Plan process provides an opportunity for unique and imaginative planning standards and regulations not provided through the application of standard zones. The Specific Plan should encourage the creative and imaginative planning of integrated, mixed-use developments which provide for a balance of residential, commercial, industrial, open space, and support land uses. A Specific Plan prepared in accordance with the requirements in this chapter is intended to serve as a policy and regulatory document, with policy direction and project development concepts consistent with the General Plan, and the development standards and zoning included to address the unique situations within the Specific Plan area to provide regulatory controls. Once approved, a Specific Plan will include the zoning standards for the properties within the Specific Plan boundaries. Thus, a Specific Plan must contain sufficient detail to implement provisions and to describe to developers how properties within the Plan area may be developed.
- C. **Intent.**
1. Pursuant to State law, after the City Council has adopted a General Plan, the Director may, or if so directed by the City Council shall, prepare Specific Plans for the systematic implementation of the General Plan for all or part of the area covered by the General Plan. Specific Plans shall be utilized to implement the policy and intent of the General Plan and shall not be used to circumvent the General Plan process in which general development policy is determined. The preparation and processing of Specific Plans shall be a collaborative effort. As such, the City, applicant, and other agencies shall work collaboratively to create a plan that conforms to the General Plan goals and policies.
 2. This section is intended to apply to areas designated "Specific Plan Areas" in the General Plan. As an integral part of the Specific Plan process described in this chapter, applicants shall comply with all infrastructure master plans adopted or being considered by the City pursuant to the General Plan, including, but not limited to, water, sewer, storm drainage, traffic, and parks.
 3. In the event there is a discrepancy between standards adopted within a Specific Plan and comparable regulations of the City Zoning Code, the standards and regulations made part of the Specific Plan shall prevail.
- D. **Fees.** All costs associated with review and processing of Specific Plans shall be the responsibility of the applicant. Upon the submittal of a formal Specific Plan application, the applicant shall be required to deposit and maintain an amount determined by staff to be sufficient to cover the estimated cost to process the application, including staff time, environmental review, consultant's and attorneys' fees and other costs. All deposits shall be made pursuant to a written agreement in a form approved by the Director for advance of funds.

§ 17.120.020. Mandatory Contents of the Specific Plan.

- A Specific Plan shall be established by ordinance, and each Specific Plan shall include at a minimum

the requirements for a Specific Plan established in California Government Code § 65451. In addition, the Specific Plan shall include the information provided on the application form and checklist for a Specific Plan submittal. It is expressly intended that information for projects which are long-term in nature or for which detailed planning may occur at a later date may provide some information at a conceptual level. If required elements are not provided, or are provided at a conceptual level, the Specific Plan shall include a schedule or program for providing these items and may be conditioned to require the provision of these items prior to the approval of development projects within the Specific Plan.

§ 17.120.030. Request for Specific Plan Process.

- A. **Initiation Procedures.** A Specific Plan shall be initiated by the City Council by the adoption of a resolution of intention. Specific Plans may be initiated for any lands located within the urban limit line of the General Plan; however, the City will not process a Specific Plan located in an area impacted by flooding until such time that a flood solution design has been approved and funding has been allocated.
- B. **Request for Specific Plan Process.** A request for preparation of a Specific Plan may be made by a qualified applicant or by the City.
 - 1. **City.** In the case of a City initiated and prepared Specific Plan, the City shall prepare a staff report to the City Council addressing the submittal requirements included in the "Request to Prepare a Specific Plan" for other applicants.
 - 2. **Applicants.** A qualified applicant identified in § 17.96.020, Application Forms and Fees, wishing to use a Specific Plan to implement General Plan policy shall petition the City requesting permission to prepare a Specific Plan for their project. The applicant shall file a "Request to Prepare a Specific Plan" with the Director and shall pay the appropriate fees. The applicant is not required to own or otherwise control the majority of the property requested to be included within the Specific Plan area.
- C. **Pre-Initiation Conference.** Upon receipt of the petition, the Director shall schedule a pre-initiation meeting with the applicant within 30 days to review the Specific Plan process. Upon review of the petition, the Director has the discretion to propose enlargements or modifications to the proposed Specific Plan boundaries and scope of the project in order to facilitate comprehensive planning.
- D. **Preparation of Staff Report Recommending Disposition of Petition.** The Director shall prepare a staff report, including a recommendation to accept or deny the petition.
- E. **Consideration by Planning Commission.** The petition and staff report shall be scheduled as an item on the agenda of a Planning Commission meeting. No noticing or public hearings are required for a petition for a Specific Plan. The Planning Commission shall make a recommendation to the City Council on whether the petition should be accepted or denied. Their recommendation should state whether they think the proposed boundaries of the Specific Plan area are appropriate and consistent with policies of the General Plan. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.
- F. **Consideration by City Council.** The petition and staff report shall be scheduled as an item on the agenda of a regularly scheduled City Council meeting. Upon scheduling the petition at a meeting of the City Council, the Director shall conduct an initial notification of the meeting. This notification shall be sent to all property owners within the Specific Plan area, as well as those within 300 feet of the Specific Plan boundaries. The City Council may act to deny the petition or accept the petition

directing that the applicant and the City prepare a Specific Plan for the area as proposed by the applicant, or as recommended in the staff report prepared by the Director, or as the City Council may otherwise determine. If the City Council accepts the petition, the Council shall adopt a resolution initiating the Specific Plan process, may direct the formation of a Technical Advisory Committee (TAC), and may consider formation of a Citizens Advisory Committee.

§ 17.120.040. Specific Plan Preparation Process.

- A. **Application.** A qualified applicant shall submit an application for a Specific Plan on a form prescribed by the Director as prescribed in § 17.96.020, Application Forms and Fees. The Planning Commission or City Council may direct that specific information be provided at the time initial application is submitted. The application for a Specific Plan shall include accompanying diagrams and other pertinent information regarding proposed amendments to appropriate plans or proposals to amend zoning regulations. These diagrams and other information may consist of conceptual land use diagrams and objectives describing the proposed intent of urbanization. At a minimum, the Specific Plan should contain text and diagrams as specified in California Government Code § 65451. Project applicants should seek guidance from the Director prior to submitting an application for a Specific Plan.
- B. **Environmental Review.** The City shall review the Specific Plan application and may identify information and technical studies necessary to complete an environmental review in compliance with CEQA.
- C. **Citizen's Advisory Committee.** The City Council may appoint a Citizen's Advisory Committee (CAC) to assist in the preparation and/or review of any Specific Plan proposal.
- D. **Technical Advisory Committee.** As directed by the City Council, the City may convene a Technical Advisory Committee (TAC) comprised of representatives of key City departments and other agencies to review and advise on technical matters of consequence to the Specific Plan. The TAC shall meet with the applicant as necessary to discuss key project issues and shall review technical matters as appropriate. The TAC shall provide the applicant with information regarding City policy, standards, and guidelines in response to the proposed Specific Plan. The City has the authority to determine the adequacy of documents pursuant to subsection E, Preparation.
- E. **Preparation.** Prior to the preparation of the plan or other technical studies, the applicant shall meet with appropriate City staff and/or the TAC to review assumptions, methodology, data and information resources, time frame and scope of work. These items shall be prepared to the satisfaction of the Director. The Specific Plan and accompanying technical documents and studies may be prepared by the applicant or applicant's representative. The Specific Plan, and related technical documents are subject to the review and approval of the City. The Director has the authority to require revisions to technical information deemed necessary. In the event that consensus between the applicant and the City is not reached, the Director may require that alternatives to the plan be prepared and submitted for review. These alternatives may be required in order to meet the policies of the General Plan.
- F. **Staff Review of Draft Documents.** In order to initiate the City's formal application review process, the applicant shall indicate in writing the submittal of a formal "request to initiate staff review" along with all appropriate draft documents, such as draft technical studies and the draft Specific Plan. During its review, City staff may find the documents incomplete and may request additional information. The project shall not proceed further until all additional information is deemed adequate

and complete.

- G. **Public Review and Comment.** Following publication of the CEQA environmental document, the environmental document shall be circulated for public review and comment as provided by State law and the City's procedures for preparation and processing of environmental documents.

H. **Planning Commission Consideration of Specific Plan.**

1. The Planning Commission shall conduct at least one public hearing on a proposed Specific Plan and make recommendations to the City Council in conformance with the provisions of § 17.96.090, Conduct of Public Hearing.
2. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the Specific Plan.
3. **Recommendation to Council.** Following the public hearing, the Planning Commission shall make a recommendation on the proposed Specific Plan to the City Council on whether to adopt, reject or modify the proposed Specific Plan or amendments. The recommendation shall include the reasons for the recommendation and findings related to the supporting the recommendation. The Director shall transmit the Planning Commission's written recommendation and complete record of the application to the City Council.

I. **City Council Consideration of Specific Plan.**

1. **City Council Hearing.** After receiving the report from the Planning Commission, the City Council shall hold a noticed public hearing in conformance with § 17.96.090, Conduct of Public Hearing.
2. **Public Notice.** At least 10 days before the date of public hearing, the Director shall provide notice as specified in § 17.96.080, Public Notice. The notice shall include a summary of the Planning Commission's recommendation. Notice of the hearing also shall be mailed or delivered to any local agencies expected to provide essential facilities or services to the property that is the subject of the Specific Plan.
3. **City Council Action.** The City Council shall review the Planning Commission's recommendation. At the conclusion of the hearing, the City Council shall act by resolution to adopt, reject, or modify the Specific Plan or proposed amendment.
4. If the City Council, prior to approval of the Specific Plan, desires changes or modifies a major or significant portion of a proposed Specific Plan recommended by the Planning Commission, then the substantial changes and/or modifications must first be referred back to the Planning Commission for consideration, unless the Planning Commission considered similar changes and/or modifications as part of its deliberation.

- J. **Fees for Processing Specific Plans.** The City Council may establish as a part of the resolution adopting a Specific Plan a fee or fees to be applied to a Specific Plan area in order to reimburse the City and/or the applicant for the costs of preparation, processing, and administration of the Specific Plan. Actual costs of said preparation and processing of the plan shall be assessed based on relative benefits to the affected property owners.

CHAPTER 17.124
(RESERVED)

CHAPTER 17.128 ENFORCEMENT

§ 17.128.010. Purpose.

This chapter establishes the responsibilities of various departments, officials, and public employees of the City to enforce the requirements of this Zoning Code and establishes uniform procedures the City will use to identify, abate, remove, and enjoin uses, buildings, or structures that are deemed to be in violation of this Zoning Code.

§ 17.128.020. Enforcement.

All departments, officials, and public employees of the City vested with the duty or authority to issue permits or licenses shall conform to the provisions of this Zoning Code, and shall issue no permit or license for uses, buildings or purposes in conflict with the provisions of this Zoning Code, and any such permit or license issued in conflict with the provisions of this Zoning Code shall be null and void. It shall be the duty of the Building Inspector of the City to enforce the provisions of this Zoning Code pertaining to the erection, construction, reconstruction, moving, conversion, alteration, or addition to or of any building or structure and it shall be the duty of the Director and the Zoning Administrator to enforce all other provisions of this Zoning Code.

§ 17.128.030. Violation.

- A. In the event any person, firm, or corporation should erect, construct, move, or alter any building or structure in violation of the provisions of this Zoning Code, or any use of any property conducted, operated, or maintained contrary to the provisions of this Zoning Code shall be declared to be unlawful and a public nuisance. The City Attorney shall immediately commence action or proceedings for the abatement, removal, and enjoyment thereof in a manner provided by law.
- B. Any permit granted under the Zoning Code may be revoked in accordance with the provisions in § 17.96.150, Revocation of Permits, if any of the conditions or terms of such permit are violated or if any law or ordinance is violated, except that no lawful residential use can lapse regardless of the length of time of the vacancy.

§ 17.128.040. Penalties.

Any person, firm, or corporation, whether as principal, agent, employee or otherwise, violating or failing to comply with a mandatory requirement of this Zoning Code shall be guilty of a misdemeanor but may be cited or charged, at the election of the enforcing officer or City Attorney, as an infraction. Upon conviction, such person shall be punished as set forth in the Woodland Municipal Code Section 1.08.070, General penalty — Continuing violations — Aiding or abetting. A person, firm, or corporation shall be deemed guilty of a separate offense for each day during any portion of which any violation of this Zoning Code is committed, continued, or permitted by such person, firm, or corporation, and shall be punished accordingly.

§ 17.128.050. Remedies.

The remedies provided in this chapter shall be cumulative and not exclusive. Upon a finding of nuisance pursuant to this chapter, and after giving the property owner an opportunity to cure the nuisance and determining that the nuisance still exists, the Director, Planning Commission or City Council may impose any remedy available at law or in equity, which shall include, but is not limited to, any individual or combination of the following:

- A. Ordering the cessation of the use in whole or in part;
- B. Imposing reasonable conditions upon any continued operation of the use, including those uses that constitute existing nonconforming uses;
- C. Requiring continued compliance with any conditions so imposed;
- D. Requiring the user to guarantee that such conditions shall in all respects be complied with; or
- E. Imposing additional conditions or ordering the cessation of the use in whole or in part upon a failure of the user to comply with any conditions so imposed.

§ 17.128.060. Abatement.

Notices of violation shall be provided and recorded and nuisances abated, according to the following procedures.

- A. **Initiation.** Proceedings under this section to terminate, modify or condition (i.e., "abate" or if the context requires, "abatement") any use, structure or building may be initiated by resolution of the Planning Commission or the City Council on its own accord or following recommendation by the Director. In either case, the resolution shall identify the use, building, or structure being considered, identify the property involved, set forth the reason or reasons for the proposed abatement, and fix a time and place for a public hearing on the proposed abatement. In the case of proceedings initiated by the Council, the resolution shall refer the matter for a public hearing before the Commission. A resolution initiating abatement proceedings may be adopted without a public hearing.
- B. **Notice.** Upon initiation of abatement proceedings, the Director shall give notice of a public hearing before the Commission pursuant to the provisions in Chapter 17.96, Common Procedures. In addition, within the prescribed time period, the Director shall also mail the notice of the hearing to the person or persons whose use, structure or building is the subject of the abatement proceedings, any person who requested initiation of abatement proceedings, and to any other person who has filed a written request with the Director for such notice.
- C. **Public Hearing.** The Planning Commission shall conduct a noticed public hearing and shall provide for testimony by City staff and the owner of the use, structure, or property that is the subject of the proceeding. Any other interested person shall also be given an opportunity to provide testimony.
- D. **Action.** The Planning Commission shall consider the staff report and the evidence, testimony, and facts presented at the hearing before taking action. If the Commission finds that the use, building, or structure constitutes a nuisance, it may impose any remedy as provided for in this chapter.
- E. **Decision and Notice.** After the Commission takes abatement action to modify a permit, the Director shall issue a Notice of Action describing the Commission's action, with its findings. The Director shall mail the notice to the permit holder and to any person who has requested such notification by

filing a written request with the Director and shall file a copy of the Notice of Decision with the City Clerk. The Clerk shall present said copy to the Council at its next regular meeting.

- F. **Effective Date; Appeal to Council.** A decision to abate a nuisance shall become effective immediately after the date of decision unless appealed to the Council within 15 days. If the Council finds, after a noticed public hearing, that the use, structure, or building constitutes a nuisance, it may impose any remedy provided for in this chapter. If the Council finds that the use, structure, or building is not a nuisance, it shall reverse the decision of the Commission.
- G. **City Attorney Action.** The City Attorney shall, upon order of the City Council, or on his or her own motion, immediately commence action or proceedings for the abatement and removal and enjoinder of said public nuisance in the manner prescribed by law, and shall take such other steps and shall apply to such courts as may have jurisdiction to grant such relief as will abate and remove such building or structure, and restrain and enjoin any person, firm, or corporation from setting up, erecting, building, maintaining, or using any such building contrary to the provisions of this Zoning Code.

§ 17.128.070. Recording a Notice of Violation.

- A. If compliance is not had with an order of the Director or the Building Official to correct violations of this Zoning Code within the time specified, the City Manager may file in the office of the Yolo County Recorder, a certified statement describing the property and certifying that:
 - 1. The property and/or structure is in violation of this Zoning Code; and
 - 2. The owner has been notified of the violation. The notice shall specifically describe the violations and a proof of service shall also be recorded with the notice and order.
- B. Whenever the corrections ordered have been completed, the Director shall file a new certified statement with the County Recorder certifying that all required corrections have been made so that the property and/or structure is no longer in violation of this Zoning Code.

CHAPTER 17.132
(RESERVED)

Division V Definitions

CHAPTER 17.136 DEFINITIONS OF TERMS

§ 17.136.010. Definitions of Terms.

This chapter provides definitions for terms that are commonly used throughout this Zoning Code. Refer to Chapter 17.144, Definitions of Uses, for definitions of all uses established in the use tables on Division II, Zone Regulations.

Abandoned, Abandonment. When, for the period of time established in Chapter 17.80, Nonconforming Provisions, a nonconforming use is either vacated, the business license lapses, the lease is terminated, and/or utilities are terminated.

Abutting, Adjoining, or Adjacent. Having a common property or district line.

Access. The place or way through which pedestrians and/or vehicles shall have safe, adequate, and usable ingress and egress to a property or use as required by this Zoning Code.

Accessory Building. A detached building located on the same lot as the principal (main) building, the use of which is normally incidental, ancillary, and entirely secondary to that of the principal building.

Accessory Structure. A ~~detached~~ subordinate structure used only as incidental, or ancillary, to the main structure on the same site or lot. Accessory structures include, but are not limited to, detached ~~parking~~ garages, gazebos, sheds, ~~flagpoles~~, pool houses, and patio covers/sunshades.

Accessory Use. A use that is customarily associated with, and incidental and subordinate to, the principal use of a building or land, is located on the same lot as the primary use. Accessory uses are typically not greater than 20% of the floor area of the primary structure or use.

Addition. Any construction which increases the size of a building or facility in terms of site coverage, height, length, width, or gross floor area.

Agent of Owner. Any person who can show written proof that they are acting for the property owner.

Alley. A public way permanently reserved for access to the rear or side of properties otherwise abutting on a street.

Alteration. Any change, addition, or modification that changes the exterior architectural appearance or materials of a structure or object. Alteration includes changes in exterior surfaces, changes in materials, additions, remodels, demolitions, and relocation of buildings or structures, but excludes ordinary maintenance, and repairs.

Ancillary. Subordinate, connected with something, but less important than the main feature. Providing necessary support to the primary activities or operation.

Antenna. Any system of wires, poles, rods, discs or other similar devices used for the transmission or reception of radio frequency electromagnetic waves when such system is external or attached to the exterior of a structure.

Appeal Board. The City Council shall act on appeals from the decisions of the Planning Commission.

Applicant. A person who requests in writing the approval of a permit, license, certificate, or other entitlement for use from one or more public agencies. An applicant includes the owner of property for which the application is submitted or the owner's authorized agent.

Application. The form and information submitted by an applicant. The form and information is to be used to determine whether to approve or deny permits or other entitlement for use.

Appurtenant. Secondary or incidental; auxiliary.

Arcade. A public way passageway or colonnade open along at least one side, except for structural supports, usually covered by a canopy or permanent roofing.

Area, Gross. The entire area within the boundaries of a project site, building, or lot, measured to the centerline of proposed bounding streets and to the edge of the right-of-way of existing or dedicated streets.

Area, Net. The developable area of a lot or parcel excluding streets or rights-of-way.

Artist. A person who has a reputation among his or her peers as a person of artistic excellence, through a record of exhibitions, public commissions, sale of works, or educational attainment, as judged by the Design Review Authority for the project. In determining whether an artist is qualified for a particular project, the Design Review Authority shall consider the following criteria:

1. The artist has demonstrated successful, creative, innovative, and effective approach in comparable projects as that proposed;
2. The artist has proven mastery or skill in at least one artistic medium;
3. The artist's ability to complete the project within a reasonable timeframe as judged by the Design Review Authority for the project; and
4. The artist's prior experience in producing public art. If an artist does not have prior experience in producing public art, the artist shall be considered qualified if they have significant experience working as a professional artist as evidenced by the artist's exhibit record, critical review, honors, and awards.

Automatic Irrigation System. An irrigation system that utilizes an automatic timing device (automatic controller) to remotely control valves for operation of water supply to landscapes.

Average Grade. A horizontal line approximating the ground elevation through each building on a site used for calculating the exterior volume of a building. Average grade is calculated separately for each building.

Awning. An architectural projection that provides weather protection, or decoration and is wholly supported by the building to which it is attached. An awning is typically constructed of non-rigid materials on a supporting framework, which projects from and is supported by the exterior wall of a building.

Balcony. A platform that projects from the wall of a building 30 inches or more above grade that is accessible from the building's interior, is not accessible from the ground and is not enclosed by walls on or more than two sides. See also "Deck."

Base Station. The power supplies, electronic equipment housed in cabinets and antennas at an existing wireless tower site that together comprise a wireless tower.

Basement. A story partly or wholly underground. See "Story."

Bay Window. An angular or curved window that projects from the building surface.

Bedroom. Any habitable space in a dwelling unit or accessory structure other than a kitchen or living room that is intended for or capable of being used for sleeping and is at least 70 square feet in area.

Block. Property bounded on all sides by a public right-of-way.

Block Face. All property between two intersections that fronts upon a street or abuts a public right-of-way.

Buffer or Buffering. An area on a parcel that is designed to separate structures and uses from the general public and/or adjacent properties to reduce negative impacts. It may include landscaping, fences, and walls.

Building. Any structure having a roof supported by columns or walls for the housing or enclosure of persons, animals, or property.

Building Envelope. The aggregate of building mass and building bulk permitted on a parcel, which is defined by height regulations, setbacks, and other property development standards.

Building Face. The general outer surface of the structure or walls of a building, excluding stoops, bay windows, columns, balconies, or other projecting architectural features.

Building Frontage. The building façade that directly abuts a public street, private street, parking lot driveway, parking spaces, pedestrian mall, or walkway. The primary business frontage is one which contains a customer entrance or which includes a glass-enclosed showroom facing the street.

Building Height. The vertical distance measured from the average level of the highest and lowest point of that portion of the lot covered by the building to the topmost point of the roof excluding chimneys, elevators, ventilation and air conditioning equipment, and parapet walls.

Building Official. The City's Building Official or designee.

Building Site. A parcel or parcel of land occupied, or to be occupied, by a main building and accessory buildings together with such open spaces as are required by the terms of this Zoning Code and having its primary frontage on a street, road, highway, or waterway.

California Department of Alcoholic Beverage Control (ABC). The California State agency that regulates the permitting of alcoholic beverage sales, including the sale of beer, wine, and distilled spirits.

California Environmental Quality Act (CEQA). California Public Resources Code § 21000 et seq., or any successor statute and associated guidelines (California Code of Regulations § 1500 et seq.) that require public agencies to document and consider the environmental effects of a proposed action before a decision.

California Model Water Efficient Landscape Ordinance (MWELo). See California Code of Regulations, Title 23, Waters, Divisions 2, Department of Water Resources, Chapter 2.7 Model Water Efficient Landscape Ordinance.

Cannabis. All or any parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis, and cannabis as defined by the California Health and Safety Code § 11018, as it may be amended. For purposes of this Zoning Code, "cannabis" means and includes both cannabis for medical purposes and nonmedical, adult-use purposes, unless otherwise specified, but does not include industrial hemp.

Cannabis Business. A business activity, including, but not limited to, transporting, manufacturing, compounding, converting, processing, preparing, storing, packaging, distributing, researching, testing, providing, or selling wholesale and/or retail sales of cannabis. A cannabis business includes any facility, building structure, or location, expressly including dispensaries and deliveries, and shall expressly include those commercial cannabis activities authorized and/or licensed by State law.

Canopy. A roofed shelter projecting over a sidewalk, driveway, entry, window, or similar area that may be wholly supported by a building or may be wholly or partially supported by columns, poles, or braces extending from the ground.

Carport. A permanently-roofed structure providing space for parking or temporary storage of vehicles enclosed on not more than two sides.

Change of Occupancy. A discontinuance of an existing building use and substitution of a new use that changes the Building Code occupancy group classification and requires a Building Permit and new Certificate of Occupancy as determined by the Building Official.

Change of Use. A discontinuance of an existing use and the substitution therefor of a use such that the new use represents a different use group or is otherwise differently regulated by the Zoning Code compared to the prior use. A change of ownership alone does not constitute a change of use.

Chief of Police. The City of Woodland Chief of Police or designee.

City Council. The City Council of the City of Woodland.

City Manager. The Manager of the City of Woodland or designee.

Cluster Housing. Housing that is configured as multiple units on one lot, typically as a group of detached individual units. Cluster housing typically includes shared vehicular access and open space. Cottage court and drive court developments are considered cluster housing.

Co-Location. The practice of sharing support structures and buildings by wireless telecommunications providers (either public or private).

Concealed From View. A tower or support structure, ancillary facility, or equipment compound that is not readily identifiable as such, and is designed to be aesthetically compatible with existing and proposed building(s) and uses on a site. Concealed facilities may be attached or freestanding. A concealed attached facility may include, but is not limited to, the following: faux windows, dormers or other architectural features that blend with an existing or proposed building or facility. Freestanding concealed antenna support facilities may have a secondary, function which may be, but is not limited to, the following: church steeple, windmill, bell tower or support structure, clock tower or support structure, light standard, or flagpole.

Conditionally Permitted. A use permitted subject to approval of a Conditional Use Permit.

Condominium. Real property consisting of an undivided interest in common in a portion of a parcel of real property together with a separate interest in space in a multi-unit building on the real property.

Construction. Construction, erection, enlargement, alteration, conversion, or movement of any building, structures, or land together with any scientific surveys associated therewith.

Construction Cost. The total cost of any development project. Calculations shall be based on all aspects of construction and improvement costs, not to include system and operational equipment costs, grading, or sidewalks as declared on all Building Permit applications. Building Permit applications shall include, but not be limited to, all building, plumbing, mechanical and electrical permit applications for the project.

Cottage Court Development. A group of small, detached single unit structures, arranged to define a shared court that is typically oriented perpendicular to the street. Units are typically one story and access to shared drive aisles or shared parking areas is typically provided from the side or rear of the lot. Cottage court development is a type of cluster housing. Also known as bungalow court development.

Cottage Food Employee. An individual, paid or volunteer, who is involved in the preparation, packaging, handling, and storage of a cottage food product, or otherwise works for the cottage food operation. An employee does not include an immediate family member or household member of the cottage food operator.

Cottage Food Operation. An enterprise that is accessory to a residential use and operated by a cottage food operator and not more than one full-time equivalent cottage food employee, not including a family member or household member of the cottage food operator, within the registered or permitted area of a private home where cottage food products are prepared or packaged for direct or indirect sale to

consumers, as defined and may be amended by the California Department of Public Health, California Health and Safety Code § 113758. Gross annual sales are regulated by and subject to the provisions of California Health and Safety Code § 113758.

Cottage Food Operator. An individual who operates a cottage food operation in his or her private home and is the owner of the cottage food operation.

Cottage Food Products. Non-potentially hazardous foods, including foods that are limited to and described in the California Health and Safety Code § 114365.5 and that are prepared for sale in the kitchen of a cottage food operation.

Council. The City Council of the City of Woodland.

Court or Courtyard. An open unoccupied space, on the same lot with a building or buildings and bounded on two or more sides by such building or buildings.

Cultivation. Any activity involving the planting, growing, harvesting, drying, curing, grading, trimming, or processing of cannabis or any part thereof.

Curb Cut. A break in a curb allowing vehicles access from the roadway to a legal parking area within the parcel.

Deck. A platform, either freestanding or attached to a building that is used for outdoor space. It typically extends from the façade of a building and is supported by pillars or posts but may be located on a flat portion of a building, such as a roof or setback. It is distinct from a patio. See also "Balcony."

Demolition. The destruction, dismantling, or removal of a building or structure, or substantial portion of a building or structure so that it constitutes demolition pursuant to the provisions of this Zoning Code.

Density. The ratio between dwelling units and land, expressed as the number of dwelling units per gross acre.

Density Bonus. A density increase granted in accordance with California Government Code § 65915 and Woodland Municipal Code Chapter 15.16, Affordable Housing.

Department. The Community Development Department.

Developer. The person or entity that is financially and legally responsible for the planning, development, and construction of any development project, who may, or may not, be the owner of the subject property.

Development. Any man-made change to improved real estate, including, but not limited to, the division of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, expansion, or enlargement of any structure; any mining, excavation, landfill, or land disturbance; and any use or extension of the use of land.

Development Agreement. An agreement between the City and any person having a legal or equitable interest in real property for the development of such property and that complies with the applicable provisions of the Government Code and local laws for such development agreements.

Direct Sale. A transaction between a cottage food operation operator and a consumer, where the consumer purchases the cottage food product directly from the cottage food operation. Direct sales include, but are not limited to, transactions at holiday bazaars or other temporary events, such as bake sales or food swaps, transactions at farm stands, certified farmers' markets, or through community-supported agriculture subscriptions, and transactions occurring in person in the cottage food operation.

Director. The Community Development Director, or designee.

Discretionary Permit. A Zoning Administrator Permit, Variance, Temporary Use Permit, Planned Development Permit, or Conditional Use Permit or any other appealable permit that requires findings to be

made.

Drip Irrigation. Any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

Drive Court Development. A group of detached single unit structures or duplexes arranged to face a central shared drive aisle. The shared drive aisle typically provides access to individually secured, attached garages. The drive aisle may extend partway into a lot, through to a rear alley, or between rights-of-way when located on a through lot. Drive court development is a type of cluster housing.

Driveway. An access way that provides vehicular access between a street and the parking or loading facilities located on an adjacent property.

Drought-Tolerant Plant. A plant that is adapted to arid or drought conditions. The use of drought-tolerant plants is essential to a successful xeriscape, which ideally requires no supplemental irrigation.

Dwelling. Any building or portion thereof designed or used exclusively for residential occupancy.

Dwelling Unit. One or more rooms and a single kitchen area designed for occupancy by one family for living and sleeping purposes.

Easement. A portion of land created by grant or agreement for specific purpose; an easement is the right, privilege, or interest which one party has in the land of another.

Eave. The projecting lower edges of a roof overhanging the wall of a building.

Effective Date. The date on which a permit or other approval becomes enforceable or otherwise takes effect, rather than the date it was signed or circulated. The effective date is also the date upon which this Zoning Code is in full force and effect from and after its adoption by the City Council.

Electronic Submittal. The submission of materials via electronic mail.

Emergency. A sudden unexpected occurrence demanding immediate action to prevent or mitigate loss or damage to life, health, property, or essential public services.

Enclosed. Surrounded by walls, including windows, doors, and similar opening or architectural features.

Entitlement. Formal permission from the Planning Division to use or develop land, including Zoning Clearances, Development Permits, and Conditional Use Permits, but not including legislative actions such as Rezones and plan amendments. An individual entitlement may be sufficient for a project to proceed or may need to be used in conjunction with another entitlement.

Entrance. An opening, such as door, passage, or gate, that allows access to a place.

Environmental Impact Report (EIR). A report as required under the California Environmental Quality Act.

Environmental Review. An evaluation process pursuant to CEQA to determine whether a proposed project may have a significant impact on the environment.

Erect. To build, construct, attach, hang, place, suspend, or affix to or upon any surface.

Excavation. The removal of soils or other materials below grade.

Existing Grade. The elevation of the ground at any point on a parcel as shown on the required survey submitted in conjunction with an application for a Building Permit or Grading Permit. Existing grade also may be referred to as natural grade.

Façade. Exterior, outer being on the outer side, situated or being outside; the outer surface. The face of the

exterior wall of a building exposed to public view or that wall viewed by persons not within the building. The portion of any exterior elevation of a building extending vertically from the grade to the top of a parapet wall or eave, and horizontally across the entire width of the building elevation.

Façade, Street-Facing. Any building façade whose exterior wall faces or is within 45° of an adjacent street, right-of-way, or public park, plaza, or open space.

Family. One or more persons occupying a premises and living as a single housekeeping unit, as distinguished from a group occupying a boarding house, lodging house, or hotel, as defined by this Zoning Code.

Feasible. Capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors.

Fee. A payment to the City for the processing of a permit, license, or appeal application by a City agency or department.

Fence. An artificially constructed barrier of any material or combination of materials erected to enclose or screen an area of land. Fences may also be walls, hedges, and screen planting.

Final Map. A map showing a subdivision of five or more lots, prepared for filing with the Yolo County Recorder in accordance with the provisions of the Subdivision Map Act and Part IV: Land Divisions, if deemed in substantial compliance with a previously approved tentative subdivision map and with any conditions to such approval.

Floor Area Ratio (FAR). The ratio of the total gross floor area of all buildings on a lot to the lot area. See § 17.08.030, Rules of Measurement.

Floor Area, Gross. The total gross horizontal area of all the floors below the roof and within the outer surface of the walls of a building or structure, including basements, mezzanines, interior balconies, and upper stories or levels in a multi-story building unless otherwise stipulated.

Floor Area, Net. The total of all floor areas of a building, excluding stairwells and elevator shafts, equipment rooms, interior vehicular parking or loading; and all floors below the first or ground floor, except when used or intended to be used for human habitation or service to the public.

Flush-Mounted. Any antenna or wireless communication antenna array attached directly to the face of the support facility or building such that the antenna extends a minimal distance of 18 inches beyond the width of the support facility or building. Where a maximum flush-mounting distance is given, that distance shall be measured from the outside edge of the support facility or building to the inside edge of the antenna.

Footprint. The horizontal area, as seen in plain view, of a building or structure, measured from the outside of exterior walls, and supporting columns, and excluding eaves.

Frontage, Lot or Parcel. The portion of property that abuts one side of a public street which allows primary access to the property. The public street frontage for residential lots fronting on a curved street, or on the curved portion of a cul-de-sac street, shall be measured along a chord located 20 feet from the edge of the street right-of-way.

Fully Shielded. Light fixture or luminous tube constructed and mounted such that all light emitted by the fixture or tube, either directly from the lamp, tube, or a diffusing element, or indirectly by reflection or refraction from any part of the light fixture, is projected below the horizontal. If the lamp or tube, any reflective surface, or lens cover (clear or prismatic) is visible when viewed from above or directly from the side, from any angle around the fixture or tube, the fixture or tube is not fully shielded.

Garage. A building or portion thereof, containing accessible and usable enclosed space designed, constructed, and maintained for the parking or storage of one or more motor vehicles.

General Plan. The City of Woodland 2035 General Plan adopted by City Council by Resolution 6836 on May 16, 2017, and as may be amended in the future.

General Plan Land Use Designations and General Plan Land Use Diagram. The designation depicted on Figure 2.5 of the General Plan entitled "Land Use Diagram" and the Land Use Diagram itself.

Glare. The effect produced by a light source within the visual field that is sufficiently brighter than the level to which the eyes are adapted, such as to cause annoyance, discomfort, or loss of visual performance and ability, and which may also cause damage to property.

Grade. The location of the ground surface.

Graffiti. Marks, such as inscriptions, drawings, or design, which are placed, scratched, etched, painted, or sprayed on public or private property without owners' consent.

Ground Floor. The lowest floor of a building, other than a basement, that is closest to finished grade.

Ground Floor Street Frontage. The first level of a building, other than a basement, that borders a public street.

Guest House. Living quarters within an accessory building for use by temporary guests of the occupants of the premises, having no kitchen or cooking facilities and not rented or otherwise used as a separate dwelling.

Habitable Space. As defined in the California Building Code § 202.

Habitation. Regular and exclusive use of a space or structure for shelter and other residential purposes in a manner that is private and separate from another residence on the same parcel.

Half-Plex. See "Split Lot Duplex."

Hazardous Materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Hedge. Any group of shrubs planted in line or in groups so that the branches of any one plant are intermingled or form contact with the branches of any other plant in the line.

Height. The vertical distance from a point on the ground below a structure to a point directly above.

Hip Roof. A roof that slopes upward from all sides of a structure, having no vertical ends.

Historic Resource. A resource listed in, or determined to be eligible for listing in, the California Register of Historical Resources and/or including the local register of historical resources. A "potentially historic resource" is a resource associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage; is associated with the lives of persons important in our past; embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or has yielded, or may be likely to yield, information important in prehistory or history. A site-specific historic evaluation may be necessary to determine historic significance.

Household. One or more persons living together in a single dwelling unit, with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food; who share living expenses, including rent or mortgage payments, food costs and utilities; and who maintain a single mortgage, lease, or rental agreement for all members of the household.

Hydrozone. A portion of the landscaped area that includes plants with similar water needs and rooting depth. A hydrozone may be irrigated or non-irrigated.

Illegal Nonconforming Use or Site Feature. A use, structure, site feature or lot shall be designated as having illegal nonconforming status if it was not lawfully established under the regulations of the jurisdiction in which it was located at the time of its establishment or has not continuously remained in compliance with all terms and conditions imposed upon the use, structure, or site feature upon its establishment or imposed upon it any time thereafter.

Impervious Surface. An artificial surface such as pavement that allows little to no water to pass through. Examples of impervious surfaces are roofs, asphalt, concrete, crushed gravel, compacted soil.

Indirect Sale. An interaction between a cottage food operation, a third-party retailer, and a consumer, where the consumer purchases cottage food products made by the cottage food operation from a third-party retailer that holds a valid permit issued pursuant to the California Health and Safety Code § 114381. Indirect sales include, but are not limited to, sales made to retail shops or to retail food facilities where food may be immediately consumed on the premises.

Intensity of Use. The extent to which a particular use or the use in combination with other uses affects the natural and built environment in which it is located, the demand for services, and persons who live, work, and visit the area. Measures of intensity include, but are not limited to, FAR, density, requirements for water, gas, electricity, or public services; number of automobile trips generated by a use; parking demand; number of employees on a site; hours of operation; the amount of noise, light, or glare generated; the number of persons attracted to the site, or, in eating establishments, the number of seats.

Interior. The inner or indoor part of something, especially a building; the inside; being within.

Kitchen. A room or space within a building with appliances used for cooking or preparing food.

Landscaping. The planting, configuration, and maintenance of trees, ground cover, shrubbery, and other plant material, decorative natural and structural features (e.g., walls, fences, hedges, trellises, fountains, sculptures), bedding materials, and other similar site improvements that serve an aesthetic or functional purpose.

Lattice tower. A three- or more legged structure designed and erected on the ground to support wireless telecommunication antennas and connecting appurtenances.

Legal Nonconforming Use, Structure, or Site Feature. A use, structure, or site feature shall be designated as having legal nonconforming status if it was lawfully established under the regulations of the jurisdiction in which it was located at the time of its establishment, and has continuously remained in compliance with all terms and conditions imposed upon the use, structure, or site feature upon its establishment or imposed upon it any time thereafter, based on evidence provided by the property owner, tenant, or applicant. Legal nonconforming status shall also be assigned if nonconformities were created by a public improvement, such as a street widening project.

Light Fixture. The assembly that holds a lamp and may include an assembly housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirrors, and a refractor or lens.

Liquor Establishment.

Off-Sale Liquor Establishment. Any establishment which is applying for or has obtained a liquor license from the California Department of Alcoholic Beverage Control, including Type 20 (off-sale beer and wine) or Type 21 (off-sale general), for selling alcoholic beverages in an unopened container for the consumption off the premises. Off-sale liquor establishment shall not include food markets, supermarkets, drugstores, or any establishment in which sales of alcoholic beverages constitute less than 20% of total sales. The owner/operator shall submit evidence of total sales to the City Accounting Department, upon request by City officials, for the purpose of verifying compliance with this Zoning Code.

On-Sale Liquor Establishments. Any establishment where alcoholic beverages are sold, served, or given away for consumption on the premises, including, but not limited to, any facility which has obtained a California Department of Alcoholic Beverage Control License. Typical on-sale uses include, but are not limited to, the following establishments: ballrooms, dance bars, piano bars, billiard and/or game parlors, nightclubs, or other private clubs. This definition shall not include bona fide restaurants as defined herein, veterans' clubs, or the following fraternal organizations: Elks Club, Moose Club, or Eagle Club. Fraternal organizations not listed may be exempt if approved by the Planning Commission.

Loading Space. An off-street space or berth on the same lot with a building or contiguous to a group of buildings, for the temporary parking of a commercial vehicle while loading or unloading merchandise or materials, and which abuts upon a street, alley, or other appropriate means of access.

Local-Serving or Neighborhood-Serving. Having a market area generally not exceeding one mile in radius.

Lot. A parcel of land shown on a subdivision map, parcel map or record of survey map or described by metes and bounds and recorded in the office of the County Recorder of Yolo County, and/or a building site in one ownership having an area for a building or buildings, together with such yards, open spaces, or width, and lot areas as are required by this Zoning Code, and have frontage upon a public street, road or highway (other than an alley), unless otherwise approved.

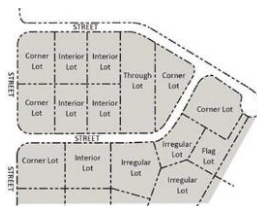
Lot, Corner. A lot situated at the intersection of two or more streets having an angle of intersection of not more than 135°.

Lot, Flag. A lot so shaped and designed that the main building site area does not have street frontage but is connected to the street by a strip of land which is used for access purposes.

Lot, Interior. A lot ~~other than a corner lot~~ bounded on one side by a street line and on all other sides by lot lines between adjacent lots; a lot other than a corner lot.

Lot, Through. A lot having frontage on two parallel or approximately parallel streets.

FIGURE 17.136-1: LOT TYPES



Lot Area. The total horizontal net area within the lot lines of a lot or parcel exclusive of streets, highways, roads, and alleys.

Lot Coverage. The area of a lot occupied by buildings. It shall not include fences, walls, hedges,

swimming pools, or uncovered patios. See § 17.08.030, Rules of Measurement.

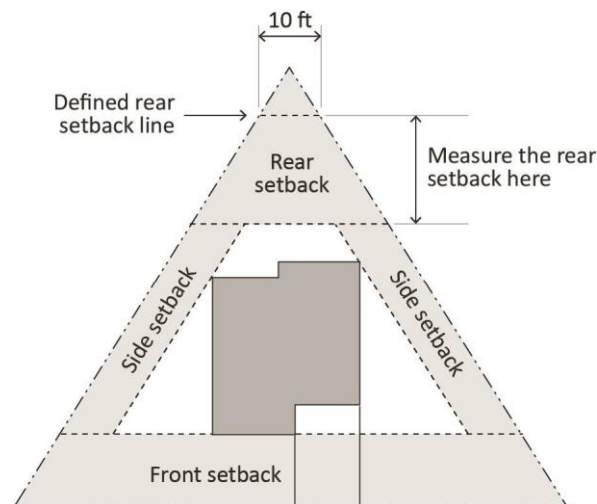
Lot Depth. The horizontal distance between the front and rear lot lines measured on the longitudinal ~~longitudinal~~ centerline.

Lot Line Adjustment. A shift or rotation of an existing lot line or other adjustment where a greater or lesser number of parcels that originally existed is not created.

Lot Line, Front. In the case of an interior lot, a line separating the lot from the street right-of-way. In the case of a corner lot, the owner may choose which street they shall designate as the front of the lot. In the case of a flag lot, the interior lot line most parallel to and nearest the street or lane from which access is obtained. See "Determining Lot Frontage" in § 17.08.030, Rules of Measurement.

Lot Line, Rear. A lot line that is opposite and most distant from the front lot line or, in the case of an irregular or triangular-shaped lot, a line 10 feet in length within the lot, parallel to and at the maximum distance from the front lot line.

FIGURE 17.136-2: REAR LOT LINE FOR PURPOSES OF DETERMINING SETBACKS



Lot Line, Side. Any lot boundary line not a front lot line or a rear lot line.

Lot Width. The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear property lines.

Maintenance and Repair. The repair or replacement of nonbearing walls, fixtures, wiring, roof, or plumbing that restores the character, scope, size, or design of a structure to its previously existing, authorized, and undamaged condition.

Mansard Roof. A roof having two slopes on all sides with the lower portion having a steeper slope than the upper portion. This definition shall apply to any roof having a flat upper portion and sloped sides.

Manufactured Home. A manufactured home is built in a factory or warehouse in accordance with building codes set forth by the U.S. Department of Housing and Urban Development (HUD). The homes are transported to the home site, either in sections or as a whole, and installed on either a temporary or permanent foundation. In most cases, they will be permanently affixed.

Merger. The joining of two or more contiguous parcels of land under one ownership into one parcel.

Mobile Home. As defined in the California Health and Safety Code § 18008 or "manufactured home" as

defined in the California Health and Safety Code § 18007, a movable dwelling constructed on a chassis, designed for use without a permanent foundation, and designed to be connected to utilities. Excludes manufactured modular housing designed to be placed on a permanent foundation and recreational vehicles, recreational vehicles as defined in the California Civil Code § 799.24 and the California Health and Safety Code § 18010, commercial coaches, and or factory-built housing, as defined in the California Health and Safety Code § 19971.

Modular Building. A factory-fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a modular structure to be used for residential, commercial, educational, or industrial purposes. A modular unit will be built to comply with the Uniform Building Code.

Modular Home. A modular home is like a traditional home, placed on a permanent foundation. The house structure is partially constructed in a factory and shipped to the homeowner's lot. The construction of a modular home must comply with local building codes and standards in the area where the home will be placed.

Monopole. A structure of single pole (non-lattice) design and erected on the ground to support wireless telecommunications antennas and connecting appurtenances.

Mulch. Any organic material such as leaves, bark, straw, compost, or inorganic mineral materials such as rocks, gravel, and decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

Nonconforming Building. A building or structure or portion thereof lawfully existing at the time of the adoption of this Zoning Code, and which does not conform to the applicable regulations of this Zoning Code. Includes any building or structure or portion thereof lawfully existing in an area annexed to the City at the time of such annexation, and which does not conform to the applicable regulations of this Zoning Code.

Nonconforming Lot. A legally created lot of land having less area, frontage, or dimensions than the existing Zoning Code requires in the zone in which it is located.

Nonconforming Use. A use which lawfully occupies a building or land at the time of the adoption of this Zoning Code, and which does not conform to the applicable regulations of this Zoning Code. Includes any use which lawfully occupies any building or land in an area annexed to the City at the time of such annexation, and which does not conform to the applicable regulations of this Zoning Code.

Occupancy Group. The Building Code use category for determining requirements for building construction elements and life safety system requirements.

Occupant Load. As defined and determined in the Woodland Municipal Code Chapter 15.04, Building Codes.

Off-Site Use. An activity or accessory use that is related to a specific primary use but is not located on the same lot as the primary use.

On-Site. Located on the lot that is the subject of discussion.

Open Space, Common. Any outdoor area, not dedicated for public use, which is designed and intended for the common use and enjoyment of the residents and guests of more than one dwelling unit.

Open Space, Private. Open areas for outdoor living and recreation that are adjacent and directly accessible to a single dwelling unit, reserved for the exclusive use of residents of the dwelling unit and their guest.

Open Space, Usable. Outdoor areas that provide outdoor living and/or recreation for the use of residents.

Overlay District or Overlay Zone. A zoning designation specifically delineated on the Zoning Map establishing land use requirements that govern in addition to the standards set forth in the underlying zone.

Parapet. A low wall or railing extending above the roof and along its perimeter.

Parcel. A single unit of land separated from other units of land by legal description, the boundaries of which are shown on a parcel map or final map, described in a deed, or for which a certificate of compliance has been issued pursuant to the Subdivision Map Act. Parcel shall also include two or more parcels where the owner(s) have recorded a covenant with the office of the County Recorder that states the intention of the owner(s) to combine and use the parcels as a single unit of land in compliance with City regulations. Also referred to as "lot."

Parcel Map. A map prepared in accordance with the provisions of this Title 16, Subdivisions, designed to be placed on record in the office of Yolo County Recorder, and providing for the division of land, which meets the exceptions, set forth in the Subdivision Map Act § 66426.

Parking Area. A permanently surfaced open area, other than a street or alley, used for the parking of motor vehicles, either free, for compensation, or as an accommodation for resident, clients, or customers. See Chapter 17.68, Parking and Loading.

Parking Facility. An area of a lot, parcel, structure, or any other area, including driveways, which is designed for and the primary purpose of which is to provide for the temporary storage of operable motor vehicles.

Parking Space. A permanently surfaced space, directly accessible to a driveway, street, or alley, exclusive of access, driveways, ramps, or maneuvering areas, designed or used for the parking of one motor vehicle. See Chapter 17.68, Parking and Loading.

Patio. An outdoor area, often paved, adjoining a building that is used for outdoor open space. It is not enclosed by walls and typically is located at grade or supported by minimal footings.

Patio Covers. Structures that are attached or detached from the primary residence, open on at least three sides and covered overhead. The term "patio covers" includes sunshades and similar structures.

Paving. A type of material used over areas of a parcel such as driveways, parking spaces and areas, pathways, patios, and front setbacks used for access by vehicles and pedestrians.

Performance Standards. A set of criteria or limits relating to nuisance elements, which a particular use of process may not exceed.

Permit. Any Conditional Use Permit, Temporary Use Permit, Building Permit, license, certificate, approval, or other entitlement for development and/or use of property as required by any public agency.

Permitted Use. Any use or structure that is allowed in a zone without a requirement for approval of a use permit, but subject to any restrictions applicable to that zone.

Person with Disabilities. Under the Americans with Disabilities Act, an individual with a disability is a person who: (a) has a physical or mental impairment that substantially limits one or more major life activities; or (b) has a record of such an impairment; or (c) is regarded as having such an impairment.

Personal Cultivation. Any activity involving the planting, growing, harvesting, drying, curing, grading, trimming, or processing of cannabis or any part thereof, conducted by an individual for personal use, and not intended or conducted for sale, resale, or other commercial activity.

Pervious Surface. A surface that releases as runoff a small portion of the precipitation that falls on it. Pervious surfaces include, but are not limited to, vegetated areas, bark, crushed open stone such as decomposed granite, and permeable pavers. See Low Impact Development Requirements in Section 5.3 of

the City of Woodland Post-Construction Standards Plan.

Planning Commission. The Planning Commission of the City of Woodland.

Plaza. An outdoor space set aside for gathering or congregating and commercial activities, typically surrounded by building frontages.

Pocket Park. A park of one-half acre to two acres in size that intended to serve the needs of a smaller, specific neighborhood located within a one-half-mile radius of the pocket park.

Podium. A continuous raised platform supporting a building or a large block of two or three stories beneath a multi-story block of smaller area.

Porte-Cochère. A roofed structure through which a vehicle can pass, extending from the entrance of a building over an adjacent driveway, the purpose of which is to shelter persons entering and exiting a building.

Pre-Existing. In existence prior to the effective date of this Zoning Code [July 18, 2024].

Primary Caregiver. Shall have the same definition as set forth in California Health and Safety Code § 11362.7(d), as it may be amended.

Project. Any proposal for a new or changed use or for new construction, alteration, or enlargement of any structure that is subject to the provisions of this Zoning Code. This term includes, but is not limited to, any action that qualifies as a "project" as defined by the California Environmental Quality Act.

Public Art. An original work of a permanent nature in any variety of media produced by an artist that may include sculpture, murals, photography, original works of graphic art, water features, neon, glass, mosaics, or any combination of forms of media, furnishing, or fixtures permanently affixed to the building or its grounds, or a combination thereof, and may include architectural features of the building such as decorative handrails, stained glass, and other functional features that have been enhanced to be visually appealing. Public art does not include the following:

1. Art objects that are mass produced of standard design such as playground equipment, benches, statuary objects, or fountains;
2. Decorative or functional elements or architectural details, which are designed solely by the building architect as opposed to an artist commissioned for this purpose working individually or in collaboration with the building architect (this shall not preclude the architect from being the artist if such individual meets the definition of "artist" as provided above);
3. Landscape architecture and landscape gardening except where these elements are designed by the artist and are an integral part of the work of art by the artist;
4. Directional elements such as super graphics, signage as defined in the City of Woodland Municipal Code, or color-coding except where these elements are integral parts of the original work of art or executed by artists in unique or limited editions;
5. Interpretive programs;
6. Reproductions, by mechanical or other means, of original works of art, except in cases of film, video, photography, printmaking, or other media arts, specifically commissioned by the City;
7. Existing works of art offered for sale or donation to the City, which do not have an established and recognized significance as public art among arts professionals and art appraisers as determined by the Design Review Authority;

8. Logos or corporate identity.

Public Art Fund. A fund established and maintained by the City of Woodland for the purpose of acquiring, commissioning, designing, installing, placing, improving, and/or maintaining public art.

Public Improvement. Street work, utilities, and other facilities proposed or required to be installed within the subdivision for the general use of all the subdivision lot owners and for local neighborhood or community needs.

Public Resource Code. The Public Resources Code of the State of California.

Public Works Director. The Director of the Department of Public Works, or designee.

Qualified Applicant. The property owner, the owner's agent, or any person or other legal entity that has a legal or equitable title to land that is the subject of a development proposal or is the holder of an option or contract to purchase such land or otherwise has enforceable proprietary interest in such land.

Qualified Patient. A person identified in California Health and Safety Code § 11362.7(c) or (f), as they may be amended.

Ramp. An access driveway leading from one parking level to another, or an access driveway from an entrance leading to parking at a different level.

Recreational Vehicle. Any vehicle or trailer designed, or modified for use as a camp car, truck camper, motor home, travel trailer, trailer coach, camping trailer; with or without motive power; designed for human habitation or other occupancy; truck-mounted, or permanently towable on the highways without a permit. They must contain less than 320 square feet of internal living room area (excluding built-in equipment and including, but not limited to, wardrobe, closets, cabinets, kitchen units, fixtures, and bath or toilet rooms) and 400 square feet or less of gross area measured at maximum horizontal projections (see California Health and Safety Code § 18010).

Registered or Permitted Area. The portion of a private home that contains the private home's kitchen used for the preparation, packaging, storage, or handling of cottage food products and related ingredients or equipment, or both, and attached rooms within the home that are used exclusively for storage.

Remainder. That portion of an existing parcel, which is not designated on the required map as part of the subdivision. The remainder shall not be considered as part of the subdivision but shall be shown on the required map as part of the area surrounding the subdivision.

Restore. Return to a former condition or renovate or as to return to its original state.

Review Authority. The body or City staff person responsible for making decisions on zoning and related applications.

Right-of-Way. A strip of land acquired by reservation, dedication, forced dedication, prescription, or condemnation and intended to be occupied by a road, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary storm sewer, or other similar use.

Roof. That portion of a building or structure above walls or columns that shelters the floor area or the structure below.

Roofline. The top edge of a roof or building parapet, whichever is higher, excluding any cupolas, pylons, chimneys, or minor projections.

Rowhouse. A single-family dwelling that shares a party wall with another of the same type placed side by side with dedicated private open space for each unit. Each unit has its own front access located at the ground floor. Also known as a townhouse or townhome.

Runs with the Land. A covenant restriction to the use of land contained in a deed and binding on the

present and all future owners of the property.

Rustication. A type of decorative masonry that provides a purposefully rough or patterned surface for exterior masonry walls.

Screening. Screening refers to a wall, fence, hedge, informal planting, or berm, provided for the purpose of buffering a building or activity from neighboring areas or from the street or public views.

Setback. The distance between the parcel line and a building, not including permitted projections that must be kept clear or open.

Sidewalk. A paved, surfaced, or leveled area, parallel and usually separated from the street, used as a pedestrian walkway.

Sidewalk Café. Any outdoor dining area located in or adjacent to any public sidewalk or right-of-way that is associated with a restaurant or other eating and drinking establishment on a contiguous adjacent parcel.

Signs. See Chapter 17.140, Definitions of Sign Terms, for all signs definitions.

Site. A parcel or group of contiguous parcels that is proposed for development in accordance with the provisions of this Zoning Code and is in a single ownership or under unified control.

Small Residential Rooftop Solar Energy System. A solar energy system that meets all of the following criteria:

1. Is no larger than 10 kilowatts alternating current nameplate rating or 30 kilowatts thermal;
2. Conforms to all applicable State fire, structural, electrical, and other Building Codes as adopted or amended by the City, and all State and City health and safety standards;
3. Conforms to all applicable safety and performance standards established by the California Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability;
4. Is installed on a single- or duplex-family dwelling; and
5. The panel or module array does not exceed the maximum legal building height as defined by the City.

Solar Energy System. A solar energy system as defined in California Civil Code § 801.5(a)(1) and (2), as such section or subdivision may be amended, renumbered, or redesignated from time to time.

Specific, Adverse Impact. A significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

Split Lot Duplex. A dwelling unit designed exclusively for occupancy by one family and attached to one other similar unit located on separate parcels of land. Also referred to as "half-plex" or "single-family attached" (see Chapter 17.144, Definitions of Uses).

Stable. A detached accessory building for the shelter of houses or other hoofed animals.

Standard Specifications. The Standard Specifications of the Department of Public Works of the City, as may be amended from time to time.

Stealththing. Improvements or treatments added to an improvement which mask or blend the proposed improvement into the existing structure or visual backdrop in such a manner as to render the improvement

minimally visible to the casual observer.

Story. That portion of a building included between the surface of any floor and the surface of any floor next above it, or if there is no floor above it, then the space between such floor and ceiling next above it.

Street. A public thoroughfare 30 feet or more in width, other than an alley, which affords the principal means of access to abutting property.

Street Tree. A tree fronting private property within the street right-of-way.

Structural Alterations. Any change in the supporting members of a building or structure such as bearing walls, columns, beams, girders, or rafters.

Structure. Anything constructed or erected which requires location on the ground or attached to something having location on the ground, including swimming pools, but not including fences or walls used as fences 72 inches in height or lower.

Swimming Pool. A pool, pond, or open tank capable of containing a large and deep enough body of water for people to use to swim.

Target Population. Adults with low income having one or more disabilities including mental illness, HIV or AIDS, substance abuse, or other chronic health conditions, or individuals eligible for services provided under the Lanterman Developmental Disabilities Services Act, and may, among other populations, include families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, or homeless people.

Temporary Use. A use that is intended to be of a limited duration of time and that will not permanently alter the character or physical facilities of the property where it occurs.

Tenant. A person who rents, leases, or subleases, through either a written or an oral agreement, real property from another person for permanent or semi-transient residence for at least 30 days or more.

Tentative Map. A map made for the purpose of showing the design and improvements of a proposed parcel map or subdivision and the existing conditions in and around it.

Townhouse. See "Rowhouse."

Travel Trailer. See "Recreational vehicle."

Tripartite Design. Building façade design in which architectural elements such as cornices, eaves, step-backs, or change of material are employed to create a distinct base, middle and top.

Use. The purpose for which a lot or structure is or may be leased, occupied, maintained, arranged, designed, intended, constructed, erected, moved, altered, or enlarged. All uses are listed in Chapter 17.144, Definitions of Uses.

Use Classification. A system of classifying uses into a limited number of use types based on common functional product, or compatibility characteristics. All use types are grouped into the following categories: residential, commercial, public/institutional, industrial, transportation, communication, and utilities, and temporary.

Use Permit. A permit approved by the Planning Commission for any use listed as a conditional use in that zone.

Use Type. A category, which classifies similar uses based on common functional, product, or compatibility characteristics.

Use, Conditional. A use that may be suitable only in specific locations in a zone or only if such use is designed or laid out on the site in a particular manner. Also referred to as a "conditionally permitted use."

Use, Permitted. A permitted use not requiring a Conditional Use Permit in that zone.

Utilities. Equipment and associated features related to the mechanical functions of a building(s) and services such as water, electrical, telecommunications, and wastewater.

Visible. Capable of being seen (whether or not legible) by a person of normal height and visual acuity walking or driving on a public road.

Wall. Any exterior surface of building or any part thereof, including windows.

Window. An opening in a wall of a building that is filled with glass in a frame. They typically allow light and air into the interior of a building, but also serve as mediums for viewing merchandise in commercial properties.

Wireless Telecommunication Facility or Telecommunications Facility. Any structure, antenna, pole, equipment and related improvements which support the wireless telecommunications industry in the transmission and/or reception of electromagnetic signals.

Wireless Tower. Any structure built for the sole or primary purpose of supporting antennas and their associated facilities used to provide services licensed by the FCC, including a lattice tower and monopole. A water tower, utility tower, ~~street light~~ streetlight, or other structure built primarily for a purpose other than supporting services licensed by the FCC, including any structure installed pursuant to California Public Utilities Code § 7901, is not a wireless tower for purposes of this definition.

Yard. An open space other than a court on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise provided in this Zoning Code.

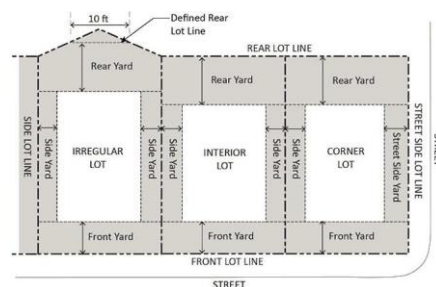
Yard, Front. A yard extending across ~~the full width of the lot measured between the front property line and the nearest vertical support or wall of the main building~~ the front of a lot for the full width of the lot between the side lot lines. The depth of a front yard shall be a distance specified by this Ordinance for the district in which it is located and measured inward from the front lot line.

Yard, Rear. A yard extending across ~~the full width of the lot measured between the rear property line and the nearest vertical support or wall of the main building~~ rear of a lot for its full width between side lot lines, and to a depth specified by this Ordinance for the district in which it is located. If a lot has no rear lot line, a line 10 feet in length within the lot, parallel to and at the maximum possible distance from the front lot line, will be deemed the rear lot line for the purpose of establishing the minimum rear yard.

Yard, Required. A yard which complies with the minimum yard requirements for the zoning district in which the lot is located.

Yard, Side. A yard extending from the ~~front yard to the rear yard measured between the side lot line and the nearest vertical support or wall of the main building~~ rear line of the required front yard, or the front property line of the site where no front yard is required, to the front line of the required rear yard, or the rear property line of the site where no rear yard is required, the depth of which is the minimum horizontal distance between the side property line and a line parallel thereto on the site.

FIGURE 17.136-3: YARD TYPES



Zone. A specifically delineated area in the City within which regulations and requirements uniformly govern the use, placement, spacing, and size of land and buildings.

Zoning Administrator. The officer designated to perform the duties and exercise the powers of the Zoning Administrator as set forth in this Zoning Code or the designated representative of such officer.

Zoning Administrator Permit. A Minor Conditional Use Permit approved by the Zoning Administrator.

Zoning Code. The Zoning Code codified as Title 17 of the Woodland Municipal Code.

Zoning Map. A map or maps that were adopted to implement the Zoning Code and delineate the boundaries of zones within the City.

CHAPTER 17.140 DEFINITIONS OF SIGN TERMS

§ 17.140.010. Definitions of Sign Terms.

Balloon. A brightly colored bag made of flexible material, inflated with air or other gas, and sealed, often to make it rise in the air.

Balloon Bobber. A reusable pre-formed balloon with regular air made of a durable PVC vinyl that does not need to be inflated, and typically attached to a short pole.

Building Element. The maximum lineal dimension of an exterior wall, excluding canopies and projections, measured on a straight line parallel to the site's street frontage.

Candela. A measure of luminous intensity. It is a measure of radiant power, rather than energy, and it is weighted in terms of the eye sensitivity curve.

Commercial Message. A message conveyed by any sign that is solely intended to interest, entice, or solicit any person to participate in commercial transactions with a business, including offers of goods, cash, discounts on products or services, or other items, including the offering of free goods or services made in exchange for or with the intent to induce the recipient's willingness to receive information relating to a possible commercial transaction.

Conformance. A sign shall be said to conform when it meets all the standards and regulations established by this Zoning Code and the Uniform Building Code, as adopted by the City of Woodland.

Digital Display Areas. Any characteristic or portion of a sign that appears to have movement or that appears to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Electronic Message Display Technology. A sign or portion of a sign that utilizes computer-generated messages or some other electronic means of changing its characters, letters, numbers, illustrations, display, color, and/or light intensity, including animated graphics and video, by electronic or automatic means. A sign utilizing electronic message display technology is not a single- or two-color LED sign.

Flag. A fabric sheet of square, rectangular, or triangular shape that is typically mounted on a pole.

Historical Plaque. A sign that memorializes a person, event, building, former use of a place, or something else of historical significance.

Illumination, Direct. Illumination resulting from light emitted directly from a light bulb or light fixture, and not light diffused through translucent signs or reflected from other surfaces such as the ground or a building face.

Illumination, External. Illumination on the face of the sign reflecting light from an external light source intentionally directed upon it.

Illumination, Halo. A form of sign illumination in which neon tubing, LED, or similar lights are mounted within the letter to illuminate the mounting surface causing a halo of light around the letter.

Illumination, Internal. A form of internal sign illumination that includes cabinet signs, single-color LED signs, signs constructed with pan channel letters, or indirect halo illuminated channel letters on an unlit or

otherwise indistinguishable background on a freestanding sign or building wall.

Landscape Area. For purposes of sign regulation, an area surrounding the base of a freestanding sign, and containing living plant materials with or without a fixed border.

Laser Light Display. A display that emits light through the use of a laser beam(s).

LED (Light Emitting Diode). A semiconductor diode that emits light when a voltage is applied to it.

Logo. See "Sign, Logo."

Maintenance. The upkeep of signs, and their support structures, in a condition of good repair. This includes the replacement or repainting of sign faces which have been damaged or have otherwise lost their ability to convey the message intended. Maintenance does not include the changing of location, orientation, size, or height of a sign.

Major Architectural Feature. Ornamentation or decorative features attached to or protruding from an exterior wall. Architectural features of a building shall include cornices, eaves, gutters, belt courses, sills, lintels and dentils, windows, chimneys, and decorative ornaments.

Neon. An illumination source created when a glass tube filled with neon or other similar gas emits light when energized. The tube can be bent to form letters, symbols, or other shapes.

Nonprofit. Any person(s), partnership, association, corporation, or other group whose activities are conducted for unselfish, civic, or humanitarian motives, or for the benefit of others, and not for the gain of any private individual or group and may include, patriotic, philanthropic, social service, welfare, benevolent, educational, civic, fraternal, cultural, charitable, scientific, historical, athletic, or medical activities.

Pan Channel Letter. A specific type of sign letter consisting of a metal pan enclosure fabricated in the shape of a letter. The metal pan enclosure is used to house the lighting and electrical components of the letter and can be mounted directly to wall of a building. The sign face is usually made of colored plastic attached to the metal pan to seal it off from pests and harsh weather.

Plate Line. The uppermost horizontal line of a building wall upon which the roof above rests.

Professionally Crafted or Painted Sign. A temporary or permanent sign that is made to a high standard by a competent individual(s) skilled in sign design, fabrication, and installation. Can be made of wood, metal, or other similar material.

Raceway. An enclosed conduit for electrical wiring.

Search Lights. Lights which disappear and reappear at periodic intervals, or are intermittently on and off, and which are placed so as to attract vehicular traffic with emphasis on the recurrence of lights.

Sign. A structure, device, figure, display, message placard or other contrivance, or any part thereof, situated outdoors or indoors, which is designed, constructed, intended or used to advertise, provide information in the nature of advertising, provide historical, cultural, archeological, ideological, political, religious, or social information, or direct or attract attention to an object, person, institution, business, product, service, message, event or location by any means, including words, letters, figures, designs, symbols, pictures, colors, or illumination.

Sign Face. The exterior surface of a sign, exclusive of structural supports, on which is placed the sign copy.

Sign Structure. The supports, uprights, bracing, and/or framework of a sign.

Sign, A-Frame. A pedestrian oriented sign that is not permanently affixed to a structure or the ground to advertise special goods, services, or products offered on the site (also known as a sandwich board sign or

an upright sign).

Sign, Abandoned. Sign that identifies a business, lessor, owner, product, service, or activity that is no longer on the premises where the sign is displayed.

Sign, Awning. Any permanent sign that is part of or attached to an awning, canopy, or other fabric, plastic or structural protective cover located over a door, entrance, window, storefront, or outdoor service area.

Sign, Bandit. Any sign that is placed on public property or on private property without the consent of the property owner or as authorized in Chapter 17.72, Signs.

Sign, Banner. A temporary sign constructed of cloth, bunting, plastic, paper, or similar material and securely attached to a wall or support structure.

Sign, Billboard. A permanent structure for the display of a commercial or noncommercial message.

Sign, Blade. A permanent sign mounted to the wall of building by means of a bracket and which is typically hung perpendicular to the wall of the building.

Sign, Building Identification. A sign consisting of letters or numbers applied to a building wall, engraved into the building material or consisting of a sculptural relief which contains the name of the building or describes its function, but which does not advertise any individual tenant of the building or any products or services offered.

Sign, Building-Mounted. Sign attached to, connected to, erected against the wall, parapet, or fascia of a building or structure with the exposed face of the sign in a plane parallel to the vertical face of the building or structure.

Sign, Cabinet. A permanent building-mounted or freestanding sign with its text and/or logo symbols and artwork on a translucent face panel that is mounted within a metal frame or cabinet either that contains the lighting fixtures which illuminate the sign face from behind.

Sign, Canopy. A permanent sign that is painted, or mounted to a canopy, typically used to accent building entries.

Sign, Changeable Copy. A sign that is designed so that characters, letters, numbers, or illustrations can be manually or mechanically changed or rearranged without altering the face or surface of the sign.

Sign, Channel Letter Sign. A sign made with three-dimensional, individually manufactured letters, figures, or other symbols which may contain a light source that illuminates the front face of the sign's letters, figures, or other symbols.

Sign, Copy. Any graphic, word, numeral, symbol, insignia, text, sample, model, device, or combination thereof that is primarily intended to advertise, identify, or notify.

Sign, Digital Billboard Sign. An outdoor sign utilizing electronic message display technology, capable of changing the static message or copy on the sign electronically that has one or more dynamic digital display areas.

Sign, Directional. A freestanding or building-mounted sign erected to inform the viewer of the approximate route, direction, or location of a facility or tenant.

Sign, Directory. A freestanding or building-mounted sign on a multi-tenant site or building providing information including a list of tenants and occupants, addresses, and suite numbers or a map of the building or complex. These signs are typically internal to a center, oriented to pedestrians, or motorists circulating in a parking lot rather than vehicles travelling on an arterial street.

Sign, Electronic Message. A sign or portion of a sign that utilizes computer-generated messages or some other electronic means of changing its characters, letters, numbers, illustrations, display, color, and/or light

intensity, including animated graphics and video, by electronic or automatic means. An electronic message sign is not a single- or two-color LED sign.

Sign, Feather Banner. A sign that is taller than it is wide and made of a flexible material (typically cloth, nylon, or vinyl) and mounted to a pole.

Sign, Freestanding. A sign that is erected or mounted on its own self-supporting permanent structure or base detached from any supporting elements of a building.

Sign, Freeway Oriented. Signs in the freeway corridor, a zone measuring 1,320 feet from the center line of the freeway. The width of the storm channel shall not be included in determining this distance.

Sign, Fuel Pump Topper. A sign affixed to the top of an operable fuel dispensing pump used to advertise goods offered for sale on the same parcel on which the fuel pump is located.

Sign, Hanging. A sign that is suspended from the underside of a surface and is supported by such surface.

Sign, Incidental. A sign which provides incidental information, including security, credit card acceptance, business hours, directions to services and facilities, or menus.

Sign, Individual Letter. A cut-out or etched letter or logo which is individually mounted on a building wall, or freestanding sign.

Sign, Landmark. A sign determined by the City to have attained a high degree of community, cultural, aesthetic, or historic significance.

Sign, LED. A sign consisting of light emitting diodes (electronic components that let electricity pass in only one direction) that emit visible light when electricity is applied.

Sign, Logo. A stylized group of letters, words, numbers, or symbols used to represent and distinguish a business or product.

Sign, Marquee. A permanent sign structure placed over the entrance to a building and typically used for a theater or other entertainment use.

Sign, Monument. A freestanding sign, with a solid base that is equal to or larger than the width of the sign face.

Sign, Nonconforming. Any sign legally established prior to the effective date [July 18, 2024], which does not fully comply with the standards imposed by the individual sections of this Zoning Code.

Sign, Painted Wall. A sign painted directly onto the exterior wall of a building and having no sign structure.

Sign, Pan or Reverse Channel Letters. A sign made with three dimensional, individually manufactured letters, figures or other symbols with an open back which may contain a light source to provide light onto the sign background against which the channel letters are silhouetted.

Sign, Pennant. A temporary sign made of flexible materials longer than it is wide, often triangular in shape, and frequently displayed with other pennants on a string.

Sign, Permanent. A sign constructed of durable materials and intended to exist for the duration of time that the use or occupant is located on the premises.

Sign, Prohibited. Any sign not in accordance with or authorized in Chapter 17.72, Sign Regulations.

Sign, Projecting. A sign that is perpendicular to the face of a building and projects outward from the building face.

Sign, Raised Letter. A sign containing copy, logo, and/or decorative embellishments in relief on the face.

Sign, Roof-Mounted. Any sign erected, painted, or attached to the sloped surface of a mansard or hip roof of a building. Excludes signs mounted on the top of a building's roof.

Sign, Single-Color or Two-Color LED. A permanent or temporary sign or portion of a sign composed of single-color or two-color LEDs that displays static or changeable sign messages using characters, letters, and numbers only. Examples of these signs include, "open" or "closed" signs, "time and temperature" signs, or signs indicating the number of available spaces in a parking facility.

Sign, Spinner. A lightweight, durable, and colorful device designed to be affected by the movement of air so that it spins or rotates in a manner to capture attention.

Sign, Temporary. A sign constructed of paper, cloth, vinyl, fabric, or similar material, which is intended for a definite and limited period of display and which is not permanently affixed to a structure, sign area, or window.

Sign, Vehicle. Any sign on or affixed to a truck, van, automobile, trailer, or other vehicle.

Sign, Walker. A person who wears, holds, or balances a sign.

Sign, Wall. A sign affixed to or erected against the wall or fascia of a building or structure, with the exposed face of the sign parallel to the plane of wall or fascia to which it is affixed or erected.

Sign, Wall Banner. A temporary sign and constructed of cloth, bunting, plastic, paper, or similar nonrigid material, and securely attached to the wall or support structure for which it is advertising. Flags are not considered temporary wall banners.

Sign, Window. A sign posted, painted, placed, or affixed in, on, or within a window, or otherwise exposed to public view through a window.

Sign, Yard, Type I. A small temporary sign typically constructed of corrugated plastic and supported on an H-shaped wire frame used for example, for advertising by local businesses or by election campaigns (synonymous with lawn sign).

Sign, Yard, Type II. A sign mounted on a single post installed securely in the ground with a small sign hanging from a cross-bar mounted parallel to the ground.

Sign, Yard, Type III. A large typically wooden sign mounted on two posts installed securely in the ground.

Static Display. A sign face that does not change within a 24-hour period.

Valance. The vertical front face of an awning.

CHAPTER 17.144 DEFINITIONS OF USES

§ 17.144.010. Definitions of Uses.

This chapter provides definitions for all uses established in the use tables on Division II, District Regulations. Refer to Chapter 17.36, Definitions of Terms, for definitions of the terms commonly used throughout this Zoning Code.

Accessory Dwelling Unit. A residential dwelling unit that is accessory to and either 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 § 17958.1, and a manufactured home, as defined in California Health and Safety Code § 18007.

Adult Businesses. Any commercial activity identified in § 17.84.040, Adult Businesses, as an adult entertainment use.

Agricultural Production, Light. Use of land for agricultural production, vine or tree farm, truck garden, apiary, horticulture, vineyard, hop yard, fruits, beekeeping, and associated crop preparation and harvesting activities on any other type of agriculture determined to be substantially similar to the above. Agricultural production may be ancillary to a primary use as a test or research facility. This use does not include nurseries, greenhouses, processing, or retail sales of agricultural products from the site.

Animal Care, Sales and Services.

Animal Boarding Kennel/Pet Day Care. A commercial, nonprofit, or governmental establishment licensed to operate a facility providing shelter, breeding, and care for domestic animals on a commercial basis ~~for a period in excess of 48 hours~~. This classification includes activities such as feeding, exercising, grooming, and incidental medical care for domestic animals.

Grooming. An establishment that provides day care, bathing and trimming services for domestic animals on a commercial basis.

Pet Store. Retail pet supply stores. May include the sale of small household pets (birds, fish, reptiles). This classification includes grooming if incidental to the retail use. Uses are conducted within an enclosed building.

Veterinary Services. Medical and health services for animals. Typical uses include veterinary offices, pet clinics, and animal hospitals. This classification allows 24-hour accommodation of animals receiving medical or grooming services. This use type excludes kennels.

Artisan/Small-Scale Manufacturing. An establishment primarily engaged in small-scale, on-site production of goods by hand manufacturing, which involves only the use of hand tools or domestic mechanical equipment not exceeding two horsepower or kilns not exceeding 25 kilowatts, and the incidental direct sale to consumers of only those goods produced on site. Typical uses include ceramic studios, glass, candle making shops, metal, and woodworking, manufacturers that typically occupy smaller spaces with a maximum floor area of 10,000 square feet.

Artist's Studio. Work space for an artist or artisan, including individuals practicing one of the fine arts, or an applied art or craft. This use may include incidental display and retail sales of items produced on the premises and instructional space for small groups of students. It does not include joint living and working units (See "Live/Work"). Small-scale art production that is generally of a low impact. Typical uses include painting, photography, jewelry, textile, and small-scale pottery studios. All work is indoors and may only

have very limited artisan display.

Automobile/Vehicle Sales and Services. Retail or wholesale business that sell, rent, and/or repair automobiles, trucks, vans, trailers, motorcycles including the following:

Automobile Rental Office. Office for the rental of automobiles. Typical uses include one or more car rental agencies with no on-site storage of vehicles. Vehicle storage may be provided in a location where automobile storage is allowed.

Automobile/Vehicle Sales and Leasing, New. Sale or lease, retail or wholesale, of new automobiles, light trucks, motorcycles, motor homes, and trailers, together with associated minor repair services and parts sales for vehicles sold or leased by the dealership. This classification includes on-site facilities for maintaining an inventory of vehicles for sale or lease but excludes buildings and property on a separate site that are used for storing vehicles. Used vehicle sales and leasing, provided it is not large-format, may be associated with this use.

Automobile/Vehicle Service and Repair, Major. General repair, rebuilding or reconditioning of engines, motor vehicles or trailers, collision service including body, frame or fender straightening or repair, overall painting or paint shops of automobiles, trucks, motorcycles, motor homes, boats, and recreational vehicles, including the incidental sale, installation, and servicing of related equipment and parts, generally on an overnight basis. This classification includes auto repair shops, body and fender shops, transmission shops, vehicle painting, tire sales, and installation, but excludes vehicle dismantling or salvaging and tire retreading or recapping. Vehicles may be stored overnight. Excludes parking and service of large trucks (for large truck service, see "Large Vehicle and Equipment Sales, Service and Rental").

Automobile/Vehicle Service and Repair, Minor. The service and repair of automobiles, light-duty trucks not exceeding one and one-half tons' capacity, boats, and motorcycles, including the incidental sale, installation, and servicing of related equipment and parts. This classification includes the replacement of small automotive parts and liquids as an accessory use to a gasoline sales station or automotive accessories and supply store, as well as smog check, quick-service oil, tire sales and service, tune-up and brake and muffler shops where repairs are made or service provided in enclosed bays and no vehicles are stored overnight.

Farm/Agricultural Equipment Sales, Service and Rental. Sales, servicing, rental, fueling, and washing of tractors, and other equipment used for agricultural, or landscape gardening activities.

Fueling Station. Establishments primarily engaged in retailing automotive fuels or retailing these fuels in combination with activities, such as providing minor automobile/vehicle repair services; selling automotive oils, replacement parts, and accessories; and/or providing incidental food and retail services. Also known as a service station.

Large Vehicle and Equipment Sales, Service and Rental. Sales, servicing, rental, fueling, and washing of recreational vehicles (RVs), large trucks, trailers, heavy equipment used for construction, moving activities. Examples include cranes, earth moving equipment, heavy trucks, combines, and similar equipment. This use does not include semi-truck or semi-trailer parking, storage, service, or repair.

Tire Retreading and Capping. A business involved in the retreading, recapping, or rebuilding of tires using previously processed rubber or synthetic products.

Washing, Full Service. Washing, waxing, or cleaning of automobiles or similar light vehicles, with hands-on service by employees who may move, vacuum, wash, wax, and dry the vehicle. Includes an interior or exterior waiting facility for customers and may include ancillary retail and/or food and drink service for waiting customers.

Washing, Self-Serve. Includes self-serve washing facilities that are the principal use of a building, structure, or site, either self-wash facility or drive-through automated wash with no or limited employee assistance. No on-site waiting facility is provided for customers.

Banks and Financial Institutions.

Bail Bonds. A business which provides bond money, for a fee, to meet bail requirements for the release of a person arrested and awaiting a hearing or trial.

Bank and Savings and Loan. A financial institution, including a credit union office or check cashing service, that provides retail banking services to individuals and businesses. This classification includes only those institutions engaged in the on-site circulation of cash money.

Nontraditional Financial Institution. An establishment engaged in short-term lending and buy-back activities in which customers typically take part in one-time or infrequent transactions and do not open long-term accounts or deposit funds. Typical uses include check cashing services, payday lenders (also known as deferred deposit originators), and similar activities.

Brewery. An independent regional brewery with a majority of volume in "traditional" or "innovative" beers. Typical annual production may be between 15,000 and 6,000,000 barrels.

Building Materials and Supply. Retail sales or rental of building supplies or equipment. This classification includes finished lumber for purchase, tool and equipment sales, or rental establishments.

Business and Communication Services.

General Business Services. An establishment primarily engaged in providing services to other businesses on a fee or contract basis, including advertising and mailing, legal document services, security services, janitorial services, model building, and taxi services or delivery services with two or fewer fleet vehicles on site.

Printing and Copy Services. An establishment providing printed or copied materials from digital or hard copy format originals, including printing and distribution of envelopes, business cards, and similar business products.

Cannabis Uses.

Cannabis Distribution. Any facility engaged in the procurement, temporary storage, non-retail sales, and transport of cannabis or cannabis products between State-licensed cannabis business, including warehouses and similar structures.

Cannabis Manufacturing, Volatile and Nonvolatile. The compounding, blending, extracting, infusing, or otherwise making or preparing a cannabis product. For purposes of this Zoning Code, cannabis manufacturing expressly includes the production, preparation, propagation, processing, or compounding of cannabis or cannabis products directly or indirectly, including through extraction and/or chemical synthesis methods. Cannabis manufacturing may include distribution of wholesale products from the premises but shall not include any retail sales of cannabis or cannabis products or other sales to consumers.

Indoor Personal Cannabis Cultivation. Any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis licensed by the State and intended for commercial sale. For purposes of this Zoning Code, cannabis cultivation does not mean or include personal cultivation of cannabis regulated by § 17.84.280, Personal Cultivation of Cannabis.

Cannabis Retail. A premises permanently located in the City licensed by the State of California pursuant to the Medicinal and Adult-Use Cannabis Regulation and Safety Act, California Business and Professions Code § 26000 et seq., as may be amended, where cannabis is provided for retail sale to consumers, including an establishment that delivers cannabis as part of a retail sale. Unless otherwise specified, "cannabis retailer" means both a retailer selling medical cannabis and medical cannabis products to patients with valid physician's recommendations, and a retailer providing adult-use cannabis and cannabis products for adults 21 years of age and over, pursuant to State law.

Cannabis Testing, Research and Development. A laboratory, facility, or entity that offers or performs tests or testing of cannabis or cannabis products, including accredited testing laboratories licensed by the State and involved in commercial cannabis activity in the State. Cannabis laboratories and research also includes start-up or incubator research activities, which typically include, but are not limited to, research, design, analysis, development, and/or testing of a cannabis product, and laboratories or facilities engaged in scientific research studies, investigation, testing, or experimentation, but not including cannabis manufacturing or sales of cannabis.

Cemetery. An establishment engaged primarily in operating sites or structures reserved for the interment of human or animal remains, including mausoleums, burial places, and memorial gardens.

College and Trade School. Institutions of higher education providing curricula of a general, religious, or professional nature, typically granting recognized degrees, including conference centers and academic retreats associated with such institutions. This classification includes junior colleges, business and computer schools, management training, and technical and trade schools, but excludes personal instructional services such as music lessons.

Communications Facilities. Facilities for the provision of broadcasting and other information relay services through the use of electronic and telephonic mechanisms.

Antennas and Transmission Towers. Broadcasting and other communication services accomplished through electronic or telephonic mechanisms, as well as structure designed to support reception or transmission systems. Typical uses include wireless telecommunication towers and facilities, radio towers, television towers, telephone exchange/microwave relay towers, and cellular telephone transmission/personal communications systems towers.

Equipment within Buildings. Indoor facilities containing primarily communication equipment and storage devices such as computer servers.

Community and Religious Assembly. A facility for public or private meetings including community centers, banquet centers, religious assembly facilities, dance halls, civic auditoriums, union halls, meeting halls for clubs and other membership organizations. This classification includes functionally related facilities for the use of members and attendees such as kitchens, multi-purpose rooms, and storage. It does not include gymnasiums or other sports facilities, convention centers, or facilities, such as day care centers and schools that are separately classified and regulated.

Community Garden. An area of land managed and maintained by a public or nonprofit organization or a group of individuals to grow and harvest food crops and/or ornamental crops, such as flowers, for personal or group use, consumption, or donation. Community gardens may be divided into separate plots for cultivation by one or more individuals or may be farmed collectively by members of the group and may

include common areas maintained and used by group members. Community gardens may be accessory to public or institutional uses such as parks, schools, community centers, or religious assembly uses. This classification does not include gardens that are on a property in residential use when access is limited to those who reside on the property. Community gardens do not include medical marijuana collectives.

Construction Office. A temporary structure or trailer placed on or adjacent to a project site for the duration of construction. May include a construction materials yard. Also referred to as a job shack.

Crematorium. A place with a building or structure containing a furnace used for the reduction of human remains by way of incineration.

Cultural Facility. A facility engaged in activities to serve and promote aesthetic and educational interest in the community that are open to the public on a regular basis. This classification includes performing arts for theater, music, dance, and events as an accessory use; spaces for display or preservation of objects of interest in the arts or sciences; libraries; museums; historical sites; aquariums; publicly owned art galleries; and zoos and botanical gardens. It does not include schools or institutions of higher education providing curricula of a general nature.

Day Care Center. Establishments providing non-medical care for persons on a less-than-24-hour basis other than family day care (small and large). This classification includes nonhome-based commercial and nonprofit nursery schools, preschools, day care facilities for children or adults, and any other day care facility licensed by the State of California.

Drive-Through Facility. A motor vehicle drive-through facility which is a commercial building or structure portion thereof which is designed to be used to provide goods or services to the occupants of motor vehicles.

Drive-Through, Food Establishment. Includes drive-through for food establishments.

Drive-Through, Limited. Includes, but is not limited to, banks, pharmacies, or other similar uses. Does not include drive-in movies, fueling stations, car-wash operations, or food establishments.

Duplex. A residential building containing two dwelling units, both of which are located on a single parcel (also referred to as a duplex or two-flat). The dwelling units are attached and may be located on separate floors or side by side. This use is distinguished from an accessory dwelling unit, which is considered a secondary residential unit, or incidental to a primary dwelling unit as defined by State law and this chapter.

Eating and Drinking Establishments. Businesses primarily engaged in serving prepared food and/or beverages for consumption on or off the premises.

Bar/Night Club/Lounge. A business serving beverages for consumption on the premises as a primary use and including on-sale service of alcohol including beer, wine, and mixed drinks. This use includes karaoke bars and micro-breweries where alcoholic beverages are sold and consumed on site and any food service is subordinate to the sale of alcoholic beverages.

Brewpub/Wine Bar. An establishment with on-sale alcohol sales and food service, such as a full-service or limited-service restaurant, with May have a micro-brewery as an accessory use. A brewpub may May sell other supplier's beer, including other specialty, handcrafted, or microbrewed beers as well as wine to patrons for consumption on its premises. Customers are not limited to 21 years or older.

Microbrewery. A brewery that produces up to 15,000 barrels of beer per year. Generally, no more than 75% of the total gross floor space is involved in brewing. Microbreweries sell to the public either as wholesale or retail capacity. Microbreweries do not include food service.

Microdistillery. A small, often boutique-style distillery established to produce beverage grade spirit alcohol in relatively small quantities, usually done in single batches (as opposed to larger distillers' continuous distilling process). Typically, no more than 15,000 U.S. gallons of spirits per year. May include a restaurant, bar, or tasting room.

Restaurant, Full Service. A restaurant providing food and beverage services to patrons who order and are served while seated and pay after eating. Takeout service may be provided.

Restaurant, Limited Counter Service/Fast Casual Food. An establishment where food and beverages are consumed on the premises, taken out, or delivered, but where limited table service is provided. Includes cafes, cafeterias, coffee shops, delicatessens, fast-food restaurants, sandwich shops, limited-service pizza parlors, self-service restaurants, and snack bars with indoor or outdoor seating for customers. This classification includes bakeries that have tables for on-site consumption of products. Excludes drive-through establishments.

Tasting Room. A retail sales facility where customers may taste and purchase beverage and food products, grown or processed on site or locally. Products offered for tasting and sale may include wine, beer, olive oil, cheese, honey, and/or other food and beverage products.

Emergency Services. Facilities for parking and the dispatch of emergency medical transport services, including ambulance, fire, police, and rescue. May include offices and facilities for cooking and sleeping of on-duty personnel.

Emergency Shelter. Any facility whose primary purpose is to provide temporary shelter housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay. Emergency shelter shall include other interventions, including, but not limited to, a navigation center, bridge housing, and respite or recuperative facilities. Emergency shelters do not include evacuation shelters during emergencies.

Family Day Care. A day care facility licensed by the State of California, located in and accessory to a residential unit where the resident of the dwelling provides care and supervision for children under the age of 18 for periods of less than 24 hours a day. Family day care also includes adult in-home day care that is less than 24 hours a day.

Family Day Care, Small. A facility that provides care for children, including children who reside at the home and are under the age of 10, as set forth in California Health and Safety Code § 1597.44 and as defined in those regulations.

Family Day Care, Large. A facility that provides care for children, as defined in California Health and Safety Code § 1596.78, including children who reside at the home and are under the age of 10, as set forth in California Health and Safety Code § 1597.465 and as defined in those regulations.

Farmers Market. A location where the primary activity is the sale of agricultural products by producers and certified producers. Sales of ancillary products may occur at the location. Open-air farmers markets are operated by a local government agency only.

Food and Beverage Manufacturing. Establishments engaged in the production, processing, packaging, or manufacturing of food or beverage products and any instruction, direct sales, or on site consumption are incidental to the food or beverage production activity. These uses may have specific quality assurance and quality control to ensure that ingredients and finished products are tested and meet safety and quality specifications.

Small Scale. A small-scale food and beverage products manufacturing and distribution establishment located in facilities less than 10,000 square feet in size. Examples include small coffee roasters, microbreweries (manufacturing less than 15,000 barrels per year or less), microdistilleries (manufacturing 10,000 barrels per year or less), wine manufacturing, meat or fish products, small batch candy shops, cheese makers, wholesale bakeries, and brew-on-premises stores which provide ingredients and equipment for customers to manufacture their own product.

Large Scale. Large scale production, packaging, processing, preparation, or manufacturing of a food, beverage, or ingredient used or intended for use by human consumption in a facility over 10,000 square feet. This classification includes such uses as bottling of alcoholic or nonalcoholic beverages, milling of grain, canning, processing, extracting, fermenting, distilling, pickling, freezing, baking, drying, smoking, grinding, cutting, mixing, coating, stuffing, packing, bottling or packaging of food; coffee roasting; food products; brewing; and distillation of liquor and spirits. This use may include multiple food preparation and packaging/canning lines where processes are both interior and exterior to buildings. This use also involves warehousing and outdoor storage, including, but not limited to, pallets, bins, trailers, crates, and process-related construction materials and equipment. Ancillary office space is also consistent with this use. The parking and storage of trucks, trailers, service vehicles, and other vehicles used in connection with the operation is also permitted in this use designation. This does not include slaughtering of animals, fowl, or direct retail sales.

Food Preparation. A business that prepares and/or packages food for off-site consumption, excluding those of an industrial character in terms of processes employed, waste produced, water used, and traffic generation. Typical uses include catering kitchens, bakeries with on-site retail sales, commercial kitchens, and small-scale specialty food production. This classification does not include businesses involved in the processing or manufacturing of wholesale food products.

Freight Storage Yard. A site or facility for the keeping of empty cargo containers and equipment. Includes the storage of container chassis and truck cabs, repair facilities, warehouses and other equipment associated with the movement or storage of cargo containers.

Freight/Trucking Facilities. Any property and improvements used for freight, courier, and postal services, freight transfer truck terminals; or the operations of a common carrier trucking company including the parking, servicing, repairing, storage of trucks, truck tractors, semi-trucks, and/or truck trailers. Allowed as an accessory use only.

Funeral and Interment Service. An establishment primarily engaged in services involving the care, preparation, or disposition of human dead other than in a cemetery. Does not include crematoriums.

Garage or Yard Sale. A sale conducted from any location on the premises of a residence in any kind of residential zone for the purpose of permitting occupants of that residence to dispose of their personal property accumulated during the course of ordinary residential living to sell the same to the public.

Government Buildings. Facilities providing administrative or public services, including public safety and emergency services, with incidental storage, training, and maintenance facilities. Review of such uses will be dependent upon the government agency and the proposed use. If an agency owns the land and the use is for the purpose of that agency, the City may not have review oversight. This use includes publicly owned and operated surface parking lots and parking structures offering parking to the public with or without a fee.

Hazardous Waste Management Facilities. A facility, excluding vehicles, for collection, source separation, storage, processing, treatment, recovery or disposal of hazardous wastes, or a transfer station for hazardous waste, and may include a facility at which such activities occur and where waste has been generated. Storage of hazardous materials include, but are not limited to: bottled gas, chemicals, minerals

and ores, petroleum or petroleum-based fuels, and fireworks (California Code of Regulations Title 22, Division 4.5, Chapter 10).

Heliport. Helicopter landing area used, designed, or intended to be used for the receiving or discharging of passengers and cargo and including appurtenant facilities for passengers, cargo, or for the servicing, repair, shelter, or storage of helicopters.

Home Occupations. Any accessory use conducted entirely within a dwelling, accessory building, or swimming pool, and carried on by the inhabitants thereof, which use is clearly incidental and secondary to the use of the dwelling for residential purposes and does not change the character thereof or adversely affect the uses permitted in the residential zone of which it is part (see § 17.84.200, Home Occupations and Cottage Food Operations).

Hookah Lounge. Any facility or location whose business operation includes the smoking of tobacco or other substances through one or more pipes (commonly known as a hookah, waterpipe, shisha, or narghile) designed with a tube passing through an urn of water that cools the smoke down as it is drawn through it.

Hospitals and Clinics.

Clinic. A facility providing medical, mental health, or surgical services for sick or injured persons exclusively on an outpatient basis, including emergency treatment, urgent care, cosmetic, diagnostic services, administration, and related services to patients who are not lodged overnight. Services may be provided without a prior appointment. Treatment is typically provided by more than two licensed physicians and their professional associates. May include the provision of medical testing and analysis services as an ancillary use. This classification includes licensed facilities offering substance abuse treatment, blood banks, plasma, dialysis centers, and emergency medical services. It does not include private medical and dental offices that typically require appointments and are usually smaller scale.

Hospital. A facility providing medical, surgical, mental health, or services primarily on an inpatient basis, and including ancillary facilities for outpatient and emergency treatment, diagnostic services, training, research, administration, and services to patients, employees, or visitors.

Skilled Nursing Facility. A range of facility types that provides bed care on a chronic basis or convalescent care for persons who by reason of illness, physical infirmity, or age are unable to properly care for themselves for a period of time. A patient's stay at a skilled nursing facility is usually temporary in nature and is focused on rehabilitation that is intended to prepare the resident to return to their independent living. Extended care provides for the prolonged care of individuals who require custodial or nursing care. ~~Assisted living services typically provide assistance with bathing, dressing, grooming, medications, and meal preparation in a setting that is, by design, residential in nature and is intended not to be temporary.~~

Industrial, Heavy. Establishments engaged in the manufacturing of non-edible products that include processing, manufacturing, or compounding of materials, or energy, or any industrial activities that, due to the scale or method of operation, regularly produce noise, heat, glare, dust, smoke, fumes, odors, vibration, or other external impacts detectable beyond the lot lines of the property. Includes the use of raw materials to fabricate semi-finished products including metal fabricating facilities, open welding shops, lumber woodworking (milling) facilities, heavy machine shops, chemical storage and distributing, industrial fabrication facilities, concrete product manufacturing activities, and aggregate or asphalt yards. Includes structures outside of the primary structure such as cranes, conveyor systems, cooling towers or open-air storage of large quantities of raw, semi-refined, or finished products. Heavy industrial uses may regularly employ hazardous material or procedures or produce hazardous byproducts, include outdoor storage areas, and may have activities that take place outdoors. There is no general public access.

Industrial, Light. Establishments engaged in the manufacturing of non-edible products and finished parts primarily from previously-prepared materials by means of physical assembly or reshaping. This classification includes uses where retail sales are clearly incidental to an industrial or manufacturing use. Production takes place primarily within enclosed buildings with limited impacts on nearby properties. Any heat, glare, dust, smoke, fumes, odors, or vibration are confined to the building. These uses typically have more employees per acre than other industrial uses and are more consumer-oriented. May include a showroom or ancillary sales of products related to the items manufactured on site. Often includes buildings that are smaller scale, under 50,000 square feet, or in multi-tenant type configurations, with office and production area combined. Uses typically use vans and light duty box trucks rather than semi-trucks. Examples include the manufacturing of personal care and home care products, cosmetics, printing, engraving, publishing, clothes and shoes, furniture, art ware and crafts, consumer electronics, and sign manufacture shops. Limited outdoor processing and storage of materials may require a permit in some zones.

Industrial, Medium. Establishments engaged in the manufacturing of non-edible products that are larger in scale and size than light industrial uses and involve the manufacturing of products from processed or unprocessed raw materials, where the finished product is noncombustible and nonexplosive. On-site manufacturing may produce noise, vibrations, illumination, or particulate that is perceptible to adjacent land uses, but is not offensive or obnoxious. May involve interplant transfers. Uses are typically accesses by semi-trailer truck, tractor-trailer truck (18-wheeler, fifth-wheel, box-trailer) and include truck bays to accommodate semi-truck trips.

Examples include, but are not limited to, research, development, and manufacturing of finished or semi-finished products; the packaging of products manufactured on site; glass production made from manufactured glass, clay, and pottery products; wood truss assembly; computer hardware; products made from rubber, plastic, resin; converted paper and cardboard products; fabricated metal products made from semi-finished metals. Limited outdoor processing and storage of materials may require a permit in some zones.

Laundry and Dry-Cleaning Plants. A facility engaged in the cleaning of fabrics in an essentially nonaqueous solvent by means of one or more washes in solvent and extraction of excess solvent. Does not include drop off and pick up for dry cleaners.

Light Fleet-Based Services. Passenger transportation services, local delivery services, medical transport, and other businesses that rely on fleets of three or more vehicles with rated capacities less than 10,000 pounds. This classification includes parking, dispatching, and offices for taxicab and limousine operations, ambulance services, nonemergency medical transport, local messenger and document delivery services, home cleaning services, and similar businesses.

Live/Work. A unit that combines a work space for commercial activities and incidental residential occupancy occupied and used by a single household in a structure that has been constructed or converted for such use and modified to accommodate residential and nonresidential occupancies in compliance with the Building Code.

Lodging. An establishment providing overnight lodging to transient patrons.

Bed and Breakfast. A residential structure that is in residential use by the property owner or manager and within which bedrooms are rented for overnight lodging and where meals may be provided.

~~**Boarding House.** A dwelling unit, other than a hotel, bed and breakfast, or condominium hotel, used in whole or in part to provide short-term or long-term lodging for compensation under multiple separate written or oral agreements. Also known as rooming house.~~

Hotel and Motel. An establishment providing temporary lodging to transient patrons. These establishments may provide additional services, such as conference and meeting rooms, restaurants, bars, or recreation facilities available to guests or to the general public. This use classification includes motor lodges, motels, apartment hotels, and tourist courts.

RV Park Resort. A form of lodging designed to accommodate travelers with recreational vehicles for short-term overnight vacation stays, on a nightly or weekly basis, in allotted spaces, or for occupancy by tents or other movable temporary sleeping quarters. RV park resorts are self-contained and provide amenities to the clients, including, but not limited to, barbecue areas, bathhouses, exercise equipment, tennis courts, gift store, laundry, and swimming pool.

Short-Term Rental. Rental of a dwelling unit or rooms within a dwelling unit for 30 or fewer consecutive days. ~~Provides a room or rooms in a private home. A permanent resident must reside at the property and be present in the home during the time of the homestay.~~

Low Barrier Navigation Center. A housing first, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing. (See California Government Code § 65660.)

Maintenance and Repair Services. Establishments engaged in the maintenance or repair of small office machines, household appliances, furniture, and similar items. This classification excludes maintenance and repair of vehicles or boats (see "Automotive Sales and Services") and personal apparel (see "Personal Services").

Manufactured Home Park. As defined in California Health and Safety Code § 18214, a manufactured home park is a mobile home development constructed according to the requirements of California Health and Safety Code §§ 18200 to 18700 and intended for use and sale as a mobile home condominium or cooperative park, or as a mobile home planned unit development.

Mobile Vendor. A self-contained truck or trailer or non-motorized push cart that is readily movable without disassembling, and is used to sell merchandise, prepare, and serve food and beverages, or provide other services that requires a permit as provided for in the Woodland Municipal Code Section 10.20.040, Mobile vendor permit required.

Multi-Unit Dwelling (also called Multifamily). Three or more units on a single lot. Accommodates a broad range of attached multi-unit housing types including triplex, fourplex, townhouses, and stacked apartments or condominiums. Units may be contained in single structures or in a collection of cohesive structures with common open spaces and amenities.

Office Uses. Offices of firms or organizations providing professional, executive, management, administrative or design services. This classification also includes offices where medical and dental services are provided by physicians, dentists, chiropractors, acupuncturists, optometrists, including medical/dental laboratories within medical office buildings, but excludes clinics or independent research laboratory facilities.

Business, Professional, and Technology. Offices of private firms or organizations or public or quasi-public organizations that are primarily used for the provision of professional, executive, management, or administrative services. Typical uses include administrative offices, tax preparation, legal offices, graphic design, legal, accounting, engineering or architectural firms, employment agencies, insurance agent offices, real estate offices, travel agencies, utility company offices, and offices for elected officials. Excludes banks and savings and loan associations (see "Banks and Financial Institutions") and any drive-up service.

Medical and Dental Offices. Uses primarily engaged in the provision of personal health services including consultation, diagnosis, therapeutic, preventative, or corrective personal treatment by physicians, dentists, nurses, chiropractors, optometrists, counselors, and other health personnel, including practitioners of medical and/or healing arts as licensed for such practice by the State. Provides for treatment by up to two licensed physicians, dentists, and their professional associates. Excludes clinics or independent research laboratory facilities and hospitals (see "Hospitals and Clinics").

Outdoor Sales, Temporary and Seasonal. The sale or offering for sale to the general public of merchandise outside of a permanent structure on property owned or leased by the person, firm, or corporation. These sales are of a limited duration and conducted on an occasional basis and are secondary or incidental to the principal permitted use or structure existing on the property.

Pallet Storage. A site or facility for the keeping of pallets and similar transport structures intended to support goods while being lifted by a forklift, front loader, jacking device, crane, or similar equipment.

Park and Recreation Facility, Public. Parks, playgrounds, recreation facilities, trails, wildlife preserves, and related open spaces, all of which are noncommercial. This classification also includes playing fields, courts, gymnasiums, swimming pools, picnic facilities, tennis courts, and golf courses, botanical gardens, as well as related food concessions or community centers within the facilities.

Parking Facilities. Privately owned or operated surface lots and structures offering parking to the public with or without a fee. Commercial parking facilities provide parking that is not considered accessory parking to a specific use. Does not include truck storage or car rental storage. Private parking may be considered on a case-by-case basis as an accessory use to a primary use.

Personal Services.

Dry Cleaner/Self Service Laundry. A facility where coin-operated equipment for self-service laundering is open to the public. May include dry cleaning drop off/pick up. Excludes dry cleaning facilities and bulk cleaning plants.

General Personal Services. Services of a personal nature that are typically needed on a recurring basis. Services include, but are not limited to, barbershops and beauty salons, nail salons, personal trainers, day spas, clothing rental, seamstresses, tailors, dry cleaning drop off/pick up (excluding cleaning plants), shoe repair shops, photocopying, and photo finishing services. These uses also may include accessory retail sales of products related to the services provided.

Instructional Services. An establishment that offers specialized programs in personal growth and development such as music, martial arts, photography, vocal, fitness, yoga, dancing, and academic tutoring. Attendance is typically limited to hourly classes rather than full-day instruction. These establishments do not grant diplomas or degrees, though instruction could provide credits for diplomas or degrees granted by other institutions. Retail sales are permitted as an accessory use.

Massage Establishments. Any establishment having in whole or in part, a fixed place of business where individuals engage in, conduct or carry on, or permit to be engaged in, conducted or carried on, massages, baths, health treatments involving massages or baths as a primary or secondary function, provided that "massage establishment" does not include establishments where massage is administered in conjunction with the practice of a medical doctor, chiropractor, acupuncturist, physical therapist, or nurse.

Tattoo/Body Modification Parlor. An establishment whose principal business activity is one or more of the following: (1) using ink or other substances that result in the permanent coloration of the skin through the use of needles or other instruments designed to contact or puncture the skin; or (2) piercing of the body of a person for the purpose of inserting jewelry or other decoration.

Public Services, Major. Services for the public that include water treatment facility, wastewater treatment facility, corporation yard, and other services that provide major public infrastructure services for urban development.

Public Services, Minor. Facilities necessary to support established uses involving only minor structures, such as substations, pumping stations, electrical distribution lines, and underground water and sewer lines.

Recreation, Fitness and Entertainment.

Cinema/Theater. An establishment intended to be used for the specific purposes of presenting or displaying motion pictures, slides, or television pictures before an assemblage of persons.

Indoor Entertainment Facility. Indoor entertainment establishments that occupy less than 5,000 square feet of building area, including billiard parlors, axe throwing, game arcades, pool halls, and amusement arcades. Does not include cinema/theater.

Indoor Sports and Recreation, Large-Scale. Facilities with more than 5,000 square feet in building area providing participant sports, indoor amusement and entertainment services conducted within an enclosed building. Includes coin-operated electronic amusement centers, ice or roller skating rinks, bowling alleys, indoor shooting ranges. Does not include cinema/theater.

Indoor Sports and Recreation, Small-Scale. Facilities that are generally located indoors and occupy less than 5,000 square feet of building area. Includes gyms, exercise clubs, and studios offering martial arts, physical exercise, yoga training, or similar types of instruction to classes and groups.

Outdoor Sports and Recreation Facility. Amusement or sports related facilities that are conducted in open or partially enclosed or screened facilities. Facilities such as amusement and theme parks, amphitheaters, golf courses, driving ranges, and golf courses. Also includes larger swimming or tennis club facilities, swimming or wave pools, miniature golf courses, archery range.

Recycling Facilities.

Collection. A drop off/collection and sorting point for recyclable materials such as paper, metal, plastic, and glass. A recycling collection facility is accessory to a primary use.

Processing. An industrial facility where recycled materials are processed into new materials or products.

Reverse Vending Machine. An automated mechanical device which accepts at least one or more types of empty beverage containers, including, but not limited to, aluminum cans, glass, and plastic bottles, and issues a cash refund or a redeemable credit slip with a value not less than the container's redemption value as determined by the State. A reverse vending machine may sort and process containers mechanically provided that the entire process is enclosed within the machine. A bulk reverse vending machine is a type of reverse vending machine that is larger than 50 square feet; is designed to accept more than one container at a time; and will pay by weight instead of by container.

Donation Container. An unattended container, bin, or receptacle installed outdoors on a commercial site that is used for soliciting and collecting donations of clothing or other salvageable personal property. This term does not apply to temporary/seasonal donation containers located inside buildings or recycle bins for collection of recyclable materials such as glass, plastics, or aluminum.

Research and Development. A facility for the scientific research and the design, development, and testing of agri-tech, electrical, electronic, magnetic, optical, pharmaceutical, chemical, biotechnology, plant breeding, seed research, and life science components and products in advance of product manufacturing. This classification includes assembly of related products from parts produced off site, where the manufacturing activity is secondary to the research and development activities, in addition to involving the production of experimental products. Excludes uses that produce odor, dust, noise, bright lights, vibration, or the storage of hazardous material, including biohazards, that threaten public safety.

Residential Care Facilities. A facility licensed by the State of California to provide living accommodations, nonmedical 24-hour care for persons requiring personal services, supervision, protection, or assistance for sustaining the activities of daily living. Living accommodations are group homes or shared living quarters with or without separate kitchen or bathroom facilities for each room or unit. This classification includes facilities that are operated for profit as well as those operated by public or not-for-profit institutions. Examples include residential care facilities for the elderly as defined in California Health and Safety Code § 1569.2(k), residential care facilities for the chronically ill as defined in California Health and Safety Code § 1568.01, and group homes as defined in California Health and Safety Code § 1502(a)(13).

Small. A residential care facility that is licensed by the State of California to provide care for six or fewer persons. A ~~small~~ residential care facility for six or fewer persons is considered a ~~single-unit~~ residential use of property as specified in California Health and Safety Code § 1566.3.

Large. A residential care facility that is licensed by the State of California to provide care for more than six persons. ~~This category includes transitional residential, foster family homes and any facilities supervised by or under contract with the State Department of Corrections.~~

Retail.

Artisan Shop. A retail store selling art glass, ceramics, jewelry and other handcrafted items and supplies needed to create finished items, where the facility includes an area for the crafting of the items sold.

Convenience/Small Grocery Market. A small retail establishment (up to 10,000 square feet) that sells a range of everyday items, such as coffee, groceries, prepackaged food items, magazines, newspapers, and other household goods. The market may include a delicatessen or specialty food items and may cater to neighborhood or local clients or may be operated on the same parcel in conjunction with another use. Also known as a corner store or bodega. Liquor sales are considered separate from the market.

Firearm Sales and Servicing. A business whose primary use is the sale and servicing of firearms, ammunition, and related materials.

General Retail Sales. The retail sale or rental of merchandise not specifically listed under another use classification. This classification includes retail establishments with 60,000 square feet or less of sales area; including bakeries, clothing stores, drug and discount stores, florists, gift shops, household stores, furniture stores, pharmacies, small hardware and garden supply/nurseries stores, sports stores, stationary and variety stores, and businesses retailing goods including, but not limited to, the following: art supplies, dry goods, toys, hobby materials, handcrafted items, jewelry, cameras, pet supplies, photographic supplies and services (including portraiture and retail photo processing), medical supplies and equipment, musical instruments, electronic equipment, sporting and camping equipment, kitchen utensils, hardware, appliances, antiques, art galleries, art supplies and services, paint and wallpaper, carpeting and floor covering, office supplies, bicycles, video rental, new automotive parts and accessories (excluding vehicle service and installation). Retail sales may be combined with accessory indoor repair services.

Grocery Store. An establishment between 5,000 and 60,000 square feet of sales area, primarily engaged in the retail sale of canned food; dry goods; fresh fruits and vegetables; fresh meats, fish, and poultry; and any area that is not separately owned within the store where the food is prepared and served, including a bakery, deli, and meat and seafood departments.

Large Format Retail Sales. Retail establishments with over 60,000 square feet of sales area that sell merchandise and bulk goods for individual consumption, including department stores and membership warehouse clubs, where sales of grocery items do not occupy more than 25% of the floor area. Retail sales may be combined with accessory indoor repair services.

Liquor Sales as Primary Use. Establishments primarily engaged in selling packaged alcoholic beverages for off-site consumption.

Liquor Sales as Accessory Use, Small. Establishments up to 5,000 gross square feet in size where liquor sales represent no more than 20% of the total inventory sold.

Liquor Sales as Accessory Use, Large. Establishments greater than 5,000 gross square feet in size where liquor sales represent no more than 20% of the inventory sold.

Nursery and Garden Center. Establishments primarily engaged in retailing nursery and garden products, such as trees, shrubs, plants, seeds, bulbs, and sod, that are predominantly grown elsewhere. Fertilizer and soil products are stored and sold in packaged form only.

Residential Limited Retail. Small neighborhood-oriented retail establishments in residential districts. Limited uses provide convenient, walkable access to convenience and/or specialty goods and services. Appropriate uses include the following: counter-service cafes and coffee shops; delicatessens; bakeries; flower shops; and bike shops and bike repair services.

Pawn Shop. Establishments engaged in the buying, selling, trading, accepting for auctioning, or auctioning of new or secondhand merchandise and offering loans in exchange for personal property.

Secondhand/Consignment Store. A store where secondhand goods are for sale or goods are placed on consignment, which is the act of placing goods in the hands of another, while still retaining ownership, until the goods are sold. Unlike a pawn shop, secondhand/consignment stores do not offer loans in exchange for personal property.

Smoke Shop. Smoke shop shall mean any premises dedicated to the display, sale, distribution, delivery, offering, furnishing, or marketing of tobacco, tobacco products, or tobacco paraphernalia. Smoke shop includes tobacco stores and vape shops. Any grocery store, supermarket, convenience store or similar retail use that only sells conventional cigars, cigarettes or tobacco as an ancillary sale is not considered a smoke shop.

Roadside Stand. A temporary structure designed or used for the display or sale of agricultural products.

Salvage and Wrecking Yard. Storage and dismantling of vehicles and equipment for sale of parts, as well as their collection, storage, exchange, or sale of goods, including, but not limited to, any used building materials, used shipping containers or steel drums, used tires, and similar related articles or property.

SB 9 Project. See § 17.84.380, Two-Unit Projects.

School. A facility for primary or secondary education, including public schools, charter schools, and private and parochial schools having curricula comparable to that required in the public schools of the State of California.

Single Room Occupancy (SRO). A type of multi-unit group residential facility where living accommodations are individually rented secure rooms, with or without separate kitchen or bathroom facilities for each room, ~~rented to one or two person households on a weekly or monthly basis.~~ SROs have some form of shared cooking, living, and/or bathroom facilities, and there are specific rules regarding on-site management and minimum unit size. This use classification includes rooming/boarding houses and dormitories, but is distinct from a hotel or motel, which is a commercial use.

Single-Family Dwelling Unit. A dwelling unit that is designed for occupancy by one household with private yards on all sides and located on a separate lot from any other units (except an accessory dwelling unit). This classification includes individual manufactured housing units installed on a foundation system pursuant to the California Health and Safety Code § 18551.

Detached. A single-unit dwelling, on a single lot, within which all rooms are internally accessible and that is not attached to any other primary dwelling unit.

Attached. A dwelling unit that is designed for occupancy by one household located on a single parcel that does not contain any other unit (except an accessory dwelling unit) and is attached through common vertical walls to one other dwelling on an abutting parcel (also referred to as a half-plex).

Employee Housing. This type of housing includes farmworker housing and is defined in California Health and Safety Code § 17008(b), even if the housing accommodations are not located in a rural area. Employee housing for six or fewer persons shall be treated as a single-family structure and residential use, as described in California Health and Safety Code § 17021.5.

Small Lot Subdivision. A residential subdivision in which there are attached or detached residential units, each owned fee-simple and located on lots less than the minimum lot size and less than the minimum lot dimensions otherwise established for the underlying residential zones. Single-family, duplex and multi-unit building types may be permitted within a small lot subdivision subject to § 17.56.040, Small Lot Subdivision Design Standards. Configurations for small lot subdivisions may include, but are not limited to, cluster housing, cottage courts, drive courts, and townhouses/rowhouses. A maintenance agreement or homeowners association may govern common areas like driveways or open space. Reduced interior setbacks are typical.

Social Service Centers/Daytime Service Facility. Facilities providing a variety of supportive services for disabled and homeless individuals and other targeted groups on a less-than-24-hour basis. Examples of services provided are counseling, meal programs, personal storage lockers, showers, instructional programs, television rooms, and meeting spaces. This classification is distinguished from licensed day care centers (see "Day Care Center"), clinics (see "Clinic"), and emergency shelters providing 24-hour or overnight care (see "Emergency Shelter").

Storage Yard. The use of land to store material, equipment, or vehicles as an accessory to a primary use. The primary use must have an active business license within the City of Woodland. Does not include freight or truck trailer storage or impound lots.

Supportive Housing. Dwelling units with no limit on length of stay that are occupied by the target population as defined in the California Health and Safety Code § 53260(d) or individuals eligible for

services provided pursuant to the Lanterman Developmental Disabilities Act (Division 45 of the Welfare and Institutions Code), and that are linked to on-site or off-site services that assist supportive housing residents in retaining the housing, improving their health status, and maximizing their ability to live and, where possible, work in the community and where no on-site medical care is provided. Supportive housing as defined in the California Health and Safety Code § 50675.14(b) may be provided in a multiple-unit structure or group residential facility. Facilities may operate as licensed or unlicensed facilities subject to applicable State requirements.

Swap Market/Flea Market. An indoor or outdoor place, in an approved location, or for an approved activity where new or used goods or secondhand personal property is offered for sale or to exchange to the general public by a multitude of individual licensed vendors, usually in compartmentalized spaces. The term "swap meet or flea market" is interchangeable with auctions, open-air markets, or other similarly labeled activities, but the term does not include supermarket or department store retail operations.

Temporary Tract Office. A temporary sales office located on the site of a new development, usually in a model home, and operated until sales are completed.

Tire or Concrete Recycling/Storage. A facility to recycle or store tires, concrete, hazardous chemicals, or other industrial materials. This use does not include the processing of recycled materials into new materials.

Transitional Housing. Dwelling units configured as rental housing but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time, that shall be not less than six months from the beginning of assistance. Transitional housing may be designated for homeless or recently homeless individuals or families transitioning to permanent housing as defined in the California Health and Safety Code § 50675.2(h). Facilities may be linked to on-site or off-site supportive services designed to help residents gain skills needed to live independently. Transitional housing may be provided in a variety of rental housing types (e.g., multiple-unit dwelling, single room occupancy, group residential, single-unit dwelling). This classification includes domestic violence shelters.

Transportation Passenger Facility. A facility for passenger transportation operations, including transit bus stops and bus terminals.

Vehicle Impound and Tow Yard. A lot, tow-yard, or in an interior space for the holding of equipment or vehicles legally impounded until they are placed back in control of the owner, recycled for their metal, stripped of their parts at a wrecking yard, or auctioned off for the benefit of the impounding agency. The impounding agency can be a police department/agency.

Warehousing, Storage, Logistics and Distribution. Storage and distribution facilities without sales to the public on site or direct public access except for public storage in small individual space exclusively and directly accessible to a specific tenant.

Chemical or Mineral Storage. Storage of hazardous materials including, but not limited to, bottled gas, chemicals, minerals and ores, petroleum or petroleum-based fuels, and fireworks.

Indoor Warehousing and Storage. The receiving, storing and distribution of goods, including cold storage. Includes maintaining inventory and providing safekeeping for a product before sale, resale, or use. A building where goods or raw materials are stored. Includes unloading, receiving, and checking inbound goods. Includes storage and sale of materials and supplies used in production or operation, including janitorial and restaurant supplies. This use normally operates from a warehouse or office having little or no display of merchandise and is not designed to solicit walk-in-traffic. This classification does not include wholesale sale of building materials (see "Building Material Sales and Services").

Logistics and Distribution. Includes the inbound and outbound flow of goods with a focus on freight-related transportation services that concentrate logistics and transportation activities. Logistics centers participate in all activities linked to the supply chain. Fulfillment and distribution centers that may serve designated by companies to store products, prepare orders, and distribute products. May be a transfer center, distribution center or process distribution center. Typically larger in size, with specialized handling equipment, loading and docks.

Personal Storage Facility. A storage facility that is characterized by individual separate spaces accessible by customers for the storing and retrieval of personal effects and household goods. This classification excludes workshops, warehousing, manufacturing, retail or wholesale selling, office or other business services with the spaces and human habitation.

Personal Storage Warehouse Facility. The indoor storage of large boats, RVs, and other large objects for customers for storage and retrieval. The items may be moved about within the facility by the business operator with goods and vehicles possibly arranged in racks for storage. This classification excludes workshops, commercial warehousing, manufacturing, retail or wholesale selling, office or other business services with the spaces and human habitation.

Wholesale Nursery. An establishment primarily engaged in the wholesale of nursery and garden products such as trees, shrubs, plants, seeds, bulbs, and sod that are predominantly grown elsewhere. Fertilizer and soil products are stored and sold in packaged form only.

Summary of Proposed Amendments to the Title 17 Zoning Ordinance

Topic	Proposed Change
General Clean-Up / Minor Edits	
<i>Section 17.24.020</i> <i>Section 17.32.020</i> <i>Section 17.72.050.A.1</i> <i>Section 17.72.050.B</i> <i>Section 17.84.330</i> <i>Section 17.136.010</i>	Correct typos and any inconsistencies to improve code clarity.
<i>Section 17.64.020</i> <i>Section 17.64.030.D.3</i> <i>Section 17.64.030.G</i> <i>Section 17.64.040.H.16.c</i> <i>Section 17.70.010</i> <i>Section 17.70.020</i>	Resolve contradictory text. Add clarification where the intent is misleading or not clearly conveyed in the code language.
<i>Section 17.84.250.A</i> <i>Section 17.136.010</i> <i>Section 17.144.010</i>	Revise the following definitions: Accessory structure, Animal Boarding Kennel/Pet Day Care, Brewpub, Compact Mobile Food Operation, Interior Lot, Lot Depth, Front Yard, Rear Yard, Side Yard, Short-Term Rental, Tenant, Multi-Unit Dwelling, Residential Care Facilities, Skilled Nursing Facility, and Single Room Occupancy (SRO). Add a definition for Required Yard and Donation Container. Remove Boarding House Definition. <i>State Law Requirement:</i> Add Employee Housing under definition for Single-Family Dwelling Unit to comply with California Health and Safety Code Section 17021.5.
<i>Section 17.96.080</i> <i>Section 17.108.040</i> <i>Section 17.108.050</i>	Clarify minor inconsistencies in written procedures. Specify timelines for removing posted notices. <i>State Law Requirement:</i> Modify procedures for public noticing to comply with Assembly Bill 2904.
Proposed Changes to Allowed Uses	
Small and Large Family Daycares <i>Section 17.24.020</i> <i>Section 17.28.020</i> <i>Section 17.32.020</i>	<i>State Law Requirement:</i> Revise code to allow Large Family Daycares by right in the following zones: R-L, N-P, R-LM, R-M, R-H, DX-2, DX-3, CMU-E, CMU-K, CMU-A, CMU-F, CCMU, NMU, and CMU-G.

Residential Care Facilities (RCFs) <i>Section 17.28.020</i> <i>Section 17.32.020</i>	<i>State Law Requirement:</i> Revise code to allow Small Residential Care Facilities by right in DX-1, DX-2, DX-4, CMU-F, CCMU, NMU, and CMU-G. Allow Large Residential Care Facilities by right in DX-2, DX-3, CMU-WM, CMU-E, CMU-A, CMU-F, CCMU, NMU, CMU-G.
Single Room Occupancy (SRO) <i>Section 17.24.020</i> <i>Section 17.28.020</i> <i>Section 17.32.020</i>	Allow small SROs by right in the CMU-E and CMU-F zones. Remove Boarding House in use table since this use is included in the proposed changes to the SRO definition.
Office Uses <i>Section 17.28.020</i>	Allow small-scale business, professional, and technology offices that are less than 2,000 square feet to be allowed by-right in the DX-3 zone, subject to Director discretion.
Personal Services <i>Section 17.28.020</i> <i>Section 17.32.020</i>	Conditionally allow a massage establishments with approval of a Zoning Administrator Permit in the DX-1, DX-2, DX-3, DX-4, and RC zones. Allow small-scale general personal services uses that are less than 2,000 square feet to be allowed by-right in DX-3, subject to Director discretion.
Supportive Housing <i>Section 17.28.020</i> <i>Section 17.32.020</i>	<i>State Law Requirement:</i> Allow supportive housing and transitional housing in zones where multi-unit or mixed uses are allowed.
Drive-Through Food Establishments <i>Section 17.32.020</i>	Conditionally allow drive-through food establishments with approval of a Conditional Use Permit in the CMU-WM zone.
Recycling Facilities <i>Section 17.32.020</i> <i>Section 17.36.020</i>	Add Donation Containers to use table line to be allowed in the same zones as Reverse Vending Machines.
Proposed Changes to Standards	
Flag Lots <i>Section 17.24.030</i>	Prohibit flag lots in residential zones except as alternative access is approved by the Director or allowed by state law.
Accessory Structures <i>Section 17.64.020</i>	Change the requirement for the maximum area of accessory structures from 30% to 75% of the total area of the primary home. Clarify applicability of standards for detached patio covers and carports.

Flagpoles <i>Section 17.64.030.H</i>	Specify requirements for residential flagpoles, including a minimum 10-foot setback and a maximum height equal to the height of the primary home or 20 feet, whichever is less.
Landscaping <i>Section 17.64.040</i>	Add standards for tree protection during construction. Include a minimum of 75% of the plant materials in required landscape areas to be native species or low-water use, climate-adapted plans.
Required Parking <i>Section 17.68.030.C</i>	Remove requirement that off-street parking spaces for single-family dwellings must be located in a garage.
Signage <i>Section 17.72.040</i>	Add maximum square footage for logo signs and clarify required freeway sign base width.
	Change wall sign figure to indicate that maximum sign width is 40% of the building façade width instead of 15%.
	Similar to previous code and practice, add a 30-day limit for all temporary signage. Clarify maximum temporary sign area.
	Specify standards for digital signs for public facilities, such as large hospitals and medical clinics.
Accessory Dwelling Units (ADUs), Section 17.84.030	<i>State Law Requirements:</i> Remove deed restriction requirement for ADUs. Update references to California Government Code. Remove maximum size for eligible building-permit only ADUs on multifamily lots. Remove limits on number of bedrooms.
	Remove requirement for separate utility connections for ADUs.
	Relocate subsections 17.84.030.E.6 and 17.84.030.E.7. Clarify language for ADUs over 1,000 square feet that are subject to a ZAP.
Commercial Cannabis Business <i>Section 17.84.120.I</i>	Specify requirements for delivery as an accessory use to a permitted storefront retail use.
Day Care Centers, Family Day Cares, and Residential Care Facilities <i>Section 17.84.150</i>	Add a maximum capacity of 12 residents for large RCFs in R-L, N-P, and R-LM zones. The proposed cap does not apply in other zones where large RCFs are permitted. Specify standards for maintenance and design of large residential care facilities.

Drive-Through Establishments <i>Section 17.84.160</i>	Exempt properties in CMU-G zones from distancing requirements that restrict where drive-through restaurants are allowed in other mixed-use zones; Permit drive-through establishments in CMU-WM zone.
Mobile Vending <i>Section 17.84.250</i>	As originally intended, allow brick-and-mortar restaurants in downtown to have their own stationary mobile vending operation proximate to the restaurant.
Personal Services, Massage Establishment Standards <i>Section 17.84.290.B</i>	Specify that additional review through a Zoning Administrator Permit may be required to evaluate impacts, subject to Director discretion. Restrict hours of operation for massage establishments to 6am-8pm.
Recycling Facilities <i>Section 17.84.310</i>	Specify requirements for permanent donation containers in commercial centers. Clarify standards for all facility types and align language with zones where the uses are allowed.
Short-Term Rentals <i>Section 17.84.330</i>	Allow a short-term rental in one unit per lot, instead of one single-family dwelling per lot. For multi-unit developments with 15 or more units, allow a maximum of 10% of the units to be used for short-term rentals.
Single Room Occupancy <i>Section 17.84.340</i>	Differentiate single-room occupancy (SRO) units from multi-unit development. Specify standards related to for large SROs with seven or more residents.
Wireless Telecommunication Facilities, Section 17.84.360	<i>Federal Law Requirement:</i> Remove outdated eligibility language and reference the code section for the federal regulations to create continued consistency.

No amendments to the Zoning Map are proposed. For reference, the current Zoning Map is available on the [City of Woodland website](#).

RESOLUTION NO. PC 25-09

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WOODLAND RECOMMENDING CITY COUNCIL APPROVAL OF UPDATES TO TITLE 17 (ZONING) OF THE WOODLAND MUNICIPAL CODE

WHEREAS, On June 4, 2024, the City adopted a comprehensive Zoning Code, along with a new Zoning Map, and updates to the 2035 General Plan and Land Use Map, as part of a thorough update aimed at clarifying zoning provisions, standards, guidelines, and procedures; and

WHEREAS, The City Zoning Code has traditionally functioned as a living document that reflects the goals and policies of the General Plan, translated into regulatory requirements;

WHEREAS, Through implementation of the Comprehensive Zoning Code Update in the past year, identified many opportunities to improve clarity, consistency, and compliance with state and federal law; and

WHEREAS, Given the breadth of the changes in the 2024 Comprehensive Zoning Code update, staff anticipated that minor clean-up amendments would be needed after use and implementation of the code in practice; and

WHEREAS, on August 21, 2025, the City of Woodland Planning Commission conducted a duly noticed public hearing to consider a comprehensive package of amendments to Title 17 (Zoning) of the Woodland Municipal Code ("Zoning Code"), and considered the staff report, recommendations by staff, and all public testimony concerning the amendments; and

WHEREAS, the purpose of the proposed amendments is to update multiple sections of the City of Woodland Zoning Code to improve clarity, readability, and internal consistency, and to ensure that land use regulations reflect the current operational characteristics of modern businesses and development practices; and

WHEREAS, pursuant to California Government Code, all amendments to the Zoning Code must be consistent with the adopted General Plan, and the Planning Commission finds that the proposed amendments are consistent with and implement the goals and policies of the Woodland 2035 General Plan; and

WHEREAS, the proposed amendments to the Zoning Code are exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14,

Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the proposed amendments are categorically exempt pursuant to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations; and

WHEREAS, proper noticing of the public hearing was given in all respects as required by law; and

WHEREAS, the City of Woodland Planning Commission has reviewed all written evidence and oral testimony presented to date.

NOW, THEREFORE BE IT RESOLVED that the City of Woodland Planning Commission does hereby resolve as follows:

SECTION 1. Recitals. The City of Woodland Planning Commission hereby adopts the above recitals as true and correct findings of the City of Woodland Planning Commission and incorporates them into this Resolution by this reference.

SECTION 2. Environmental Determination. The City of Woodland Planning Commission finds that the proposed Zoning Code amendments are exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the proposed amendments are categorically exempt pursuant to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations.

SECTION 3. General Plan Consistency. The City of Woodland Planning Commission finds that the proposed Zoning Code amendments are consistent with the goals, policies, and objectives of the City of Woodland 2035 General Plan.

SECTION 4. Recommendation. The City of Woodland Planning Commission hereby recommends that the City of Woodland City Council adopt the Ordinance attached hereto as Exhibit A, approving the proposed amendments to Title 17 of the City of Woodland Municipal Code.

PASSED, APPROVED, AND ADOPTED by the Planning Commission of the City of Woodland at a regular meeting of the Planning Commission held on the 21st day of August 2025, by the following vote:

AYES:

NOES:

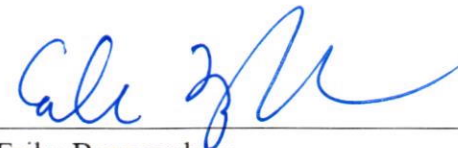
ABSENT:

RECUSE:



Greg Ortiz
Vice Chairperson

ATTEST:



Erika Bumgardner
Deputy Director of Community Development

Exhibit A – Draft Ordinance

Exhibit A – Draft Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AMENDING VARIOUS SECTIONS OF TITLE 17 OF THE WOODLAND MUNICIPAL
CODE TO UPDATE AND CLARIFY THE PROVISIONS OF THE ZONING
ORDINANCE**

WHEREAS, the purpose of the Zoning Ordinance of the City of Woodland is to establish a precise and detailed plan for the use of land in the City based on the General Plan; and

WHEREAS, Article 17 of the Woodland Municipal Code establishes various zones, permitted and conditional uses, development standards and entitlement process procedures to promote the orderly and harmonious growth of the city and stability of land values and investments and general welfare of the city; and

WHEREAS, the procedures set forth in Title 17 provide for a process to review the proposed residential, commercial and industrial projects and to ensure that the architectural design of the proposed project is suitable for purposes of the building and the site and will enhance the character of the neighborhood and community, and will ensure that the proposed use is compatible with existing properties and anticipated future developments; and

WHEREAS, the City has identified a need to periodically update the Zoning Ordinance to improve its clarity, streamline review procedures, address new State laws, and better implement the goals and policies of the General Plan; and

WHEREAS, this ordinance (“Ordinance”) provides for updates to multiple sections of Title 17 to achieve these goals; and

WHEREAS, on August 21, 2025, the Planning Commission conducted a duly noticed public hearing to consider the staff report, recommendations by staff, and public testimony concerning the Ordinance and voted to _____.

WHEREAS, on _____, the City Council conducted a duly noticed public hearing to consider the Ordinance, including all public testimony and reports prepared in connection with the Ordinance, and the recommendation of the Planning Commission; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The recitals above are true and correct and are hereby adopted as findings as if fully set forth herein.

SECTION 2. CEQA. The City Council finds that the adoption of the ordinance is exempt from review under the California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000, et seq.) pursuant to State CEQA Regulation Section 15061 (B)(3) (Cal. Code Regs. Tit. 14, Section 15061 (b)(3)) covering activities with no possibility of having a significant effect on the environment. In addition, the City of Woodland has determined that the ordinance is categorically exempt pursuant to Section 15301 of the CEQA regulations applicable to minor alterations of land use limitations.

SECTION 3. Code Amendment. Title 17 (Zoning) of the Woodland Municipal Code is hereby amended to read in its entirety as set forth in Exhibit "A," attached hereto and incorporated herein by this reference.

SECTION 4. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid by a court of competent jurisdiction, 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 Ordinance are severable.

SECTION 5. Certification and Publication. The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published once within 15 days of adoption in a newspaper of general circulation printed and published within the City of Woodland, and shall post a certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk in accordance with California Government Code, section 36933.

SECTION 6. Effective Date. This Ordinance shall become effective 30 days after its adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the ____ day of ____, 2025.

The foregoing ordinance was introduced with the first reading waived at a regular meeting of the City of Woodland City Council on the ____ day of ____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

RECUSE:

Rich Lansburgh, Mayor

ATTEST:

Marissa Kersey, City Clerk



Aug 21, 2025

**City of Woodland
300 First Street
Woodland, CA 95695**

By Email: planningcommissionmeetings@cityofwoodland.org

**CC: jennifer.robinson@cityofwoodland.gov; marissa.kersey@cityofwoodland.gov;
Planners@cityofwoodland.gov**

Re: Proposed Amendments to the City's ADU Regulations

Dear Woodland Planning Commission,

The California Housing Defense Fund ("CalHDF") submits this letter as a public comment concerning Item 3 on the agenda for the August 21, 2025 Planning Commission meeting, a proposed zoning text amendment that includes an update to the City's regulations for the development of accessory dwelling units ("ADUs") and junior accessory dwelling units ("JADUs").

CalHDF applauds the City for updating its ADU regulations to keep pace with changes in state law. However, CalHDF writes to flag specific legal issues with the ordinance, which the city should address before approving the ordinance.

Background

The law gives local governments authority to enact zoning ordinances that implement a variety of development standards on ADUs. (Gov. Code, § 66314.) The standards in these local ordinances are limited by state law so as not to overly restrict ADU development. (See *id.*) Separately from local ADU ordinances, Government Code section 66323 establishes a narrower set of ADU types that local governments have a ministerial duty to approve. "Notwithstanding Sections 66314 to 66322 ... a local agency shall ministerially approve" these types of ADUs. (*Id.* at subd. (a).) This means that ADUs that satisfy the minimal requirements of section 66323 must be approved regardless of any contrary provisions of the local ADU ordinance. (*Ibid.*) Local governments may not impose their own standards on such ADUs. (Gov. Code, § 66323, subd. (b) ["A local agency shall not impose any objective development or design standard that is not authorized by this section upon any accessory dwelling unit that meets the requirements of any of paragraphs (1) to (4), inclusive, of subdivision (a)."].)

**2201 Broadway, PH1, Oakland, CA 94612
hi@calhdf.org**

In addition, ADUs that qualify for the protections of Government Code section 66323, like other ADUs, must be processed by local governments within 60 days of a complete permit application submittal. (Gov. Code, § 66317, subd. (a).)

State law also prohibits creating regulations on ADU development not explicitly allowed by state law. Government Code Section 66315 states, “No additional standards, other than those provided in Section 66314, shall be used or imposed, including an owner-occupant requirement, except that a local agency may require that the property may be used for rentals of terms 30 days or longer.”

Impermissible Size Limits on Exemption ADUs on Multifamily Parcels

City Code section 17.84.030(E)(2)(d)(ii) limits building permit-only, new construction, detached ADUs on multifamily parcels to 800 square feet in size.

However, Government Code section 66323 subdivision (a)(4) allows up to eight detached ADUs on multifamily parcels without size restrictions.

Size restrictions are plainly forbidden by Government Code, section 66323, subdivision (b), which explicitly exempts statewide exemption ADUs from all local standards: “(b) A local agency shall not impose any objective development or design standard that is not authorized by this section upon any accessory dwelling unit that meets the requirements of any of paragraphs (1) to (4), inclusive, of subdivision (a).” Because Government Code section 66323 subdivision (a)(4) does not contain a size limit for new construction, detached ADUs on multifamily parcels, the City may not unilaterally impose one.

HCD reaffirms this requirement of state law on page 20 of the January 2025 HCD ADU [Handbook](#) (emphasis added):

A local agency **may not impose development or design standards**, including both local standards and standards found in State ADU Law, on 66323 Units that are not specifically listed in Government Code section 66323. (Gov. Code, § 66323, subds. (a), (b).) This includes, but is not limited to, parking, height, setbacks, or **other zoning provisions** (e.g., lot size, open space, floor area ratio, etc.).

The City must amend its ADU ordinance to remove this size limitation for ADUs developed pursuant to Government Code section 66323, subdivision (a)(4).

Impermissible Front Setback Requirements

City Code section 17.84.030(E)(2)(b)(iv) only allows ADUs in the front setback on single-family parcels if the lot area in the side and rear yards does not permit the construction of a detached ADU that is at least 800 square feet in size.

City Code section 17.84.030(E)(2)(d)(v) only allows ADUs in the front setback of multifamily dwellings if they are 800 square feet or less in size (an impermissible size restriction addressed above) and the lot area in the side and rear yards does not permit the construction of an 800 square foot ADU.

However, Government Code section 66323, subdivision (a) does not permit any application of front setback requirements to ADUs that qualify for its protections. Government Code section 66323, subdivision (b) specifically forbids the imposition of any local design or development regulations other than what is specifically required by that section of law. Because the City may not impose any design or development regulations on section 66323 ADU, it also may not force an applicant to place an ADU in the side yard or rear yard.

Additionally, Government Code section 66323, subdivision (a)(4) allows a multifamily property to develop up to eight detached ADUs. These ADUs can be developed without size limit, and therefore the City's exception for 800 square foot ADUs in the front setback places an illegal size and location limit on such ADUs.

Furthermore, cities may impose only "objective standards" on ADUs. (Gov. Code, § 66314, subd. (b)(1); see also Gov. Code, § 66315 [stating local jurisdictions may only impose standards authorized by section 66314].) "Objective standards" are "standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal." (Gov. Code, § 66313, subd. (i).) HCD's [ADU Handbook](#) (see pages 13, 35, and 45) confirms that, pursuant to state law, only objective standards may be imposed on ADUs. A rule that forbids ADUs in the front setback unless the "lot area in the rear and side yards does not permit" the construction of an ADU is not an objective standard. The applicant cannot know ex ante and with certainty under what circumstances the City will judge it necessary to permit an ADU in the front setback. If the City wishes to impose such a rule on any ADUs – not just section 66323 ADUs – it must provide explicit, objective standards governing when front setback ADUs are prohibited. As written, the rule is unenforceable.

There are many policy reasons for ADUs to be located in the front setback. For instance, a homeowner may prefer to preserve a private backyard space while redeveloping the less useful front yard. While children may play in the backyard, the front yard is closer to the street and less safe for a variety of activities. The City therefore must allow front yard ADUs that comply with the standards in Government Code section 66323, subdivision (a) both on single family and on multifamily properties - regardless of how much area is available in the side and rear yards.

HCD has issued guidance (the January 2025 HCD ADU [Handbook](#), page 18) affirming the

duty of local agencies to allow ADUs protected by Government Code section 66323 in the front setback under all circumstances. From page 18 of the January 2025 HCD ADU Handbook (emphasis added): “66323 Units do not have to comply with lot coverage, **front setbacks**, and design standards.”

The City must amend this section of code to allow section 66323 ADUs in the front setback under all circumstances, on both single-family and multifamily parcels.

Impermissible Public Hearings and Non-Objective Standards

City Code section 17.84.030(E)(6) “ADUs and Discretionary Approval” establishes a method for public hearings for certain ADUs and JADUs that do not comply with the standards in City Code sections 17.84.030(F) and (G). However, Government Code section 66317, subdivision (a) forbids all public hearings and discretionary review for ADU approvals: “A permit application for an accessory dwelling unit or a junior accessory dwelling unit shall be considered and approved ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits.”

The City must therefore amend this section of code to specify that the Zoning Administrator’s review of an ADU application shall be ministerial in nature and shall not involve a public review or discretionary action.

Additionally, the findings contained in City Code section 17.84.030(E)(6)(b) include non-objective findings. Terms such as “harmony,” “excessive parking congestion,” “adequate open space,” and “compatible relationship” are not objective.

As discussed above, cities may impose only “objective standards” on ADUs. (Gov. Code, § 66314, subd. (b)(1); see also Gov. Code, § 66315 [stating local jurisdictions may only impose standards authorized by section 66314].) “Objective standards” are “standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal.” (Gov. Code, § 66313, subd. (i).) HCD’s [ADU Handbook](#) (see pages 13, 35, and 45) confirms that, pursuant to state law, only objective standards may be imposed on ADUs.

CalHDF supports the City allowing creative ADU proposals that may not conform to the standards in the City code. However, the City should establish objective criteria for their approval, as is required by state law.

Out-of-date Citations

City Code sections 17.84.030(A), (E)(2), (F)(6), (F)(9), (F)(10) refer to out-of-date sections of the Government Code. State ADU Law has been reorganized and is now located at Government Code section 66310 et seq. The City should update its code to refer to the current code sections.



CalHDF applauds the City for amending its code to keep pace with changes to state law. However, the City should make sure that its ADU regulations comply with state law.

CalHDF is a 501(c)(3) non-profit corporation whose mission includes advocating for increased access to housing for Californians at all income levels, including low-income households. You may learn more about CalHDF at www.calhdf.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dylan Casey', with a stylized, flowing script.

Dylan Casey
CalHDF Executive Director

A handwritten signature in black ink, appearing to read 'James M. Lloyd', with a stylized, flowing script.

James M. Lloyd
CalHDF Director of Planning and Investigations



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: G.12
SUBJECT: Woodland Municipal Code Title 17, "Zoning" and Title 16, "Subdivision" Amendments related to Two-Unit projects and Urban Lot Splits

Recommendation for Action: Staff recommends that City Council hold a Public Hearing and take the following action:

Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17, "Zoning", and Title 16, "Subdivision", Sections 17.84.380 and 16.90 related to Two-Unit projects and Urban Lot Splits.

Staff Contact:

Anna Canales, Assistant Planner, (530) 661-5819, anna.canales@cityofwoodland.gov

Background:

On September 16, 2021, Governor Newsom signed California Senate Bill 9 (SB 9) into law. This legislation was designed to streamline housing permitting and increase density in residential areas. SB 9 requires local jurisdictions, including the City of Woodland, to approve the construction of two-unit dwellings and/or the subdivision of single lots into two (known as urban lot splits) within any single-family dwelling zone, without a discretionary review process.

Beginning January 1, 2022, the City has been obligated to accept applications under SB 9 for duplex development and urban lot splits in single-family zoned districts. To implement this, amendments to both the Zoning Code and the Subdivision Ordinance were necessary to establish objective zoning standards, objective subdivision standards, and objective design standards that comply with the provisions of SB 9. The units constructed under this legislation could be included in the City's Annual Housing Element Report.

On September 19, 2024, Governor Newsom signed California Senate Bill 450 (SB 450) into law as a cleanup measure for SB 9. Effective January 1, 2025, SB 450 limits the ability of local agencies to regulate SB 9 projects concerning specific areas such as objective standards, approval timelines, and findings for project review determinations.

Projects under both SB 9 and SB 450 would still apply to single-family residential zones throughout the city, including the following zones: Low Density Residential (R-L), Neighborhood Preservation (N-P), and Residential Low-Medium (L-M).

Planning Commission Recommendation

At its June 5, 2025, meeting, the Woodland Planning Commission voted 5-0 to recommend City Council approval of the proposed amendments to multiple sections of the Woodland Municipal Code, Subdivision and Zoning Ordinances.

Discussion:

The City's Single Family Residential neighborhoods are designated for single-unit homes, which tend to be the most expensive housing option to own or rent. In recent years, the state has enacted legislation aimed at promoting housing production and increasing the availability of affordable

housing. The City's 2035 General Plan and the 2021-2029 Housing Element also support the development of a wider variety of housing types, which will enhance housing options and choices for residents.

The new provisions of SB 9 and SB 450 require jurisdictions to conduct ministerial reviews and permit Urban Lot Splits and Two-Unit developments while relaxing local objective standards. These updates aim to streamline the review process for eligible lots in single-family zones, as long as other relevant standards are met.

By adopting the proposed ordinance (Exhibit A of Attachment 1), the City will ensure that its Subdivision Ordinance and Zoning Ordinance comply with SB 450.

The following provisions highlight key changes introduced by SB 450. However, they do not cover all planning and building regulations that may apply to projects submitted under SB 9 and SB 450.

Key Provisions of Senate Bill 450

All applications submitted pursuant to SB 9 and SB 450 must allow for the following:

- Local agencies are prohibited from imposing objective zoning standards, objective subdivision standards, and objective design standards that do not uniformly apply to development within the underlying zone.
- Applications for proposed housing developments must be considered and approved or denied within 60 days from the date the local agency receives a completed application. If the local agency has not approved or denied the completed application within 60 days, the application shall be deemed approved.
- A project proposed under SB 9 may only be denied if the City Building Official provides a written finding, based on a preponderance of evidence, indicating that the project would have a specific, adverse impact on public health and safety— as defined in paragraph (2) of subdivision (d) of Section 65589.5 of the Government Code— for which there is no feasible method to satisfactorily mitigate or avoid that impact.

This report outlines the relevant City Standards for SB 9 projects, including Section 16.90, which pertains to Urban Lot Splits, and Section 17.84.380, which establishes specific standards for Two-Unit Projects.

The amendments associated with SB 450 limit the objective standards that local agencies can use to review proposed projects under SB 9 and SB 450.

While cities face restrictions under the recent amendments to SB 9, many objective standards still apply to new construction and subdivision map reviews. These include:

- The City's Fencing Standards specified in Section 17.64.030 of the Woodland Municipal Code
- The City's Landscape Ordinance outlined in Section 17.64.040
- General design standards for Single-Family and Duplex land use detailed in Section 17.56.020

Additionally, other City Standards related to screening, buffers, lighting, parking, waste management, life safety, engineering design, and other objective standards concerning new construction and subdivision maps may also be applicable.

If the City does not amend its standards to comply with the provisions of SB 450, the City Code

related to Urban Lot Splits and Two-Unit projects could become void, limiting the city's ability to enforce essential development standards mentioned above.

Environmental Review

Under California Public Resources Code section 218080.17, CEQA does not apply to the adoption of an ordinance by a city or county implementing the provision of SB 450.

Conclusion:

Staff recommends that City Council hold a Public Hearing and take the following action:
Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 17, "Zoning", and Title 16, "Subdivision", Sections 17.84.380 and 16.90 related to Two-Unit projects and Urban Lot Splits.

Prepared by: Anna Canales, Assistant Planner

Reviewed by: Erika Bumgardner, Deputy Director of Community Development



Ken Hiatt
City Manager

Attachments:

1. Proposed Ordinance - SB9 and SB450

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AMENDING SECTIONS 17.84.380 AND 16.90 OF THE CITY OF WOODLAND
MUNICIPAL CODE RELATED TO URBAN LOT SPLITS AND TWO-UNIT
DEVELOPMENT**

WHEREAS, on September 16, 2021, the Governor signed into law Senate Bill (SB) 9, which generally became operative on January 1, 2022; and

WHEREAS, SB 9 added Government Code Sections 65852.21 and 66411.7 to State law and amended Government Code Section 66452.6 to require local agencies to ministerially approve certain two-unit dwellings and/or a subdivision of one lot into two in any single unit dwelling zone, subject to certain criteria; and

WHEREAS, on September 19, 2024, SB 450 amended Government Code sections 65852.21 and 66411.7 to clarify and update certain provisions; and

WHEREAS, the City's existing subdivision ordinance and zoning ordinance in Titles 16 and 17 of the City of Woodland Municipal Code require amendments to conform to the new State law requirements of SB 450; and

WHEREAS, this ordinance ("Ordinance") therefore updates Woodland Municipal Code sections 16.90 and 17.84.380, to adopt the applicable state standards and provide for local regulation as appropriate; and

WHEREAS, on June 5, 2025, the Planning Commission conducted a duly noticed public hearing to consider the staff report, recommendations by staff, and public testimony concerning the Ordinance and following the public hearing, the Planning Commission voted to forward the Ordinance to the City Council with a recommendation in favor of its adoption; and

WHEREAS, an ordinance implementing the provisions of SB 450 is not considered a project under the California Environmental Quality Act (CEQA Pub. Res. Code Sections 21000, *et seq.*) pursuant to Government Code Sections 65852.28(e), 65913.4.5(b), and 66499.41(i); and

WHEREAS, on August 27, 2025, the City gave public notice of a City Council public hearing to be held to consider this Ordinance by advertisement in a newspaper of general circulation; and

WHEREAS, on September 16, 2025, the City Council conducted a duly noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance; (2) the policy considerations discussed therein; and (3) the consideration and recommendation of the Planning Commission; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland does hereby ordain as follows:

SECTION 1. Incorporation of Recitals. The recitals above are true and correct and are hereby adopted as findings as if fully set forth herein.

SECTION 3. Code Amendment. Sections 16.90 and 17.84.380 of the Woodland Municipal Code are hereby amended and restated to read in their entirety as set forth in Exhibit “A,” attached hereto and incorporated herein by this reference.

SECTION 2. CEQA. The City Council finds that adoption of this Ordinance is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15358 (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, the City Council finds that this Ordinance is also exempt under CEQA pursuant to Guidelines Section 15061(b)(3) (there exists no possibility that the activity will have a significant adverse effect on the environment) because this Ordinance will not cause a change in any of the physical conditions within the area affected by the Ordinance. Finally, pursuant to Government Code sections 65852.28, 65913.4.5, and 66499.41, this Ordinance implementing the provisions of SB 450 is not a “project” for purposes of CEQA because it establishes a streamlined, ministerial process to which CEQA does not apply.

SECTION 4. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid by a court of competent jurisdiction, 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 Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

SECTION 5. Certification and Publication. The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published once within 15 days of adoption in a newspaper of general circulation printed and published within the City of Woodland, and shall post a certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk in accordance with California Government Code, section 36933.

SECTION 6. Effective Date. This Ordinance shall become effective 30 days after its adoption.

INTRODUCED at a regular meeting of the City Council of the City of Woodland, California on the 16th day of September 2025, and **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Woodland at a regular meeting held on ____ by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

EXHIBIT A

Amended City of Woodland Municipal Code Sections

(follows this page)

CHAPTER 16.90
URBAN LOT SPLITS

§ 16.90.010. Purpose.

The purpose of this chapter is to allow and appropriately regulate urban lot splits in accordance with Government Code Section 66411.7.
(Ord. 1678 § 2, 2021)

§ 16.90.020. Definition.

An "urban lot split" means the subdivision of an existing, legally subdivided lot into two lots in accordance with the requirements of this chapter.
(Ord. 1678 § 2, 2021)

§ 16.90.030. Application.

- A. Only individual property owners may apply for an urban lot split. "Individual property owner" means a natural person holding fee title individually or jointly in the person's own name or a beneficiary of a trust that holds fee title. "Individual property owner" does not include any corporation or corporate person of any kind (partnership, LP, LLC, C corp, S corp, etc.) except for a community land trust (as defined by Revenue and Taxation Code Section 402.1(a)(11)(C)(ii)) or a qualified nonprofit corporation (as defined by Section 214.15).
- B. An application for an urban lot split must be submitted on the City's approved form. Only a complete application will be considered. The City will inform the applicant in writing of any incompleteness within 30 days after the application is submitted.
- C. Each map application shall contain information as required in Chapter 16.16 Filing of Tentative Map.
- D. The City may establish a fee to recover its costs for adopting, implementing, and enforcing this chapter of the code, in accordance with applicable law. The City Council may establish and change the fee by resolution. The fee must be paid with the application.

(Ord. 1678 § 2, 2021)

§ 16.90.040. Approval.

- A. ~~An application for a parcel map for an urban lot split is approved or denied ministerially, by the community development director, without discretionary review. An application for a parcel map for an urban lot split shall be approved or denied ministerially by the community development director within sixty (60) days from the date the City receives a completed application.~~
- B. ~~A tentative parcel map for an urban lot split is approved ministerially if it complies with all the requirements of this chapter. A final parcel map is approved ministerially as well, but not until the owner demonstrates that the required documents have been recorded, such as the deed restriction and easements. The tentative parcel map expires three months after approval.~~

(Ord. 1678 § 2, 2021)

An urban lot split must satisfy each of the following requirements:

A. Map Act Compliance.

1. The urban lot split must conform to all applicable objective requirements of the Subdivision Map Act (Government Code Section 66410 et seq., "SMA"), including implementing requirements in this code, except as otherwise expressly provided in this section.
2. Notwithstanding Section 66411.1 of the SMA, no dedication of rights-of-way or construction of off-site improvements is required for an urban lot split.

B. Zone. The lot to be split is in a single-family residential zone which includes:

1. The ~~R-1~~ **R-L, N-P and R-LM single-family** residential zones citywide;
2. The R-3, R-4, and R-5 single-family residential zones in the Spring Lake specific plan; and
3. The R-4 and R-5 single-family zones in the Southeast Area specific plan.

C. Lot Location.

1. The lot to be split is not located on a site that is any of the following:
 - a. Prime farmland, farmland of statewide importance, or land that is zoned or designated for agricultural protection or preservation by the voters.
 - b. A wetland.
 - c. Within a very high fire hazard severity zone, unless the site complies with all fire-hazard mitigation measures required by existing building standards.
 - d. A hazardous waste site that has not been cleared for residential use.
 - e. Within a delineated earthquake fault zone, unless all development on the site complies with applicable seismic protection building code standards.
 - f. Within a 100-year flood hazard area, unless the site has either:
 - i. Been subject to a Letter of Map Revision prepared by the Federal Emergency Management Agency and issued to the local jurisdiction, or
 - ii. Meets Federal Emergency Management Agency requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program.
 - g. Within a regulatory floodway, unless all development on the site has received a no-rise certification.
 - h. Land identified for conservation in an adopted natural community conservation plan, habitat conservation plan, or other adopted natural resource protection plan.
 - i. Habitat for protected species.

- j. Land under conservation easement.
- D. Not Historic. The lot to be split must not be a historic property or within a historic district that is included on the State Historic Resources Inventory. Nor may the lot be or be within a site that is designated by ordinance as a City or County landmark or as a historic property or district.
- E. No Prior Urban Lot Split.
 - 1. The lot to be split was not established through a prior urban lot split.
 - 2. The lot to be split is not adjacent to any lot that was established through a prior urban lot split by the owner of the lot to be split or by any person acting in concert with the owner.
- F. No Impact on Protected Housing. The urban lot split must not require or include the demolition or alteration of any of the following types of housing:
 - 1. Housing that is income-restricted for households of moderate, low, or very low income.
 - 2. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its policy power.
 - 3. Housing, or a lot that used to have housing, that has been withdrawn from rental or lease under the Ellis Act (Government Code Sections 7060-7060.7) at any time in the 15 years prior to submission of the urban lot split application.
 - 4. Housing that has been occupied by a tenant in the last three years. The applicant and the owner of a property for which an urban lot split is sought must provide a notarized statement as to this fact with the application for the parcel map.
- G. Lot Size.
 - 1. The lot to be split must be at least 2,400 square feet.
 - 2. The resulting lots must each be at least 1,200 square feet.
 - 3. Each of the resulting lots must be between 60% and 40% of the original lot area.
- H. Easements.
 - 1. The owner must enter into an easement agreement with each public-service provider to establish easements that are sufficient for the provision of public services and facilities to each of the resulting lots.
 - 2. Each easement must be shown on the parcel map.
 - 3. Copies of the unrecorded easement agreements must be submitted with the application. The easement agreements must be recorded against the property before the final map

may be approved, in accordance with Section 16.90.040 above.

I. Lot Access.

1. Each resulting lot must adjoin the public right-of-way and have at least 20 feet of frontage on the public right-of-way. Public right-of-way may include private streets that are open to the public and actively maintained. Private roads and alleys that are not maintained shall not be utilized as primary access.
2. Curb cuts and additional driveways shall be minimized. Shared driveways shall be utilized to the extent possible.
3. Any new driveway shall be no closer than five feet to any other driveway and shall be the narrowest width at the right-of-way possible to allow access.
(Ord. 1678 § 2, 2021)

J. Owner Occupancy. As part of an application for an Urban Lot Split the owner of an original parcel must submit an affidavit, in a form approved by the Community Development Director, stating that the owner intends to occupy one of the existing or proposed housing units as their principal residence for a minimum of three years from the date of the approval of the urban lot split.

§ 16.90.060. Information to be submitted with parcel and final maps.

The following information shall be submitted with all parcel and final maps:

- A. Improvement plans as required by Chapter 16.44 of this title.
- B. A title report showing the legal owners at the time of submittal of the parcel or final map.
- C. A guarantee of title, in form acceptable to the City Engineer and City Attorney, shall be issued by a competent title company to and for the benefit and protection of the City and shall be continued complete up to the instant of recording of the final map, guaranteeing that the names of all persons whose consent is necessary to pass a clear title to the land being subdivided, and all public easements being offered for dedication, and all acknowledgments hereto, appear on the proper certificates and are correctly shown on the map, both as to consents as to the making thereof and affidavits of dedication where necessary.
- D. A certificate from the County Tax Collector stating that all taxes due have been paid or that a tax bond or other adequate form of security assuring payment of all taxes which are a lien but not yet payable has been filed with the County.
- E. Whenever land, easements or rights-of-way are to be dedicated for public use or access or land, easements or rights-of-way are to be granted to public agencies, all such land, easements, or rights-of-way not dedicated or granted by the owner's statement on the final map or parcel map shall be granted by deeds submitted with the final or parcel map.
- F. Written evidence of rights-of-entry or permanent easements on or across private property not within the proposed subdivision as may be necessary to allow performance of the work necessary to improve the subdivision, to allow for the maintenance of the subdivision

improvements once completed, to allow for permanent public access to the proposed subdivision, and to allow for and to grant necessary slope rights shall be submitted with the final map or parcel map.

- G. Written evidence of such deeds, easements or rights-of-way not within the proposed subdivision as may be necessary to provide for the acceptance of stormwaters generated by the proposed subdivision shall be submitted with the final map or parcel map.

- H. All title, rights and easements reasonably required to carry out the purposes of this chapter and the Subdivision Map Act shall be offered for dedication to the City or other appropriate public agency not later than the time the final map or parcel map is filed for approval. Except as provided for urban lot splits in Section 16.90.050.
- I. Traverse closures for the boundary blocks, lots, easements, street centerlines and monument lines.
- J. Complete hydrologic and hydraulic calculations of all storm drains and flood flow.
- K. The submittal of the final map or parcel map for a common interest development within the meaning of Civil Code Section 4000 et seq., shall include the proposed declaration of covenants, conditions and restrictions in Section 4250, and all other governing documents for the subdivision as are appropriate pursuant to Civil Code Section 4800 et seq. The submittal of the final map or parcel map for all subdivisions other than a common interest development shall include any declaration of covenants, conditions and restrictions proposed in connection therewith. All documents shall be subject to review and approval by the City Engineer and City Attorney.
- L. In the event sewer, water, drainage, grading, paving or other required improvements have not been completed prior to the filing of the final map, an agreement in accordance with the requirements of Chapter 16.44 of this title shall be filed for the improvement thereof. The subdivider shall secure the performance of the agreement in accordance with the requirements of Chapter 16.44.
- M. The improvement agreement shall obligate the subdivider to hold the City and its elected officials, officers, agents, employees and volunteers harmless from any liability for damages or claims for damages for personal injury or death, which arise from the operations of the subdivider and/or the subdivider's subcontractors in connection with the subdivision. Evidence of insurance as required by the City indicating the amount of insurance the subdivider or his or her subcontractors in connection with the subdivision. A certificate of insurance shall be provided which names the City as an additional insured. The evidence and certificate of insurance required by this subsection shall be subject to prior review and approval by the City Engineer and City Attorney.
- N. Copy of the approved or conditionally approved tentative map and the final conditions of approval.
- O. The final map or parcel map shall be accompanied by a statement to be signed by the Community Development Director, which states that the map substantially complies with the conditions of approval imposed by the Planning Commission and/or City Council.
(Prior code § 21-9-5; Ord. 1678 § 2, 2021)

§ 16.90.070. Parcel map preparation.

A parcel map may be compiled from data shown on final maps, records of survey and parcel maps only if such filed or recorded maps were based upon field surveys and were recorded within the last 15 years. Data from a filed survey made within the last 15 years and filed with the City Engineer, County Surveyor or County Recorder may also be used. The 15-year time limit

may be waived by the City Engineer, if it is shown that record monumentation exists and that existing angles and distances on the ground measure within the required limits of record angles and distances. Parcel maps compiled from filed or recorded data shall conform to the requirements of the Subdivision Map Act. All other parcel maps shall be based on a field survey made in conformity with the Professional Land Surveyor's Act (California Business and Professions Code Section 8700 et seq.) and shall conform to the requirements of the Subdivision Map Act (California Government Code Section 66410 et seq.).

(Prior code § 21-9-6; Ord. 1678 § 2, 2021)

§ 16.90.080. Acceptance of dedications.

The City Engineer shall first approve and the City Clerk thereafter may accept or reject on behalf of the City, dedications or offers of dedications, whether made by separate document or by statement on the parcel map or final map.

(Prior code § 21-9-7; Ord. 1678 § 2, 2021)

§ 16.90.090. City Engineer statement on final map.

A. The City Engineer shall sign, date and, below or immediately adjacent to the signature, indicate his or her registration or license number with expiration date and the stamp of his or her seal, the following statement:

1. He or she has examined the map;
2. The subdivision as shown is substantially the same as it appeared on the tentative map, and any approved alterations thereof;
3. All provisions of this chapter and the Subdivision Map Act applicable at the time of approval of the tentative map have been complied with;
4. He or she is satisfied that the map is technically correct.

B. If the City Engineer cannot sign the statement required by subsection A of this section due to deficiencies with the final map, he or she shall return the map, along with a written list of the deficiencies, to the subdivider for correction. Resubmittals of final maps shall be subject to the same time limits as original submittals.

(Prior code § 21-9-8; Ord. 1678 § 2, 2021)

§ 16.90.100. Review and approval of final maps.

A. The City shall disapprove a map for failure to meet or perform any of the requirements or conditions imposed by the Subdivision Map Act or this chapter, which were applicable to the subdivision at the time of approval of the tentative map. Such disapproval shall be accompanied by a finding identifying the requirements or conditions that have not been met or performed. When the failure of the map is the result of a technical and inadvertent error, which, in the determination of the Community Development Director, does not materially affect the validity of the map, the provisions of this subsection may be waived in the discretion of the Community Development Director.

B. The review and approval of final maps shall be as stated below:

1. Pursuant to Section 66442 of the Subdivision Map Act and Section 16.36.080, the City Engineer shall examine the final map. Within 20 days from the time the final map is submitted to the City Engineer, he or she shall complete and file the statement required by Section 16.36.080(A) and approve the map if it conforms to all requirements of the Subdivision Map Act and this title as applicable at the time of approval or conditional approval of the tentative map. If the map does not conform, the City Engineer shall disapprove the map. After approval by the City Engineer, the map shall be forwarded by the City Clerk to the County Recorder for recordation.
(Prior code § 21-9-9; Ord. 1678 § 2, 2021)

§ 16.90.110. Correction and amendment of maps.

- A. After a final map for an urban lot split is filed in the office of the County Recorder, it may be amended by a certificate of correction or an amending map for any of the following purposes:
 1. To correct an error in any course or distance shown.
 2. To show any course or distance that was omitted.
 3. To correct an error in the description of the real property shown on the map.
 4. To indicate monuments set after the death, disability, retirement from practice or replacement of the engineer or surveyor charged with responsibilities for setting monuments.
 5. To show the proper location or character of any monument which has been changed in location or character which originally was shown at the wrong location or incorrectly as to its character.
 6. To correct any other type of map error or omission as approved by the City Engineer, which does not affect any property right. Such errors and omissions may include, but are not limited to, lot numbers, acreage, street names and identification of adjacent record maps but not changes in courses or distances if not ascertainable from the data shown on the map.
- B. The amending map must conform to the requirements of this chapter and must be signed by a registered civil engineer or licensed land surveyor, current property owners and the City Engineer. Said map shall be filed in the office of the County Recorder.
(Prior code § 21-9-10; Ord. 1678 § 2, 2021)

§ 17.84.380.
Two-Unit Projects

A. Purpose. The purpose of this section is to allow and appropriately regulate two-unit projects in accordance with California Government Code § 65852.21.

B. Definition.

"Two-unit project" means the development of two primary dwelling units or, if there is already a primary dwelling unit on the lot, the development of a second primary dwelling unit on a legally subdivided lot in accordance with the requirements of this section.

C. Application.

1. Only individual property owners may apply for a two-unit project. "Individual property owner" means a natural person holding fee title individually or jointly in the person's own name or a beneficiary of a trust that holds fee title. "Individual property owner" does not include any corporation or corporate person of any kind (partnership, LP, LLC, C Corp, S Corp, etc.) except for a community land trust (as defined by Revenue and Taxation Code § 402.1(a)(11)(C)(ii)) or a qualified nonprofit corporation (as defined by § 214.15).
2. An application for a two-unit project must be submitted on the City's approved form. Only a complete application will be considered. The City will inform the applicant in writing of any incompleteness within 30 days after the application is submitted.
3. The City may establish a fee to recover its costs for adopting, implementing, and enforcing this section of the Zoning Code, in accordance with applicable law. The City Council may establish and change the fee by resolution. The fee must be paid with the application.

D. Approval.

1. ~~An application for a two-unit project is approved or denied ministerially, by the Director, without discretionary review. An application for a two-unit shall be approved or denied ministerially by the community development director within sixty (60) days from the date the City receives a completed application.~~
2. ~~The ministerial approval of a two-unit project does not take effect until the City has confirmed that the required documents have been recorded, such as the deed restriction and easements.~~

E. Requirements. A two-unit project must satisfy each of the following requirements:

1. **Map Act Compliance.** The lot must have been legally subdivided.
2. **Zone.** The lot is in a single-family residential zone which includes:
 - a. R-L, N-P and R-LM zones; the R-3, R-4, and R-5 single-family residential zones in the Spring Lake Specific Plan; and the R-4 and R-5 single-family zones in the Southeast Area Specific Plan.

3. **Lot Location.**

- a. Prime farmland, farmland of statewide importance, or land that is zoned or designated for agricultural protection or preservation by the voters.
- b. A wetland.
- c. Within a very high fire hazard severity zone, unless the site complies with all fire-hazard mitigation measures required by existing building standards.
- d. A hazardous waste site that has not been cleared for residential use.
- e. Within a delineated earthquake fault zone, unless all development on the site complies with applicable seismic protection Building Code standards.
- f. Within a 100-year flood hazard area, unless the site has either:
 - i. Been subject to a Letter of Map Revision prepared by the Federal Emergency Management Agency and issued to the local jurisdiction; or
 - ii. Meets Federal Emergency Management Agency requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program.
- g. Within a regulatory floodway, unless all development on the site has received a no-rise certification.
- h. Land identified for conservation in an adopted natural community conservation plan, habitat conservation plan, or other adopted natural resource protection plan.
- i. Habitat for protected species.
- j. Land under conservation easement.

4. ***Not Historic.*** The lot must not be a historic property or within a historic district that is included on the State Historic Resources Inventory. Nor may the lot be or be within a site that is designated by ordinance as a City or County landmark or as a historic property or district.

5. ***No Impact on Protected Housing.*** The two-unit project must not require or include the demolition or alteration of any of the following types of housing:

- a. Housing that is income-restricted for households of moderate, low, or very low income.
- b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its policy power.
- c. Housing, or a lot that used to have housing, that has been withdrawn from rental or lease under the Ellis Act (California Government Code §§ 7060 through 7060.7) at any time in the 15 years prior to submission of the urban lot split application.
- d. Housing that has been occupied by a tenant in the last three years. The applicant and the owner of a property for which a two-unit project is sought must provide a

notarized statement as to this fact with the application for the parcel map.

6. Quantity.

- a. ~~No more than two dwelling units of any kind may be built on a lot that results from an urban lot split. For purposes of this paragraph, "unit" means any dwelling unit, including, but not limited to, a primary dwelling unit, a unit created under this section of the Zoning Code, an ADU, or a JADU.~~
- b. A lot that is not created by an urban lot split may have a two-unit project under this section, ~~plus any ADU or JADU that must be allowed under State law and the City's ADU ordinance.~~
- c. ~~In no case shall there be more than four total units of any kind in total provided as a result of an urban lot split or on a lot that is not created by an urban lot split.~~

7. Unit Size.

- a. ~~Each primary dwelling built that is developed under this section is limited to 800 square feet of floor area. New dwelling units are subject to the development standards applicable in the zone where they are to be constructed.~~
- b. A primary dwelling that was legally established on the lot prior to the two-unit project and that is larger than 800 square feet is limited to the lawful floor area at the time of the two-unit project.
- c. A primary dwelling that was legally established prior to the two-unit project and that is smaller than 800 square feet may be expanded to 800 square feet after or as part of the two-unit project.
- d. *Exception.* One or both primary dwelling units may be expanded if able to meet lot coverage and setback requirements as established in Chapter 17.24, Residential Zones., ~~inclusive of all units and accessory structures on the property.~~

8. Height Restrictions.

- a. ~~On a lot that is larger than 2,000 square feet, a new primary dwelling may be 30 feet in height if the rear setback is 20 feet or the side setback is five feet; otherwise, no new primary dwelling unit may exceed 16 feet in height, measured from grade to peak, or tallest point, of the structure.~~
- b. ~~On a lot that is smaller than 2,000 square feet, no new primary dwelling unit may exceed two stories or 22 feet in height, measured from grade to peak of the structure. Any portion of a new primary dwelling that exceeds 16 feet in height as measured from grade to peak or tallest point, must be stepped back by an additional seven feet; no balcony deck or other portion of the second story may project into the step back.~~
- c. ~~No rooftop deck is permitted on any new or remodeled dwelling or structure on a lot with a two-unit project.~~

9. ~~**Demolition Cap.** The two-unit project may not involve the demolition of more than 25% of the existing exterior walls of an existing dwelling unless the site has not been occupied by a tenant in the last three years.~~
10. **Lot Coverage.** Structures shall not cover more than 50% of the total lot area. This lot coverage standard is only enforced to the extent that it does not prevent two primary dwelling units on the lot at 800 square feet each.
11. ~~**Open Space.** A minimum of 30% of the required rear yard shall be open space. This open space standard is only enforced to the extent that it does not prevent two primary dwelling units on the lot at 800 square feet each.~~
12. **Setbacks.**
 - a. No setback is required for an existing legally established structure or for a new structure that is constructed in the same location and to the same dimensions as an existing legally established structure.
 - b. Dwellings must be at least four feet from the interior side and rear property lines.
 - c. ~~Dwellings must be at least 15 feet from a corner street side setback.~~
 - d. ~~A front yard setback of at least 25 feet shall be maintained from the front of a new or existing dwelling unit to the required rear yard area of another dwelling unit.~~
 - e. ~~Dwellings must be at least 25 feet from the front property lines. Exceptions are as follows:~~
 - i. ~~Front yard setbacks of 20 feet are permitted for houses where garages or carports are set back 25 feet. Front yard setbacks of 20 feet are allowed for garages equipped with roll up doors or carports.~~
 - f. The front setback area must:
 - i. Provide adequate line of sight visibility from driveways, corners, and intersections;
 - ii. ~~Be at least 50% landscaped with drought-tolerant plants, with vegetation and irrigation plans approved by a licensed landscape architect; and~~
 - iii. Allow for vehicular and fire-safety access to the front structure.
13. **Parking.** Each new primary dwelling unit must have at least one off-street parking space per unit unless one of the following applies:
 - a. The lot is located within one-half mile walking distance of either:
 - i. A corridor with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours;
 - ii. The intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute

periods; or

iii. A site that contains:

(A) An existing rail or bus rapid transit station, or

(B) A ferry terminal served by either a bus or rail transit service.

b. The site is located within one block of a permanent car-share pick up or drop off vehicle location.

14. **Accessibility.** All dwellings and structures built or substantially remodeled on the lot must be ADA accessible. "Substantially remodeled" means that more than 10% of the existing floor area is the subject of a Building Permit (see § 17.100.130, Building Permit) or that the existing floor area, including non-livable space, increases by more than 10%. Pedestrians shall have a clear path of travel a minimum of four feet wide and ADA compliant from the principal building entrances to the street.

15. **Architecture.** See § 17.56.020, Single-Family and Duplex Design Standards. **New dwelling units are subject to the development standards applicable in the zone where they are to be constructed.**

16. **Landscaping.**

a. All required street front and street-facing side setbacks, except areas used for parking, exit and entry, shall be landscaped.

i. Required landscape areas shall be planted with a combination of ground covers, shrubs, vines, and trees. No more than 25% of the required landscaped area may be turf and shall not be used in areas less than 10 feet wide.

ii. Required landscape areas may include paved, gravel, or bark surfaces, provided they do not cover more than 30% of the required landscape area.

iii. Garden area and other areas dedicated to edible plants are considered landscaped areas and count toward required landscaping.

b. To the extent possible, existing mature trees on the site shall be preserved whenever it is possible and practical to do so. The project shall comply with the City's Tree Preservation Ordinance.

c. ~~A landscape plan shall be provided with each submittal and shall at minimum include:~~

i. ~~Property lines and public utility easements; structures, streetlights, transformers, trash enclosures, utilities.~~

ii. ~~Grading, including finished planter elevations, grade differentials with adjacent properties, retaining walls, on-site drainage features.~~

iii. ~~Proposed planting list including: botanical and common names, quantities of each species, container sizes, spread and height of plant at maturity, rate of~~

~~growth (fast, moderate, slow).~~

- ~~iv. Distance of trees to all structures. Large trees (40 feet to 90 feet in height at maturity) shall not be planted closer than 15 feet to any structure. Medium sized trees (30 feet to 40 feet in height at maturity) shall not be planted closer than 10 feet to any structure.~~
 - d. All landscaping must be drought-tolerant tolerant and shall be suitable for the local climate. All new landscaping shall comply with the City's Water Conservation Ordinance, California Model Water Efficient Landscape Ordinance, and the CalGreen Code.
 - e. Automated irrigation system shall be installed to provide coverage of all irrigated landscaped areas and shall have automatic rain shut-off valves.
 - f. Deciduous shade trees are permitted around the east, west, and south sides of residences to help reduce cooling loads during summer and allow solar gain during the winter months.
 - g. Landscaping and/or architectural treatments shall be provided to screen views of service elements that include storage areas, trash enclosures, mechanical equipment transformers, HVAC, and other similar elements. Screening shall either be landscaping a minimum of three feet high or architectural screens designed to match building features.
 - ~~h. Pedestrian walkways and paths of travel shall not be combined with, or be part of driveways unless textures, patterns, and colors are provided to designate separate pedestrian paths.~~
 - ~~i. There shall be a clear transition between the City sidewalk or public property, and the development property. This is to be achieved through changes in pavement textures, landscaping, and front fencing.~~
 - i. Fencing in the required front setback, or five feet from the corner side yard setback, shall be in compliance with § 17.64.030, Fences, Walls, and Hedges. Chain-link fencing is prohibited.
 - ~~j. When next to a side or rear property line of an adjacent property, a solid six-foot-high wood or masonry fence shall be provided on the property line as a buffer.~~
 - k. Landscaping that is required to help achieve screening of views into an adjacent property shall be planted along the rear or side property line to achieve a 75% summer opacity and 60% winter opacity within three years of planting.—~~At minimum, four medium to large size shrubs at maturity shall be planted per 50 linear feet of buffer. Shrubs shall be a minimum five gallon in size.~~
 - l. All landscaping shall be installed prior to issuance of a Certificate of Occupancy.
17. ~~**Nonconforming Conditions.** A two-unit project may only be approved if all nonconforming zoning conditions are corrected, consistent with § 17.80.040, Nonconforming Uses.~~

18. **Utilities.** Each primary dwelling unit on the lot must have its own direct utility connection to the utility service provider.
19. **Building and Safety.** All structures built on the lot must comply with all local Building Code requirements.
20. **Separate Conveyance.**
 - a. Primary dwelling units on the lot may not be owned or conveyed separately from each other.
 - b. Condominium airspace divisions and common interest developments are not permitted within the lot.
 - c. All fee interest in the lot and all the dwellings must be held equally and undivided by all individual property owners.
21. **Regulation of Uses.**
 - a. *Residential Only.* No nonresidential use is permitted on the lot.
 - b. *No Short-Term Rentals.* No dwelling unit on the lot may be rented for a period of less than 30 days.
22. **Owner Occupancy.** ~~Unless the lot was formed by an urban lot split, the individual property owners of a lot with a two-unit project must occupy one of the dwellings on the lot as the owners' principal residence and legal domicile. If a lot with a proposed Two-Unit project was formed by an Urban Lot Split, the property owner of the lot with a Two-Unit project must occupy one of the dwelling units on the lot as the owner's principal residence.~~
23. **Notice of Construction.**
 - a. ~~At least 30 business days before starting any construction of a two-unit project, the property owner must give written notice to all the owners of record of each of the adjacent residential parcels, which notice must 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 Building and Safety Department.~~
 - 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 has no discretion in approving or denying a particular project under this section. This notice requirement is purely to promote~~

~~neighborhood awareness and expectation.~~

24. ***Deed Restriction.*** The owner must record a deed restriction, acceptable to the City, that does each of the following:
- a. Expressly prohibits any rental of any dwelling on the property for a period of less than 30 days.
 - b. Expressly prohibits any nonresidential use of the lot.
 - c. Expressly requires the individual property owners to state that they intend to live in one of the dwelling units on the lot as the owners' primary residence and legal domicile for at least three years from the date of approval by the City.
25. ***Specific Adverse Impacts.***
- a. ~~Notwithstanding anything else in this section, the City may deny an application for a two-unit project if the building official makes a written finding, based on a preponderance of the evidence, that the project would have a "specific, adverse impact" on either public health and safety or on the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.~~
 - b. ~~"Specific adverse impact" has the same meaning as in Government Code § 65589.5(d)(2): "a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete" and does not include: (i) inconsistency with this Zoning Code or General Plan land use designation; or (ii) the eligibility to claim a welfare exemption under Revenue and Taxation Code § 214(g).~~
 - c. ~~The Building Official may consult with and be assisted by planning staff and others as necessary in making a finding of specific, adverse impact.~~
(Ord. 1722, 6/18/2024)



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: G.13
SUBJECT: Urgency Ordinance adopting Amendments to the 2022 California Fire Code and 2022 California Building Code

Recommendation for Action: Staff recommends that the City Council adopt Ordinance No. ____, an Urgency Ordinance amending Section 8.20.040 of Chapter 8.20 of Title 8, and Section 15.04.030(H) of Chapter 15.04 of Title 15, of the Woodland Municipal Code Relating to Amendments to the 2022 California Fire Code and the 2022 California Building Code.

Staff Contact:

Matt Flint, Fire Marshal, (530) 661-5860, matt.flint@cityofwoodland.gov

Fiscal Impact:

There is no fiscal impact on the City associated with this amendment.

Background:

On June 30, 2025, Governor Newsom signed Senate Bill 130 (SB 130) into law, which limits cities and counties from enacting or enforcing any local amendments to the California Building Standards Code for residential units unless they were in effect as of September 30, 2025. If these residential fire and building code amendments are not in effect as of September 30, 2025, the City may be prevented from enacting additional residential fire safety measures until at least June 1, 2031.

This moratorium means that local jurisdictions must take immediate action if they intend to adopt residential safety requirements that go beyond the baseline set by the California Building Standards Code. Without timely adoption, Woodland would lose the ability to implement locally necessary regulations in response to evolving residential hazards, such as lithium-ion battery storage, micromobility devices, and access concerns in gated or underserved areas.

To maintain local authority and ensure that the City of Woodland can continue to protect residents with tailored fire and life safety measures, staff have developed a comprehensive set of codes that address specific risks not fully covered by current state code. Adoption through an urgency ordinance ensures these measures take effect immediately and before the September 30, 2025 deadline.

Discussion:

All local amendments from the prior code adoption of the 2022 California Building Code and the 2022 California Fire Code remain the same, but with the urgency ordinance making the following additions:

1. Exterior Doors Required for Sleeping Rooms in Residential Care Facilities for the Elderly (RCFEs) Housing Bedridden Clients: Improves emergency evacuation for vulnerable residents by requiring direct exterior access from sleeping rooms, even in sprinklered facilities.
2. Fire and Life Safety Standards for Manufactured Homes and Tiny Homes Used as Primary Residences: Establishes requirements for access, water supply, skirting, and sprinklers to ensure Fire Department access and reduce hazard exposure.

3. Fire Department Access and Water Supply for One- and Two-Family Dwellings: Clarifies standards for driveway width, turnarounds, hydrant spacing, and access features for parcels with single- or two-family dwellings.
4. Fire Department Access Requirements for Commercial and Residential Development: Defines road width, vertical clearance, signage, and fire lane designations for all development types to ensure safe emergency access.
5. Fire Lane Markings and Access Requirements for Multi-Unit Residential Lots: Requires red curb striping and signage for shared private roads based on width, to prevent obstruction of narrow routes.
6. Fire Safety Requirements for Mobile Food Vendors Stored at Residential Properties: Addresses the growing trend of mobile food trailers at homes by prohibiting propane storage and requiring disconnection of heat sources.
7. Flow Switch and Horn Strobe on National Fire Protection Association (NFPA) 13D: Enhances residential fire sprinkler systems by requiring a flow switch and a local notification device (horn/strobe), improving occupant and neighbor awareness.
8. Key Access Requirements for Gated Residential Occupancies: Requires KnoxBox or similar access solutions for gated RCFEs, group homes, and Accessory Dwelling Units (ADUs) to allow for timely emergency response.
9. Multi-Family Residential Micromobility Battery Charging and Storage Requirements: Restricts indoor charging of e-bike, scooter, or hoverboard batteries near sleeping areas and exits, and requires Underwriters Laboratories (UL)-listed chargers and signage in shared garages.
10. Residential Energy Storage System (ESS) Disconnect Location: Mandates an exterior, manually operated disconnect switch for all new ESS installations, positioned before the battery and easily accessible to emergency personnel.
11. Smoke and Heat Alarms Required for Residential ESS Installed in Attached Garages: Requires smoke and heat detection for ESS units in garages, with alarms rated for high-heat environments and compliant with UL and Office of the State Fire Marshall (OSFM) listings.
12. Residential Spare Head Box – 13D System: Requires spare sprinkler heads and a wrench to be provided with every new NFPA 13D system installation to support post-activation system restoration.

This ordinance addresses local risks that are not fully addressed in the state codes.

Conclusion:

Staff recommends that the City Council adopt Ordinance No. ____, an Urgency Ordinance amending Section 8.20.040 of Chapter 8.20 of Title 8, and Section 15.04.030(H) of Chapter 15.04 of Title 15, of the Woodland Municipal Code Relating to Amendments to the 2022 California Fire Code and the 2022 California Building Code.

Prepared by: Trista Kennedy, Community Risk Reduction Specialist

Reviewed by: Matt Flint, Fire Marshal



Ken Hiatt
City Manager

Attachments:

1. Proposed Urgency Ordinance - Fire and Building Codes

ORDINANCE NO. _____

**AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND AMENDING SECTION 8.20.040 OF CHAPTER 8.20 OF TITLE 8,
AND SECTION 15.04.030(H) OF CHAPTER 15.04 OF TITLE 15, OF THE
WOODLAND MUNICIPAL CODE RELATING TO AMENDMENTS TO THE 2022
CALIFORNIA FIRE CODE AND THE 2022 CALIFORNIA BUILDING CODE**

WHEREAS, the City of Woodland faces heightened fire risks due to local climatic, geological, and topographic conditions, including prolonged droughts, high summer temperatures, and strong seasonal winds, which increase the likelihood of rapid fire spread in residential areas; and

WHEREAS, the City's housing stock includes modular, mobile, manufactured, and multifamily manufactured homes, as well as traditional single- and multi-family residences, all of which face elevated fire risk due to their proximity to agricultural land, narrow alley access, and limited hydrant coverage; and

WHEREAS, automatic fire sprinkler systems in residential occupancies are a proven method of reducing fatalities, injuries, and property loss, particularly in communities such as Woodland where emergency response times are affected by traffic congestion, flood-prone streets, and transportation corridors that carry hazardous materials; and

WHEREAS, Woodland relies primarily on Sacramento River water for supply, which is vulnerable to curtailment during drought years, creating additional urgency to reduce fire flow demand by requiring built-in fire protection in residential occupancies; and

WHEREAS, on June 30, 2025, the Governor signed Assembly Bill 130 (Chapter 22, Statutes of 2025) and limits local amendments to the California Building Standards Code for residential units, with the effect that no new local ordinances may be adopted after September 30, 2025 unless very narrow statutory exceptions are met; and

WHEREAS, the City Council finds that if these residential fire and building code amendments are not adopted prior to September 30, 2025, the City will be prevented from enacting additional residential fire safety measures until at least 2031, leaving residents vulnerable to fire risks that are unique to the Woodland community; and

WHEREAS, the City Council further finds that adoption of these residential fire protection amendments is immediately necessary to preserve the public peace, health, and safety by ensuring that residents are afforded the maximum possible protection from the threat of fire; and

WHEREAS, the City held a public hearing on September 16, 2025, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting these residential fire and building code amendments; and

WHEREAS, the City Council wishes to adopt this Ordinance as an urgency measure to ensure that residential fire protection regulations are in place to protect the public.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland does hereby ordain as follows:

SECTION 1. Purpose. The purpose of this Ordinance is to amend Sections 8.20.048 and 15.04.030(H) of the Woodland Municipal Code to establish more protective standards for residential dwellings within the City. These measures include lowering the square footage threshold for automatic sprinkler systems, requiring sprinklers in modular and manufactured homes, clarifying vegetation and combustible storage requirements, and strengthening access and identification requirements for residential developments.

SECTION 2. Authority. This Ordinance is enacted under the authority granted to the City as follows:

- (a) California Government Code Section 50022.1 et seq., which authorizes the City to adopt by reference the California Building Standards Code and other uniform codes; and
- (b) California Health & Safety Code Sections 17958.5, 17958.7, and 18941.5, which authorize the City to adopt modifications to the California Fire Code and California Building Code where reasonably necessary due to local climatic, geological, or topographical conditions.

SECTION 3. Findings. The City Council hereby finds that the proposed amendments to the 2022 California Fire Code and the 2022 California Building Code are more restrictive than the standards adopted by the California Building Standards Commission, and are reasonably necessary because of local climatic, geological, or topographic conditions, based on the express findings and determinations, marked in relation to the respective amendments provided in this ordinance, described in Exhibit A attached hereto, and hereby adopted by the City Council as the findings to support the modifications to the California Building Standards Code.

SECTION 4. Urgency Clause. This Ordinance is adopted as an urgency ordinance pursuant to California Government Code Section 36937(b). The urgency is based on the imminent deadline of September 30, 2025, after which AB 130 will restrict the City's ability to adopt further fire and life safety standards for residential properties until June 1, 2031. Delay in enacting these amendments would pose a direct threat to the public peace, health, and safety of Woodland residents by depriving them of needed protections against fire hazards that are unique to the City's climatic, geological, and topographical conditions.

SECTION 5. Amendment. Section 8.20.040 of Chapter 8.20 of Title 8 of the Woodland Municipal Code is hereby amended in its entirety, as provided in Exhibit B, attached hereto and incorporated herein by reference.

SECTION 6. Amendment. Section 15.04.030(H) is hereby added to Chapter 15.04 of Title 15 of the Woodland Municipal Code to read as follows:

H. Section 435.8.3.2.1 - Exterior Doors Required for Sleeping Rooms in RCFEs Housing Bedridden Clients. Section 435.8.3.2.1 is added to read as follows:

1. All Residential Care Facilities for the Elderly (RCFEs) classified as Group R-3.1 occupancies that provide care for bedridden clients shall comply with the provisions outlined below:
 - a. Each sleeping room used to house a bedridden client shall be provided with a direct-exit exterior door that opens to the outside of the building or into a yard or court that leads to a public way.
 - b. The required exterior door shall meet all the following criteria:
 1. Be a side-hinged door with a minimum clear width of 32 inches. Exception: Sliding doors with a minimum clear width of 32" shall be allowed.
 2. Provide a threshold that accommodates wheeled transport, such as a gurney or wheelchair.
 3. Be readily operable from the inside without the use of keys, tools, or special knowledge, in accordance with Section 1010 of the California Building Code.
 - c. Exterior doors shall be always maintained free of obstructions and shall not be equipped with barred windows, security bars, or deadbolts that prevent immediate use in an emergency.
 - d. Where an existing building is undergoing conversion to an RCFE, or an existing RCFE adds bedridden care, compliance with this section shall be required at the time of license application, remodel, or change of use.
 - e. The location and specifications of all required exterior doors shall be clearly shown on all plan submittals and verified during field inspection.
2. This section applies to new and existing RCFEs housing bedridden clients.

SECTION 7. Conflicting Ordinances Repealed. All former ordinances or parts conflicting or inconsistent with the provisions of this Ordinance or of the codes adopted by this Ordinance and any other ordinance in conflict herewith are hereby repealed.

SECTION 8. Severability. The provisions of this Ordinance are severable, and the invalidity, unenforceability, or unconstitutionality of any section, portion, or part of this Ordinance shall not affect the validity of the remainder of the Ordinance.

SECTION 9. CEQA. The City Council hereby finds and determines that it can be seen with certainty that there is no possibility that this Ordinance may have a significant adverse effect on the environment, since it adopts updated building and safety standards,

which the City had previously adopted in substantial form. Thus, the adoption of this Ordinance is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines.

SECTION 10. Publication. The City Clerk shall certify to the adoption of this Ordinance, and the City Clerk shall cause this Ordinance or a summary thereof to be published as required by law.

SECTION 11. Effective Date. This Ordinance shall take effect immediately under Government Code section 36937.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

Exhibit A
Findings to Support Amendments to the 2022 Edition of the California Building Standards Code

This Exhibit A provides the express findings and determinations (where necessary pursuant to California Health & Safety Code Sections 17958, 17958.7 and/or 18941.5) justifying the City of Woodland’s amendments to the 2022 Edition of the California Building Code and the 2022 Edition of the California Fire Code, as reasonably necessary because of local climatic, geologic or topographic conditions.

Sec 8.20.040 Amendments to California Fire Code

Amendment Section, pursuant to Ord. No. _____	Fire Code Section Impacted	Subject of Amendment	Justification (see below key to justifications)
8.20.040(A)	202	Adds and amends definitions	A, D
8.20.040(B)	307.1.1	Prohibits open burning	A, D
8.20.040(C)	322.5	Multi-Unit Residential Building Micromobility Battery Charging and Storage Requirements	A
8.20.040(D)	324	Fire and Life Safety Standards for Manufactured Homes and Tiny Homes Used as Primary Residences	A, B
8.20.040(E)	506.3	Key Access Requirements for Gated Residential Occupancies	A, B, C
8.20.040(F)	508.2	Fire Command Center	A, B, D
8.20.040(G)	511	Fire Department Access and Water Supply for One- and Two-Family Dwellings	A, C, D
8.20.040(H)	512	Fire Lane Markings and Access Requirements for Multi-Unit Residential Lots.	C, D
8.20.040(I)	903.1	Regulations regarding installation of automatic sprinkler systems	A, B, C
8.20.040(J)	903.3.1.3.1	NFPA 13D Sprinkler System – spare head box requirement	B

8.20.040(K)	903.4.2	Removes fire sprinkler alarm exemption in one- and two- family dwellings	A
8.20.040(L)	903.4.3.1	Residential Alarm Requirements	C
8.20.040(M)	1207.11.2.1.2	Residential ESS Disconnect Locations	A, C
8.20.040(N)	1207.11.6.1	Residential ESS Fire Detection for unconditioned, unfinished spaces	A, C
8.20.040(O)	2306.2.3	Use of above-ground tanks	A, B, D
8.20.040(P)	2308.3.2	Establish location limits for storage of compressed natural gases	A, D
8.20.040(Q)	5301.1.1	Establish location limits for storage of compressed natural gases	A, B, D
8.20.040(R)	5601.9	Establish limits regarding location and quantity of explosive materials stored	A, B, D
8.20.040(S)	5706.4.5.1	Establish location limits for receiving and storing of flammable or combustible liquids	A, D
8.20.040(T)	5706.5.1.1.1	Establish location limits for bulk and process transfer operations of flammable or combustible liquids	A, D
8.20.040(U)	6112	Mobile Food Vendors Stored at Residential Properties	A, C
8.20.040(V)	101.1, 112.4	Administration	D

Sec 15.04.030 Amendments to California Building Code

Amendment Section, pursuant to Ord. No. _____	Building Code Section Impacted	Amendment	Justification (see below key to justifications)
15.04.030(H)	435.8.3.2.1	Exterior Doors Required for Sleeping Rooms in RCFEs Housing Bedridden Clients	B, D

Justifications KEY: Findings to Support Amendments to California Fire Code and California Building Code

A. CLIMATIC CONDITIONS

The climate within the City of Woodland is characteristic of California's Central Valley, with long, hot, dry summers and cool, wet winters. Woodland receives an average of 20.7 inches of rainfall annually, with approximately 89% of precipitation occurring between November and April. The winter storm season produces the heaviest rainfall events, often accompanied by strong southerly winds that can gust up to 45 miles per hour. Conversely, during summer months, Woodland experiences intermittent periods of extremely dry north winds, with humidity levels dropping below 10 percent. These conditions greatly elevate the risk of wildfire ignition and rapid fire spread, particularly in areas of combustible construction and in neighborhoods bordering agricultural land.

Summer weather in Woodland averages 95 percent of available sunshine hours, with average temperatures in the mid- to upper 90s and record highs reaching 114°F. These elevated temperatures, when combined with gusty winds and low humidity, create a significant potential for fire conflagration. Winter months are marked by cooler temperatures, occasional fog events lasting several days, and lows down to the mid-30s, with a record low of 19°F recorded in December 1990.

Vegetation growth following winter and spring rains presents another climatic hazard. Extensive seasonal growth dries out each summer, creating hazardous fuel conditions across the City. Woodland's proximity to farmland intensifies the risk, as grain fields are often planted up to the City limits. During early summer harvest season, burning fields adjacent to residential neighborhoods create a rural-urban interface hazard. On Red Flag Days, characterized by high heat, strong winds, and low humidity, this combination poses an explosive fire potential capable of producing large conflagrations.

In addition to vegetation and weather-related risks, Woodland's water supply can be stressed during dry years. The City primarily relies on the Woodland-Davis Clean Water Agency (WDCWA) for treated surface water from the Sacramento River. During drought conditions, when surface water allocations may be reduced, Woodland supplements supply through aquifer storage and recovery (ASR) wells. While this system provides redundancy, limitations in water availability during critical fire season months heighten the importance of prevention and fire protection requirements in new development.

Due to these climatic conditions, Woodland has a heightened risk of large-scale fire events, necessitating proactive measures in building and fire codes. These measures include requiring fire sprinklers in residential and commercial buildings at a lower threshold (5,000 square feet), and mandating expanded definitions to cover modular, manufactured, and multifamily homes. These amendments ensure broader application of fire protection systems to reduce property loss, safeguard public safety, and address the elevated fire hazard created by Woodland's climatic realities.

B. GEOLOGICAL CONDITIONS

The City of Woodland lies within an active seismic area and is subject to moderate to strong ground shaking and surface ruptures from earthquake faults located in and near the community. The Dunnigan Hills Fault, along the eastern edge of the Coast Range-Sierran Block Boundary (CRSBB), presents a significant risk to residential neighborhoods. In addition, other regional faults, such as the Midland Fault near Davis and unidentified faults within the CRSBB, have demonstrated the ability to cause damaging earthquakes that affect Woodland, as evidenced by historical seismic activity.

A major earthquake could damage or destroy homes, compromise utilities, and severely impact roadway access, impeding the ability of fire and emergency services to respond. Residential structures, particularly those built prior to the adoption of modern seismic design standards, remain vulnerable to collapse, fire following earthquake, and life-threatening hazards. Many homes in Woodland's historic core were built in the late 1800s and early 1900s, using balloon-frame construction and other outdated building methods. These older homes are densely clustered, lack modern fire protection features, and are especially prone to structural failure and rapid fire spread if seismic activity occurs.

Beyond the historic neighborhoods, the City continues to experience rapid residential development, with new subdivisions expanding into areas where soil stability and infrastructure reliability can be compromised during seismic events. An earthquake impacting these areas could disrupt water supply and utilities essential for fire suppression, increasing the risk to homes and families.

Because of Woodland's geological setting, the risk to residential life safety, property, and community resilience in the aftermath of a seismic event is significant. These conditions support the need for local amendments to strengthen fire and building requirements for residential occupancies, ensuring that new housing construction and retrofits are designed to withstand seismic impacts and to reduce fire risk following an earthquake.

C. TOPOGRAPHICAL CONDITIONS

The City of Woodland faces several topographical and environmental challenges that directly impact residential safety and the need for enhanced fire and building standards.

During the summer months, temperatures frequently exceed 100°F and are often accompanied by gusting south winds, which create critical fire conditions. These environmental factors increase the likelihood of fires spreading rapidly through residential areas. The City has responded to these conditions by adopting amendments that reduce the risk of fire, including limitations on the storage and transfer of explosive materials, as well as lowering thresholds for residential fire sprinkler requirements. Extending sprinkler mandates to modular and manufactured homes ensures that these dwellings are protected to the same standard as traditional residences, aligning Woodland with neighboring jurisdictions and improving overall regional fire safety.

The City's roadway and transportation system also creates unique challenges for emergency response. Woodland is bisected by Interstate 5 and serves as a junction with Highway 113. In addition, the California Northern Railroad runs north to south through the City. Both roadway and rail corridors are used for the transportation of flammable liquids and hazardous materials, presenting a heightened risk to adjacent residential neighborhoods. Within the City itself, residential accessibility is further complicated by narrow alleyways located behind homes. These alleys are frequently overgrown with vegetation, lack fire hydrant protection, and pose significant access barriers for fire apparatus. Traffic congestion from new and planned development continues to impact emergency response times and can delay critical service to residential neighborhoods.

Water supply is another significant concern. Woodland's primary drinking water source is the Sacramento River, which is vulnerable to reductions during prolonged drought conditions. While Aquifer Storage and Recovery (ASR) wells and backup groundwater wells are available, they may not provide sufficient water for both residential consumption and firefighting needs during extended drought periods. Inadequate or strained water availability increases the risk to residential properties during major fire incidents.

Flooding is an additional topographical challenge. While Woodland is largely flat, Cache Creek borders the northern portion of the City and presents a continual flooding risk. Heavy storms in 1995 and again in 2019 caused Cache Creek to overtop, flooding streets and homes, and demonstrating the community's vulnerability to large storm events. Much of the City's storm drain system is undersized, particularly in older neighborhoods, leading to localized street flooding that may persist for hours. Floodwaters can make streets impassable, hinder emergency response, and physically damage roadways. During major storms, some streets are designed to serve as flood conveyance routes, which further obstructs fire and emergency access to residential neighborhoods.

Collectively, these conditions—extreme summer heat with high winds, hazardous materials transport, limited roadway and alley access, water supply vulnerabilities, and flooding—present significant risks to residential properties. The City of Woodland's amendments are designed to mitigate these hazards, ensuring that fire protection, emergency response, and public safety measures are sufficient to protect life and property in its residential communities.

D. ADMINISTRATIVE/PROCEDURAL/PUBLIC SAFETY AMENDMENTS.

The City of Woodland has identified several administrative, procedural, and public safety conditions unique to the community that necessitate amendments to the model codes. These amendments are critical to ensure that residents are adequately protected given the City's infrastructure, resources, and community needs.

1. Population Growth and Development Pressures

Woodland continues to experience rapid residential development, which places additional strain on public safety services and infrastructure. Increased housing density and expansion into newly developed neighborhoods create challenges for emergency response, fire prevention, and inspection activities. Amendments that clarify procedural requirements for plan review, permitting, and inspection scheduling ensure that fire and life safety measures

are consistently enforced across all new residential projects. These provisions promote equity among residents by guaranteeing that fire and life safety standards are applied uniformly.

2. Consistency and Coordination Among Agencies

Woodland's fire protection services extend beyond City limits through agreements with the Springlake Fire Protection District. To maintain consistent standards and avoid confusion for residents and developers, amendments to administrative and procedural provisions are necessary. These amendments ensure that the same public safety requirements apply across jurisdictional boundaries, giving residents confidence that their homes are held to a consistent and reliable standard of protection.

3. Inspection and Enforcement Authority

Due to limited staff resources, efficiency in fire prevention operations is essential. Amendments that clarify inspection authority, documentation requirements, and enforcement procedures allow the Fire Department to maximize resources and respond to growing residential needs. Clear authority for issuing citations, requiring corrections, and ensuring follow-up provides accountability, fairness, and transparency for residents, while helping to ensure that unsafe conditions in homes or residential neighborhoods are quickly corrected.

4. Public Safety Education and Risk Reduction

The City of Woodland recognizes that public education is a vital component of residential fire and life safety. Amendments include procedural requirements that support community risk reduction programs, fire extinguisher training, and residential safety inspections. These measures help educate residents on safe practices, increasing their resilience in emergencies and decreasing the likelihood of fire-related injuries or property damage.

5. Emergency Access and Evacuation Planning

Given Woodland's topographical and climatic challenges, such as flooding, drought, and high-wind fire conditions, residential evacuation routes and emergency access points are of significant concern. Amendments requiring clear address identification, reflective numbering on stairwell doors in multi-family housing, and proper maintenance of access ways support timely and effective emergency response. These provisions directly improve residential safety during emergency evacuations or fire department operations, reducing risk to life and property.

6. Alignment with Regional Standards

Many of Woodland's amendments bring residential safety standards in line with those already adopted by neighboring jurisdictions. This regional alignment ensures residents receive a consistent level of protection, reduces confusion for builders and developers, and supports the shared goal of regional fire safety. For residents, this means confidence that their homes meet or exceed the life safety standards applied in surrounding communities.

The administrative, procedural, and public safety amendments are designed to strengthen residential protections in Woodland by addressing population growth, clarifying inspection and

enforcement authority, promoting risk reduction through education, improving emergency access, and aligning with regional practices. Collectively, these measures ensure residents have safe homes and neighborhoods and that the Fire Department can effectively fulfill its mission to protect life and property.

Exhibit B
Amendments to Section 8.20.040 of the Woodland Municipal Code

§ 8.20.040 Amendments.

The California Fire Code, as described above and adopted by reference in Section 8.20.010, is hereby amended, modified and revised as set forth in this chapter.

- A. Section 202 – General Definitions. Section 202 is amended to add and amend the following definitions:

Building. Any structure used or intended for supporting or sheltering any use or occupancy, including manufactured homes, mobile homes, modular, and multifamily manufactured housing.

Fire Marshal. Shall mean the Chief of the Division of Community Risk Reduction.

- B. Section 307.1.1 – Prohibited Open Burning. Section 307.1.1 is amended to read as follows:

307.1.1 Prohibited open burning. Open burning is prohibited in the City of Woodland. Any burning, open or otherwise, that constitutes a nuisance which is injurious to health, or is indecent or offensive to the senses, or is offensive, or objectionable because of smoke emissions or when atmospheric conditions or local circumstance make such fires hazardous shall be prohibited. The fire code official is authorized to order the extinguishment by the owner, occupant, other responsible person or the fire department of any burning that creates or adds to a hazardous or objectionable situation.

- C. Section 322.5 – Multi-Unit Residential Building Micromobility Battery Charging and Storage Requirements. Section 322.5 is added to read as follows:

322.5 Multi-Unit Residential Building Micromobility Battery Charging and Storage Requirements.

1. Multi-Unit Residential Building Requirements. In all multi-unit residential buildings (e.g., apartments, townhomes, dormitories), the following additional requirements apply:
 - a. Common Charging Areas - If the property provides or permits battery charging in a shared garage or storage area, it must include:
 1. Posted signage stating: “Micromobility Device Battery Charging Area – UL-Listed Equipment Required. No Charging in Sleeping Rooms or Near Exits. Unattended Charging Discouraged.”

2. At least one 10 lb. ABC fire extinguisher within 50 feet of the charging location
- b. Tenant Notification - Property managers or landlords must notify residents of this section at lease signing or renewal, and display signage in common areas.
- c. Inspection Authority - The Fire Department is authorized to inspect and enforce this section within any multi-family residential occupancy and may require removal of noncompliant batteries or equipment if deemed an immediate fire hazard.
- d. The Fire Code Official may approve alternate methods or equipment that provide equivalent or greater levels of safety.

Exemption: This section does not apply to:

1. Devices powered solely by alkaline or sealed lead-acid batteries,
2. Medical mobility devices (e.g., electric wheelchairs) that comply with manufacturer safety standards
3. Short-term charging of emergency backup battery systems as permitted by the California Fire Code.

D. Section 324 – Fire and Life Safety Standards for Manufactured Homes and Tiny Homes Used as Primary Residences. Section 324 is added to read as follows:

324 Fire and Life Safety Standards for Manufactured Homes and Tiny Homes Used as Primary Residences.

1. Applicability. To enhance fire and life safety protections for small-format dwellings, the City of Woodland adopts the following requirements for manufactured homes and tiny homes used as primary residences. These requirements address gaps in current building and fire codes by ensuring consistent access, suppression, and construction standards for long-term residential use.
2. Definitions. For the purposes of this section, the following definition applies:
 - a. **Primary residence** means a dwelling unit used or intended to be used as the legal residence of the owner or occupant for more than 183 days in any calendar year. This includes any one- or two-family dwelling, manufactured home, or tiny home that serves as the main living quarters for the owner, a tenant, or a long-term occupant.
 - b. A **tiny home** is defined as a residential structure intended for permanent or semi-permanent occupancy, with a total floor area of 400 square feet or less, excluding lofts. Tiny homes may be site-built, prefabricated, manufactured, or converted from alternative materials such as shipping containers (Connex boxes), park model RVs, modular units, converted buses (skoolies), or tiny homes on wheels.

Regardless of the construction type, the structure must be designed as a single housekeeping unit with permanent provisions for living, sleeping, eating, cooking, and sanitation.

3. Scope. This section applies to all new manufactured homes and tiny homes placed, constructed, installed, or relocated within the City of Woodland for use as a primary residence, regardless of foundation type, wheel status, or classification under state or federal housing regulations. These standards apply to:
 - a. All newly installed manufactured or tiny homes on wheels used as a primary residence.
 - b. Existing units that are relocated, newly connected to utilities, or undergoing an occupancy change.
 - c. Units in areas governed by local fire access and water supply regulations.
4. Fire Sprinkler Requirements. All manufactured and tiny homes defined as primary residences shall be protected by an automatic fire sprinkler system designed and installed in accordance with NFPA 13D.
 - a. Installation must be performed by a California State licensed C-16 contractor.
 - b. Plans shall be reviewed and approved by the Fire Department.
 - c. The system must pass final inspection and functional testing before occupancy.
5. Exterior Materials. All exterior walls and roofing materials shall be constructed using non-combustible or ignition-resistant materials. Acceptable materials include, but are not limited to:
 - a. Fiber cement board, stucco, masonry, metal siding, treated wood, and other fire-resistant materials.
 - b. Roof coverings shall meet or exceed Class B fire rating.
6. Clearance and Site Safety. A minimum 5-foot clearance zone shall be maintained around the structure. Within this zone:
 - a. Combustible ground coverings (e.g., bark, mulch, straw) are prohibited.
 - b. Dry vegetation and refuse shall be cleared and maintained.
 - c. Wood fences must be separated from the building by noncombustible material or offset.
7. Addressing and Emergency Access.
 - a. All new buildings shall have clearly visible address numbers, contrasting with the background, with minimum character height of 4 inches and stroke width of 0.5 inches. Address numbers shall be internally or externally illuminated.
 1. Buildings accessed from private driveways or not visible from a public street shall have additional address signage posted at the road entrance.
 - b. Driveways or fire access routes shall:
 1. Be at least 16 feet wide with 13 feet 6 inches vertical clearance.
 2. Be all-weather and support emergency vehicle loads of at least 80,000 pounds.
 3. Remain clear of vegetation, fences, or other obstructions.

8. Homes Constructed on Permanent Wheels. To ensure consistent fire and life safety standards, the following requirements apply to all manufactured homes and tiny homes constructed on permanent wheels when used as primary residences within the City of Woodland:
 - a. Foundation Pad Requirement: All manufactured homes and tiny homes on wheels intended for permanent or long-term residential use shall be placed on a reinforced concrete pad no less than 4 inches thick, large enough to fully support the base of the structure. The pad must provide a stable, non-combustible, all-weather surface.
 - b. Skirting and Concealment: The underside of the unit, including wheels, axles, and chassis, shall be fully enclosed with approved skirting or perimeter screening to provide visual concealment and reduce fire hazards from accumulated debris and combustible materials.
 1. Skirting shall allow for adequate ventilation as required by code but shall prevent entry of debris and combustible storage beneath the unit.
 2. Access panels for maintenance must be included and properly secured.
 3. Approved Skirting Materials. Skirting shall be constructed of durable, fire-resistant, or non-combustible materials, such as:
 - a. Cement fiberboard
 - b. Metal panels
 - c. Fire-rated treated wood
 - d. Other approved exterior-rated material
 4. Vinyl or plastic skirting is not permitted unless specifically listed and approved for permanent residential use by the Building Official or Fire Marshal.
9. Defensible Space and Clearance. A minimum 5-foot defensible space must be maintained around the entire perimeter of the home. This area shall remain clear of:
 - a. Combustible vegetation;
 - b. Stored materials;
 - c. Open flame sources; and,
 - d. Any structure or enclosure that would obstruct fire access.

E. Section 506.3 – Key Access Requirements for Gated Residential Occupancies. Section 506.3 is added to read as follows:

506.3 Key Access Requirements for Gated Residential Occupancies.

1. Applicability. To ensure prompt emergency access and minimize property damage during response, the following requirements apply to secured or gated residential occupancies, including licensed care facilities and accessory dwelling units (ADUs). This section applies to the following occupancy types where access to the primary entrance is restricted by a locked gate, fence, or other secured barrier:
 - a. Residential Care Facilities for the Elderly (RCFEs), including licensed Board and Care occupancies.

- b. Licensed residential group homes or facilities under the authority of the California Department of Social Services.
- c. ADUs or Junior ADUs on parcels where gated or fenced access prevents emergency personnel from reaching the unit's main entrance without forcible entry.
- d. Any residential property where locked vehicle or pedestrian gates serve as the only access to the dwelling or sleeping areas.

Exceptions. This requirement does not apply to:

- 1. Single-family homes without ADUs or care services
- 2. Properties where access is not restricted by a locked gate or barrier
- 3. ADUs that are accessible via the main house entrance or shared open yard.

2. KnoxBox Requirements.

- a. Installation. A residential KnoxBox® key access box shall be:
 - 1. Permanently mounted near the primary pedestrian access gate or point of entry.
 - 2. Installed at a height of 5 feet above grade in a clearly visible, unobstructed location.
 - 3. Accessible without requiring passage through additional locked or secured areas.
- b. Contents. The box shall contain:
 - 1. Labeled keys or gate access devices for any locked pedestrian or vehicle gate.
 - 2. Any fob, remote, or keypad code needed to open automatic or electrically controlled gates.
- c. Approval and Registration
 - 1. The KnoxBox model and placement shall be approved by the Fire Department prior to installation.
 - 2. Owners shall register the box and access contents with the Woodland Fire Department at time of installation and update this information if changed.
- d. Gate Compliance. Electrically operated gates must also meet UL 325 and ASTM F2200 standards and include a manual override device accessible through the KnoxBox.

3.Enforcement. The Fire Code Official is authorized to order installation at any property where delayed access has impeded or could reasonably impede emergency response.

F. Section 508.2 – Fire Command Center. Section 508.2 is added to read as follows:

508.2 Fire control room for new commercial buildings. All new commercial buildings not addressed in Section 508.1 shall be provided with a Fire Control Room, conforming to the specifications set forth in Sections 508.2.1 through 508.2.6.

508.2.1 Location and access. The location and access to the fire command center shall be approved by the fire code official.

508.2.2 Equipment. Fire Control Rooms shall contain only fire system control valves, fire alarm control panels and other related fire system equipment. Storage of other materials is prohibited.

508.2.3 Dimensions. Fire Control Rooms shall have minimum dimensions of five feet by seven feet.

508.2.4 Fire rating. Fire Control Rooms shall be constructed with a one-hour fire rating.

508.2.5 Access. Fire Control Rooms shall be provided with an exterior access door approved by the fire code official.

508.2.6 Signage. Durable signage shall be provided on the exterior side of the access door.

G. Section 511 – Fire Department Access and Water Supply for One- and Two-Family Dwellings. Section 511 is added to read as follows:

511 Fire Department Access and Water Supply for One- and Two-Family Dwellings.

1. Applicability. To ensure sufficient emergency response capability, the City of Woodland establishes the following minimum requirements for fire department access and fire protection water supplies for all new one- and two-family dwellings, additions thereto, and associated accessory structures.
 - a. This section applies to the construction proposed on parcels containing no more than two buildings and no more than three dwelling units, including any number of accessory structures.
2. Fire Apparatus Access – New Dwellings.
 - a. Fire apparatus access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the structure, measured by an approved route.
 1. For buildings protected by automatic fire sprinklers, this distance may be extended to 300 feet.
 - b. The minimum fire access driving surface shall be:
 1. 12 feet wide, exclusive of shoulders
 2. 14 feet total horizontal clearance, including 1 foot on each side
 3. 13 feet 6 inches vertical clearance
 4. Maximum grade: 16%
 5. Maximum cross slope: 2.5%
 - c. Turnarounds:
 1. Required for driveways exceeding 150 feet in length
 2. Minimum turning radius: 38 feet outside or 80-foot hammerhead turnaround
 3. Maximum cross slope in turnarounds: 5%
 - d. Turnouts:

1. Required if the driveway exceeds 150 feet
2. Additional turnouts every 400 feet for driveways over 800 feet
3. Turnout must be 12 feet wide by 30 feet long, with 25-foot tapers
- e. Bridges and Elevated Surfaces:
 1. Must meet fire access load and safety standards and be properly maintained
- f. Gates:
 1. Minimum clear width: 14 feet
 2. Gates shall be set back a minimum of 30 feet from the public right-of-way
 3. Electric gates must be operable by a Knox® key switch
 4. Manually operated gates must be secured with an approved Knox® lock or key box
3. Water Supply – New Dwellings
 - a. New one- and two-family dwellings shall comply with California Fire Code Section 507, including confirmation of available fire flow and hydrant placement per the adopted appendices.
 - b. Acceptable water sources include:
 1. Existing public hydrants
 2. Approved private water tanks
 3. Other sources approved by the Fire Code Official
4. Additions to Existing Dwellings.
 - a. Access: Additions up to 1,000 square feet are exempt from additional fire access requirements provided:
 1. The building and addition are protected by an approved automatic fire sprinkler system, or
 2. The parcel will not exceed two total dwelling units
 - b. Water Supply:
 1. Additions up to 600 square feet are exempt from fire flow confirmation
 2. Additions up to 1,000 square feet are exempt if they do not increase the required fire flow and either:
 - a. There is an existing private water tank on site, or
 - b. A public or private hydrant is located within 1,000 feet of all exterior ground-floor walls
5. Accessory Structures.
 - a. Access:
 1. Accessory structures up to 600 square feet are exempt from additional access if located within 150 feet of an existing approved driveway
 2. Structures must maintain a minimum 10-foot separation from other buildings unless otherwise approved
 - b. Water Supply:
 1. Structures up to 600 square feet are exempt from water supply confirmation
 2. Structures up to 50% of the size of the largest building on the parcel are exempt from fire flow confirmation if either:
 - a. There is a private water tank, or
 - b. A hydrant is within 1,000 feet of all exterior walls
6. Fire Sprinkler Requirement for Accessory Structures

- a. If the main residence or primary structure on the parcel is equipped with an automatic fire sprinkler system, then all additional and accessory structures constructed on the same parcel shall also be equipped with an approved NFPA 13-D fire sprinkler system, regardless of the size or intended use of the accessory structure.
- 7. Premises Identification
 - a. All new buildings shall have clearly visible address numbers, contrasting with the background, with a minimum character height of 4 inches and stroke width of 0.5 inches. Address numbers shall be internally or externally illuminated.
 - b. Buildings accessed from private driveways or not visible from a public street shall have additional address signage posted at the road entrance.
- 8. Plan Approval. All access and water supply plans must be reviewed and approved by the Fire Department. Final roadway construction plans, including grading, surfacing, and erosion control measures, must be stamped and signed by a California-licensed civil engineer.

H. Section 512 – Fire Lane Markings and Access Requirements for Multi-Unit Residential Lots. Section 512 is added to read as follows:

512 Fire Lane Markings and Access Requirements for Multi-Unit Residential Lots.

- 1. Applicability. To ensure emergency vehicle access and protect public safety, the following standards apply to all shared private roadways, drive aisles, and internal circulation roads serving multi-family residential or clustered residential developments. This section applies to all new or existing residential developments with:
 - a. Two or more dwelling units on a single parcel, or
 - b. Multiple parcels with shared access roadways or drive aisles, including apartments, duplexes, townhomes, mobile home parks, and clustered single-family homes.
- 2. Parking Restrictions Based on Roadway Width. The following parking restrictions shall apply based on the clear, unobstructed width of the shared access roadway:
 - a. Less than 28 feet wide
 - 1. No parking allowed on either side
 - 2. Both curbs (or roadway edges) shall be painted red and marked “FIRE LANE – NO PARKING” at intervals not exceeding 75 feet.
 - 3. Signage stating "NO PARKING – FIRE LANE" shall be posted every 75 feet on both sides of the roadway.
 - b. 28 feet to 35 feet wide
 - 1. Parking allowed on one side only
 - 2. The non-parking side shall be painted red and marked “FIRE LANE – NO PARKING.”
 - 3. Fire lane signage shall be posted every 75 feet on the restricted side.
 - 4. The side on which parking is permitted shall be clearly designated by signage or curb markings.
 - c. 36 feet or greater
 - 1. Parking allowed on both sides

2. No fire lane signage or red curbing required unless otherwise designated by the Fire Department.
 - d. Two-Lane, Two-Way Roadways
 1. If parking is allowed on both sides, the roadway must be at least 40 feet wide measured curb to curb or edge to edge.
 3. Unobstructed Access Width and Vertical Clearance
 - a. Unobstructed Width. Fire apparatus access roads shall be maintained free of obstructions, parked vehicles, or encroachments that reduce the clear width below the minimum required for emergency response.
 - b. Required clear widths must be always maintained, regardless of signage, striping, or parking patterns.
 4. Vertical Clearance. An unobstructed vertical clearance of not less than 13 feet 6 inches shall be maintained on all fire access roads.
 - a. Trees, balconies, awnings, or other features shall not encroach into this vertical space.
 5. Enforcement. The Fire Code Official is authorized to require fire lane markings on existing roadways where:
 - a. Access is frequently obstructed, or
 - b. Emergency response has been impaired due to limited roadway width.
- I. Section 903.1 – Automatic Sprinkler Systems—General. Section 903.1 is amended to read as follows:

903.1 General. Automatic sprinkler systems shall comply with this section and the following:

An automatic sprinkler system shall be installed in the occupancies and locations set forth in this Chapter and in the locations and according to the conditions described below:

(1) In all buildings other than Group R, Division 2, 3 and 4 in which the total floor area of all floors is 5,000 square feet or more, or any building which are three or more stories regardless of height.

Exceptions:

1. Group U occupancies, not including private garages attached to R-3 Occupancies.
2. In storage and bulk handling facilities for grain, including grain elevators and flat storage buildings, automatic fire sprinklers shall not be required in areas where the grain is stored, provided:

- a. An automatic fire extinguishing sprinkler system is not otherwise required for code compliance;
- b. The floor area of the building or structure does not exceed the maximum basic allowable floor area permitted for specific types of construction as specified in Table 504.3 and including the allowable increases for clear yard spaces as specified in the California Building Code; and
- c. The construction of the building or structure complies with all other code provisions for the properly assigned group occupancy classification and type of construction.

(2) Notwithstanding other provisions of this section, the requirement described in this Section 903.1 shall be applied to alterations, repairs, additions and changes of occupancy of existing buildings as follows:

- a. Where there is no change of occupancy, alterations or repairs not increasing fire area, total height, or number of stories of an existing building may be made without making the entire building comply with this section.
- b. No change shall be made in the character of the occupancy or use of any existing building or structure unless the entire building or structure is made to comply with this section.

Exceptions:

1. The character of the occupancy of existing buildings may be changed subject to the approval of the building official and the approval of the fire chief, and the building may be occupied for purposes in other occupancy groups without conforming to all the requirements of this section or the California Building Code for those groups, provided the new or proposed use is not more hazardous, based on life and fire risk, than the existing use.
2. No change in the character of occupancy of a building shall be made without a certificate of occupancy, as required by California Building Code. The building official may issue a certificate of occupancy pursuant to the intent of the above exception without certifying that the building complies with all provisions of this section and provisions of the California Building Code.

(3) In other areas and occupancies as required in Section 903 of the California Building Code.

- J. Section 903.3.1.3.1 – NFPA 13D Sprinkler Systems. Section 903.3.1.3.1 is added to read as follows:

903.3.1.3.1 NFPA 13D Sprinkler Systems.

1. Applicability. This section shall apply to all new one- and two-family dwellings, townhouses, and mobile homes constructed within the City of Woodland that are equipped with a residential fire sprinkler system in accordance with NFPA 13D.
2. Spare Head Box Requirements.
 - a. All residential fire sprinkler systems shall be provided with a listed spare sprinkler head box.
 - b. The box shall contain at least two (2) spare sprinkler heads of each type and temperature rating used in the installed system.
 - c. A sprinkler head wrench compatible with the installed sprinkler heads shall be included in the box.
 - d. The spare head box shall be clearly labeled and installed in a readily accessible location near the main sprinkler riser, subject to approval by the Fire Department.
3. Owner Responsibility. Property owners shall be responsible for maintaining the spare head box in good condition. Any used or missing sprinkler heads shall be replaced without delay.
4. Enforcement. This section shall be enforced by the Fire Department at the time of final inspection and as part of any ongoing maintenance inspections, if applicable.

- K. Section 903.4.2 – Alarms. Section 903.4.2 is amended to read as follows:

Section 903.4.2 – Alarms.

One exterior approved audible device, located on the exterior of the building in an approved location, shall be connected to each automatic sprinkler system. Such sprinkler waterflow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. Visible alarm notification appliances shall not be required except when required by Section 907.

This section shall apply to all automatic fire sprinkler systems, including those installed in one- and two-family dwellings.

L. Section 903.4.3.1 – Residential Alarms. Section 903.4.3.1 is added to read as follows:

903.4.3.1 Residential Alarms.

1. Waterflow Alarm and Notification for NFPA 13D Residential Fire Sprinkler Systems. All NFPA 13D residential fire sprinkler systems installed within Group R-3 and R-3.1 occupancies shall include waterflow detection and local notification in accordance with the provisions outlined below:
 - a. A listed waterflow switch shall be installed and connected to the sprinkler system to detect the flow of water indicating sprinkler activation.
 - b. Activation of the waterflow switch shall trigger a local notification appliance consisting of a listed horn/strobe installed in a location approved by the Fire Department.
 - c. The horn/strobe shall meet all the following criteria:
 1. Be listed by Underwriters Laboratories (UL).
 2. Be approved by the California Office of the State Fire Marshal.
 3. Be audible throughout the main living areas of the dwelling.
 4. Be visible from an exterior access point, such as the front porch or garage, where approved by the Authority Having Jurisdiction.
 - d. The notification appliance shall be powered by the building's electrical system and equipped with a battery backup or other approved secondary power source.
 - e. A durable sign shall be posted at the riser location stating: "This residence is equipped with an automatic fire sprinkler system and local waterflow alarm. In the event of alarm activation, evacuate and call 911."
2. The location of the waterflow switch, notification appliance, and signage shall be clearly shown on all plan submittals and verified during field inspection.

M. Section 1207.11.2.1.2 – Disconnect Location. Section 1207.11.2.1.2 is added to read as follows:

1207.11.2.1.2 Disconnect Location.

1. All new residential energy storage system (ESS) installations shall include a clearly labeled, manually operated emergency disconnect switch that isolates the ESS from the electrical system prior to the batteries. This disconnect shall be installed in accordance with manufacturer specifications, the California Electrical Code, and California Fire Code, and shall meet the following requirements:

- a. The emergency disconnect shall be located on the exterior of the structure and shall be easily and readily accessible to both occupants and first responders.
- b. ESS disconnects to be installed at a safe distance from the battery itself, typically 10 to 15 feet away.
- c. The disconnect shall interrupt power before the batteries to allow for complete system isolation during emergencies.
- d. The disconnect shall be mounted at a height of 5 feet on center above finished grade, measured to the center of the operating handle.
- e. The disconnect shall be in a clear and unobstructed path of travel from the front of the residence and shall not require people to pass by or through the ESS installation location to access it.
- f. The disconnect shall be clearly labeled with a durable sign stating:
- g. "ESS EMERGENCY DISCONNECT – TURN OFF IN CASE OF FIRE OR EMERGENCY" The sign shall have letters at least 1 inch in height, be reflective or contrasting in color, and be weather-resistant.
- h. The location of the disconnect shall be shown on all plan submittals, including one-line diagrams and site plans, and shall be verified during field inspection. The mounted location of the ESS battery unit shall also be indicated on the diagram placard affixed to the electrical service panel or disconnect enclosure, as required by the California Fire Code and Fire Department standards.

Exception: This requirement does not apply to ESS units that incorporate an integral, clearly labeled, and readily accessible manual shutdown switch that isolates the battery from the electrical system—provided the switch is located on the exterior of the unit, meets the accessibility and labeling requirements of this section, and is approved by the Fire Code Official.

N. Section 1207.11.6.1 – Fire Detection. Section 1207.11.6.1 is added to read as follows:

1207.11.6.1 Fire Detection.

- 1. Energy storage systems (ESS) installed in unfinished and unconditioned spaces in Group R-3 and R-4 occupancies shall comply with the requirements of the 2022 California Fire Code Section 1207.11.6, as well as the additional provisions outlined below:
 - a. Rooms and areas within dwelling units, sleeping units, basements, permitted enclosed spaces, and attached garages in which ESS are

installed shall be protected by smoke alarms in accordance with Section 907.2.11 of the California Fire Code.

- b. A listed heat alarm, interconnected to the smoke alarms, shall be installed in any location within dwelling units, sleeping units, or attached garages where smoke alarms cannot be installed based on their listing.
- c. Heat alarms shall meet all of the following criteria:
 - 1. Be listed by Underwriters Laboratories (UL).
 - 2. Be approved by the California Office of the State Fire Marshal.
 - 3. Be rated and permitted for the type of installation. In unconditioned and unfinished spaces, the ambient temperature rating for the heat alarm shall be listed by the manufacturer as 135°F or higher.
- d. The location of all required smoke alarms and heat alarms shall be shown on plan submittals and verified during field inspection.

- O. Section 2306.2.3 – Above-Ground Tanks Located Outside, Above Grade. Section 2306.2.3 is amended to read as follows:

2306.2.3 Above-ground tanks located outside, above grade. Above-ground tanks used for automotive fuel dispensing stations open to the public for retail sales of Class I, II or IIIA liquid motor fuels shall not exceed two tanks totaling 2,000 gallons each.

- P. Section 2308.3.2 – Established Limits and Maximum Capacity. Section 2308.3.2 is added to read as follows:

2308.3.2 Established limits and maximum capacity. The storage of compressed natural gases shall be limited to those zoning districts designated and authorized by the City through its zoning ordinances. Such storage is prohibited in all other zoning districts.

- Q. Section 5301.1.1 – Established Limits and Maximum Capacity. Section 5301.1.1 is added to read as follows:

5301.1.1 Established limits and maximum capacity. The storage of compressed natural gases shall be limited to those zoning districts designated and authorized by the City through its zoning ordinances. Such storage is prohibited in all other zoning districts.

- R. Section 5601.9 – Prohibited and Limited Acts. Section 5601.9 is added to read as follows:

5601.9 Prohibited and limited acts. Storage of explosive materials shall be limited to those zoning districts designated and authorized by the City through its zoning ordinances. Such storage is prohibited in all other zoning districts.

- S. Section 5706.4.5.1 – Established Limits. Section 5706.4.5.1 is added to read as follows:

5706.4.5.1 Established limits. Bulk plants or terminals for receiving or storage of flammable or combustible liquids shall be limited to those zoning districts designated and authorized by the City through its zoning ordinances. Such facilities are prohibited in all other zoning districts.

- T. Section 5706.5.1.1.1 – Established Limits. Section 5706.5.1.1.1 is added to read as follows:

5706.5.1.1.1 Established limits. Bulk transfer and process transfer operations for receiving or transferring flammable or combustible liquids shall be limited to those zoning districts designated and authorized by the City through its zoning ordinances. Such operations are prohibited in all other zoning districts.

- U. Section 6112 – Mobile Food Vendors Stored at Residential Properties. Section 6112 is added to read as follows:

Section 6112 Mobile Food Vendors Stored at Residential Properties.

1. Applicability. To reduce fire hazards associated with propane use and cooking equipment on mobile food vending units stored at homes, the following fire safety requirements shall apply. This ordinance applies to all mobile food vendors (trailers, trucks, carts, or similar units) that are:
 - a. Operated from, or
 - b. Parked or stored at,
 - c. any residential property, including driveways, side yards, or garages.

Exception: This ordinance does not apply to recreational vehicles not used for vending purposes and mobile food vendors stored at a commercially zoned commissary or facility.

2. Propane Storage and Security Requirements.
 - a. Outdoor Storage Only
 1. All propane tanks (LPG cylinders) used for cooking or heating must be removed and stored outdoors at all times.
 2. Storage must be in a well-ventilated, shaded area, and no closer than 10 feet to any structure, ignition source, or opening (e.g., windows, doors, vents).
 3. Indoor storage of propane cylinders is strictly prohibited, including inside garages, sheds, or trailers.
3. Tank Security
 - a. All LPG tanks must be secured to prevent tipping, tampering, or unauthorized access. Acceptable methods include chained racks, locked cages, or anchored mounts.
4. Heat Source Safety During Storage
 - a. Disconnection of Heat Sources. All cooking appliances, burners, fryers, and heating equipment must be:
 1. Disconnected from their fuel source, and

2. Fully turned off or de-energized during any period the mobile unit is parked or stored at a residence.
- b. No Cooking or Heating While Stored
 1. Use of any cooking or heating appliance inside the unit is prohibited while parked at a residential location, unless operating under a temporary event permit with fire approval.
5. General Fire Safety.
 - a. A minimum 10-pound ABC fire extinguisher must be kept inside the mobile unit during operation and while stored.
 - b. If a deep fryer is present, a Class K extinguisher shall be kept inside the mobile unit during operation and while stored.
 - c. Any trailer or truck with hood suppression systems shall have current service tags and undergo maintenance per manufacturer guidelines.
 - d. The property owner is responsible for maintaining 3 feet of clearance around the unit to prevent accumulation of combustibles (e.g., cardboard, wood, fuel cans).
6. Enforcement and Penalties. Violations of this section may result in:
 - a. A correction notice issued by the Fire Department or Code Enforcement
 - b. Immediate removal or securing of propane cylinders
 - c. Fines or administrative citations as outlined in the City of Woodland Municipal Code
 - d. Repeat violations may result in revocation of business permits, if applicable, and possible referral to the California Department of Public Health or Yolo County Environmental Health.

V. Division II – Administration. Chapter 1, Division II -Administration is hereby amended as follows:

1. Section 101.1 is amended to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of the City of Woodland, hereinafter referred to as "this code."

2. Section 112.4 is amended to read as follows:

112.4 Violation penalties. Persons who shall violate any provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall subject the violator to any or all of the following: suit for civil remedy or criminal penalty, or the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.

The criminal penalty for the first offense shall be punishable as an infraction as defined by the California Penal Code, as amended from time to time. The criminal penalty for a second offense or more, shall be punishable as a misdemeanor as defined by the California Penal Code, as amended from time to time. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Nothing in this

paragraph shall be construed as precluding the application of the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: G.14
SUBJECT: Public Hearing and Approval of Fiscal Year 2024/25
Community Development Block Grant (CDBG)
Consolidated Annual Performance and Evaluation
Report (CAPER)

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Hold a public hearing to receive community input on the Fiscal Year (FY) 2024/25 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER); and
2. Adopt Resolution No.____, approving the FY2024/25 CDBG CAPER in substantially the same form presented to the City Council and incorporating public comments received at the public hearing; and
3. Authorize the City Manager or designee to finalize and submit the CAPER to the U.S. Department of Housing and Urban Development after the conclusion of the 15-day public comment period.

Staff Contact:

Franklin Cui, Housing Analyst II, (530) 661-2019, franklin.cui@cityofwoodland.gov

Fiscal Impact:

There is no fiscal impact.

Background:

Each year the City's Community Development Block Grant Program (CDBG) is required to submit the Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD). The CAPER is a mandated report for all CDBG grantees and summarizes the City of Woodland's progress towards meeting its community development needs and objectives in one program year. The City's community needs and objectives are outlined in its Consolidated Plan, also known as the Strategic Plan; the current five-year plan covers the period of July 1, 2020 – June 30, 2025. The Consolidated Plan is an additional document required by HUD, which coordinates all elements of community development, housing, neighborhood development, and economic development planning into a single plan and vision of activities and strategies to be undertaken during a three- to five-year time period. The programs and activities budgeted each year to meet these community development goals are outlined in the City's Annual Action Plan for the CDBG program, as approved by the City Council each spring. The CAPER is completed following each program year as a financial summary and a narrative of the accomplishments for the prior CDBG fiscal year's Annual Action Plan.

The contents of the CAPER are summarized below:

Summary of Resources:

The CAPER contains a summary of the financial resources that the City has at its disposal to address identified community needs and objectives. CDBG, Federal Continuum of Care Program,

City resources including the general fund, and other housing grant funds and programs are all among the sources utilized by the City to accomplish the stated goals of the Consolidated Plan.

Narrative Assessment of Strategic Plan Goals and Objectives:

An assessment of the City's effort to address its community development needs and objectives is provided in the CAPER, with particular focus given to the areas of affordable housing, fair housing, and homeless services. One purpose of the CAPER is to allow jurisdictions the opportunity to self-evaluate the effectiveness of policies, programs, and activities utilized to achieve Consolidated Plan goals.

Discussion:

The following information provides an overview of CDBG-funded activities during FY 2024/25, prior year CDBG-funded activities, and related actions.

Fiscal Year 2024-25

1. City of Woodland ADA Accessibility Project – Project began construction in late June 2025 and is scheduled to be completed in August. FY2023-24 and FY2024-25 projects were combined, as noted below in FY2023-24.
2. Yolo Community Care Continuum Safe Harbor Fire Suppression and Facility Improvements – Project was completed in May 2025 and has assisted special needs and mental health rehabilitation efforts at the Safe Harbor Program
3. Friends of the Mission Security Gates, Emergency Shelter Bathroom/Shower Trailers — These projects were completed in 2024/2025 and assist the homeless and special needs population of the East Beamer Way shelter with vital access to amenities and security.
4. Public Services — 71 percent of the CDBG public service funds were used for food/shelter programs: Meals on Wheels (meals for senior citizens), Yolo Wayfarer Center (emergency shelter), and Yolo Food Bank (food). Other public service activities included Northern California Children's Therapy Center (therapy for young children), Legal Services of Northern California (fair housing), and Yolo Community Care Continuum (housing and supportive services for adults with a mental illness).

Fiscal Year 2023-24

1. City of Woodland ADA Accessibility Project – The project will be combined with the FY2024-25 project and constructed in 2025. While the project was bid in 2024, the low bidder was unable to start and complete construction prior to the start of the 2024-25 school year and a number of the ramp locations are adjacent to a school. As a result, all the bids were rejected.
2. Public Services — 66 percent of the CDBG public service funds were used for food/shelter programs: Meals on Wheels, Yolo Wayfarer Center, and Yolo Food Bank. Other public service activities included Legal Services of Northern California and Northern California Children's Therapy Center.

Fiscal Year 2022-23

1. City of Woodland ADA Accessibility Project – Construction was completed in September 2023 and resulted in the installation of fourteen ADA accessible sidewalk ramps with FY2021-22 and 2022-23 funding allocations.
2. New Hope Community Development Corporation Cottonwood Meadows Phase S-3 – New Hope has nearly completed 90 percent plans for a major rehabilitation of Cottonwood and

partnered with the City to apply for State HOME funds to construct the improvements. HOME funding will allow New Hope to address a number of systems that have reached the end of their useful lives. This covers siding for the entire complex (including any dry rot issues), replacing the roof and elevator, and replacing any HVAC units not replaced recently to improve the overall comfort and efficiency of Cottonwood for residents.

3. Yolo Community Care Continuum (YCCC) Haven House Interim Care Program – YCCC in 2024 completed a wheelchair ramp installation and other improvements for a program that provides interim care for homeless individuals discharged from the hospital.

Fiscal Year 2021-22

1. Friends of the Mission (FOM) Affordable Housing Security Gates – FOM revised the scope of work because the construction bids exceeded the available CDBG funds (work was completed in FY2024-25).

There are a number of non-CDBG activities funded with City resources that were completed in FY2024/25. These activities are included in the CAPER because they support the City's CDBG action plan and consolidated plan (five-year planning period).

Use of City Hall Annex – The City leased the annex to the Woodland Opera House at a cost of \$1 for youth theater and dance programs.

Youth Camperships for Summer Programs – Camperships were available for income-qualified families of youth participants of Swim Lessons, Summertime Fun Club, Summer Teen Pack, and Lifeguard Training. Camperships are scholarships resulting in a fee reduction for the program. The Woodland Kiwanis Club provided a \$6,000 donation, equivalent to 93 camperships, and the City provided \$3,536 of Measure R funds for 55 more camperships. This partnership provided 148 TOTAL youth swim lesson camperships for summer 2025. Additionally, 1 person received a Lifeguard Training campership, and 6 people received camperships for the Woodland Wreckers swim team. For the Summertime Fun Club, \$17,835 of Measure R funds were distributed to provide 63 camperships, and for Summer Teen Pack, \$860 of Measure R funds were distributed to provide 4 camperships.

Homeless Coordinator – In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. The position is funded through the City's general fund and grant funds. The homeless coordinator engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHSA) to coordinate services and housing options whenever possible. The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2025 point-in-time count of homeless individuals in Woodland.

Countywide Homeless Coordination Project – The City partnered with Yolo County and other cities to support the emergency shelter during winter and the Yolo County Homeless Coordinator position.

Utility Assistance Program – A total of 520 low-income households benefited from the utility assistance program funded through Measure R during the program year.

After School Teen Pack Program – Operated by the City, the program takes place at the Douglass and Lee Middle Schools during the school year, Monday-Thursday, immediately after school until 5 p.m. Designed for drop-in visits by students to participate any time after school, the program provides supervised activities. During the 2024/25 school year, Douglass's Teen Pack received 2,555 student visits and Lee's Teen Pack received 1,754 student visits.

Permanent Supportive Housing Land Dedication — The City deeded a 2.923-acre parcel at no cost for the East Beamer Way 60-unit permanent supportive housing development. In addition, the City approved parking and storm drainage easement deeds over adjacent City property for the benefit of the overall East Beamer Way Campus, for which the permanent supportive housing units completed construction in 2024.

Timely Expenditure Requirements, Submittal of CAPER

HUD each year reviews the timely expenditure ratio (expenditure of CDBG funds) for CDBG grantees. A grantee cannot have a balance (ratio) in its line of credit that exceeds 1.5 times its annual entitlement grant and available program income (repaid CDBG loans). The City's timeliness ratio was 1.35 when HUD reviewed it on May 2, 2025.

Public Outreach/Citizen Participation

Public outreach and citizen participation efforts for the CAPER included (1) noticing this public hearing and a 15-day public comment period for the CAPER in the September 2, 2025, edition of the Woodland Daily Democrat in English and Spanish, (2) posting the CAPER and public hearing notice on the City's website, (3) emailing a copy of the draft CAPER and public hearing notice to the email distribution list for the Yolo County Homeless and Poverty Action Coalition, (4) making paper copies of the draft CAPER available at the public counters of the Community Development Department (300 First Street) and Community Services Department (2001 East Street), and (5) holding this public hearing. City staff will update the City Council on any public comments received. The public comment period for the CAPER began on September 2, 2025, and ends on September 16, 2025.

Conclusion:

Staff recommends that the City Council take the following actions:

1. Hold a public hearing to receive community input on the Fiscal Year (FY) 2024/25 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER); and
2. Adopt Resolution No.____, approving the FY2024/25 CDBG CAPER in substantially the same form presented to the City Council and incorporating public comments received at the public hearing; and
3. Authorize the City Manager or designee to finalize and submit the CAPER to the U.S. Department of Housing and Urban Development after the conclusion of the 15-day public comment period.

Prepared by: Franklin Cui, Housing Analyst II

Reviewed by: Erika Bumgardner, Community Development Deputy Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - CDBG CAPER
2. CAPER Draft FY24-25

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE FISCAL YEAR 2024/25 COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM CONSOLIDATED ANNUAL PERFORMANCE AND
EVALUATION REPORT**

WHEREAS, the City is required to submit its Community Development Block Grant (CDBG) Program Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) each year to summarize the City's progress towards meeting its community development needs and objectives in one program year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Council does hereby approve the City's FY2024/25 CDBG CAPER in substantially the same form presented to Council and incorporating public comments received at the public hearing.

SECTION 2. The City Manager or designee is authorized to finalize and submit the CAPER to HUD after the conclusion of the 15-day public comment period.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Program Year 2024

1. City of Woodland ADA Accessibility Project – Project began construction in late June of 2025 and is scheduled to be completed in August (NOTE: PY 2023 AND 2024 PROJECTS WERE COMBINED)
2. Yolo Community Care Continuum Safe Harbor Fire Suppression and Facility Improvements – Project was completed in May of 2025 and has assisted special needs and mental health rehabilitation efforts at the Safe Harbor Program
3. Friends of the Mission Security Gates, Emergency Shelter Bathroom/Shower Trailers - These projects were completed in 2024/2025 and assist the homeless and special needs population of the East Beamer Way shelter with vital access to amenities and security.
4. Public Services - 71% of the CDBG public service funds were used for food/shelter programs: Meals on Wheels (meals for senior citizens), Yolo Wayfarer Center (emergency shelter), and Yolo Food Bank (food). Other public service activities included Northern California Children's Therapy Center (therapy for young children), Legal Services of Northern California (fair housing), and Yolo Community Care Continuum (housing and supportive services for adults with a mental illness).

Program Year 2023

1. City of Woodland ADA Accessibility Project – The project was combined with the PY 2024 project.

Program Year 2022

1. New Hope CDC Cottonwood Meadows Phase S-3 –New Hope has nearly completed plans for rehabilitation of Cottonwood and partnered with the City to apply for PLHA funds to construct the rehabilitation work.

Program Year 2021

1. Friends of the Mission Affordable Housing Security Gates – FOM has completed the security gates of the 925 North Street Affordable Housing project in April of 2025.

OTHER ACTIVITIES

Use of City Hall Annex – The City leased the annex to the Woodland Opera House at a cost of \$1 for youth theatre/dance programs. Leasing the annex would have generated estimated revenue of \$5,000 per month.

Youth Camperships for Summer Programs – Camperships were available for income-qualified families of youth participants of Swim Lessons, Summertime Fun Club, Summer Teen Pack, and Lifeguard Training. Camperships are scholarships resulting in a fee reduction for the program. The Woodland Kiwanis Club provided a \$6,000 donation, equivalent to 93 camperships, and the City provided \$3,536 of Measure R funds for 55 more camperships. This partnership provided 148 TOTAL youth swim lesson camperships for summer 2025. Additionally, 1 person received a Lifeguard Training campership, and 6 people received camperships for the Woodland Wreckers swim team. For the Summertime Fun Club, \$17,835 of Measure R funds were distributed to provide 63 camperships, and for Summer Teen Pack, \$860 of Measure R funds were distributed to provide 4 camperships.

Homeless Coordinator – In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. This social services manager provides community outreach and coordination with internal/external partners on services, programs, and projects; and referrals to address community social service needs, including at-risk youth and individuals and families that are homeless or at risk of homelessness. The homeless coordinator also assists with management and strategic planning as well as performs a variety of duties related to social services and counseling programs/operations within the City of Woodland.

This year, homeless coordination was focused on outreach hours at the Shelter, Empower Yolo, and Yolo Laundry. The newly added Community Enhancement Specialist reports to this position, and the first year incorporated training for this staff on our local ordinances and implementation of quick cleaning of encampments and blight impacts from the unhoused. H.O.S.T. needed this position to alleviate some of the labor-intensive tasks. Other tasks of the homeless coordinator include managing a combination of issues surrounding unhoused individuals: referrals to local agencies, connections to services, education to business owners, and a liaison between providers. Furthermore, the individual coordinates with the Shelter and P.D. on the influx of “calls for services” at their campus and assist with interviews for potential residents for the “tiny homes”.

The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2024 point-in-time count of homeless individuals in Woodland. The homeless coordinator who is a licensed mental health professional with more than 20 years of experience working in the mental health field engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHSA) to coordinate services and housing options whenever possible.

Countywide Homeless Coordination Project – The City partnered with Yolo County/other cities to support the emergency shelter during winter and Yolo County Homeless Coordinator position.

Utility Assistance Program – A total of 520 low income households benefitted from the utility assistance program funded at a total of \$250,000 through Measure R during the program year.

After School Teen Pack Program – Operated by the City, the program takes place at the Douglass and Lee Middle Schools during the school year

Monday-Thursday immediately after school until 5 p.m. Designed for drop-in visits by students to participate any time after school, the program provides supervised activities. During the 2024/25 school year, Douglass’s Teen Pack received 2,555 student visits and Lee’s Teen Pack received 1,754 student visits.

Permanent Supportive Housing Land Dedication – The City deeded a 2.923-acre parcel at no cost for the East Beamer Way 60-unit permanent supportive housing development. In addition, the City approved parking and storm drainage easement deeds over adjacent City property for the benefit of the overall East Beamer Way Campus, for which the permanent supportive housing units (PSH) units completed construction in 2024.

Walter’s House Treatment Facility – Walter’s House was opened in December, 2024. The City of Woodland executed a land use covenant conveying the fee title of parcel owned by the City to the owner of the Walter’s House facility herein for use to develop this Project. The City oversaw the drafting and execution of the MOU for operations of the treatment center as a condition of approval for the land use agreement and subsequent use of the site at no additional cost to the nonprofit, Friends of the Mission.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Column marked **Actual Strategic Plan** shows the City’s progress for the Strategic Plan period of July 1, 2020 – June 30, 2025 while the column marked **Actual Program Year** shows the City’s results for the 2023/24 Program Year (July 1, 2023 – June 30, 2024).

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing Monitoring	Affordable Housing Monitoring	CDBG: \$ / General Fund: \$10,000	Other	Other	2500	0	0.00%	700	0	0.00%

Employment Training		CDBG: \$ / General Fund: \$50,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Fair Housing Services (Subject to PS Cap)	Fair Housing Services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	216	43.20%	100	216	216.00%
Health Services		CDBG: \$ / Private, State, and Local Funds Used by CDBG Subrecipients: \$14,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	259	100.04%	110	259	235.45%
Multi/Single Family Affordable Units Construction	Affordable Housing	CDBG: \$	Rental units constructed	Household Housing Unit	136	0	0.00%			
Parks, Recreational Facilities	Parks, Recreational Facilities	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1600	0	0.00%			

CAPER

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Public Facilities & Improvements (includes ADA)	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	1755	175.50%	444	0	0.00%
Public Services (Other: Emergency Food & Shelter)	Homeless Individuals At-Risk	CDBG: \$ / General Fund: \$100,000 / Private, State, and Local Funds Used by CDBG Subrecipients: \$118677	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	200	8.00%	630		
Public Services (Other: Emergency Food & Shelter)	Homeless Individuals At-Risk	CDBG: \$ / General Fund: \$100,000 / Private, State, and Local Funds Used by CDBG Subrecipients: \$118,677	Homeless Person Overnight Shelter	Persons Assisted	0	0		280	0	0.00%

Public Services (Other: Emergency Food & Shelter)	Homeless Individuals At- Risk	CDBG: \$ / General Fund: \$10,0000 / Private, State, and Local Funds Used by CDBG Subrecipients: \$118,677	Homelessness Prevention	Persons Assisted	0	0		0	0	
Rehabilitation Administration	Rehabilitation Administration	CDBG: \$	Other	Other	5	0	0.00%			
Rehabilitation, Multi-Unit Residential	Affordable Housing Rehabilitation, Multi-Unit Residential	CDBG: \$	Rental units rehabilitated	Household Housing Unit	60	0	0.00%			
Rehabilitation, Single Unit Residential		CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%			
Youth Centers	Non-Homeless Special Needs	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	0	0.00%			

Youth Services	Youth Services	CDBG: \$ / General Fund: \$120,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	0	0.00%			
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The following CDBG public service activities addressed Consolidated Plan high priority area of emergency food and shelter for the homeless and at risk homeless: Meals on Wheels (senior citizen meals), Yolo Wayfarer Center (emergency shelter), Yolo Food Bank (food), and Yolo Community Care Continuum (housing). Legal Services of Northern California (fair housing services) addressed the high priority area of fair housing counseling while Northern California Children’s Therapy Center (therapy for young children) addressed the high priority area of health services.

The following CDBG construction activities addressed the Consolidated Plan high priority area of public facilities and improvements (general, including accessibility for physically disabled – ADA): City of Woodland (ADA Accessibility Project, funded in PY 2024), Yolo Community Care Continuum (Safe Harbor Fire Suppression and Facility Improvements – funded in PY2024 and completed in 2025), New Hope Community Development Corporation (Cottonwood Meadows Phase S-3 funded in Program Year 2022), and Friends of the Mission (Affordable Housing Security Gates funded in Program Year 2021 and completed in Spring of 2025).

Other activities that addressed the Consolidated Plan high priority area of emergency food and shelter.

The City participated with Yolo County and other cities in the Countywide Homeless Coordination Project to provide funding assistance for a countywide homeless coordinator and operation of Woodland’s emergency shelter (Yolo Wayfarer Center) during the winter.

In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. This social services manager provides community outreach and coordination with internal/external partners on services, programs, and projects; and referrals to address community social service needs, including at-risk youth and individuals and families that are

homeless or at risk of homelessness. The homeless coordinator also assists with management and strategic planning as well as performs a variety of duties related to social services and counseling programs/operations within the City of Woodland.

This year, homeless coordination was focused on outreach hours at the Shelter, Empower Yolo, and Yolo Laundry. The newly added Community Enhancement Specialist reports to this position, and the first year incorporated training for this staff on our local ordinances and implementation of quick cleaning of encampments and blight impacts from the unhoused. H.O.S.T. needed this position to alleviate some of the labor-intensive tasks. Other tasks of the homeless coordinator include managing a combination of issues surrounding unhoused individuals: referrals to local agencies, connections to services, education to business owners, and a liaison between providers. Furthermore, the individual coordinates with the Shelter and P.D. on the influx of “calls for services” at their campus and assist with interviews for potential residents for the “tiny homes”.

The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2024 point-in-time count of homeless individuals in Woodland. The homeless coordinator who is a licensed mental health professional with more than 20 years of experience working in the mental health field engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHSA) to coordinate services and housing options whenever possible.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	1,126
Black or African American	125
Asian	114
American Indian or Alaskan Native	53
Native Hawaiian or Other Pacific Islander	37
American Indian/Alaskan Native & White	7
Asian & White	22
Black or African American & White	14
Balance/Other	151
Total	
Hispanic	595
Not Hispanic	1,056

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table accounts for the six CDBG-funded public service activities: Northern California Children's Therapy Center (therapy for young children), Legal Services of Northern California (fair housing services), Meals on Wheels (meals for senior citizens), Yolo Wayfarer Center (emergency shelter services), Yolo Food Bank (food), and Yolo Community Care Continuum (housing with supportive services). Data from activities funded through City resources is not included in the table. These activities include City Hall Annex use for youth theatre and dance programs, Youth Camperships, Homeless Coordinator, Countywide Homeless Coordination Project, Utility Assistance Program, After School Teen Pack Program, and Walter's House Treatment Facility land dedication. Walter's House was opened in December, 2024. The City of Woodland executed a land use covenant conveying the fee title of parcel owned by the City to the owner of the Walter's House facility herein for use to develop this Project. The City oversaw the drafting and execution of the MOU for operations of the treatment center as a condition of approval for the land use agreement and subsequent use of the site.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG (PY 24 Entitlement)	public - federal	475,086.00	\$413,872.77
Competitive McKinney-Vento Homeless Assistance Act (HUD CoC)	public - federal	\$334,193.00	\$297,341.72

Table 3 - Resources Made Available

Narrative

CDBG resources made available includes the Program Year entitlement amount of \$475,086 and \$623,132 from CDBG funds carried over from previous years, remaining CDBG-CV3 (CARES Act) funds, and program income funds. The \$297,341.72 in Competitive McKinney-Vento Homeless Assistance Act represents actual expenditures. City of Woodland Resources of \$338,231 covers City support through the general fund, Measure R funding, lease revenue foregone, and land donation for activities not funded through CDBG (Use of City Hall Annex, Youth Camperships, Homeless Coordinator, Countywide Homeless Coordination Project, Utility Assistance Program, After School Teen Pack Program, and Permanent Supportive Housing site land dedication.) The California State HHAP grant was awarded the Yolo Wayfarer Center for its emergency shelter and a portion of the grant was included in the table above to cover Woodland clients who received shelter services. Donations are covered under the CDBG Subrecipients category. Donations are covered under the CDBG Subrecipients category.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City did not designate target areas during the program year.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

CDBG funds were leveraged with approximately \$1,057,077 in local, state, and private funds. City of Woodland resources covers the following non-CDBG activities: Use of City Hall Annex for youth theatre/dance programs, Youth Camperships, Homeless Coordinator, Countywide Homeless Coordination Project, Utility Assistance Program, After School Teen Pack Program, and Permanent Supportive Housing site land dedication. The Yolo Wayfarer Center, Meals on Wheels, and Northern California Children's Therapy Center leveraged their CDBG funds with donations.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total		

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting

these goals.

Goals for the construction of new affordable units were not included in the action plan; however, there are a number of opportunities in the near term including the following: market rate rental project near the downtown area that will include low income units, multi-family site in the downtown, an affordable senior citizen project in the Spring Lake Specific Plan Area, an affordable project adjacent to Kentucky Avenue in the northwest section of the City, and a second phase in addition to an affordable rental project that opened during the program year on West Main Street for 72 units. This Phase II would develop 96 additional units to the 72 existing lower income units. For the latter second phase project described, Vista Del Robles Phase II, the City purchased for \$2.3 million dollars a 5.73-acre site at 310 West Main Street in Woodland. The City has committed the value of this land in a land dedication and City funding in the form of a Disposition, Development, and Loan Agreement (DDLA) in order to construct the new development leveraging state Low-Income Housing Tax Credits (LIHTC).

The City during the program year also approved a \$900,000 loan for a project adjacent to Kentucky Avenue (Woodland Opportunity Village development - WOV). This project will result in the construction twelve low income units. WOV has secured project based vouchers for all units and this will allow residents to pay only 30 percent of gross monthly income towards rent. Finally, the City has committed funding toward a future 72-unit Affordable Housing and Sustainable Communities (AHSC) development for Extremely-, Very-, and Low-Income households in one of the City's infill sites. Development of this project also includes a number of Sustainable Transportation Improvements (STIs), including bike lanes, sidewalks, and zero emission infrastructure. Future action plans will reflect City efforts to support the development and construction of affordable housing.

Discuss how these outcomes will impact future annual action plans.

While affordable housing goals were not included in the action plan, future action plans will reflect City efforts to support the development and construction of affordable housing. The 2025-2029 Consolidated Plan specified approximately \$100,000 of CDBG funding to be allocated to development of affordable housing for up to 4 additional units rehabilitated as a prospective goal/outcome.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	942	N/A
Low-income	367	N/A
Moderate-income	37	N/A
Total	1,346	N/A

Table 7 – Number of Households Served

Narrative Information

The table covers the beneficiaries of the CDBG-funded public services: Northern California Children's Therapy Center (therapy for young children), Legal Services of Northern California (fair housing services), Meals on Wheels (meals for senior citizens), Yolo Wayfarer Center (emergency shelter services), Yolo Food Bank (food), and Yolo Community Care Continuum (housing with supportive services).

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City provided funding assistance for the Yolo Wayfarer Center's emergency shelter (CDBG and City contribution to Countywide Homeless Coordination Project.) The clients of the shelter received case management and were connected with services and housing whenever possible. HUD awarded the City a HUD Continuum of Care renewal grant (Reallocation project) in 2024 in the amount of \$334,193 for permanent supportive housing to assist homeless families and individuals. The funds are being used to provide permanent supportive housing for homeless individuals and families at facilities operated by the Yolo Wayfarer Center.

In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. This social services manager provides community outreach and coordination with internal/external partners on services, programs, and projects; and referrals to address community social service needs, including at-risk youth and individuals and families that are homeless or at risk of homelessness. The homeless coordinator also assists with management and strategic planning as well as performs a variety of duties related to social services and counseling programs/operations within the City of Woodland.

This year, homeless coordination was focused on outreach hours at the Shelter, Empower Yolo, and Yolo Laundry. The newly added Community Enhancement Specialist reports to this position, and the first year incorporated training for this staff on our local ordinances and implementation of quick cleaning of encampments and blight impacts from the unhoused. H.O.S.T. needed this position to alleviate some of the labor-intensive tasks. Other tasks of the homeless coordinator include managing a combination of issues surrounding unhoused individuals: referrals to local agencies, connections to services, education to business owners, and a liaison between providers. Furthermore, the individual coordinates with the Shelter and P.D. on the influx of "calls for services" at their campus and assist with interviews for potential residents for the "tiny homes".

The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2024 point-in-time count of homeless individuals in Woodland. The homeless coordinator who is a licensed mental health professional with more than 20 years of experience working in the mental health field engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHSA) to coordinate services and housing options whenever possible.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City provided funding assistance for the Yolo Wayfarer Center's emergency shelter (CDBG and City contribution to Countywide Homeless Coordination Project.) The clients of the shelter received case management and were connected with services and housing whenever possible. The City's Homeless Coordinator and Homeless Outreach Street Team worked with non-profit service providers and the Yolo

County Health Human Services Agency to connect homeless families and individuals to services and shelter whenever possible.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

City CDBG funds were awarded to Legal Services of Northern California for fair housing services. LSNC's work in some instances assists individuals and families remain in their rental units.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City provided funding assistance for the Yolo Wayfarer Center's emergency shelter (CDBG and City contribution to Countywide Homeless Coordination Project.) The clients of the shelter received case management and were connected with services and housing whenever possible. HUD awarded the City a HUD Continuum of Care renewal grant (Reallocation project) in 2024 in the amount of \$334,193 for permanent supportive housing to assist homeless families and individuals. The funds are being used to provide permanent supportive housing for homeless individuals and families at facilities operated by the Yolo Wayfarer Center.

In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. This social services manager provides community outreach and coordination with internal/external partners on services, programs, and projects; and referrals to address community social service needs, including at-risk youth and individuals and families that are homeless or at risk of homelessness. The homeless coordinator also assists with management and strategic planning as well as performs a variety of duties related to social services and counseling programs/operations within the City of Woodland.

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potential residents for the “tiny homes”.

The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2024 point-in-time count of homeless individuals in Woodland. The homeless coordinator who is a licensed mental health professional with more than 20 years of experience working in the mental health field engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHSA) to coordinate services and housing options whenever possible.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Yolo County Housing serves as the public housing authority for Yolo County and operates two public housing facilities in Woodland - Yolano Village (60 units) and Donnelly Circle (72 units). While the City's Program Year Action Plan did not include activities that directly address the needs of public housing, residents of Yolano and Donnelly may have benefitted from services funded through the CDBG program (Northern California Children's Therapy Center, Meals on Wheels Yolo County, and Yolo Food Bank) and City resources (Use of City Hall Annex for youth theatre/dance programs, Youth Camperships, After School Teen Pack Program, and Woodland Police Activities League).

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City of Woodland does not have oversight or governance jurisdiction over the local public housing authority (Yolo County Housing or YCH). However, YCH has taken a number of actions to facilitate resident involvement. YCH is governed on a day-to-day basis by a seven-member housing commission, which includes two resident commissioners. In addition, YCH staff facilitates Yolo County Housing Quarterly Resident Meetings for the residents of the Yolano Village (60 units) and Donnelly Circle (72 units) which are public housing developments located in Woodland. YCH provides opportunities for public housing residents to apply their housing choice voucher assistance to a home mortgage (monthly mortgage payments). The City operates a first time homebuyer loan assistance program for low income households and maintains an interest list for the program. When loan funding is available, the City contacts families on the interest list and invites them to participate in the City's program. Public housing residents are welcome to participate in the City's homebuyer loan assistance program.

Actions taken to provide assistance to troubled PHAs

Not applicable, the local public housing authority (Yolo County Housing) is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City adopted the Comprehensive Zoning Code update in 2024, which included several measures that streamline housing development including granting “by-right” development approval for a variety of housing types in most zones and provide objective design standards. This is the current iteration of the CZC, and as such, the overall benefit of this CZC is a more efficient and robust development review process to assist residents, development partners, staff and decision makers to allow qualified development proposals expedited review, thereby helping reduce the front-end design/development costs particularly for new housing projects. Other highlights of CZC including increasing the density of the Duplex Residential Zone from 1-8 to 5-15 dwelling units/acre and permitting residential units in the Community Commercial Zone at a range of 15-35 du/acre.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

During the program year, the City approved a \$900,000 loan to assist Woodland Opportunity Village (WOV) with the construction of a twelve-unit housing development for low income households. WOV has secured project based vouchers for all units and this will permit residents to pay only 30 percent of gross monthly income towards rent. Vista del Robles, a 72-unit development for low and very low income households, opened during the program year after receiving City loan assistance in the previous program year. The City deeded over a 2.923-acre parcel at no cost for the land to nonprofit Friends of the Mission for the East Beamer Way 60-unit permanent supportive housing development. As part of the conveyance of the parcel, the City also approved parking and storm drainage easement deeds over adjacent City property for the benefit of the overall East Beamer Way Campus which include the PSH units, emergency shelter, and treatment facility (under construction).

In 2018, the City established a homeless coordinator position to address citywide needs for individuals and families that are homeless or at risk of becoming homeless. This social services manager provides community outreach and coordination with internal/external partners on services, programs, and projects; and referrals to address community social service needs, including at-risk youth and individuals and families that are homeless or at risk of homelessness. The homeless coordinator also assists with management and strategic planning as well as performs a variety of duties related to social services and counseling programs/operations within the City of Woodland.

This year, homeless coordination was focused on outreach hours at the Shelter, Empower Yolo, and Yolo Laundry. The newly added Community Enhancement Specialist reports to this position, and the first year incorporated training for this staff on our local ordinances and implementation of quick cleaning of encampments and blight impacts from the unhoused. H.O.S.T. needed this position to alleviate some of the labor-intensive tasks. Other tasks of the homeless coordinator include managing a combination of issues surrounding unhoused individuals: referrals to local agencies, connections to services, education to business owners, and a liaison between providers. Furthermore, the individual coordinates with the Shelter and P.D. on the influx of “calls for services” at their campus and assist with interviews for

potential residents for the “tiny homes”.

The individual in this position also holds weekly office hours at the emergency shelter, transports homeless individuals to local service providers for coordination of care when needed, and served as one of the two organizers for the 2024 point-in-time count of homeless individuals in Woodland. The homeless coordinator who is a licensed mental health professional with more than 20 years of experience working in the mental health field engages homeless residents, provides referrals for services, and collaborates closely with social service agencies and Yolo County Health and Human Services Agency (HHS) to coordinate services and housing options whenever possible.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In order to reduce lead-based paint hazards, the City of Woodland provides information and technical assistance to individuals undertaking home improvement projects. CDBG-funded construction activities that occurred during the program year did not involve the abatement of lead-based paint.)

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

City actions include supporting the construction of new affordable housing units, monitoring of affordable housing developments, and aiding service providers with programs that address the needs of low income households. The City is supporting a number of construction opportunities for affordable housing in the near term including the following: market rate rental project near the downtown area that will include low income units, multi-family site in the downtown, an affordable senior citizen project in the Spring Lake Specific Plan Area, an affordable project adjacent to Kentucky Avenue in the northwest section of the City, and a second phase in addition to an affordable rental project that opened during the program year on West Main Street for 72 units. This Phase II would develop 96 additional units to the 72 existing lower income units. For the latter second phase project described, Vista Del Robles Phase II, the City purchased for \$2.3 million dollars a 5.73-acre site at 310 West Main Street in Woodland. The City has committed the value of this land in a land dedication and City funding in the form of a Disposition, Development, and Loan Agreement (DDLA) in order to construct the new development leveraging state Low-Income Housing Tax Credits (LIHTC).

The City during the program year also approved a \$900,000 loan for a project adjacent to Kentucky Avenue (Woodland Opportunity Village development - WOV). This project will result in the construction twelve low income units. WOV has secured project based vouchers for all units and this will allow residents to pay only 30 percent of gross monthly income towards rent. Finally, the City has committed funding toward a future 72-unit Affordable Housing and Sustainable Communities (AHSC) development for Extremely-, Very-, and Low-Income households in one of the City’s infill sites. Development of this project also includes a number of Sustainable Transportation Improvements (STIs), including bike lanes, sidewalks, and zero emission infrastructure. Future action plans will reflect City efforts to support the development and construction of affordable housing.

Finally, the City deeded over a 2.923-acre parcel at no cost for the land to nonprofit Friends of the Mission for the East Beamer Way 60-unit permanent supportive housing development. As part of the conveyance of the parcel, the City also approved parking and storm drainage easement deeds over adjacent City property for the benefit of the overall East Beamer Way Campus which include the PSH units, emergency shelter, and treatment facility (under construction).

Affordable housing monitoring is conducted at projects that received City loan assistance to ensure the tenants are charged the correct rents and for owner-occupied affordable units to confirm they continue to be owner-occupied. Onsite monitoring is also conducted at three HOME projects which includes a review of overall site conditions and inspecting a sample of units to verify the satisfaction of housing conditions requirements. Approximately 460 units (rental and owner-occupied units) were monitored during the program year.

The City aided a number of services providers that assist lower income households including the Northern California Children's Therapy Center (therapy for young children), Legal Services of Northern California (fair housing services), Meals on Wheels (meals for senior citizens), Yolo Wayfarer Center (emergency shelter), Yolo Food Bank (food) Legal Services of Northern California (fair housing services), and Yolo Community Care Continuum (housing and supportive services).

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City participated with Yolo County and the cities in the county on the Countywide Homeless Coordination Project during the program year. This program provides funding assistance for a countywide homeless coordinator and the operation of a cold weather shelter (Yolo Wayfarer Center) in Woodland during the winter months. In addition, a City staff member represents the City at meetings of the local continuum of care, Yolo County Homeless and Poverty Action Coalition (HPAC) and City staff participated in approximately 15 HPAC meetings during the program year.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Yolo County Homeless and Poverty Action (HPAC) serves as the continuum of care for Yolo County. A City staff member represents the City on HPAC's board of directors. HPAC has a number of responsibilities including the coordination of services and housing resources for the homeless and overseeing the local selection process for the annual Continuum of Care funding competition. City staff participated in approximately 15 HPAC meetings during the program year.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

A majority of the city is considered low resource according to the California Tax Credit Allocation Committee (TCAC). Generally, the low resource areas are south of Kentucky Avenue, north of Gibson Road, and west of Bourn Drive. TCAC and the California Department of Housing and Community Development and HCD define these as areas where there are fewer opportunities to access jobs, education, and lower home values in addition to other economic, environmental, and educational indicators. The City's Housing Element which was adopted in 2023 includes a policy to invest in historically underserved areas in order to transform low resource areas into areas of opportunity. For a number of years, the City has made and continues to make significant infrastructure investments in low resource areas to address water, sewer, road, and parks infrastructure. For example, the majority of the ADA accessible ramps installed for the City's ADA Accessibility Project during the program year (PY 2021 and 2022 funding) occurred in low resource areas. While the City does not have the ability to address all the factors contributing to a low resource area, it has been able to make considerable infrastructure

investments in low resource areas.

The City adopted the Comprehensive Zoning Code update in 2024, which included several measures that streamline housing development including granting “by-right” development approval for a variety of housing types in most zones and provide objective design standards. This is the current iteration of the CZC, and as such, the overall benefit of this CZC is a more efficient and robust development review process to assist residents, development partners, staff and decision makers to allow qualified development proposals expedited review, thereby helping reduce the front-end design/development costs particularly for new housing projects. Other highlights of CZC including increasing the density of the Duplex Residential Zone from 1-8 to 5-15 dwelling units/acre and permitting residential units in the Community Commercial Zone at a range of 15-35 du/acre. It is anticipated that the CZC will help facilitate additional investments in Woodland including housing for a variety of income ranges.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City requires subrecipients to submit quarterly and annual reports on the progress and results of their activities. Subrecipients provided written narratives on the progress/results of their activities as well as ethnicity and income data on the beneficiaries of the CDBG-funded activities. Onsite subrecipient monitoring did not occur during the program year. City staff was responsible for monitoring construction activities during the program year for contract, labor (Davis-Bacon and Related Acts), and other Federal overlay compliance. This included running debarment checks through the System for Award Management, reviewing draft construction contracts to verify inclusion of Federal overlay language, assisting subrecipients with the preparation bid notices (notice to contractors), conducting field wage interviews, and reviewing certified payrolls.

While the City of Woodland ADA Accessibility Project (with Program Year 2023 CDBG funding) will not be constructed until 2025, the initial bidding process which occurred during this program year resulted in the project plans and specifications being made available to the following bid houses and other sources of construction bid opportunity information. A similar process will occur next year when the project is bid out a second time.

1. Construction Bidboard, Inc.
2. Dodge Data & Analytics
3. Sacramento Regional Builders Exchange
4. Placer County Contractors Association and Builders Exchange
5. Marin Builders Association
6. El Dorado Builders Exchange
7. Peninsula Builders Exchange
8. Valley Contractors Exchange
9. Shasta Builders Exchange
10. Construction Data Company
11. BidAmerica
12. Bay Area Builders Exchange

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City's CDBG Public Participation Plan requires that the CAPER be available for public comment for a minimum period of 15 days. The City published a notice (in English and Spanish) on September 2, 2025 in the local newspaper (Woodland Daily Democrat) on the availability of the CAPER and that public comments would be accepted through September 16, 2025. In addition, notification was provided that a public hearing would be held on September 16, 2025 before the Woodland City Council to receive public comments on the CAPER. The notice included the phone number and email for the City staff contact. On September 2, 2025 email was sent to the members of the local continuum of care (HPAC) and HPAC's distribution list (150-plus individuals who work for service providers that provide programs

in Woodland and/or Yolo County) to inform the community about the CAPER public comment period and public hearing. On September 1, 2025 the CAPER notice was posted in the front entrance of City Hall (300 First Street, Woodland, CA 95776) and the lobby of the Community and Senior Center (2001 East Street, Woodland, CA 95776).

Copies of the CAPER were made available at the Woodland Community and Senior Center, Community Services public counter (2001 East Street, Woodland, CA 95776, Woodland City Hall, Community Development public counter (300 First Street, Woodland, CA 95695) and through the City's website (Community Services Department, CDBG section) starting on September 4, 2024.

The agenda packet for the September 16, 2025 City Council meeting was posted to the City's website starting on September 11, 2025 and the meeting agenda was posted to the City Hall outdoor display case on the same day. On September 16, 2025, the City Council approved the CAPER after holding a public hearing.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City has not changed its CDBG program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City has not changed its CDBG program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0				
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other.	0				

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City of Woodland ADA Accessibility Project was bid out during the Program Year with PY 2024 and 2023 funding. While the contractor awarded the bid for the project was not a Section 3 business and did not employ Section 3 workers, the City bid documents stated that the project is subject to Section 3 requirements. As part of the bid notification process, the City made the project plans and specifications available to the following bid houses and other sources of bid opportunity information for construction projects.

1. Construction Bidboard, Inc.
2. Dodge Data & Analytics
3. Sacramento Regional Builders Exchange
4. Placer County Contractors Association and Builders Exchange
5. Marin Builders Association
6. El Dorado Builders Exchange
7. Peninsula Builders Exchange
8. Valley Contractors Exchange
9. Shasta Builders Exchange
10. Construction Data Company
11. BidAmerica
12. Bay Area Builders Exchange



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: H.15
SUBJECT: Yolo Transit District Short-Range Transit Plan

Recommendation for Action: Staff recommends that the City Council:

1. Receive a presentation on the Yolo Short Range Transit Plan, and
2. Recommend the Yolo Transit District Board approve the proposed Short Range Transit Plan routing changes for Woodland for the purpose of preparing cost analysis and proceed with planning for the future transfer point on Main Street between 5th and 6th Street.

Staff Contact:

Brent Meyer, Community Development Director, (530) 661-5947, brent.meyer@cityofwoodland.gov

Fiscal Impact:

The service changes proposed in the draft SRTP are designed to be cost and revenue neutral, so no fiscal impact is anticipated. Grant funding from the SACOG Mobility Zones project is being sought for improvements at the proposed future transfer point. In the coming months, Yolo Transit District (YoloTD) will conduct a fiscal analysis of the costs of the recommended changes. This analysis will include a reduced cost scenario as well as a higher level service scenario.

Given the City's challenging budget forecast, the City will be looking for the proposed service to increase operational efficiencies and reduce transit costs/reliance on Woodland Transportation Development Act (TDA) funding. As background, the operational budget for the YoloTD is primarily funded by TDA funding which consists of the Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA). Attached in Exhibit A is the Fiscal Year 2025-2026 YoloTD budget. The total amount of STA and LTF funding available to Woodland is \$4.92 million. \$2.80 million is allocated to YoloTD to provide transit service and \$2.12 million is set aside for the City to fund road maintenance needs.

Both LTF and STA funds are tied to statewide sales tax revenues and therefore fluctuate with economic cycles. Any TDA funding not used for transit is available for the City to use toward road maintenance expenses. The TDA funding that the City receives does not fund the entirety of the City's annual road maintenance expenses. The City relies on voter approved Measure F sales tax revenues to supplement annual road maintenance needs where the TDA funding is insufficient. Therefore, any reduction in the City's TDA funding will require greater reliance on Measure F funds to sustain our current level of investment in road maintenance.

Background:

In 2024, YoloTD initiated an update to its Short-Range Transit Plan. The initial findings and recommended changes to service will be presented to the public for input in the coming weeks. As part of this public outreach phase, staff and YoloTD are seeking City Council input on the proposed service and routing changes in the form of a preliminary recommendation to the YoloTD Board.

YoloTD staff will present the Council with an overview of the SRTP process and draft recommendations. Additionally, the presentation will provide an update on the work with the ad-hock subcommittee to identify a future transfer point in Woodland and the basis for the recommendation to proceed with planning for the future transfer point of the inter- and intracity services (both fixed-route

bus and BeeLine microtransit) on Main Street between 5th and 6th Streets.

The following is a summary provided by YoloTD staff and will be discussed in greater detail during the presentation. Presentation slides have also been prepared to help further describe these changes and are attached to this report.

Discussion:

YoloTD Short-Range Transit Plan

An SRTP is a comprehensive document that outlines a transit agency's strategies, goals, and projects for a horizon typically ranging from five to seven years (this project assumes 2025 to 2031). It provides a detailed roadmap for the agency's operations, investments, and service improvements within this timeframe. The SRTP is a living document, subject to periodic updates and revisions.

The recommendations focus on three main tenets:

1. Modify route alignments to provide core 30-minute frequency service routes in Woodland, Davis, and West Sacramento.
2. Create more "one-seat rides" to key shopping, healthcare, school, and work destinations in the region.
3. Rely on microtransit service to provide transit coverage where fixed route service does not make sense.

Currently, Woodland's two local fixed routes (Routes 211 and 212) consist of single direction, overlapping loops. YoloTD recommends combining Routes 211 and 212 into one bi-directional loop with two service options and better coordinating that loop with BeeLine service. The new route would be reconfigured and streamlined for better efficiency. Also, Route 215 would be slightly modified. These changes are shown in Figure 9 and Figure 10.

Routes 211 and 212:

- Option 1 (Preferred by YoloTD): 30-minute headways for 211/212 and reduce BeeLine service from four to two vehicles. Consider increasing the fare for BeeLine trips starting and ending within ¼ mile of a fixed route bus stop to encourage riders to use the fixed route service where possible.
- Option 2: Keep 60-minute headways and keep four BeeLine vehicles. Consider increasing the fare for BeeLine trips starting and ending within ¼ mile of a fixed route bus stop.

The recommendation to increase fixed-route bus service and maintain or reduce BeeLine vehicle availability is based on cost-effectiveness and productivity considerations. Even in their current form, Routes 211 and 212 have higher productivity and cost-effectiveness than BeeLine. In Fiscal Year 2023/24, Woodland BeeLine carried an average of 2.3 passengers per hour, while Route 211 carried five passengers per hour and Route 212 carried six passengers per hour.

This finding is typical of microtransit services nationwide. Microtransit provides a higher quality of service that is individualized to each passenger's needs, and therefore requires a larger subsidy per passenger compared to traditional fixed-route bus service. Given the finite resources available to public transit agencies like YoloBus, the most cost-effective way to serve the most people is to make fixed-route service a more convenient option for the majority of trips, and maintain BeeLine service for those situations where fixed-route bus service is impractical.

Route 215:

- Maintain current service levels, but possibly modify the schedule based on comments from riders to relieve standing-room only crowding on certain late-night trips.

- Modify Woodland routing to bypass the existing County Fair Mall transit center.

The modified routing for all three routes assumes that a new transit transfer point is identified along Main Street.

Woodland Transfer Point

Over the past several years, YoloTD and the City of Woodland have coordinated closely on relocating the bus transfer point from the existing County Fair Mall ("the mall") to a location in or proximate to the downtown, a longstanding YoloTD objective and consistent with the City's General Plan policy.

In February 2025, YoloTD brought to the Woodland City Council a proposal to relocate the transfer point to a preferred location in the vicinity of Second and Court Streets. The City Council did not support that location, but recognized the need to relocate from the mall and directed Woodland staff to continue working with YoloTD and return with a recommendation for a mutually agreeable location(s) for a downtown transfer point.

The City of Woodland and YoloTD each appointed Ad-Hoc Committees to help facilitate the process. The Woodland Ad-Hoc Subcommittee consists of two City Councilmembers (Mayra Vega and David Moreno) and the YoloTD Ad-Hoc Committee consists of two YoloTD Directors (Supervisor Lucas Frerichs and Mayra Vega).

Main Street Between 5th & 6th Street

Starting in Spring 2025, YoloTD and Woodland staff began evaluating alternatives to the Second & Court Street site. These sites included:

- 3rd Street between Court & North
- 4th Street between Lincoln & Main
- Three alternatives in the vicinity of 6th & Lincoln
- Main Street between 5th & 6th Streets

Through collaborative dialogue, YoloTD and Woodland staff identified the segment of Main Street between 5th and 6th Streets fronting the current (aka "new") Yolo County Courthouse as a preferred alternative that could meet YoloTD's operational needs and downtown access objectives while addressing the City of Woodland's concerns of downtown circulation impacts and compatibility with surrounding land uses. This site was introduced to the Ad Hoc Committee in June 2025 for preliminary consideration and confirmed at a second Ad Hoc Committee in early August.

Site Improvements and Funding Opportunity

YoloTD and City of Woodland staff recently convened to discuss potential site and safety improvements at the Main Street location. A list of improvements was identified and YoloTD consultants are preparing materials in consultation with the City with the intent to submit a capital funding application to the Sacramento Area Council of Governments (SACOG) Mobility Zones funding program.

YoloTD Board Feedback

An update was provided to the YoloTD Board on September 8, 2025. Action on this item was intentionally deferred until the Woodland City Council could consider the proposal. However, the YoloTD Board expressed support for this location and overall excitement about establishing a transfer point at the Main Street location. Assuming Woodland City Council support, the YoloTD Board will take final action on this item concurrent with the final SRTP recommendations in December 2025.

Timing of Implementation

Implementation of the Woodland transfer point to this location will need to be coordinated with the implementation of SRTP route revisions, which is expected to occur in the latter half of 2026.

Conclusion:

Staff recommends that the City Council:

1. Receive a presentation on the Yolo Short Range Transit Plan, and
2. Recommend the Yolo Transit District Board approve the proposed Short Range Transit Plan routing changes for Woodland for the purpose of preparing cost analysis and proceed with planning for the future transfer point on Main Street between 5th and 6th Street.

Prepared by: Brent Meyer, Community Development Director / City Engineer



Ken Hiatt
City Manager

Attachments:

1. Woodland City Council SRTP-WTP Slides
2. 25/26 YoloTD-Budget Summary



YoloTD Short-Range Transit Plan and Woodland Transfer Point

Draft SRTP Route Recommendations & Transfer
Point Location



Agenda

SRTP

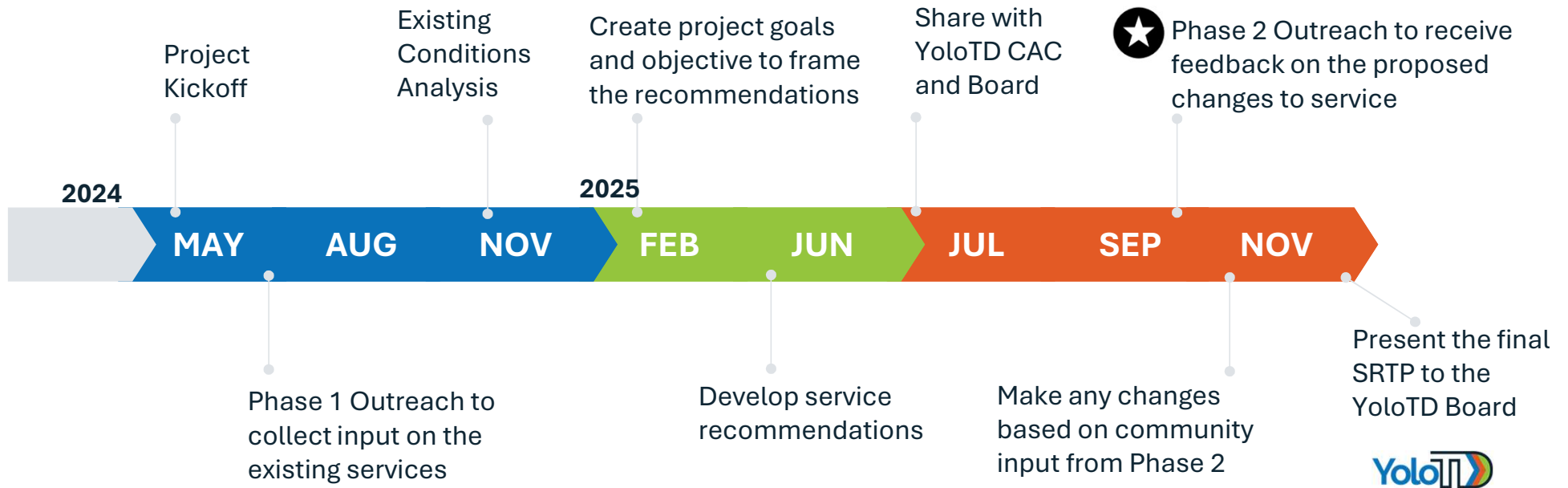
1. Project Overview
2. What is an SRTP?
3. Key Takeaways
4. Goals and Objectives
5. Plan Overview
6. Draft SRTP Recommendations
7. Next Steps

WOODLAND TRANSFER POINT

1. Purpose and Goals
2. Timeline to Date
3. Transit Center vs. Transfer Point
4. Transfer Point Layout Sketch
5. Next Steps

Project Overview

- Short Range Transit Plan (SRTTP) update for 2024-2031
- Analyzed market demographics, travel demand trends, ridership and current transit service efficiency
- Used community surveys for recommendations to best serve Yolo County



What is an SRTP?

- A detailed roadmap for YoloTD's operations, investments, and service improvements within a 5-7 year timeframe
- Subject to periodic updates and revisions
- Required by Federal Transit Administration for federal and state grants



S RTP Goals and Objectives

Goal 1 – Provide a high-quality transit service that is an attractive mode of transportation

Goal 2 – Improve access to opportunities for all residents and workers in Yolo County

Goal 3 – Provide a transit service that contributes to environmental sustainability and climate resiliency

Goal 4 – Provide a seamless travel option to passengers throughout the region

Goal 5 – Provide a service that is financially sustainable by efficiently allocation resources

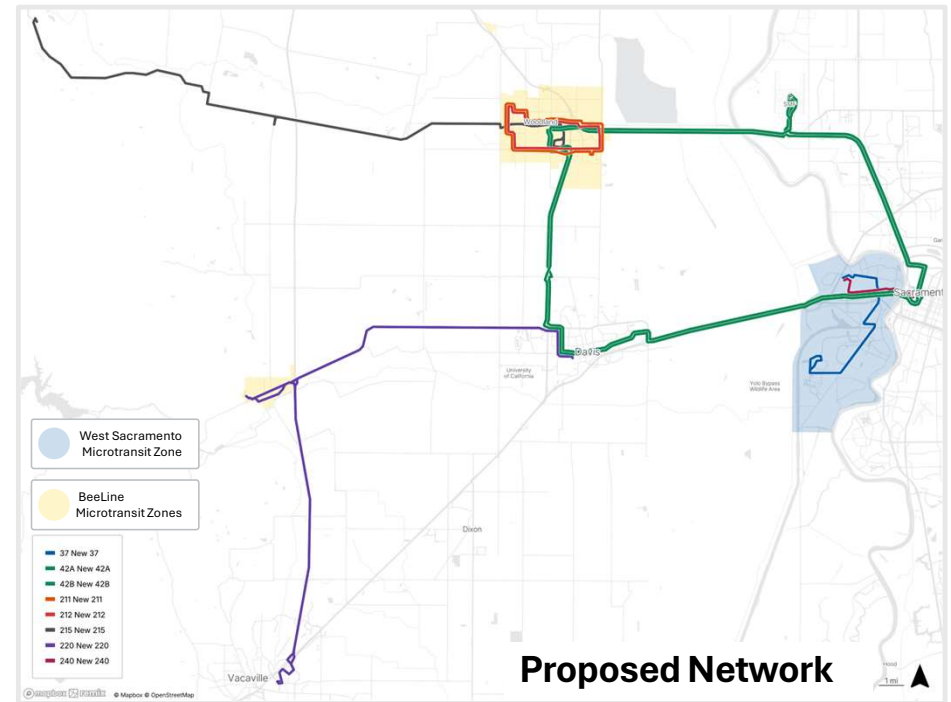


Key Themes

- **Focus on frequency over coverage**
(64% of survey respondents prefer a longer walk/roll to a route that comes more often)
- **Maintain fixed-route service as primary service model**
(57% of survey respondents would prefer fixed route over microtransit service)
- **Improve reliability and on-time performance**
(survey respondents ranked on time performance as their highest priority for improvement)
- **Routes 42 & 215 carry the majority of system ridership**
(75% of systemwide ridership)

Plan Overview

- “Revenue-Neutral” Scenario
- Provide 30-minute frequency service routes in Woodland, Davis, and West Sacramento
- Create more “one-seat rides” to key shopping, healthcare, school, and work destinations in the region
- Rely on microtransit for “coverage” service where fixed route does not make sense



Change in Access	Pop. ¼ Mile Access to 30-minute service	Jobs ¼ Mile Access to 30-minute service	Pop. ½ Mile Access to 30-minute service	Jobs ½ Mile Access to 30-minute service
Current 30-Min. Network	49,400	60,400	93,100	122,200
Proposed 30-Min. Network	88,900	94,600	143,200	144,300
Percent Change	+80%	+57%	+54%	+18%



Woodland Access Changes

Woodland Healthcare

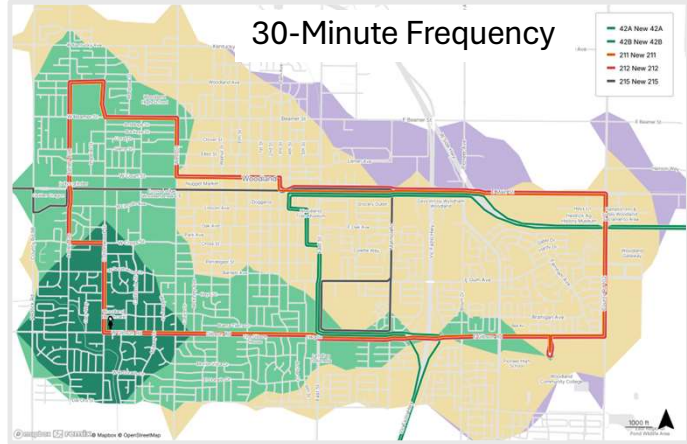
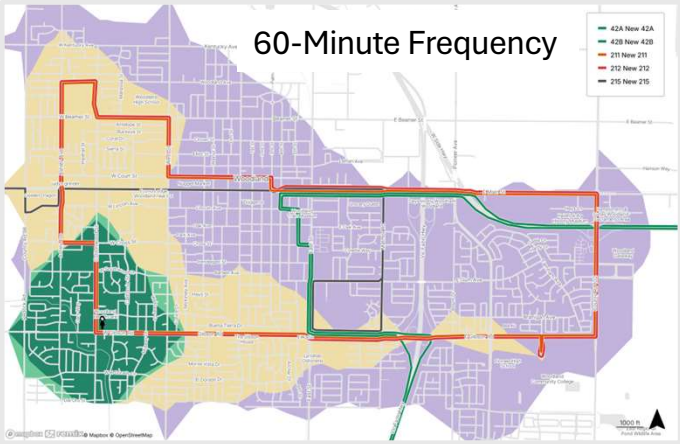
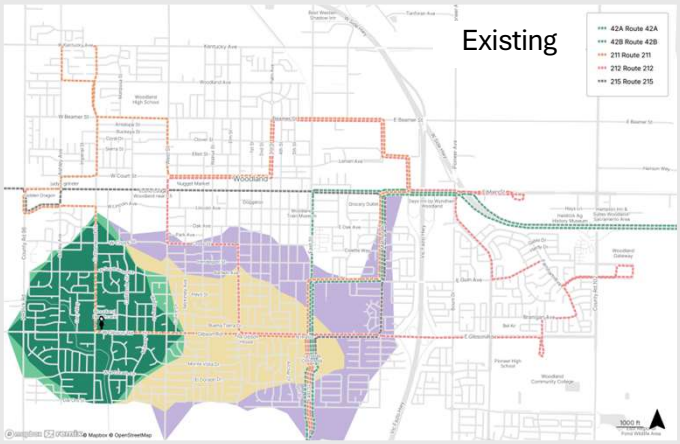
Travel Time TO Jane 

15 Minutes

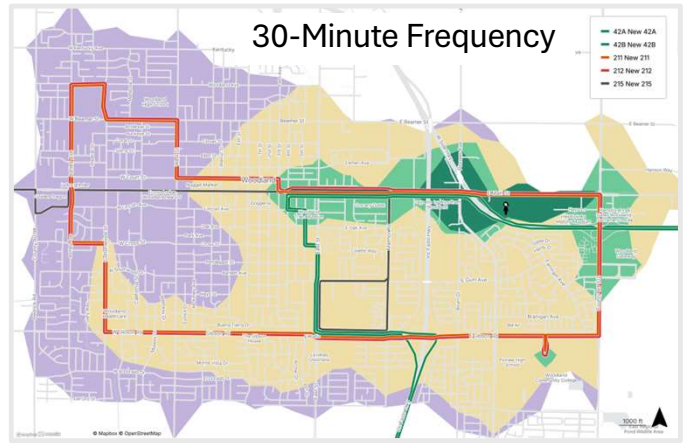
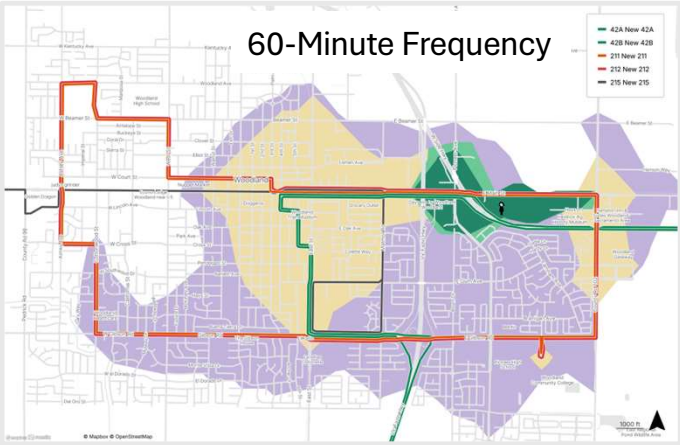
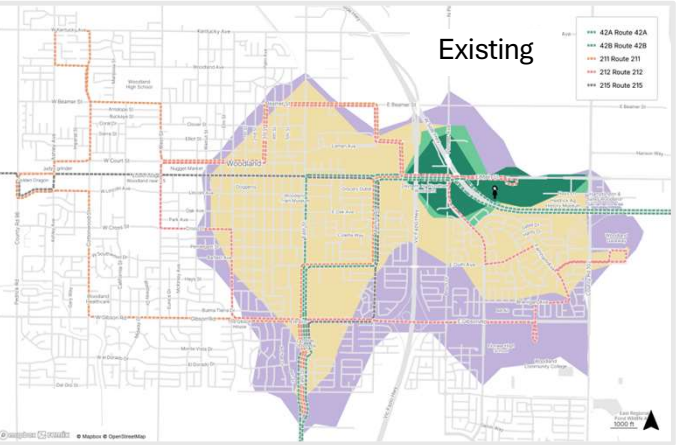
30 Minutes

45 Minutes

60 Minutes



Walmart



Proposed BeeLine Service Changes

Proposed Change:

Reduce service vehicles from 4 to 2

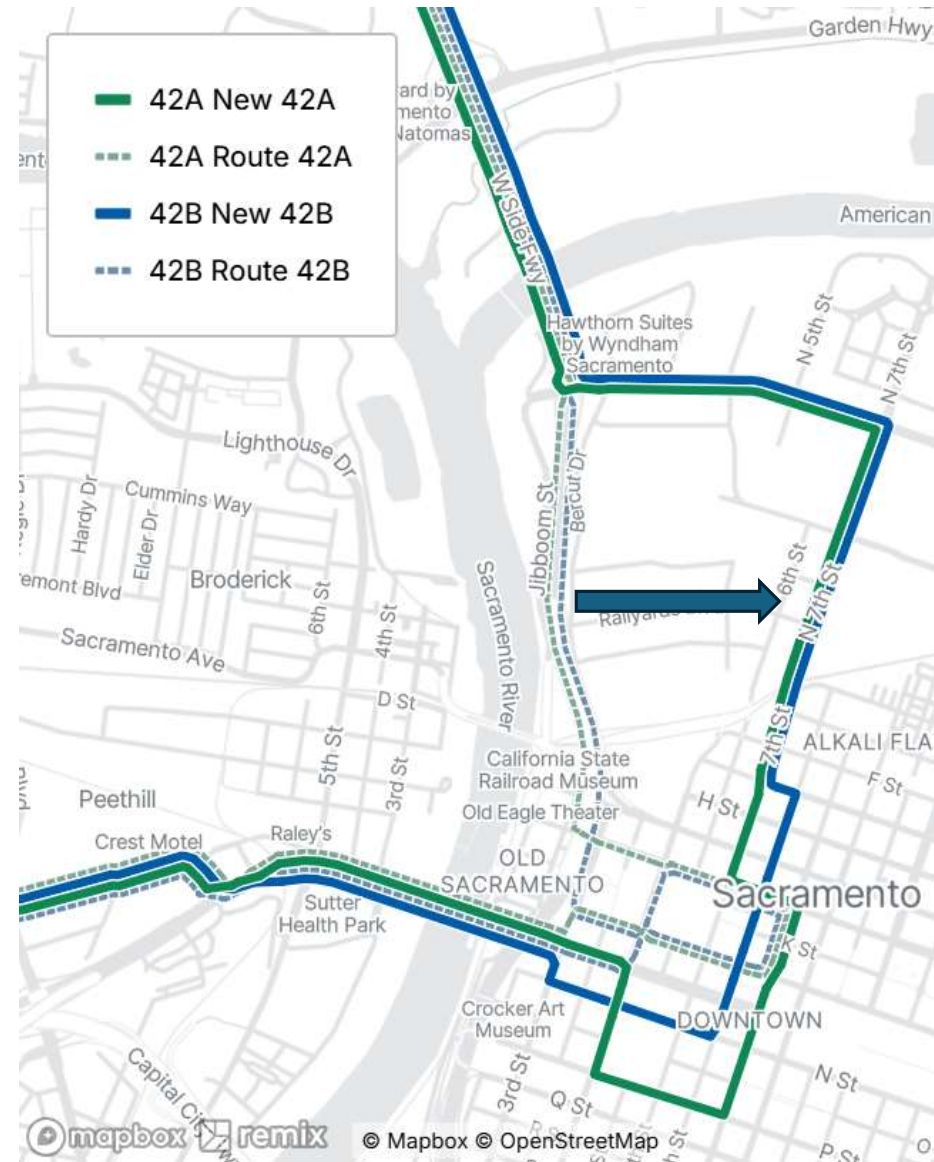
Why?

- Reaching BeeLine capacity, turning away trips
- BeeLine is more costly per ride
- Re-prioritizing for coverage service
- Proposed high-quality fixed-route performs better, higher capacity
- Better predictability
- Existing local fixed-route service is inconvenient affecting ridership



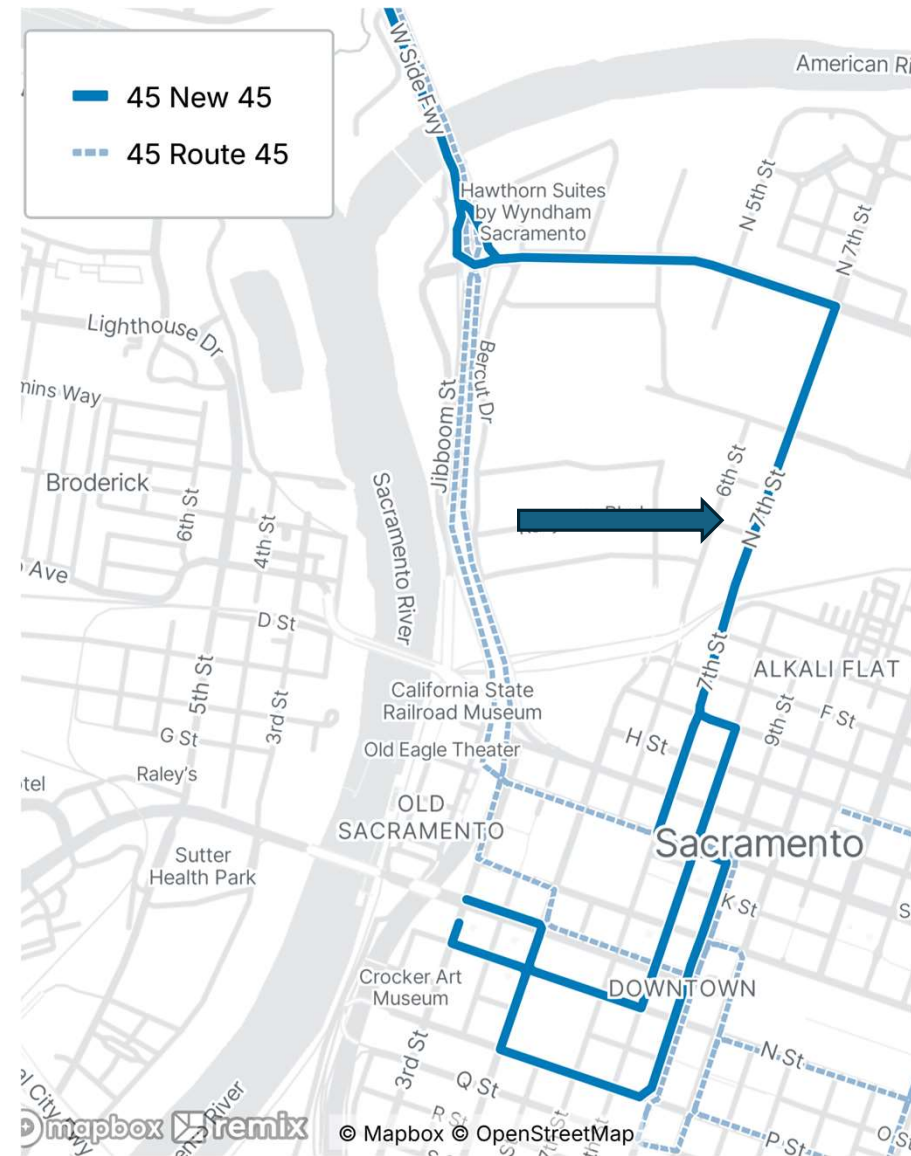
Downtown Sacramento: Route 42

- Realign downtown Sacramento routes to avoid congested areas, serve new May Lee state office complex
- The proposed realignment will eliminate detours for Golden 1 Center or other events
- Consistent routing in Downtown Sacramento reduces confusion for riders
- Routing based on a SACOG recommended alignment for regional transit operators



Downtown Sacramento: Express Route 45

- Realign downtown Sacramento routes to avoid congested areas, serve new May Lee state office complex
- The proposed realignment will eliminate detours for Golden 1 Center or other events
- Consistent routing in Downtown Sacramento reduces confusion for riders
- Routing based on a SACOG recommended alignment for regional transit operators



Existing and Proposed Routes

Route	Daily Trips*	
	Existing	Proposed
211	15	56
212	14	
42 A/B	54	~68
45 AM/PM Express	2	6
215 WB/EB	24	24
BeeLine	4 vehicles	2 vehicles
Totals	109	154
<i>*All trips counted as one-way trips</i>		

Woodland Transfer Point

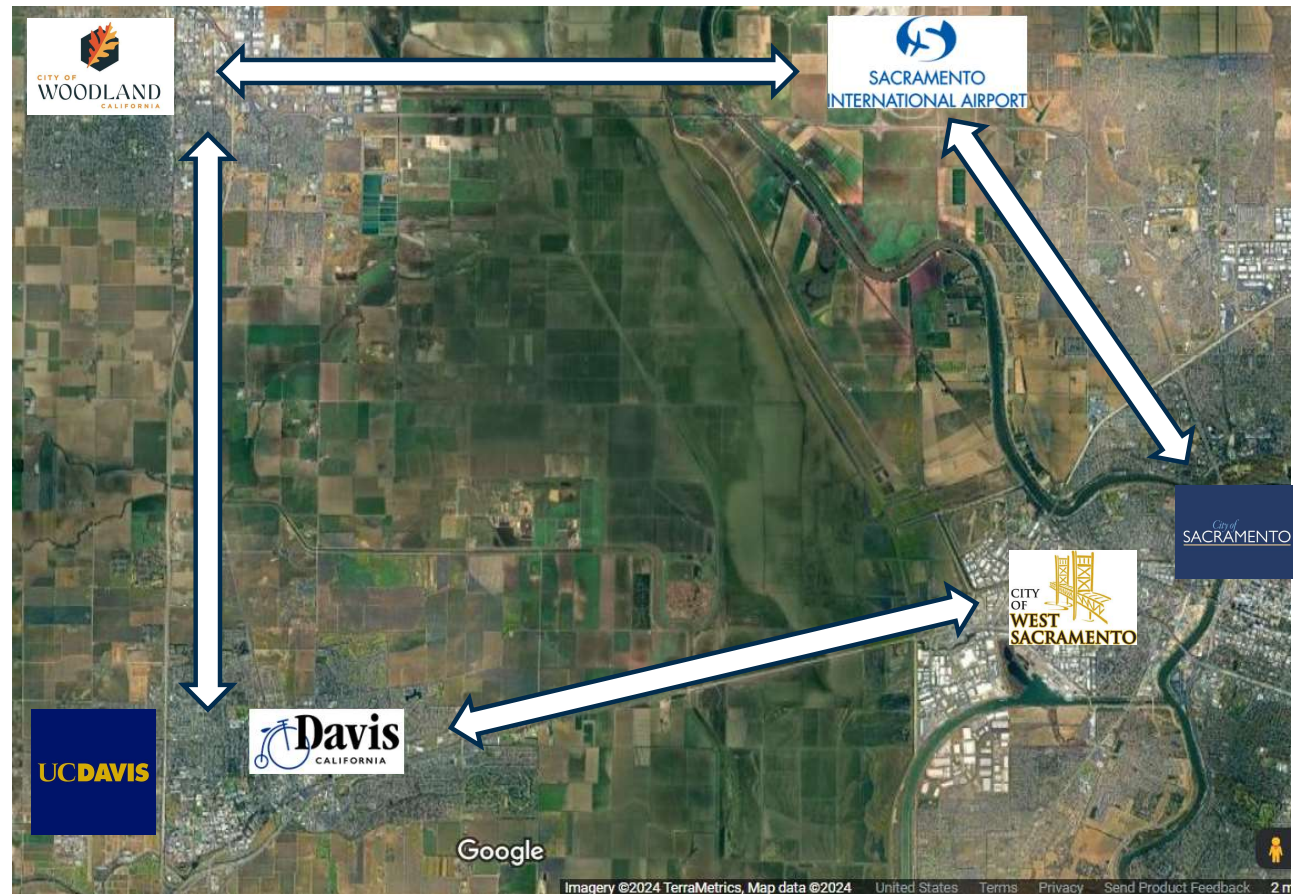
August 25, 2025



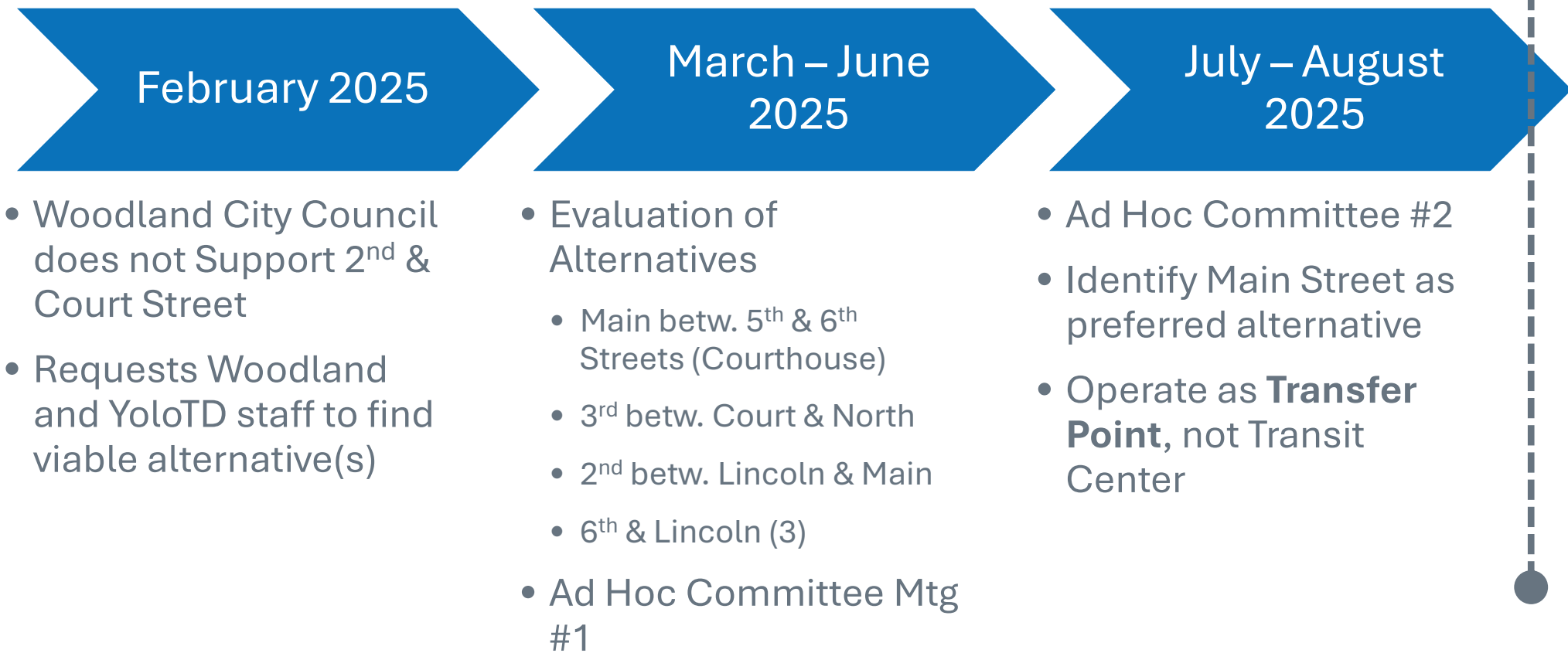
Purpose and Goals for Relocation

Goal: Improve connectivity between downtown Woodland and key regional destinations

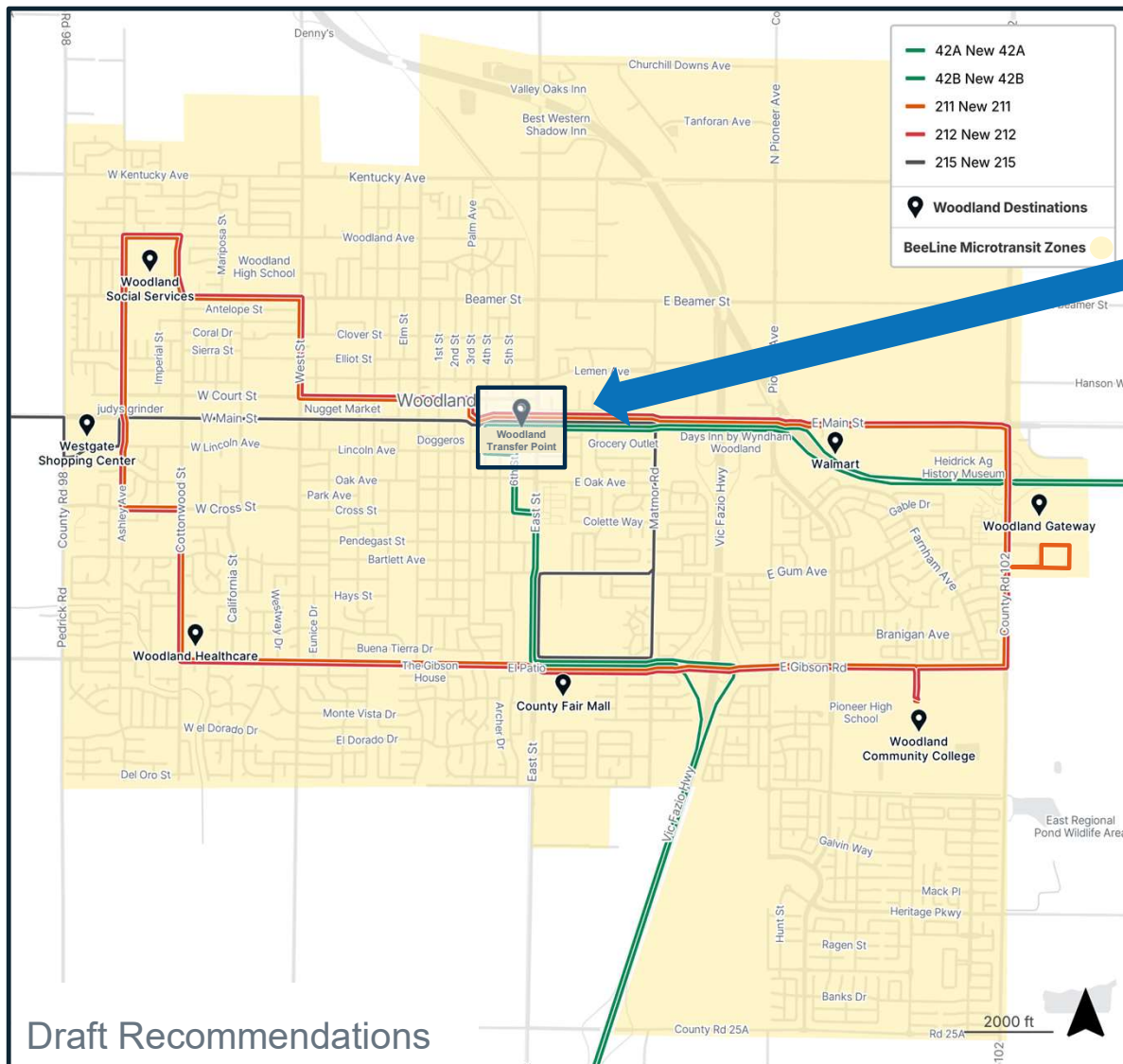
- One-seat ride to UC Davis, Airport and Downtown Sacramento on the 42A/B
- 3500 jobs in downtown Woodland
- Woodland is the only Central Business District with no intercity service



Timeline



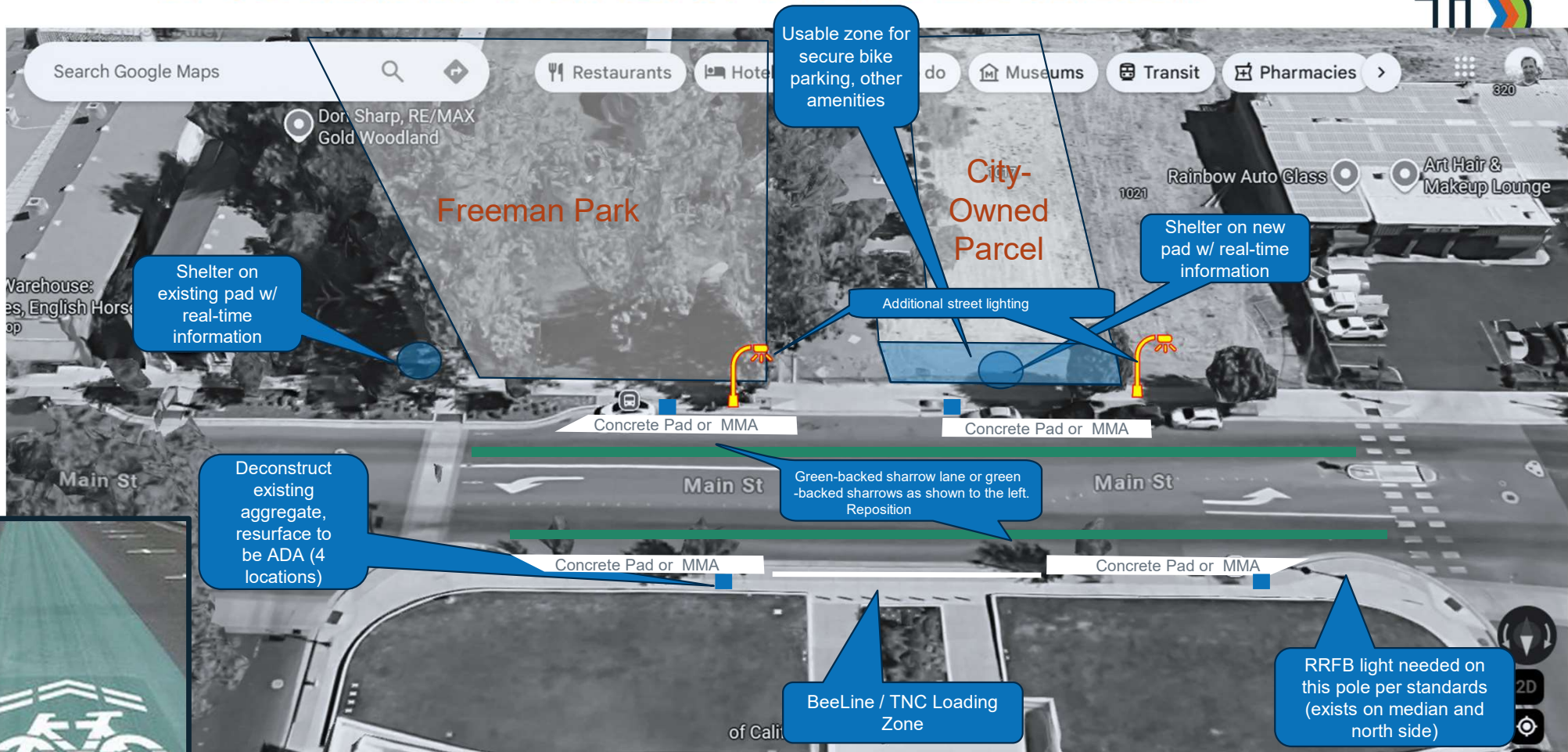
Woodland Transfer Point Location



Transit Center vs. Transfer Point

Features	Transit Center	Transfer Point
Scheduled Layover	✓	
Route Recovery	✓	
Driver Breaks/Changes	✓	Maybe
Vehicle Relief	✓	
Route Convergence	✓	✓
Passenger Amenities	✓	✓
Placemaking	✓	✓

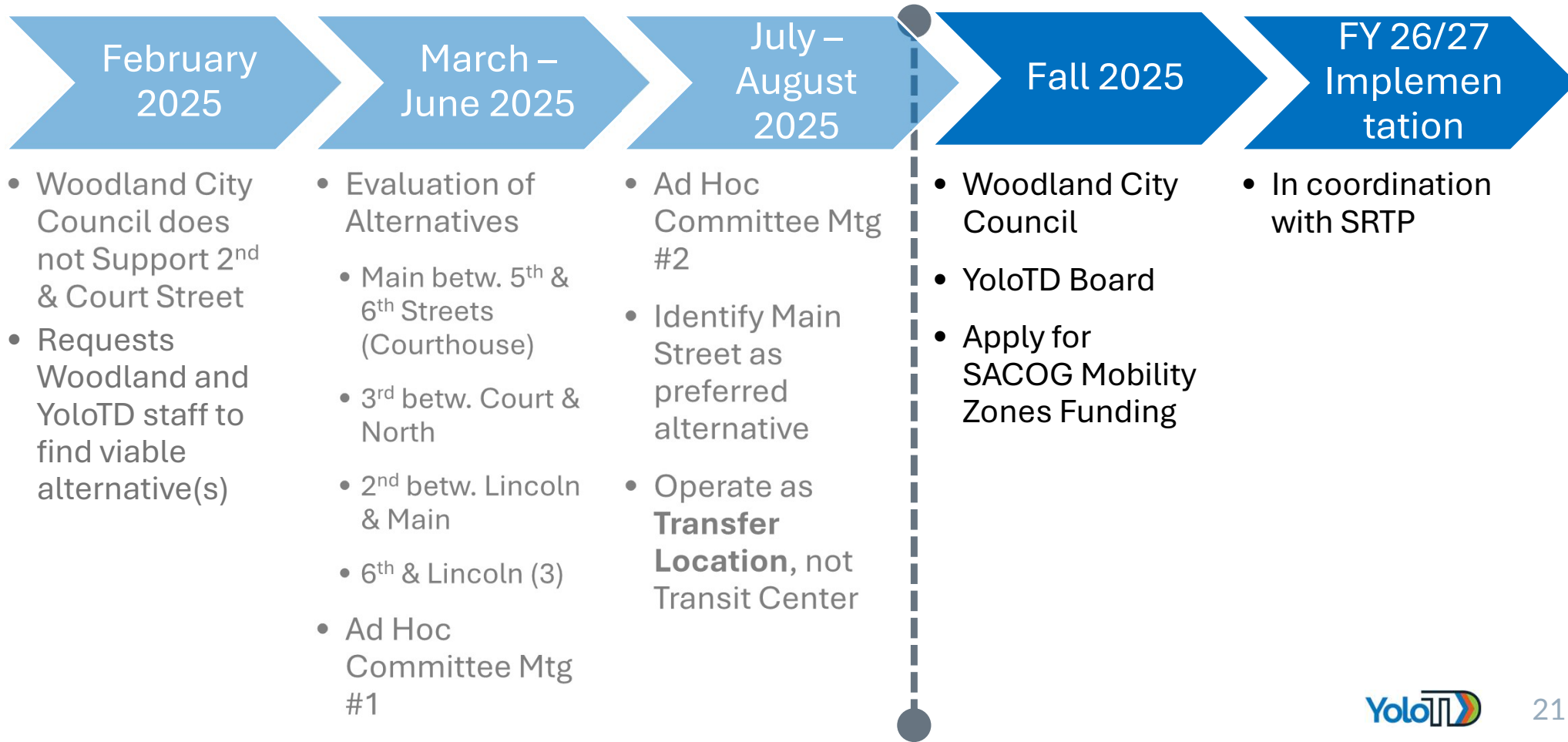
Woodland Transfer Point Location



Example of green-backed sharrow lane



Next Steps





Thank You!

Draft SRTP Route Recommendations & Transfer
Point Location



TABLE 1.1C. FY 2025-2026 YOLOTD JURISDICTIONS STA & LTF ALLOCATIONS

	DAVIS			WOODLAND		
	Final FY 24-25	Prelim FY 25-26	Change	Final FY 24-25	Prelim FY 25-26	Change
STA Estimate by Jurisdiction	\$1,008,251	\$661,247	-34%	\$716,065	\$616,706	-14%
LTF Estimate by Jurisdiction	\$4,037,325	\$4,614,630	14%	\$3,771,769	\$4,303,792	14%
Total STA/LTF by Jurisdiction	\$5,045,576	\$5,275,877	5%	\$4,487,834	\$4,920,498	10%
STA/LTF to YoloTD						
YoloTD Admin	\$483,473	\$790,094	63%	\$451,672	\$736,874	63%
Transit Services	\$2,219,000	\$2,109,579	-5%	\$1,913,242	\$2,063,373	8%
STA to YoloTD	\$1,008,251	\$661,247	-34%	\$716,065	\$616,706	-14%
LTF to YoloTD	\$1,694,222	\$2,238,426	32%	\$1,648,849	\$2,183,541	32%
Total YoloTD STA + Share of LTF	\$2,702,473	\$2,899,673	7%	\$2,364,914	\$2,800,247	18%
STA Retained by Jurisdiction	\$0	\$0	0%	\$0	\$0	0%
LTF Retained by Jurisdiction	\$2,343,103	\$2,376,204	1%	\$2,122,920	\$2,120,251	-0.1%
Total Retained by Jurisdiction	\$2,343,103	\$2,376,204	1%	\$2,122,920	\$2,120,251	0%
	WEST SACRAMENTO			WINTERS		
	Final FY 24-25	Prelim FY 25-26	Change	Final FY 24-25	Prelim FY 25-26	Change
STA Estimate by Jurisdiction	\$647,975	\$551,713	-14.9%	\$90,093	\$77,119	-14.4%
LTF Estimate by Jurisdiction	\$3,413,117	\$3,850,231	12.8%	\$474,549	\$538,187	13.4%
Total STA/LTF by Jurisdiction	\$4,061,092	\$4,401,944	8.4%	\$564,642	\$615,306	9.0%
STA/LTF to YoloTD						
YoloTD Admin	\$408,723	\$659,217	61.3%	\$56,828	\$92,146	62.1%
Transit Services	\$2,464,895	\$2,513,781	2.0%	\$118,064	\$136,473	15.6%
STA to YoloTD	\$647,975	\$551,713	-14.9%	\$90,093	\$77,119	-14.4%
LTF to YoloTD	\$2,225,643	\$2,621,285	17.8%	\$84,799	\$151,500	78.7%
Total YoloTD STA + Share of LTF	\$2,873,618	\$3,172,998	10.4%	\$174,892	\$228,619	30.7%
STA Retained by Jurisdiction	\$0	\$0	0.0%	\$0	\$0	0.0%
LTF Retained by Jurisdiction	\$1,187,474	\$1,228,946	3.5%	\$389,750	\$389,750	-0.8%
Total Retained by Jurisdiction	\$1,187,474	\$1,228,946	3.5%	\$389,750	\$389,750	-0.8%
	YOLO COUNTY (UNINC.)			TOTAL (ROUNDED)		
	Final FY 24-25	Prelim FY 25-26	Change	Final FY 24-25	Prelim FY 25-26	Change
STA Estimate by Jurisdiction	\$383,373	\$346,358	-9.7%	\$2,845,757	\$2,253,143	-20.8%
LTF Estimate by Jurisdiction	\$2,215,972	\$2,417,123	9.1%	\$13,912,732	\$15,723,963	13.0%
Total STA/LTF by Jurisdiction	\$2,599,345	\$2,763,481	6.3%	\$16,758,489	\$17,977,106	7.3%
STA/LTF to YoloTD						
YoloTD Admin	\$265,364	\$413,848	56.0%	\$1,666,060	\$2,692,178	61.6%
Transit Services	\$118,009	\$163,665	38.7%	\$6,833,210	\$6,986,871	2.2%
STA to YoloTD	\$383,373	\$346,358	-9.7%	\$2,845,757	\$2,253,143	-20.8%
LTF to YoloTD	\$0	\$231,155	n/a	\$5,653,513	\$7,425,906	31.4%
Total YoloTD STA + Share of LTF	\$383,373	\$577,513	50.6%	\$8,499,270	\$9,679,049	13.9%
STA Retained by Jurisdiction	\$0	\$0		\$0	\$0	
LTF Retained by Jurisdiction	\$2,215,972	\$2,185,968	-1.4%	\$8,259,219	\$8,298,057	0.5%
Total Retained by Jurisdiction	\$2,215,972	\$2,185,968	-1.4%	\$8,259,219	\$8,298,057	0.5%

State Transit Assistance (STA) funds are derived from a statewide tax on diesel fuel. The State Controller's Office allocates the tax revenue by formula. STA funding can only be used for transportation planning and mass transportation purposes.

Local Transportation Fund (LTF) allocations are derived from a ¼ cent of the general sales tax collected statewide and is intended to "improve existing public transportation services and encourage regional transportation coordination."



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 16, 2025
ITEM #: H.16
SUBJECT: Downtown Entertainment Zone Proposal

Recommendation for Action: Staff recommends that the City Council:

- 1) Introduce and waive the first reading of an Ordinance amending Chapter 9.28 "Offenses - Miscellaneous" section 9.28.220, and Chapter 12.40 "Special Events" section 12.40.050, and adding Chapter 12.42 "Entertainment Zones", and
- 2) Adopt Resolution No. ____ authorizing the City Manager, or their designee, to enter into Memoranda of Understanding with participating businesses upon the establishment of a Downtown Entertainment Zone.

Staff Contact:

Amanda Portier, Marketing & Business Relations Specialist, (530) 661-5920, Amanda.Portier@cityofwoodland.gov

Fiscal Impact:

The proposed Downtown Entertainment Zone is anticipated to generate positive economic impacts by allowing downtown bars, restaurants, wineries, and breweries ("eligible businesses") to participate directly in special events, increasing local sales and potentially boosting sales tax revenue. Incremental costs related to staff time, signage, and special event permit coordination will be absorbed by department budgets.

Report in Brief:

Senate Bill 969, effective January 1, 2025, authorizes California cities to establish designated Entertainment Zones where licensed businesses may sell alcoholic beverages in open containers for outdoor consumption during City-permitted special events. Establishing a Downtown Woodland Entertainment Zone would allow eligible businesses to participate directly in these events, generating economic benefits that often flow to out-of-town vendors under temporary state licenses.

The proposed ordinance would designate the maximum boundaries and hours of operation for a Downtown Entertainment Zone and authorize staff to develop a management plan to regulate its activation through the City's existing special event permit process. The program has broad support from downtown businesses, event organizers, and law enforcement, and includes safeguards to ensure public safety.

Background:

Entertainment Zone: What & Why

Downtown Woodland is the civic and business heart of the community. There are dozens of City-permitted special events in the downtown that draw anywhere from a few hundred to 30,000 visitors. These events play a pivotal role in the city's economy, culture, and identity as they support local businesses and create a lively, community-friendly atmosphere.

Unfortunately, certain barriers prohibit all downtown businesses from fully participating in and economically benefiting from special events. Current state alcohol licensing regulations prohibit these establishments from selling alcoholic beverages for consumption outdoors during these events. As a

result, special event organizers often bring in out-of-town vendors under a temporary Department of Alcoholic Beverages Control (ABC) license. In turn, this hurts local businesses as special event attendees are purchasing from the event vendors and not the surrounding businesses.

Senate Bill (SB) 969, signed into law by the California State Legislature effective January 1, 2025, authorizes cities to establish designated “entertainment zones” that provide increased flexibility for outdoor alcohol consumption during City-permitted special events. Within these zones, eligible licensed businesses may sell alcoholic beverages in open containers for outdoor consumption within clearly marked and actively managed City-permitted event areas.

San Francisco As a Model

Prior to SB 969, SB 76 (2023) authorized entertainment zones only in the City and County of San Francisco. During the first entertainment zone event in 2024, all participating businesses reported that their sales were five to fifteen times more than average sales during a typical event. Given the success, San Francisco has expanded their entertainment zone program to now include 21 zones. With the passage of SB 969, other cities throughout California have recently established entertainment zones, including San Jose, Santa Monica, and Sacramento.

Other cities have used San Francisco’s implementation process as a model to establish their own entertainment zones. San Francisco uses a two-phase approach:

1. The Board of Supervisors designates the maximum geographic boundary and hours of operation for an entertainment zone, subject to any additional conditions outlined in the zone management plan or special event permit requirements.
2. Administrative staff then approve a management plan to further define the operational requirements of the zone and for the special event permit holders, within the board-approved limits.

This process offers flexibility for staff to adjust conditions as the program develops based on feedback or concerns from staff, the police department, the event organizer, or community members.

SB 969 Requirements for Cities to Establish an Entertainment Zone

- Adopt an ordinance that defines the entertainment zone’s maximum boundaries and operating hours, subject to any additional conditions outlined in the zone management plan or special event permit requirements;
- Establish a process or procedure to verify that individuals consuming alcohol in the Entertainment Zone are at least 21 years old;
- Provide the following information to the ABC:
 - A copy of the ordinance establishing or modifying the entertainment zone.
 - Information as may be necessary to identify the boundaries of the entertainment zone.
 - The days and hours of operation of the entertainment zone.
 - The types of alcoholic beverages permitted within the entertainment zone.
 - The approved nonglass and nonmetal containers in which alcoholic beverages may be authorized.
- Notify local law enforcement and request feedback on potential health and safety impacts, as well as strategies to mitigate those impacts; and
- Conduct a biennial review of the entertainment zone’s operation to ensure it maintains public health and safety and report findings to the ABC.

Discussion:

Downtown Entertainment Zone Proposal

Proposed Zone Boundary & Hours

Staff worked with special event organizers to identify a suitable location for the entertainment zone. Consistent with the San Francisco program, the proposed ordinance designates the maximum geographic boundaries of the entertainment zone that are subject to any additional conditions outlined in the zone management plan or special event permit requirements. The proposed zone is as follows: The area bounded by the eastern side of Walnut Street on the west, the western side of 6th Street on the east, the northern side of Lincoln Avenue on the south, and the southern side of Court Street on the north, including all plazas, parks, public streets, sidewalks, and public rights-of-way, and all establishments holding permits or licenses from ABC that are adjacent thereto. A map is attached.

The maximum permissible hours for an Entertainment Zone Event are from 10:00am-11:59pm, however, the event hours will be restricted by the special event permit requirements, the zone's management plan, and ABC permits or licenses.

Stakeholder Support

On September 4, 2025, staff held a Downtown Business Meeting and presented the Downtown Entertainment Proposal. Several eligible businesses and special event organizers were in attendance and expressed support for the proposed zones. Pursuant to SB 969 requirements, staff notified law enforcement and received support for the proposed zone and feedback on potential health and safety impacts, as well as strategies to mitigate those impacts.

Management Plan

If the Entertainment Zone ordinance is adopted, a specific management plan will be developed to regulate the operation of the zone with input from city agencies, participating businesses, special event organizers, and the police department. The management plan will detail operational requirements including, but not limited to:

- The maximum geographic boundary and days and hours of operation
- The activation process through a special event permit
- Specific requirements for:
 - Age verification
 - Safety and security
 - Signage
 - Cup material and disposal
 - Business notification for special event permit holders
 - Insurance for special event permit holders

A draft management plan is provided as a sample and will be updated and refined as the program develops.

Engagement and Memoranda of Understanding (MOUs) with Participating Businesses

Staff will engage with eligible businesses through meetings and email correspondence to gather feedback on operational requirements, using the draft Management Plan as a guiding document. As

the program develops, staff will continue to communicate with participating businesses to ensure compliance and collect input for ongoing program monitoring.

To formalize participation, the City Manager wishes to enter into MOUs with businesses that choose to participate in the proposed Entertainment Zone. These MOUs will outline the roles, responsibilities, and expectations for participating businesses as defined in the Management Plan, ensuring safety and adherence to program standards. The attached resolution requests authorization for the City Manager, or their designee, to execute such MOUs. This authorization will streamline the engagement process while ensuring participation aligns with the City's objectives.

Downtown Entertainment Zone Activation through a Special Event Permit

The Downtown Entertainment Zone will only be activated in conjunction with an approved special event permit and after careful review from the City's existing Special Event Committee. The Special Event Committee has an established model that will provide efficient coordination, regulatory compliance, and technical assistance for event organizers and participating businesses. Staff will update the Special Event Guidelines and Application to incorporate specific requirements to operate an entertainment zone event.

Event organizers seeking to activate the Entertainment Zone must apply to the City's standard special event permitting process. No additional permit fees will be charged specifically for activating an entertainment zone. To obtain a permit, organizers must submit detailed safety plans, notify participating businesses, provide clear signage, and implement identification measures to ensure alcoholic beverages are consumed only by individuals aged 21 and over.

The Committee retains discretion to impose additional conditions or, if warranted, to deny activation of the Entertainment Zone for specific events to ensure public safety and community compatibility. By leveraging the City's proven special event permitting framework, the Entertainment Zone Activation can be implemented thoughtfully and efficiently, ensuring a safe and vibrant experience for all participants.

Implementation Timeline

- September 16: Council considers introduction and waiver of the first reading of the Ordinance establishing the Entertainment Zone.
- October 7: If the first reading is approved, the second reading of the Ordinance will be considered.
- November 6: If the Ordinance is adopted, the 30-day waiting period will conclude, and the Entertainment Zone Ordinance will go into effect.

Conclusion:

Staff recommends that the City Council:

- 1) Introduce and waive the first reading of an Ordinance amending Chapter 9.28 "Offenses - Miscellaneous" section 9.28.220, and Chapter 12.40 "Special Events" section 12.40.050, and adding Chapter 12.42 "Entertainment Zones", and
- 2) Adopt Resolution No. ____ authorizing the City Manager, or their designee, to enter into Memoranda of Understanding with participating businesses upon the establishment of a Downtown Entertainment Zone.



Ken Hiatt
City Manager

Attachments:

1. Proposed Ordinance - Relating to Entertainment Zones (3)
2. Proposed Resolution - Authorizing MOUs Relating to Entertainment Zones
3. Sample Draft Downtown Entertainment Zone Management Plan
4. Proposed Downtown Entertainment Zone Map

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND AMENDING CHAPTER 9.28 SECTION 9.28.220 AND 12.40 SECTION
12.40.50 AND ADOPTING CHAPTER 12.42 INTO THE WOODLAND MUNICIPAL CODE
RELATING TO ENTERTAINMENT ZONES**

WHEREAS, the City of Woodland is committed to supporting a vibrant and economically thriving downtown; and

WHEREAS, there are several City-permitted special events in the downtown that draw thousands of attendees and contribute to Woodland’s cultural and economic vitality; and

WHEREAS, current state law prevents breweries, wineries, bars, and restaurants within special event areas from fully participating in these events, which limits their ability to benefit economically from increased attendance; and

WHEREAS, the California State Legislature enacted Senate Bill 969, effective January 1, 2025, authorizing cities to establish designated Entertainment Zones where alcoholic beverages purchased from eligible licensed businesses may be consumed in open containers in approved outdoor areas during City-permitted special events; and

WHEREAS, establishing a Downtown Entertainment zone will enhance the success of City-permitted special events, support local business, increase economic activity, and create a community-friendly, lively atmosphere; and

WHEREAS, the City has consulted with local businesses, event organizers, and law enforcement, who support the Downtown Entertainment Zone with appropriate safeguards to protect public health, safety, and welfare; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Woodland does hereby ordain as follows:

SECTION 1. Incorporation of Recitals. The recitals above are true and correct and are hereby adopted as findings as if fully set forth herein.

SECTION 2. California Environmental Quality Act (CEQA). The City Council finds that adoption of this Ordinance is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3 because it has no potential for resulting in physical change to the environment, directly or indirectly. Moreover, the City Council finds that this Ordinance is also exempt under CEQA pursuant to Guidelines Section 15061(b)(3) (there exists no possibility that the activity will have a significant adverse effect on the environment) because this Ordinance will not cause a change in any of the physical conditions within the area affected.

SECTION 3. Code Amendment/Adoption. Section 9.28.220 and Section 12.40.050, are hereby amended to read in full as set forth in the attached Exhibit “A” and “B” respectively, incorporated by this reference, and Chapter 12.42 is hereby adopted and added to the Woodland Municipal Code to read in full as set forth in the attached Exhibit “C,” incorporated by this reference.

SECTION 4. Severability. If any provision or clause of this ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this ordinance are declared to be severable.

SECTION 5. Effective Date and Notice. This ordinance shall take effect thirty (30) days after its adoption and shall be published by summary in a newspaper of general circulation published and circulated within the City of Woodland in accordance with applicable law.

INTRODUCED at a regular meeting of the City Council of the City of Woodland, California on the 16th of September 2025, and **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Woodland at a regular meeting held on ___ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

EXHIBIT A

§ 9.28.220. Public places—Alcoholic beverages.

- A. No person shall consume any alcoholic beverage, as defined in Business and Professions Code Section 23004, on any public parking lot, on any private parking lot held open to the public, on any public street, sidewalk, alley or walkway, or in any place held open to the public within 250 feet of any establishment selling alcoholic beverages.
- B. A person or group applying for a block party permit may request, on the application for a block party permit, exemption from this section for the duration and location of the block party. If the person or group has requested this exemption and the block party permit is granted, the provisions of this section shall not apply during the time requested in the permit application to the public street, sidewalk, alley, walkway, or party thereof which is described in the permit application.
- C. Notwithstanding any provision to the contrary, this section does not prohibit the consumption of alcoholic beverages in an Entertainment Zone during an Entertainment Zone Event, in accordance with Chapter 12.42 Entertainment Zones.
- D. Anyone found guilty of violating this section shall be guilty of an infraction.
- E. This section shall not be construed to prohibit any act which is prohibited by any laws of the State of California.

(Prior code § 15-39; Ord. 1713, 10/3/2023)

EXHIBIT B

§ 12.40.050. Contents of application form.

A. The application for a permit shall include the following information:

1. Written proof of consent by the owners of the property where the special event is to be held;
2. The name, address and telephone number of the applicant and an alternate contact person;
3. The location of the event, including its boundaries and site plan drawings;
4. If the proposed event is sponsored by an organization, the name, address, and telephone number of the organization, and the authorized representative of the organization;
5. The nature and purpose of the event, including a list of all planned activities that are contemplated for the special event;
6. The name, address and telephone number of the person(s) who will be present and in charge of the event on the day of the special event;
7. Date and estimated starting and ending times of the special event, including set-up and cleanup time;
8. The estimated number of participants of the special event;
9. The type and estimated number of vehicles, animals and structures which will be used at the special event, and whether there will be water aid stations at the special event;
10. A description of any sound-amplification equipment and the times during which such equipment will be used at the special event, and a sound plan that describes measures to be taken by the applicant to ensure compliance with all applicable City laws, rules and regulations regarding amplified sound and music;
11. Whether any food or nonalcoholic beverages will be sold or consumed at the special event and, if so, proof of compliance with all applicable local, State and Federal laws, rules and regulations, including proof that the applicant has obtained all necessary permits;
12. Whether any alcoholic beverages will be sold or consumed at the event and, if so, proof of compliance with all applicable laws, rules and regulations of the California Department of Alcoholic Beverages Control;
13. Expected parking requirements and parking plan for the special event;
14. The plan for cleanup after the special event, including any contracts to effectuate the cleanup;
15. Proof of liability and property insurance as required by Section 12.40.120 of this

chapter;

16. A description of the sanitary facilities that will be available to serve the participants of the special event.

17. Whether the applicant requests to activate the Downtown Entertainment Zone, and, if so, proof of compliance with all applicable requirements in Section 12.42 of the Woodland Municipal Code, and all applicable laws, rules, and regulations of the California Department of Alcoholic Beverages Control.

B. Supplemental Information. The applicant shall provide any supplemental information that, under the particular circumstances of the special event, the Parks, Recreation and Community Services Director finds reasonably necessary to determine whether to approve or conditionally approve a permit application.

(Prior code § 20-11-5)

EXHIBIT C
CHAPTER 12.42
ENTERTAINMENT ZONES

§ 12.42.010. Purpose.

The purpose of this Chapter 12.42 is to implement Senate Bill 969 (2024) through the establishment and regulation of entertainment zones to allow the purchase of open container alcoholic beverages from local bars, restaurants, wineries, breweries and on-sale licensees for consumption outside in common spaces such as plazas, public streets, sidewalks, or public rights-of-way during certain hours, subject to a special event permit issued pursuant to Chapter 12.40.

§ 12.42.020. Definitions.

The definitions set forth in this Chapter shall govern the application and interpretation of this Chapter:

“ABC” means the California Department of Alcoholic Beverage Control.

“Alcoholic beverage” has the same meaning as in California Business and Professions Code section 23004.

“City Manager” means the City Manager or designee.

“Entertainment Zone” has the same meaning as set forth in Section 23039.5 of the California Business and Professions Code, as may be amended, with the locations described under Section 12.42.050.

“Entertainment Zone Event” means an event during which the consumption of one or more types of alcoholic beverages is authorized on public streets, sidewalks, or public rights-of-way that occurs within the boundaries of an Entertainment Zone established in accordance with this chapter and during the hours permitted as described under Section 12.42.060, in compliance with ABC, and subject to the requirements of a special permit issued under Chapter 12.40.

“Management plan” means a plan approved by the City Manager for the management and regulation of the Entertainment Zone.

"Open container" means any bottle, can, glass, jug, box, or other receptacle that is open or has been opened and contains any alcoholic beverage.

“Parks, Recreation, and Community Services Director” means the Parks, Recreation, and Community Services Director or designee.

§ 12.42.030. Entertainment Zone Controls.

- A. No person or commercial entity or organization shall conduct an Entertainment Zone Event without obtaining a special event permit issued pursuant to Chapter 12.40.
- B. All persons and commercial entities and organizations organizing the Entertainment Zone Event, or selling alcoholic beverages at an Entertainment Zone, shall comply with all applicable state and local laws and regulations, including the following:
 - a. All applicable ABC license and permitting requirements;
 - b. Sections 23357, 23358, 23396 of the California Business and Professions Code, as may be amended from time to time regulating licensed beer manufacturers, licensed winegrowers, and on-sale licensees, respectively;
 - c. All other laws governing the sale and consumption of alcoholic beverages;
 - d. All permit requirements for special events issued under Chapter 12.40;
 - e. Special event permit conditions imposed pursuant to Chapter 12.40;
- C. A person may possess an open container of alcoholic beverage for consumption only within an Entertainment Zone during an Entertainment Zone Event if the open container of alcoholic beverage was purchased from either:
 - a. A licensed premises that is authorized to permit consumers to leave the premises with open containers for consumption off the premises within an Entertainment Zone, pursuant to section 23357, 23358, or 23396 of the California Business and Professions Code; or
 - b. A person or commercial entity or organization that is authorized by an ABC special event permit or license to sell alcoholic beverages within the Entertainment Zone.

§ 12.42.040. Implementation.

- A. The City Manager has the authority to issue administrative policies for the implementation of this chapter.
- B. The Parks, Recreation, and Community Services Director shall not issue a special event permit authorizing an Entertainment Zone Event in an Entertainment Zone before the City Manager does the following:
 - 1. Issues a management plan that:
 - Establishes a process or procedure to readily identify individuals in possession of alcoholic beverages within the Entertainment Zone as being 21 years of age or older;
 - Requires any person seeking a city permit for an Entertainment Zone Event to comply with all insurance requirements applicable to that permit, and all rules and regulations authorized by Chapter 12.40; and
 - Imposes requirements not otherwise imposed by state or local law, including additional requirements for permissible beverage containers, additional restrictions on the hours of operation for Entertainment Zone Events, and other restrictions on time, place, and manner.

2. Transmits a copy of the management plan to ABC.
 3. In consultation with the Police Department, provides the following information to ABC, pursuant to California Business and Professions Code section 25690, subdivision (b):
 - A copy of the ordinance establishing or modifying the Entertainment Zone;
 - Information as may be necessary to identify the boundaries of the Entertainment Zone;
 - The days and hours of operation of the Entertainment Zone;
 - The types of alcoholic beverages allowed within the Entertainment Zone; and
 - The approved non-glass and non-metal containers in which alcoholic beverages may be allowed.
- C. Any holder of an ABC license or permit that wishes to allow customers to leave the premises with open containers for consumption off the premises within an Entertainment Zone during an Entertainment Zone Event shall provide to the Parks, Recreation and Community Services Director a copy of the notice required under California Business and Professions Code sections 23357, 23358, or 23396, as applicable. The notice shall be provided to the Parks, Recreation, and Community Services Director at the same time the notice is provided to ABC.

§ 12.42.050. Entertainment Zone Location.

- A. Downtown Entertainment Zone: All plazas, public streets, sidewalks, and public rights-of-way located on either side of Main Street running east from Walnut Street to 6th Street, and each adjacent cross street from Lincoln Avenue running north to Court Street and all establishments holding permits or licenses from ABC that are adjacent thereto, are hereby designated as the Downtown Entertainment Zone under Sections 23039.5 and 25690 of the California Business and Professions Code, subject to any additional limitations imposed by the special event permit approved and issued pursuant to Chapter 12.40, including but not limited to more restrictive zones within the Entertainment Zone for the Entertainment Zone Event.

§ 12.42.060. Hours of an Entertainment Zone Event.

- C. Outdoor consumption of alcoholic beverages within the Downtown Entertainment Zone may only occur between the hours of 10:00am and 11:59pm, inclusive, subject to any additional limitations imposed by any one or more of the following:
1. Any ABC permit or license; or
 2. The management plan approved for this Entertainment Zone; or
 3. The special event permit approved and issued for the Entertainment Zone Event pursuant to Chapter 12.40, including but not limited to more restrictive days and hours during which outdoor consumption of alcoholic beverages is authorized, as may be designated by the City.

§ 12.42.070. Entertainment Zone insurance and indemnity requirements.

- A. Prior to issuance of a special event permit for an Entertainment Zone Event, the permit

applicant or sponsoring organization, if different than the applicant, shall submit evidence of general liability insurance coverage, which must be at no cost to the City, and which at a minimum must comply with the requirements set forth in Chapter 12.40 governing Insurance requirements for Special Events. The City may, at its option, establish additional insurance requirements for Entertainment Zone Events, which requirements may be established by administrative action of the City's Administrative Services Department.

- B. No person shall conduct an Entertainment Zone Event without the insurance required by this section being in full force and effect.
- C. The special event permit holder shall defend, indemnify, and hold harmless the City, its officers, employees, and agents from and against all actions, losses, damages, liability, costs, and expenses of every type and description, including attorneys' fees, arising directly or indirectly, in whole or in part, from the acts or omissions of the permit holder or its officers, employees, or agents.

§ 12.42.080. Biennial review.

Every two years, the City Manager shall review the operation of the Entertainment Zone to ensure that the zone is being maintained in a manner that protects the health and safety of the general public. This review shall be conducted in consultation with the Police Department. The City Manager shall present the findings to the city council and any reports produced during the review shall be made available to ABC upon request.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER, OR THEIR DESIGNEE, TO ENTER INTO
MEMORANDA OF UNDERSTANDING WITH PARTICIPATING BUSINESSES UPON
THE ESTABLISHMENT OF A DOWNTOWN ENTERTAINMENT ZONE**

WHEREAS, the City Council of the City of Woodland is considering the establishment of a Downtown Entertainment Zone to support local business, increase economic activity, and create a community-friendly, lively atmosphere; and

WHEREAS, businesses participating in the proposed Downtown Entertainment Zone will be required to follow specific operational guidelines detailed in the Management Plan; and

WHEREAS, the City Manager wishes to enter into Memoranda of Understanding (MOU) with participating businesses upon and after the official establishment of the Downtown Entertainment Zone and associated Management Plan; and

WHEREAS, such MOUs shall outline the roles, responsibilities, and expectations for participating businesses as defined in the Management Plan to ensure compliance and safety.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Council authorizes the City Manager, or their designee, to execute Memoranda of Understanding with businesses that elect to participate in the Downtown Entertainment zone, effective upon the official establishment of the Entertainment Zone and the Management Plan.

SECTION 2. The City Manager, or their designee, may make minor modifications to the MOUs as necessary, provided such modifications do not materially alter the obligations or rights established in the agreements.

SECTION 3. All MOUs shall be executed in a form approved by the City Attorney and in accordance with applicable City policies and procedures.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

City of Woodland Downtown Entertainment Zone Management Plan

Effective Date: [day] [month] [year]

Point of Contact: City of Woodland Economic Development Office

- Address: 300 First Street
- Email: economicdevelopment@cityofwoodland.gov
- Phone: (530) 661-5920

DRAFT

Introduction

The Downtown Woodland Entertainment Zone is a designated area where patrons may purchase and consume alcohol from eligible businesses in common outdoor spaces during City-permitted special events. This Management Plan establishes mandatory operating requirements, policies, and enforcement procedures for the Downtown Woodland Entertainment Zone in accordance with California SB 969. The Downtown Entertainment Zone's objective is to:

- Attract more visitors to Downtown Woodland
- Increase revenue for downtown businesses
- Encourage circulation throughout the downtown area
- Amplify the perception of downtown as a lively, community-friendly hub

Management Plan Quick Reference Table

The Entertainment Zone is **only** activated when and where a Special Event is permitted. Outside of permit hours and location, the zone is not active.

Requirement	Key Points
Zone Location	Main Street (Walnut to 6th) and adjacent cross streets (Lincoln to Court), including ABC-licensed businesses; subject to Special Event Permit boundary
Permissible Hours	9:00 AM – 11:59 PM, subject to Special Event Permit hours
Age Verification	City-approved wristbands or hand stamps; all patrons consuming alcohol must be 21+
Signage	Clearly mark zone boundaries and business entry points; must be illuminated at night
Cups	Recyclable, non-glass/metal, 12–16 oz (alcohol), color-coded by beverage type
Insurance	Required for Special Event Permit holders
Program Evaluation	Every 2 years by City Manager's Office

Woodland Entertainment Zone

Legal Authority and Ordinance

Entertainment Zones are authorized by California Senate Bill 969 and Woodland's Downtown Entertainment Zone is governed by the Woodland City Code. Specifically, Chapter 12.42 specifies the location, hours, and requirements for the Downtown Entertainment Zone, while Chapter 12.40 outlines the Special Event Permit process.

Permissible Area

The area bounded by the eastern side of Walnut Street on the west, the western side of 6th Street on the east, the northern side of Lincoln Avenue on the south, and the southern side of Court Street on the north, including all plazas, parks, public streets, sidewalks, and public rights-of-way, and all establishments holding permits or licenses from ABC that are adjacent thereto, subject to any additional limitations imposed by the management plan for this Entertainment Zone or the Special Event Permit for the Entertainment Zone Event.

Permissible Hours

Any day of the year between the hours of 10am and 11:59pm, subject to any additional limitations imposed by any of the following:

1. ABC permit or license;
2. The management plan for this Entertainment Zone; or
3. The Special Event Permit for the Entertainment Zone Event.

Special Event Permit Requirement

The Downtown Entertainment Zone may only be activated with an approved Special Event Permit issued by the Community Services Department as detailed in Chapter 12.40 of the Woodland City Code. The operation of the Entertainment Zone shall be subject to any conditions imposed upon the Special Event Permit.

Participating businesses may only sell drinks in open containers for outdoor consumption within the zone during the hours and locations approved in the Entertainment Zone Event's Special Event Permit.

Insurance

The holder of the Special Event Permit shall maintain sufficient insurance as required by the City during the operation of any Entertainment Zone event.

Entertainment Zone Operating Requirements

Compliance, Modification, and Evaluation

The operating requirements established in this section are mandatory and binding conditions for the operation of the Downtown Entertainment Zone. Failure to comply with these conditions or the conditions of the associated Special Event Permit or the creation of any significant health or safety concerns resulting from the operation of the Entertainment Zone may result in the modification or suspension of the Entertainment Zone.

The City Manager's Office reserves the right to publish an updated management plan with revised operating requirements at any time. Additionally:

- Any Participating Business holding an ABC license that fails to comply with these operating requirements will be reported to the Woodland Police Department (WPD), which may transmit the information to ABC. Failure to comply may result in excluding the Participating Business from participation in Entertainment Zone activities.
- The City Manager's Office will evaluate the Entertainment Zone's compliance with the conditions of this Management Plan every two years. Participating Businesses must promptly respond to requests for information during this evaluation process. Failure to meet these conditions may lead to modification or suspension of the Entertainment Zone.

Entertainment Zone Lead and Point of Contact

The Entertainment Zone Lead must serve as the designated Point of Contact for inquiries and concerns regarding the operation of the Entertainment Zone. The designated Entertainment Zone Lead and Point of Contact for the Downtown Zone is:

City of Woodland Economic Development Office
Address: 300 First Street
Email: economicdevelopment@cityofwoodland.gov
Phone: (530) 661-5920

Participating Businesses

Only ABC licensed restaurants, bars, breweries, and wineries are eligible to participate in selling open containers for consumption within the Entertainment Zone. Participating businesses must comply with ABC Entertainment Zone Requirements and Guidelines and sign a Memorandum of Understanding (MOU) from the City Manager. The following establishments are confirmed to participate in the Entertainment Zone:

- List to be updated as businesses are confirmed.

Any other eligible businesses wishing to participate must notify the City and ABC.

Health and Safety Measures

Age Verification

Patrons of all ages may be admitted into the Entertainment Zone in accordance with the associated Special Event Permit. Alcohol-serving businesses may admit patrons under the age of 21 as consistent with their liquor license conditions or other applicable licenses or permits.

All participating businesses must verify the age of customers prior to serving or selling alcohol in the Entertainment Zone.

- For **larger events**, businesses shall use **City-approved wristbands** to indicate verified patrons over 21.
- For **smaller events**, businesses may use **City-approved hand stamps** as an alternative method of age verification.

During the duration of any Entertainment Zone event, every patron purchasing an alcoholic beverage for consumption in the Entertainment Zone or drinking an alcoholic beverage within the Entertainment Zone must be wearing an approved stamp or wristband identifying them as 21 years of age or over. All wristbands and stamps must follow City specifications to ensure consistency across the Entertainment Zone and to facilitate enforcement by City personnel. The City reserves the right to require a specific age-verification method for any event, regardless of size, based on safety, enforcement, or operational considerations.

Participating businesses are responsible for estimating attendance and ordering materials in advance. If a business runs out of its approved stamp or wristband, they may serve alcohol to patrons who already have a valid, approved stamp or wristband for the event. Businesses must stop alcohol service for new patrons without an approved stamp or wristband until additional approved stamps or wristbands are available.

Approved stamps and wristbands can be found in the Appendix.

Safety & Security

Every business participating within the Entertainment Zone is responsible for the safety and security of their patrons and the surrounding neighborhood. Businesses are required to prohibit open containers or closed containers of alcoholic beverages acquired outside their premises.

The Special Event organizer shall submit a security plan that will be reviewed and approved by the Special Events Committee as part of the Special Event Application process.

Where Entertainment Zone events follow a recurring format/site plan (i.e., recurring weekday afternoon happy hours), the Entertainment Zone events may operate pursuant to one security plan governing all the events of that format. For any unique or larger-scale event, a unique security plan is required.

During Entertainment Zone events, each business participating within the Entertainment Zone must always have at least one staff member on site who is aware of all relevant conditions and requirements regarding the approved Entertainment Zone Event.

Within 24 hours of any violent incident, or any time WPD responds to a call for service at or within the Entertainment Zone, any Participating Business connected to that incident or call for service, or the Special Event Permit Holder, must complete an incident report.

Signage

The boundaries of the Entertainment Zone must be clearly marked by easily visible signage posted at every intersection around the perimeter of the zone. This signage must instruct patrons not to carry alcoholic beverages outside the Entertainment Zone (e.g., “No Alcoholic Beverages Beyond This Point”).

Participating businesses will be required to display two signs indicating the regulations of the Zone at their property entry and exit point(s).

Signs must be illuminated well enough to be sufficiently visible during nighttime hours of the Entertainment Zone’s operation. All signage locations on public right-of-way must be approved by the City’s Special Event Committee.

Approved signage and verbiage stating the Zone regulations can be found in the Appendix.

Cup Requirements

Material & Size Specifications

Participating Business within the Entertainment Zone must serve any alcoholic beverage for consumption in the Entertainment Zone in a pre-approved recyclable cup.

- Cups must be made of **recyclable non-glass, non-metal materials**.
- Standard **size shall be 12–16 oz** for alcoholic beverages; non-alcoholic beverages may use similar or smaller sizes as appropriate.
- **Alcoholic beverages must be served in a color of cup that is different from non-alcoholic beverages**, as specified by the City. This distinction ensures easy identification for enforcement personnel.
- Cups must be **stackable, durable, and suitable for multiple hours of use outdoors**.
- **All beverages must be served in new cups**; patrons may not reuse personal cups or cups from previous drinks. This ensures consistency for age verification, compliance with City requirements, and promotes public health and safety.

Participating businesses are responsible for estimating attendance and ordering materials in advance. If a business runs out of its approved cup supply, alcohol service for outdoor consumption must stop immediately, and participation in the Entertainment Zone will no longer be allowed until additional approved cups are available.

The City reserves the right to determine the specific cup color(s), size, or material requirements for any event, based on safety, enforcement, or operational considerations.

Approved cups can be found in the appendix.

Disposal & Waste Diversion

The Special Event Permit Holder will be responsible for providing sufficient receptacles for patrons to recycle their cups before exiting the Entertainment Zone. A waste diversion plan must be approved by the City's Special Event Committee.

Where Entertainment Zone events follow a recurring format/site plan (i.e., recurring weekday afternoon happy hours), the Entertainment Zone events may operate pursuant to one waste diversion plan governing all events of that format. For any unique or larger scale event, a unique waste diversion plan will be required.

Appendix

Appendix to be updated with approved materials.

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Proposed Downtown Entertainment Zone Map

