

CITY OF WINTERS PLANNING COMMISSION AGENDA

REVISED

Tuesday, July 24, 2012 @ 6:30 PM

City of Winters Council Chambers
318 First Street
Winters, CA 95694-1923
Community Development Department
Contact Phone Number (530) 795-4910 #111
Email: maryjo.rodolfa@cityofwinters.org

Chairman: Open
Vice Chairman: Pierre Neu
Commissioners: Lisa Baker, Bill Biasi,
Bruce Guelden, Richard Kleeberg,
Luis Reyes, Joe Tramontana
City Manager: John W. Donlevy, Jr.
Mgmt. Analyst: Mary Jo Rodolfa
Planner: Jim Bermudez

I CALL TO ORDER

II ROLL CALL & PLEDGE OF ALLEGIANCE

III CITIZEN INPUT: Individuals or groups may address the Planning Commission on items which are not on the Agenda and which are within the jurisdiction of the Planning Commission. **NOTICE TO SPEAKERS:** Speaker cards are located on the first table by the main entrance; please complete a speaker's card and give it to the Planning Secretary at the beginning of the meeting. The Commission may impose time limits.

IV CONSENT ITEM

Approval of Minutes from the June 26, 2012 regular meeting of the Planning Commission

V STAFF/COMMISSION REPORTS

A. Introduction of Commissioner Richard Kleeberg

VI DISCUSSION ITEMS:

A. Selection of Chairperson

B. Public Hearing and Consideration of a Planning Application Submitted by John Simmons to modify a previously approved Conditional Use Permit and Design/Site Plan at Winters Self Storage, 807 Railroad Avenue (APN 003-330-016, 017, 018)

C. Buckhorn Steakhouse Ring-Of-Fire Review (No backup)

VII COMMISSION/STAFF COMMENTS

VIII ADJOURNMENT

POSTING OF AGENDA: PURSUANT TO GOVERNMENT CODE § 54954.2, THE COMMUNITY DEVELOPMENT MANAGEMENT ANALYST POSTED THE AGENDA FOR THIS MEETING ON JULY 19, 2012.



MARY JO RODOLFA, MANAGEMENT ANALYST

APPEALS: ANY PERSON DISSATISFIED WITH THE DECISION OF THE PLANNING COMMISSION MAY APPEAL THIS DECISION BY FILING A WRITTEN NOTICE OF APPEAL WITH THE CITY CLERK, NO LATER THAN TEN (10) CALENDAR DAYS AFTER THE DAY ON WHICH THE DECISION IS MADE.

PURSUANT TO SECTION 65009 (B) (2), OF THE STATE GOVERNMENT CODE "IF YOU CHALLENGE ANY OF THE ABOVE PROJECTS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING(S) DESCRIBED IN THIS NOTICE, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE CITY PLANNING COMMISSION AT, OR PRIOR TO, THIS PUBLIC HEARING".

MINUTES: THE CITY DOES NOT TRANSCRIBE ITS PROCEEDINGS. ANYONE WHO DESIRES A VERBATIM RECORD OF THIS MEETING SHOULD ARRANGE FOR ATTENDANCE BY A COURT REPORTER OR FOR OTHER ACCEPTABLE MEANS OF RECORDATION. SUCH ARRANGEMENTS WILL BE AT THE SOLE EXPENSE OF THE INDIVIDUAL REQUESTING THE RECORDATION.

PUBLIC REVIEW OF AGENDA, AGENDA REPORTS, AND MATERIALS: PRIOR TO THE PLANNING COMMISSION MEETINGS, COPIES OF THE AGENDA, AGENDA REPORTS, AND OTHER MATERIAL ARE AVAILABLE DURING NORMAL WORKING HOURS FOR PUBLIC REVIEW AT THE COMMUNITY DEVELOPMENT DEPARTMENT. IN ADDITION, A LIMITED SUPPLY OF COPIES OF THE AGENDA WILL BE AVAILABLE FOR THE PUBLIC AT THE MEETING. COPIES OF AGENDA, REPORTS AND OTHER MATERIAL WILL BE PROVIDED UPON REQUEST SUBMITTED TO THE COMMUNITY DEVELOPMENT DEPARTMENT. A COPY FEE OF 25 CENTS PER PAGE WILL BE CHARGED.

ANY MEMBER OF THE PUBLIC MAY SUBMIT A WRITTEN REQUEST FOR A COPY OF PLANNING COMMISSION AGENDAS TO BE MAILED TO THEM. REQUESTS MUST BE ACCOMPANIED BY A CHECK IN THE AMOUNT OF \$25.00 FOR A SINGLE PACKET AND \$250.00 FOR A YEARLY SUBSCRIPTION.

OPPORTUNITY TO SPEAK, AGENDA ITEMS: THE PLANNING COMMISSION WILL PROVIDE AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMISSION ON ITEMS OF BUSINESS ON THE AGENDA; HOWEVER, TIME LIMITS MAY BE IMPOSED AS PROVIDED FOR UNDER THE ADOPTED RULES OF CONDUCT OF PLANNING COMMISSION MEETINGS.

REVIEW OF TAPE RECORDING OF MEETING: PLANNING COMMISSION MEETINGS ARE AUDIO TAPE RECORDED. TAPE RECORDINGS ARE AVAILABLE FOR PUBLIC REVIEW AT THE COMMUNITY DEVELOPMENT DEPARTMENT FOR 30 DAYS AFTER THE MEETING.

THE COUNCIL CHAMBER IS WHEELCHAIR ACCESSIBLE

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

DISCLAIMER: These minutes represent the interpretation of statements made and questions raised by participants in the meeting. They are not presented as verbatim transcriptions of the statements and questions, but as summaries of the point of the statement or question as understood by the note taker.

Vice Chair Neu called the meeting to order at 6:30 p.m.

PRESENT: Commissioners Baker, Biasi, Guelden, Reyes, Tramontana and Vice Chair Neu

ABSENT: None

VACANT: One

STAFF: City Manager Donlevy, Planner Bermudez, Assistant City Attorney Ueda, City Attorney Wallace and Executive Assistant Rodolfa

Commissioner Guelden led the Pledge of Allegiance.

STAFF REPORT: City Manager introduced Lisa Baker as the new Planning Commissioner. He reported that the City Council made the appointment at their June 19, 2012 City Council meeting. She will complete the term of Chairman Cowan who was elected to the City Council. Baker has served on the Economic Development Advisory Committee (EDAC), she lives in Winters and is the Executive Director of Yolo Housing.

CITIZEN INPUT: None

CONSENT ITEM:

1. Approval of Meeting Minutes of the April 23, 2012 regular meeting of the Planning Commission.

Commissioner Guelden moved to approve the Meeting Minutes of the April 23, 2012 Planning Commission Meeting. Seconded by Commissioner Tramontana. Passed unanimously.

COMMISSION REPORTS: None

DISCUSSION ITEMS:

A. Introduction of Jim Bermudez, Planner for the City of Winters

City Manager John Donlevy introduced Jim Bermudez as the new planner for the City. Donlevy reported that options were looked at for filling the position when the Community Development Director left. One of the options was shared services with another city. Given the current work load in planning Donlevy said the City scaled back and decided to share Bermudez with West Sacramento. Bermudez has been working there as a senior planner. Donlevy reported that this agreement also gives the City a wide berth of services and expertise beyond having Bermudez here for one day a week. The City of West Sacramento has a much larger staff that Winters can access for assistance.

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

Bermudez will be with Winters one day a week on Tuesdays and as needed on other projects. As the workload changes he may work more with us. Donlevy stated that Bermudez has many qualifications and he is currently with the City of West Sacramento but was previously with the City of Folsom. Commissioner Tramontana asked Bermudez if one day a week is enough. Bermudez responded that he wishes there were more days and that it will take three months to get caught up with the work that has accumulated because of the vacancy. He commented that he is available to Winters not just one day a week, he is in contact with the City Manager and other staff members on a regular basis.

B. Public Hearing on the proposed 140.1 acre I-505/ Grant Avenue Planning Area Land Use Modifications Project recommending that City Council amend the General Plan Land Use Diagram from Light Industrial (LI) to Highway Service Commercial (HSC), Planned Commercial (PC) to Neighborhood Commercial (NC), Planned Commercial/Business Park (PCB) to Highway Service Commercial (HSC); Planned Commercial/Business Park (PCB) to Business/Industrial Park (BIP), elimination of the Planned Commercial (PC) and Planned Commercial/Business Park (PCB), amend the City of Winters Zoning map from Light Industrial (M1) to Highway Service Commercial (C-H) and Planned Commercial (PC) to Neighborhood Commercial (C-1), amend the 2008 Winters Storm Drainage Master Plan moving the conceptual alignment of the Putah Creek Diversion, rescind the 1993 Gateway Master Plan and adoption of a mitigated negative declaration. (pp 7-179)

The Commission indicated that they would like to receive the staff report first before the public hearing.

City Manager Donlevy explained that land use modifications and general plan amendments and more functional elements are being proposed tonight that are the main objective of eight years of planning. The final elements of the work are being presented along with the clean-up of land use and clarification of zoning. Donlevy listed the key documents developed over the years leading up to tonight: water master plan, sewer master plan, traffic master plan and updates, storm water master plan, design guidelines, collaboration with Caltrans for the Complete Streets Plan, and a number of economic studies, plans and strategies that culminated with the Economic Development Advisory Committee. He commented that all of these plans and documents involved some type of public process or hearing. Cumulative traffic reports involved actual documentation and refinement of the information. Last year, the Economic Development Advisory Committee met over a six month period and had 12 open meetings and two community workshops. Information from the Economic Development Advisory Committee resulted in design guidelines and a recommendation to clean up planning issues in the area. Donlevy stated that the City has also done infrastructure planning. Over \$3 million has been spent to support economic development and land use in the area we are talking about. He added that tonight the Planning Commission is looking at the final clean up elements for the economic advancement for the corridor. Donlevy said that a recommendation to the City Council from the Planning Commission is the critical element for overall sustainability for the City of Winters.

Planner Jim Bermudez commented that the City Manager provided a good snapshot. He reported that 8 to 10 years of documents have paved the way as to why we are here today. Bermudez indicated that the objectives are to correct inconsistencies, eliminate duplication, rescind an outdated master plan and

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

amend the storm drain master plan. Bermudez then reviewed the details of what the Planning Commission is being asked to recommend for approval to the City Council including the land use map and zoning map modifications, the amendment to the storm drain master plan relocating the drainage canal and the rescission of the gateway master plan. Bermudez also reported that the hotel is not with this project approval and will have to go through its own CEQA clearance at a later date. He commented that tonight's action is critical in order to move forward with what is in the general plan.

Bermudez reported that the Initial Study/Negative Declaration document was circulated on May 2, 2012 for a 30 day review period. He said that several comments were received and that one comment Caltrans requested will result in a change he is recommending for mitigation #13 as per Caltrans request for future traffic analysis with other projects. The change comment from Caltrans was received too late for the change to be included in the mitigation plan before the Planning Commission. Bermudez then read recommended action requested of the Planning Commission:

1. Adopt Initial Study/Negative Declaration for Proposed I-505/Grant Avenue Planning Area Land Use Modifications Project
2. Approve the I-505/Grant Avenue Planning Area Land Use Modifications Project Mitigation Monitoring Reporting Plan
3. Recommend to City Council Amendments to the General Plan Land Use Diagram which includes:
 - a. General Plan Map Amendment of 11.2 acres from Light Industrial (LI) to Highway Service Commercial (HSC).
 - b. General Plan Map Amendment of 24.9 acres from Planned Commercial (PC) to Neighborhood Commercial (NC)
 - c. General Plan Map Amendment of 10.9 acres from Planned Commercial/Business Park (PCB) to Highway Service Commercial (HSC)
 - d. General Plan Map Amendment of 33.9 acres from Planned Commercial/Business Park (PCB) to Business/Industrial Park (BIP)
 - e. General Plan Text Amendment to eliminate the Planned Commercial (PC) and Planned Commercial/Business Park (PCB)
4. Recommend to the City Council a Rezone of the City of Winters Zoning Map which includes:
 - a. Rezone of 11.2 acres from Light Industrial (M1) to Highway Service Commercial (C-H)
 - b. Rezone of 10.5 acres from Planned Commercial (PC) to Neighborhood Commercial (C-1)
5. Recommend to the City Council an amendment to 2008 Winters Storm Drainage Master Plan
6. Approve the Rescission of the 1993 Gateway Master Plan

Vice Chair Neu commented that with regards to the Mitigated Negative Declaration, he knows the hotel has been removed but it is still in the negative declaration and he believes it should be struck from the document. Bermudez said it can be and it can be recommended that way to the City Council. Commission Baker asked if a modified motion would then need to be made. Bermudez responded yes. Vice Chair Neu stated that he wanted to remove the variance for height and all other comments in the mitigation document regarding the I-505 hotel.

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

Commissioner Guelden moved that the City of Winters Planning Commission strike the hotel references from the mitigation document. Seconded by Commissioner Reyes. Motion carried with the following vote:

AYES: Commissioners Baker, Biasi, Guelden, Reyes, Tramontana and Vice Chairman Neu.

NOES: None

ABSTAIN: None

ABSENT: None

VACANT: One

6:54 p.m. Vice Chair Neu opened the public hearing.

Comments received during the public hearing are summarized as follows:

Joe Castro stated he wanted to go on record that he was a member of the Economic Development Advisory Committee and this was one of their main recommendations as they went through the process of looking at the zoning, and removing the master plan agreement.

Sally Brown read a letter that she provided to the Commissioners. She voiced concerns about the diversion channel. Brown said the plans show it as being a concrete bottomed channel with 40' wide maintenance roads on either side. She would like to see a green belt amenity rather than a concrete ditch and that she thinks it would require more than 100' width of property. She would like to see it have a beautiful bicycle route and requested that the channel decision be put off for more thorough planning.

Jeff TenPas spoke about his concerns on the cumulative traffic effect and believes further review should be made to verify the figures. He said that he made a comment in his written comments provided earlier that the proposal would lead to a net of 20 acres in HSC and a decrease in LI. TenPas feels that would lead to a large increase in traffic trips per day and that there was not really a response to his concern. He believes the outcome is more traffic and more traffic lights. TenPas says the plan shows three traffic lights instead of roundabouts. He commented that going in and out of town everyday would lead to thousands of hours of wait time at lights. Another outcome of changing zoning LI to HSC that he felt staff did not respond to, is that the City is not replacing LI somewhere else in town. LI and HSC zoning have different impacts on traffic and jobs, LI jobs are what some in town would like versus McDonald's or Burger Kings, he would like to see LI replaced somewhere else if taking it from here, Tenpas also had an air quality comment, the master plan EIR says it is a significant effect that can't be mitigated and now we are calling it an insignificant effect because it is mitigated. But what we are looking at is how people arrive at work, a change in type of transportation, people going to McDonalds will not be taking transit, you can't mitigate that. He was also concerned about the floodway, saying that it has not changed. TenPas said that in the Economic Development Advisory Committee community meeting we talked about making it an amenity and the City Council and EDAC members supported that. He commented that the width has not changed from the prior plan, it is the same

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

as the corp of engineers. This is the last chance to look at this and he wants someone to go back and look at what that design could be, you could grow trees in it, he indicated that would require a bigger channel. He stated that he wants the decision on the floodway to be deferred until then.

Lisa Gaynes commented that she does not know much about zoning but that it makes sense to be consistent with the General Plan but she wants to hear how it will reflect the character of the town. She said there is a feeling you get when you drive into town, and the public needs to understand the impact and the change of the character, not for or against fast food. We are creating a brand and imagery, we don't want to look like any city USA. Gaynes commented that the City Manager has done a great job downtown. She indicated that she travels a lot and that in other places these changes have an impact on the downtown. She feels the public needs more information and more visuals and would like the Planning Commission to take time before making a decision. She believes that a volunteer committee should take a look at it. She indicated that she is willing to walk to door to door to see what people want regarding the entryway and character.

Yvonne Ferguson introduced herself as the granddaughter of Don McClish and stated that theirs is one of the large pieces of property in the project area. The family obtained the property in the 1930's, in 1982 the property went up for sale, but that there were numerous roadblocks for numerous buyers and it was not fair. She urged acceptance of the amendments, she said this is not about looks or the businesses going in but about the families not having to pay for more studies. Property ownership comes with a set of rights based on what the City and Planning Commission has approved. If someone doesn't like it then they can buy the property themselves and do what they want.

Tim Ferguson said that he understands the concerns regarding the various plans such as the floodway and that there is natural beauty that people here want to maintain, in particular the floodway. He commented that the floodway is 100 feet wide, that does not sound wide, but it will serve the purpose and is several feet long, constituting 4 or 5 acres of land out of a 45 acre parcel. He also mentioned that the back five acres is a no build zone for the creek park project that means 10 acres out of 45, about 25% is eaten up by infrastructure needs. All have concerns about what Winters will look like and what businesses go in. He is a real estate appraiser and people tell him they do not get off the freeway when driving past Winters, he feels that more visible businesses should increase business all around for the city.

There were no additional speakers. Vice Chair Neu indicated that he had received two letters to read as part of the public hearing.

Vice Chair Neu stated he would omit parts of the letter that dealt with the hotel. The first letter he read was from Corinne Martinez. She had hoped to be present but was gone on business, and requested deferral of action until further public comment could be heard. Her letter focused on having a green belt buffer zone along Grant Avenue. She felt the downtown would not survive if sales go to the freeway area and that the assets downtown needed to be protected for the Railroad Avenue and Main Street area. Martinez urges people check out Railroad and Main, she said that we have a gem here and people need to understand the impact of construction at I-505. She went on to say we need a downtown hotel, which will serve locals and visitors. Martinez also wanted reconsideration of the storm drain as an earthen byway like near Sacramento,

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

a bike trail, and more than anything the need for an agricultural buffer zone along Grant Avenue. According to Martinez the issue is not a mere formality or insignificant, and she urges input from the Economic Development Advisory Committee, downtown businesses and other cities.

Vice Chair Neu then read a letter from Eric Doud who expressed that he wants an alternative plan more compliant with the current plan, and that the intent of the general plan is to preserve agricultural heritage and small town, open space preserve, and a distinct urban edge. Doud believes extensive landscaping and trees should be required and that the first priority should be to solve floodway issues. Doud also feels an economic analysis between zoning types needs to take place.

7:24 p.m. Vice Chair Neu closed the public hearing.

Commissioner Tramontana commented that awhile back something was to be built out there and we ran people around the block to get something built to fit our town. It seems we are trying to get business near the freeway that will do economic good for our town but may hurt the downtown. He indicated he was torn, that it was a lot to absorb in a short time.

Commissioner Guelden commented that Doud included things in his letter that he believes EDAC covered. One thing that was stressed was no competition between city and highway, i.e. fast food out at the freeway but not downtown, streetscaping was also addressed. Guelden said there were several people from the city on EDAC, there were quite a few on it representing a cross section. There has been lots of time for input, main thing was we have to do something about the zoning so it is in compliance with the general plan. The word housekeeping comes to his mind, all this was developed since 1992, we need to make it work, Nellie Dyer worked on this for several months, Jim Bermudez is trying to clean it up even more and he has come to us with what will work out there. All that goes out on the highway will have a design review, the City and the Planning Commission will have input. Guelden went on to say he was strongly in favor of the recommendation because it cleans things up. On the issue of the storm drain, a civil engineer could come in and say what you can and can do. No matter how you decorate it, you can soften it up but you can't make it pretty, you have to get someone in who deals with water and knows what they are talking about.

Commissioner Baker commented that she served on EDAC and that the committee did a lot of work on these issues which are addressed with the design guidelines, and design review, complete streets, landscaping guidelines. Being in compliance with the General Plan is a state law and it is very important, consistency is also important to give a clear message to those who come into town. EDAC spent a lot of time on the separation between downtown businesses and the freeway businesses. Baker then asked Donlevy to elaborate on the drainage plan. City Manager Donlevy explained that there are two storm drain master plans, Putah Creek and Moody Slough, and indicated that there has been three years of study with the Army Corp and Yolo County Flood Control. The capacity is for a 100 year flood event. There is a retention and detention plan for 100 year event in the north area. There are three elements with regards to the drainage canal: 1 – a bike and pedestrian corridor which will interlink with trails, this is combined in Complete Streets plan and the Putah Creek Nature Park; 2 – the landscaping will be discussed when the project is ready to go and 3 – the overall Grant Avenue corridor design guidelines on how these will intertwine. Donlevy

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

commented that the genesis for moving it to the west side of the McClish property is aesthetic and it would serve as a buffer. The zoning of the McClish property would be Business Industrial and this would create a 100 foot buffer. At the end of the day the channel will have to accept capacity, this is for a 100 year event and it will be dry most of the time. The landscaping will come back for approval. Audience member Lynette McClure asked if a fence would be required around the channel. Donlevy replied that a lot will go into the design, that we are not talking about a 6 foot chain link fence, a post and cable fence might go into it, but all this would be brought up when it comes forward for approval.

Commissioner Baker asked about vehicles, how many go past the exit and do not get off, and when they do get off the freeway she said many do not know the downtown is there. Do you know how to attract vehicles to the downtown? Donlevy replied that over 30,000 drive by that do not get off each day, on peak, we get 12-15k cars per day, 11k is typical. EDAC talked about this extensively, more than half the members on EDAC represented downtown, they wanted signage, the Form Based Code prohibits the businesses that go out by the freeway, the freeway businesses can't go into downtown. Defense of the downtown is a key and critical element. The committee established design guidelines and a lot of credit should go to the members of the committee and the staff, to make what goes in out there to look a little more unique. The guidelines are very extensive. Commissioner Baker said that she agrees with Commissioner Guelden that this is housekeeping.

Commissioner Biasi said he served on EDAC and that the committee's recommendation and key task to bring economic development in required cleaning up the zoning and land use designations. This has stopped businesses from being able to go in over the years and these changes may help spur development. If we are to be healthy we need to tap into I-505 and the lake traffic. The way I have seen the pace of development the car trips won't come about for awhile and at that point there may be electric or other types of cars. Biasi stated he is sympathetic to the property owners, particularly McClish, they are sacrificing property for the creek and drainage. Taking out the requirement of master plans for small parcels is important, that has hindered development. Biasi asked does it have to be concrete for drainage? Donlevy responded no, it does not have to be concrete in the bottom, that can be amended, what is depicted is a cross section but it can't just be a swale. Water is very powerful. What we are looking at is relocating the drainage, not the design, the relocation makes more sense, it will give a buffer zone between housing and development. Biasi said he has heard from a lot of residents over the years that the freeway is a key area that needs to be developed and it seems like right thing to do to move forward.

Commissioner Reyes said that he agrees with the comments made by Biasi and that it needs to be cleaned up.

Commissioner Tramontana wanted to know about the roundabouts, he said he thought that was a sure thing. Donlevy said that we went through it and there are a few signals and 4 lanes, then when it goes down to 2 lanes there are a few roundabouts. This represents the capacity requirements, the Complete Streets Plan is to handle the entire capacity of the build out of the city.

MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JUNE 26, 2012

Vice Chair Neu stated that he will re-ask the question about canal, that it is not set in concrete that we have a concrete drainage canal. Donlevy responded that is correct. Neu said the buffer zone is important, but that a Los Angeles style canal would not be a buffer. Donlevy said the drainage plans include two types of ponds to be built in the north, one is the detention pond for water quality, moves into a retention pond. In 100 year event the water would have to be metered out, then pumped out into this canal, there is a capacity release limit 1100 cfs. Overall it is meant to retain the flood waters and only goes out in 100 year flood. Donlevy said the Dry Creek Meadows retention pond is an example of water that would be metered out. Neu asked about cutting back almost all LI and wanted to know is any left. He asked what if someone wants to put in LI, where will we put it then? Donlevy responded that Attachment C of the staff report shows the re-zoning, M-1 is the predominant zoning of area north of Matsumoto and there is only a small change in acreage there, about 6 acres. Neu commented that we did not re-zone the area for the canal, he believes it should be OS or P-R. Donlevy said this will come through as a dedication of the property, and it would require some level of compensation if we downzone it now. It will go in as an easement on the property and does not require re-zoning. It would be a utility easement. Neu said that in the 1993 gateway master plan that we are rescinding, it includes a public gathering spot wherever we can have one. In the 100 foot wide canal we could have amphitheater and meeting areas. Donlevy said that the most southerly portion has a 100 foot open space requirement connecting with the Putah Creek trail. In that 100 foot area a lot will go there. Neu wanted to know if we had a timeline for the canal to go in. Donlevy replied that as far as development on McClish what will drive it will be development to the north, the area near Greyhawk. It will take a large development to trigger it.

Commissioner Guelden commented that the city will ask for an easement across McClish but it may just sit there until a big development goes in, it may be just a visual easement for several years with nothing there. Donlevy said we don't want a 100 ft. channel to be the entrance of the city and that is why we are moving it. Donlevy indicated that some very thoughtful comments had been made. Neu wanted to know can bike paths go in before the channel? Donlevy said yes, bike paths for connectivity are required. Green code and complete streets want connectivity to downtown along the Putah Creek trail. The project on McClish will have to connect two ways, along the residential and the connectivity to creek along the Jordan property.

Commissioner Biasi moved that the Planning Commission take the following action:

- 1. Adopt Initial Study/Negative Declaration for Proposed I-505/Grant Avenue Planning Area Land Use Modifications Project**
- 2. Approve the I-505/Grant Avenue Planning Area Land Use Modifications Project Mitigation Monitoring Reporting Plan**
- 3. Recommend to City Council Amendments to the General Plan Land Use Diagram which includes:**
 - a. General Plan Map Amendment of 11.2 acres from Light Industrial (LI) to Highway Service Commercial (HSC).**
 - b. General Plan Map Amendment of 24.9 acres from Planned Commercial (PC) to Neighborhood Commercial (NC)**

**MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD
JUNE 26, 2012**

- c. General Plan Map Amendment of 10.9 acres from Planned Commercial/Business Park (PCB) to Highway Service Commercial (HSC)
 - d. General Plan Map Amendment of 33.9 acres from Planned Commercial/Business Park (PCB) to Business/Industrial Park (BIP)
 - e. General Plan Text Amendment to eliminate the Planned Commercial (PC) and Planned Commercial/Business Park (PCB)
4. Recommend to the City Council a Rezone of the City of Winters Zoning Map which includes:
 - a. Rezone of 11.2 acres from Light Industrial (M1) to Highway Service Commercial (C-H)
 - b. Rezone of 10.5 acres from Planned Commercial (PC) to Neighborhood Commercial (C-1)
 5. Recommend to the City Council an amendment to 2008 Winters Storm Drainage Master Plan
 6. Approve the Rescission of the 1993 Gateway Master Plan
 7. Add to Mitigation Measure #13 the Caltrans language regarding further review as future development projects occur,
 8. Remove any mention of the hotel from the mitigated negative declaration
- Commissioner Baker seconded. Motion passed unanimously with a roll call vote.

AYES: Commissioners Baker, Biasi, Guelden, Reyes, Tramontana and Vice Chairman Neu.

NOES: None

ABSTAIN: None

ABSENT: None

VACANT: One

COMMISSIONER/STAFF COMMENTS: Donlevy mentioned there would be a Planning Commission meeting in July. The City is looking at the concept of expanding café seating outside of the downtown businesses. From a staff standpoint, the Alcoholic Beverage Control is not within our purview but we do have parameters over encroachment and conditional use permits.

ADJOURNMENT: Hearing no objections Vice Chair Neu adjourned the meeting at 8:14 p.m.

ATTEST:

Mary Jo Rodolfa, Management Analyst

Chairman



**PLANNING COMMISSION
STAFF REPORT**

TO: Chairman and Planning Commissioners
DATE: July 24, 2012
FROM: Jim Bermudez, Contract Planner
SUBJECT: Public Hearing and Consideration of a Planning Application Submitted by John Simmons to modify a previously approved Conditional Use Permit and Design/Site Plan for Winters Self Storage, 807 Railroad Avenue (APN 003-330-016, 017, 018)

RECOMMENDATION: Staff recommends that the Planning Commission take the following actions; 1) Receive the staff report; 2) Conduct the Public Hearing to solicit public comment; and 3) Approve the planning application submitted by John Simmons modifying a previously approved Conditional Use Permit and Design/Site Plan Review for the Winters Self Storage facility at 807 Railroad Avenue (See Attachment A, Site Photo).

GENERAL PLAN DESIGNATION, EXISTING ZONING, AND LAND USE: Winters Self Storage is presently located and operating on the site. The General Plan land use designation is Office (O-F). The Zoning Classification is Office (O-F). The General Plan designation, zoning, and current land use of the surrounding properties are as follows:

	<u>GENERAL PLAN LU DESIGNATION</u>	<u>ZONING</u>	<u>CURRENT LAND USE</u>
NORTH	HIGH DENSITY RESIDENTIAL(HR)	HIGH DENSITY RESIDENTIAL(R-4)	MULTI-FAMILY HOUSING
EAST	HIGH DENSITY RESIDENTIAL (HR))	HIGH DENSITY RESIDENTIAL (R-4)	MULTI-FAMILY HOUSING
SOUTH	CENTRAL BUSINESS DISTRICT (CBD)	RAILROAD AVENUE D-B	SINGLE FAMILY HOME
WEST	MEDIUM DENSITY RESIDENTIAL (MR)	MEDIUM DENSITY RESIDENTIAL (R-2)	SINGLE FAMILY HOMES

BACKGROUND: The project applicant, John Simmons, received approval of a conditional use permit to construct a self storage facility on Parcel 1 of the 3.6 acre property in 1988. In 1989, Mr. Simmons applied for a tentative parcel map to create three lots on the 3.6 acre property and site plan approval to construct the self-storage facility on Parcel 1. On January 24, 1989, the Planning Commission approved the application, which included the requirement of entering into a development agreement with the City of Winters. The decision of the Planning Commission was subsequently appealed by City Council Member Robert Harris on behalf of a neighborhood coalition

opposing the lot split. On March 7, 1989, the City Council considered the appeal, held the public hearing, and ultimately, denied the appeal and upheld the Planning Commission's decision. The Development Agreement for Improvements and Agreement to Form Districts for the parcel map and construction of the self-storage facility was recorded on May 10, 1989.

In 2005, Mr. Simmons submitted an application for site plan review and lot line adjustment for the construction of a contractor's office facility consisting of two 6,848 square foot buildings on a site approximately 41,810 square feet in size directly north of the existing self-storage facility. On June 28, 2005, the Planning Commission approved the site plan and lot line adjustment for the project. The project was never constructed, and the lot line adjustment was never executed.

On June 28, 2011, the Planning Commission approved a Conditional Use Permit, Parking Variance, Floor Area Ratio, Setback Variance, and Design/Site Plan Review to Construct One (1) Storage Building and Two (2) Carports for Recreational Vehicles at Winters Self Storage. The approval consisted of a 16-foot high, 14,350 square foot building with 22 parking spaces for recreational vehicles located on the northern property line and two carports 14.5 feet in height totaling 10,000 square feet and 13,120 square feet and located on the eastern property line. Collectively, the carports provide 31 spaces for recreational vehicles (see Attachment B, Approved Site Plan).

PROJECT DESCRIPTION: The applicant is requesting a modification of the existing conditional use permit and design/site plan review that decreases the size and scale of the previously approved development project (see Attachment C, Project Description). More specifically, the following table represents a comparison of the approved project and the applicant's request to modify the conditional use permit:

PLANNED DEVELOPMENT	APPROVED PROJECT	MODIFIED PROJECT
SQUARE FOOTAGE OF STRUCTURES	34,331 sf	17,240 sf
ENCLOSED RV BUILDING	13,611 sf	7,440 sf
ENCLOSED RV PARKING STALLS	23	14
RV CANOPIES	20,720 sf	9,800 sf
RV CANOPY PARKING STALLS	38	20
OPEN RV & BOAT PARKING STALLS	0	42
FUTURE ENCLOSED RV BUILDING	0 sf	9,730 sf
FUTURE ENCLOSED RV STALLS	N/A	20
LANDSCAPING AREA	6,947 sf	8,084 sf
ENTRY APRON WIDTH	30 ft.	29 ft.
ONSITE ENTRY DRIVEWAY	STRAIGHT	ANGLED*
ONSITE DRIVE AISLE AREA	31,250 sf	35,752 sf
ONSITE GRAVEL AREA	0 sf	13,240 sf**
ELECTRONIC ENTRY GATE	SWING	ROLLING
INTERNAL CIRCULATION	1 WAY, CLOCKWISE	1 WAY, CLOCKWISE
SETBACKS (N, S, E, W)	N-1', S-1', E-10', W-22'5"	N-1', S-1', E-11', W-42'5"
FENCING	8' HIGH CMU BLOCK	10' HIGH PRECAST CONCRETE TILT-UP

The applicant is proposing to continue with development of enclosed, covered and open RV & Boat parking by merging the existing facility with the two adjacent parcels but at reduced scale in comparison to what was previously approved. The enclosed RV building will be approximately 7,440 square feet and 17 feet high constructed and painted to match the existing facility. The planned area would be fenced in with a concrete 10 feet high fence that matches the existing facility and would provide storage patrons with several options within a secure facility. A new one way entrance will be provided off of Railroad Avenue with a key pad controlled secure rolling gate. All vehicles will exit through the existing entry/exit at Railroad Avenue. The existing and onsite gravel area is temporary and is intended to be replaced in the future with an enclosed RV building that will likely require future Design/Site Plan review (see Attachment D, Proposed Site Plan).

ANALYSIS: As mentioned previously, the applicant in June 2011 requested approval of a conditional use permit, parking variance, floor area ratio variance, setback variance, and design/site plan review. The owner, Mr. John Simmons, determined that the project, as approved, was not feasible and asked for a re-design of the expansion that both meets the excess demand and is cost effective. After reviewing the applicant's current request, staff determined the parking, setback, and floor area ratio variances granted under the previous approval remain and run with the land so no additional analysis or findings is necessary to discuss these entitlements. However, the request to modify the project falls under the findings used to approve the use permit which are linked to the overall design/site plan approval by the Planning Commission. Since this request is a modification to the previous approved development, staff believes the findings previously made for the approved use permit are consistent and applicable to the modified plan and in most cases the intensity, compatibility and characteristics identified in the previous approval will be minimized under the proposed reduced development plan.

Conditional Use Permit: Staff required the applicant to apply for a Conditional Use Permit. During the preliminary analysis of the planning application, staff determined that an interpretation of the expanded use by the Planning Commission was necessary, according to Winters Municipal Code, Section 17.104.010 (B) (see analysis below). According to Chapter 17.20 (Use Permits) of the Winters Municipal Code, when reviewing applications for use permits, the Planning Commission shall find all of the following conditions to be fulfilled. Staff's analysis of each condition is provided under each condition:

1. *The requested use will be in conformity with the General Plan.*

The subject property has a General Plan land use designation of Office (OF). According to the General Plan, "office" is defined as a designation that "provides for professional and administrative offices, medical and dental clinics, laboratories, financial institutions, multi-family residential units, public and quasi-public uses, and similar and compatible uses." While "storage facility" is not specifically mentioned in the definition, staff considers this use to be compatible with the uses allowed under the designation. For example, tenants of multi-family housing often times use storage facilities to store belongings that they cannot fit into the residential unit. In addition, surrounding businesses may use the storage facility to store supplies, files, or equipment if they do not have room for the items at their site. Based on the aforementioned factors, staff has determined that the current and requested use is and will be in conformity with the General Plan.

2. *The requested use is listed as a conditional use in the zone regulations or elsewhere in this section, or, where an interpretation was necessary, a determination was made by the community development director or planning commission that the proposed use would require a use permit.*

The subject property is zoned Office (O-F). According to Section 17.52.020 (Land Use/Zone Matrix) of the Winters Municipal Code, "personal storage" is not an allowed use in the Office zone.

As mentioned previously, the existing storage facility was constructed upon approval of a conditional use permit in 1989. At that time, the property was zoned Light Industrial (M-1), and personal storage was allowed with conditional use permit approval. The zoning map and code was amended in 1997. Therefore, the personal storage facility is a legal, nonconforming conditional use.

According to Section 17.104.010 (B) (Continuing Conditional Uses) of the Winters Municipal Code, "any use lawfully existing at the time of adopting of these zoning regulations, or a subsequent amendment to this title, which use is listed as a conditional use in the zone in which it is located, shall remain a nonconforming use, and in no case shall the use be enlarged, expanded, or intensified in any manner until a use permit has been obtained pursuant to the provisions of this title." Since the existing storage facility is legal, nonconforming and conditional approval of a use permit is required before the applicant is allowed to expand the use. Based on the analysis under this finding, a conditional use permit is required for the expansion of this use.

3. *The requested use is consistent with the intent and purposes of the zone in which it is located, and will not detrimentally impact the character of the neighborhood.*

The proposed expanded use is located in the Office (O-F) zone. According to the Winters Municipal Code Section 17.44.100 (Office (O-F) Zone), "the purpose of the office (O-F) zone is to provide for a wide range of professional, administrative, and medical offices and clinics in areas which may represent a transition from one land use character to another, supported by adequate infrastructure. Multi-family residential uses may also be appropriate in the O-F Zone." Some of the permitted uses listed in the Land Use/Zone Matrix in Section 17.52.020 include business service, financial institutions, business and medical office.

The self storage facility is a quiet operation, comparable to that of a professional office. The existing business includes an office for the property manager to conduct the daily business. In addition, the property manager lives on the site in order to manage the property on a 24-hour basis. The site is visited approximately 20 times per week, based upon the records kept by the property manager. The only sounds generated at the site come from vehicles visiting the storage facility as well as the loading, unloading, and storage of one's belongings. Under the requested modification of the development, noise and sound will be reduced in comparison to what was previously approved so associated issues such as noise and traffic is likely to be much less than what was approved previously.

The subject property is bordered by residential uses to the north, south, east, and west. However, a property that stores large trucks borders the property on the southeast side. In addition, the Mariani Nut processing operation is less than .10 of a mile from the subject property. Due to the quiet nature of the existing business, staff believes that this business represents a transition from the industrial uses to residential uses. Moreover, because this business has been at this site for more than 20 years, staff believes that the proposed expansion will not detrimentally impact the character of the neighborhood.

In staff's analysis of the zoning map, staff observed that this property is the only one in the City limits that is zoned Office. Other zones including Neighborhood Commercial (C-1), Central Business District (C-2), Business Industrial Park (B/P) and the zoning districts within the Form Based Code Regulating Plan area allow office uses. Therefore, the proposed expansion of the self storage facility would not decrease the amount of land available for office use.

4. *The requested use will not be detrimental to the public health, safety, or general welfare;*
Presently, the applicant provides storage on site on Parcels 2 and 3; however, there are no structures to shield the vehicles and other stored vehicles from public view. Under the previously approved project, the planned structures were to improve the appearance of the site from surrounding properties. Under the proposed project, the applicant removed the 17-foot structure on the east side of the property and is proposing a 10-foot wall. Under the previously approved use permit, it was determined that the structure planned for this side of the property would act as shield minimizing the aesthetic impact of the property. Under the modified proposal, a 10-foot wall will provide this barrier and improve the aesthetic appearance of the frontage.

With expanded facilities for recreational vehicles, there is a perceived increase traffic and associated noise; however, as mentioned previously, the existing business already stores approximately 45 recreational vehicles on Parcels 2 and 3. The proposed modified project reduces the amount of covered and enclosed parking that was initially approved and moves some of the parking to outdoor RV and Boat parking spaces. The modified project is proposing to have 42 RV and Boat open parking spaces. Since an ample amount of storage area was planned indoors and is now moving outdoors, there is likely to be slight increase in noise but it shall be buffered by the planned fencing. Since the slight increase in noise is relatively consistent with the prior approval, staff concludes that the increase in traffic and noise will be minimal.

Based on the proposed enhancement of the appearance and convenience of this existing business, staff has determined that the proposed expansion will not be detrimental to the public health, safety, or general welfare.

5. *Adequate facilities, access roads, drainage, sanitation and/or other necessary facilities or services will be provided.*

According to the site plan, the proposed expansion will be connected to the following utilities:

- Water
- Sewer

- Storm Drainage
- Power and Natural Gas

A drive aisle will also be constructed to access the proposed buildings for the recreational vehicles. Both the Fire Department and Engineering staff have reviewed the proposed plans and have determined that the drive aisle and driveway is adequate for ingress/egress of recreational, public service, and emergency vehicles.

6. *The requested use will not create a nuisance or enforcement problem within the neighborhood.*
The Community Development Department has never received complaints about this business during the tenure of its current Director. A few Winters residents who are familiar with the business and/or site have mentioned that U-Haul trucks and/or equipment are parked on Railroad Avenue on occasion. Staff has added a condition requiring that the U-Haul trucks be stored on-site and not on Railroad Avenue or Dutton Street.

7. *The requested use will not result in a negative fiscal impact upon the City.*
The requested use will not result in a negative fiscal impact upon the City.

Design/Site Plan Review: According to Winters Municipal Code, Chapter 17.36 (Design Review), design review is required before the Planning Commission for the construction of nonresidential buildings or structures of five hundred (500) square feet or more. As mentioned previously, the applicant is proposing to modify the approved design of the project by reducing the size and scale of the project. The planned modification includes construction of an enclosed RV building totaling 7,440 square feet in size and construction of a 9,800 square foot RV canopy and 42 open RV and boat parking spaces. Therefore, design/site plan review approval is required prior to the construction of the proposed structures.

The enclosed 7,440 square feet storage building is proposed to be located north of the northernmost, existing building. It is proposed to be approximately 17 feet tall and store recreational vehicles such as motor homes, trailers, and boats. It will be constructed and painted to match the existing facility. The covered canopy area will be 9,800 square feet and will be located on the north side of the of the subject property boundary, stand approximately 16.5 feet tall, and store recreational vehicles. The building materials, colors, and general formation of the structure are proposed to match the existing buildings, which are comprised of masonry block walls, metal vertical siding, slightly sloped roofs, and earth-toned colors such as tan and brown (see Attachment E, Elevations). The remainder of the expanded area will be open parking, 42 spaces, with a future option of building a secondary enclosed building if the expansion is successful. Design/site plan review will be required when the owner considers enclosing open parking areas.

As part of this project and to comply with the terms of the Development Agreement recorded on the property title in 1989, the applicant has been conditioned to construct frontage improvements on Dutton Street, to include curb, gutter, sidewalk, street widening, storm drainage, utilities and landscaping along the complete frontage of the project boundaries. Staff has determined that the implementation of this condition will soften the appearance of the proposed development and help break up the blank wall of the existing wall and proposed building.

METHODOLOGY: Three actions are required to process the requested project:

- 1) Confirmation of CEQA exemption finding – Section 15332 (In-Fill Development Projects);
- 2) Approval of a modification to a previously approved Conditional Use Permit for the expansion of the legal non-conforming use;
- 3) Approval of the Design/Site Plan and the conditions of approval attached hereto.

APPLICABLE REGULATIONS: The planning application is subject to several regulations:

- The California Environmental Quality Act (CEQA)
- State Planning and Zoning Law
- City of Winters General Plan
- City of Winters Zoning Ordinance

PROJECT NOTIFICATION: Public notice advertising for the public hearing on this planning application was prepared by the Community Development Department’s Management Analyst in accordance with notification procedures set forth in the City of Winters’ Municipal Code and State Planning Law. Two methods of public notice were used: a legal notice was published in the Winters Express on Thursday, July 12, 2012 and notices were mailed to all property owners who own real property within three hundred feet of the project boundaries at least ten days prior to tonight’s hearing. Copies of the staff report and all attachments for the proposed project have been on file, available for public review at City Hall since Thursday, July 19, 2012.

ENVIRONMENTAL ASSESSMENT: The proposed use is exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15332 (In-Fill Development Projects).

RECOMMENDED FINDINGS FOR 807 RAILROAD AVENUE (WINTERS SELF STORAGE EXPANSION)

CEQA Findings:

- 1) The proposed project is categorically exempt from review under the California Environmental Quality Act (CEQA) Guidelines, Section 15332, In-Fill Development Projects.

General Plan and Zoning Consistency Findings:

- 1) The project is consistent with the goals and policies of the General Plan.
- 2) The project is consistent with the provisions of the Zoning Ordinance.
- 3) The project is consistent with the intent and purposes of the zone in which it is located, and will not detrimentally impact the character of the neighborhood.
- 4) The project will not be detrimental to the public health, safety, or general welfare.
- 5) Adequate utilities, access roads, drainage, sanitation, and/or other necessary facilities or services are provided.

- 6) The project will not create a nuisance or enforcement problem within the neighborhood.
- 7) The project will not result in a negative fiscal impact upon the City.

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

I MOVE THAT THE CITY OF WINTERS PLANNING COMMISSION APPROVE A MODIFICATION TO THE CONDITIONAL USE PERMIT APPROVED ON JUNE 28, 2011 AND DESIGN REVIEW/SITE PLAN FOR THE CONSTRUCTION OF AN ENCLOSED STORAGE BUILDING, CARPORT AND OPEN PARKING SPACES FOR RECREATIONAL VEHICLES AT 807 RAILROAD AVENUE BASED ON THE IDENTIFIED FINDINGS OF FACT AND BY TAKING THE FOLLOWING ACTIONS:

- Confirmation of exemption from the provisions of CEQA
- Confirmation of consistency findings with the General Plan and Zoning Ordinance
- Approve a modification to a previously approved Conditional Use Permit (June 28, 2011) and Design Review/Site Plan subject to the conditions of approval attached hereto.

ALTERNATIVES: The Planning Commission can elect to modify any aspect of the approval or to deny the application. If the Planning Commission chooses to deny the application, the Commission would need to submit findings for the official record that would illustrate the reasoning behind the decision to deny the modified project. A denial of the project would result in the expiration of the previously approved use permit based on a Condition of Approval that states the use permit shall expire one year from its date of approval unless the applicant begins construction of the infrastructure improvements necessary for the project or requests and receives an extension from the Community Development Director. Staff has no record of a formal request to extend the June 28, 2011 conditional use permit but would support a decision to extend the permit if the Planning Commission so chooses.

CONDITIONS OF APPROVAL FOR 807 RAILROAD AVENUE (WINTERS SELF STORAGE EXPANSION) (APN 003-330-016, 017, 018)

1. This approval is based upon and limited to compliance with the project description, Attachments C, D and E, and conditions of approval set forth below. Any deviations from the project descriptions, attachments or conditions must be reviewed and approved by the Planning Commission for conformity with this approval. Deviations may require modification to the permit and/or environmental review. Deviations without the above-described approval will constitute a violation of permit approval.
2. In the event any claim, action or proceeding is commenced naming the City or its agents, officers, and employees as defendant, respondent or cross defendant arising or alleged to arise from the City's approval of this project, the project Applicant shall defend, indemnify, and

hold harmless the City or its agents, officers and employees, from liability, damages, penalties, costs or expenses in any such claim, action, or proceeding to attach, set aside, void, or annul an approval of the City of Winters, the Winters Planning Commission, any advisory agency to the City and local district, or the Winters City Council. Project applicant shall defend such action at applicant's sole cost and expense which includes court costs and attorney fees. The City shall promptly notify the applicant of any such claim, action, or proceeding and shall cooperate fully in the defense. Nothing in this condition shall be construed to prohibit the City of Winters from participating in the defense of any claim, action, or proceeding, if City bears its own attorney fees and cost, and defends the action in good faith. Applicant shall not be required to pay or perform any settlement unless the Applicant in good faith approves the settlement, and the settlement imposes not direct or indirect cost on the City of Winters, or its agents, officers, and employees, the Winters Planning Commission, any advisory agency to the City, local district and the City Council.

3. The applicant shall submit complete infrastructure improvement plans prepared by a registered civil engineer to the City for review and approval by the City Engineer and Public Works Director. No building permits will be issued prior to the City's review and approval of the improvement plans. The plans shall be in compliance with the City of Winters' Engineering Design and Construction Standards.
4. The applicant shall submit a soils and geotechnical report upon submittal of the initial improvement plans package. The improvement plans shall be approved and signed by the soils engineer prior to approval by the City.
5. Grading shall be done in accordance with a grading plan prepared by the applicant's civil engineer and approved by the City Engineer. The amount of earth removed shall not exceed that specified in the approved grading plan. All grading work shall be performed in one continuous operation. The grading plans shall be included in the improvement plans. In addition to grading information, the grading plan shall indicate all existing trees, and trees to be removed as a result of the proposed development, if any.
6. Appropriate easements shall be required for City-maintained facilities located outside of City-owned property or the public right-of-way.
7. The applicant shall submit a landscaping plan for review and approval by the Public Works Department and Community Development Department.
8. The applicant shall install gates on both entrances to the project. If locked gates are to be used for the facility, knock boxes approved by the Fire Chief shall be used.
9. Applicant, at its own expense shall construct frontage improvements on Dutton Street, to include curb, gutter, sidewalk, street widening, storm drainage, utilities and landscaping along the complete frontage of the project boundaries and tie into existing roadway way improvements where they exist adjacent to the project boundaries.

10. Applicant, at its own expense shall construct frontage improvements on Railroad Avenue, to include sidewalk, street widening, storm drainage improvements, utilities and landscaping along the complete frontage of the project boundaries and tie into existing roadway improvements where they exist adjacent to the project boundaries.
11. Complete frontage improvements for Railroad Avenue and Dutton Street have not been submitted or reviewed at this time. These improvements shall be submitted to the City for review and approval by the City Engineer and Public Works Director and shall be in compliance with the City of Winters' Engineering Design and Construction Standards. As part of these improvements, the applicant may be required to incorporate a bio-swale into the planting strip on the Railroad frontage.
12. The applicant does not propose any new water or sewer connections. If new water and sewer connections are ultimately installed, the applicant shall install water meters on all domestic and fire service lines and sewer cleanouts on all sewer service lines. The number and location of the water meters and sewer cleanouts shall be approved by the Public Works Director. All cleanouts for connection to the City lateral(s) shall be two-way cleanouts. The water meters and sewer cleanouts shall comply with the specifications of the City of Winter's Engineering Design and Construction Standards. The applicant shall also install backflow devices on all domestic and fire service lines in compliance with the specifications of the City of Winters' Engineering Design and Construction Standards. The applicant shall obtain approval from the Public Works Director on the type, number, and location of the devices.
13. The applicant shall install fire suppression systems for all buildings that meet or exceed the requirements of NFPA 13-D. The applicant shall submit four sets of plans for each fire suppression system to the Winters Fire Protection District for review and approval prior to the issuance of each building permit. Water laterals shall be appropriately sized to accommodate sufficient water flows for fire suppression systems.
14. The applicant shall also install one or more fire hydrants within the project site and/or on the frontages of the project site. The number and location of the fire hydrants shall be approved by the Fire Chief and in compliance with the specifications of the City of Winters' Engineering Design and Construction Standards. Any fire hydrant installed will require, in addition to the blue reflector noted in the City's Engineering Design and Construction Standards, an additional blue reflector and glue kit that is to be supplied to the Winters Fire Protection District for replacement purposes.
15. The complete storm water system for the project has not been reviewed or approved by the City at this time. The applicant shall submit a complete storm water system to the City for review and approval by the City Engineer and Public Works Director. The applicant may be required to install an oil/water separator prior to any ponds/swales/vaults and may be required to meter flows into the City's storm drain collection system.
16. The internal roadway must be installed and paved prior to any building construction taking place within the project site. Temporary roads may be allowed but must be approved by the

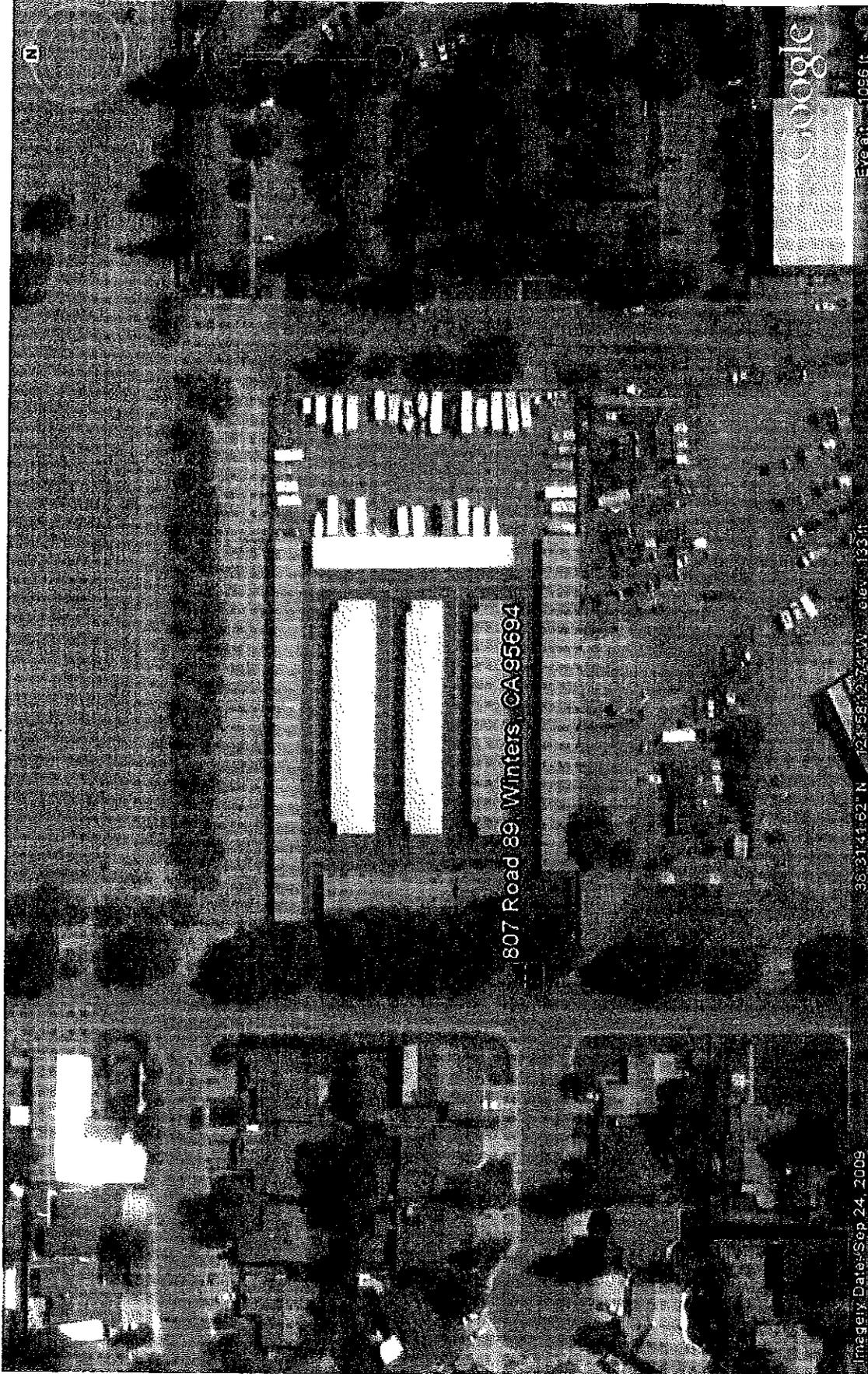
Fire Chief and the City Engineer.

17. A hydrant use permit shall be obtained from the Public Works Department for water used in the course of construction.
18. The applicants shall pay an annual assessment under the City-Wide Maintenance Assessment District in order to maintain and provide for the future needs of parks, open spaces, street lighting, landscaping and other related aspects and impacts from new development.
19. The applicants shall obtain all required City permits (building, encroachment for work within the public right-of-way, etc.) and pay all applicable fees (building, impact, encroachment, etc.).
20. The applicants shall provide the City with proof of payment receipts for Winters Joint Unified School District mitigation and Yolo County facilities and services authorization fees at building permit issuance.
21. The applicants shall report to the City building materials diverted from land filling during the course of their project, pursuant to the provisions of City of Winters Ordinance No. 2002-03.
22. Final inspection for the buildings shall not be scheduled nor occupancy authorized until the public improvements (sewer laterals, sewer cleanouts, water laterals, water meters, driveway aprons on the Railroad Avenue and Dutton Street frontages, fire hydrants installation, etc.) have been installed, inspected, and accepted by the City. Other infrastructure necessary for the project such as paving, striping of parking spaces outside of the buildings, construction of an on-site flood control facility, landscaping, etc. shall be completed prior to final inspection of the buildings.
23. The payment of City of Winters' monthly utility billing charges shall commence after the buildings have passed final inspection. The applicant shall pay the City of Winters monthly utility charges at the metered rate for water and sewer.
24. The internal roadway shall have a minimum width of 20-feet and be free of any obstructions. The roadway shall be free of any obstructions for a vertical distance of at least 14-feet.
25. The Site Plan approval shall expire in one year from its date of approval unless the applicant begins construction of the infrastructure improvements necessary for the project or requests and receives an extension from the Community Development Director. The applicant shall bear all expenses for any extension request submitted to the Community Development Director.
26. The Conditional Use Permit modification approval shall expire one year from its date of approval unless the applicant begins construction of the infrastructure improvements necessary for the project or requests and receives an extension from the Community Development Director. The applicant shall bear all expenses for any extension request submitted to the Community Development Director.

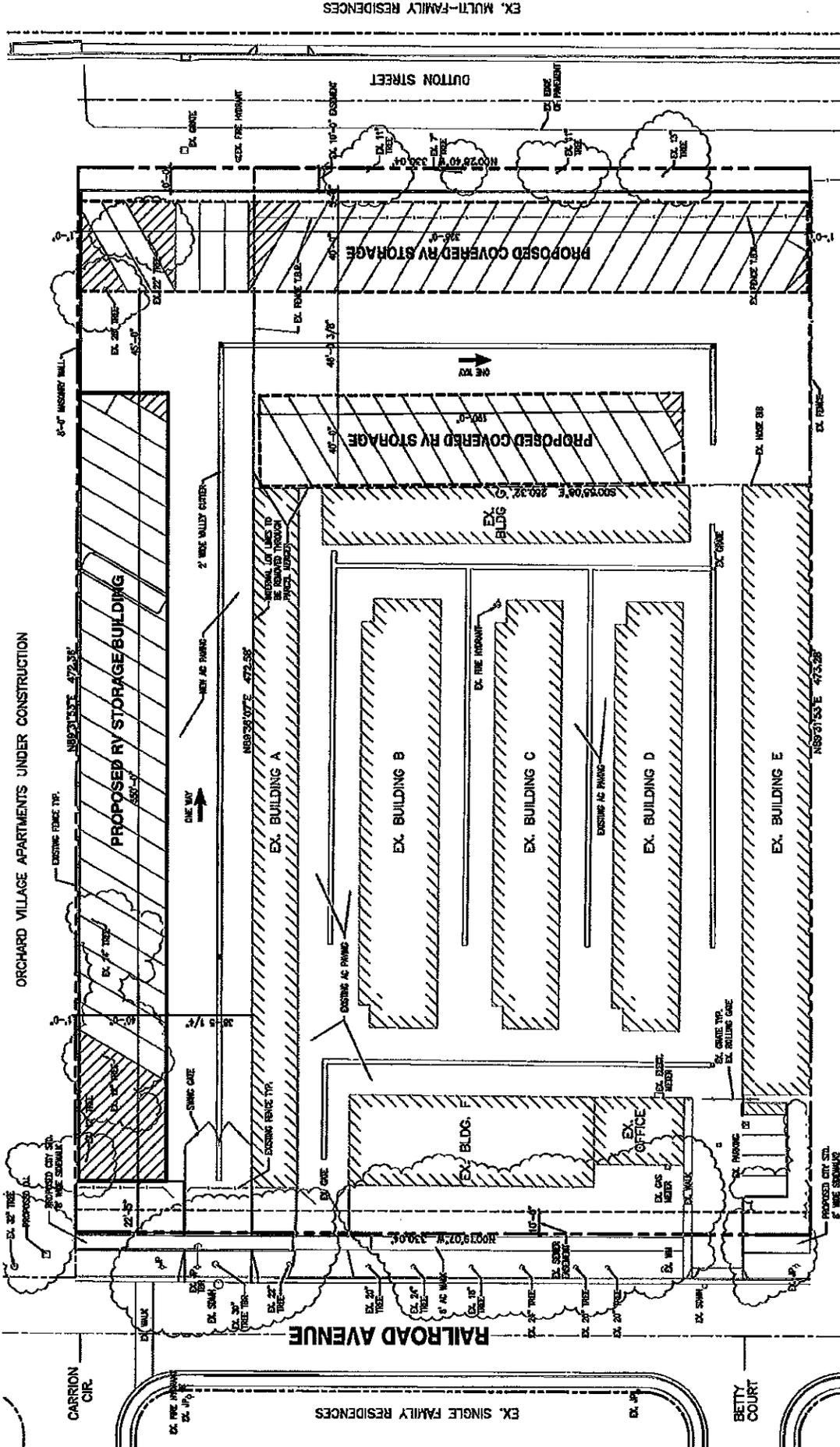
27. Moving trucks shall not be parked on Railroad Avenue or Dutton Street.
28. The colors and materials of the building shall match the existing buildings on the subject property to the satisfaction of the Community Development Director. (Added at the June 28, 2011 Planning Commission meeting)
29. Enclosure of storage parking areas will require Site/Design Plan review.

ATTACHMENTS:

- A. Site Photo
- B. Approved Site Plan
- C. Project Description
- D. Proposed Site Plan
- E. Elevations



Site Photo
807 Railroad Avenue



PROJECT DATA

TOTAL BUILDOUT	34,331 S.F.
ENCLOSED BUILDING	13,611 S.F.
CANOPIES	20,720 S.F.
RV & BOAT PARKING SPACES	61
CANOPIED SPACES	38
ENCLOSED SPACES	23



SITE PLAN - AS APPROVED 6-28-11
WINTERS SELF STORAGE EXPANSION, 807 RAILROAD AVENUE

EX. TRUCKING COMPANY YARD

NOTE:

THIS PLAN IS INTENDED TO MATCH THE 6/28/11 APPROVED PLAN AND WAS CREATED TO PROVIDE CLARITY FOR COMPARISON PURPOSES.

Project Description / Narrative

Winters Self Storage Expansion

807 Railroad Avenue

Winters Self Storage is an existing storage facility, built in 1989, located at 807 Railroad Avenue in Winters Ca. It is flanked by two parcels at the north and east sides, both owned by the storage facility property owner. The northern parcel is vacant while the eastern parcel has been fenced and provides open RV & Boat storage for the existing storage facility.

A prior Planning approval dated June 28th, 2011 with a CUP and Variance exists for a previous version of this RV & Boat expansion but was deemed prohibitively expensive by the owner. It has thus been refined and scaled back to a more economical solution.

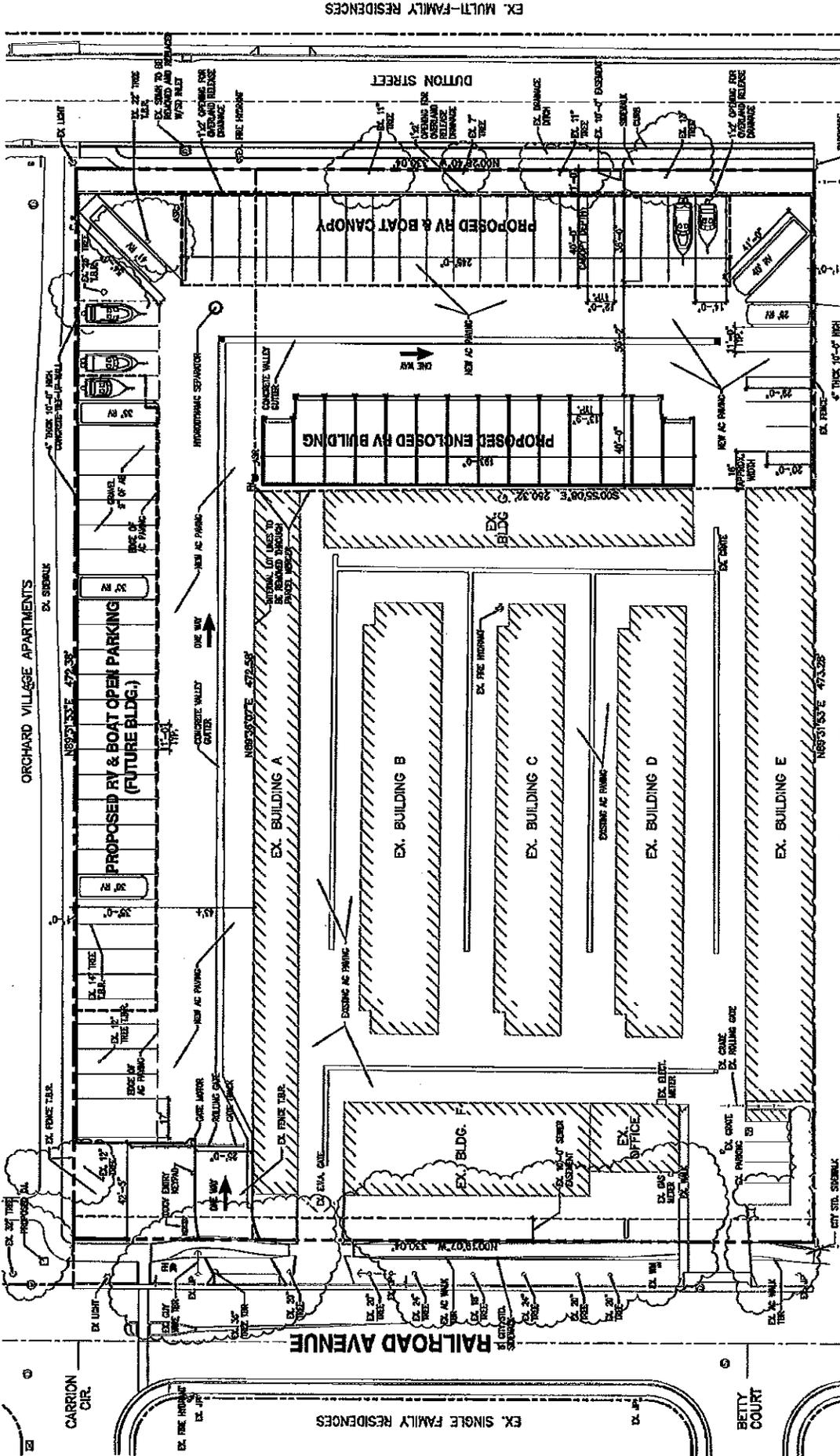
The property owner is proposing to expand the storage facility to include enclosed, covered and open RV & Boat parking by merging the existing facility with the two adjacent parcels. The expanded area would be fenced in with a concrete 10' high fence that matches the existing facility and would provide RV & Boat owners with several storage options within the secure facility. A new one way entrance will be provided off of Railroad Avenue with a keypad controlled secure rolling gate. All vehicles, either from the new expansion or existing storage facility, will exit through the existing entry/exit at Railroad Avenue.

The enclosed RV building will be approximately 7,440 sf. and 17' high constructed and painted to match the existing facility. It will provide 14 individually enclosed spaces each having its own roll-up door.

The canopy covered area will be approximately 9,800 sf. and 16 ½' high painted to match the existing facility. It will provide 20 covered spaces.

The remainder of the expanded area will be open parking, 42 spaces, with a future option of building a secondary enclosed building if the expansion is successful.

The expansion will provide a significant upgrade to the existing facility both economically and aesthetically. It will provide several storage options for RV & Boat owners while shielding much of the stored vehicles from public view.



SITE PLAN - AS SUBMITTED 5-3-12
WINTERS SELF STORAGE EXPANSION, 807 RAILROAD AVENUE

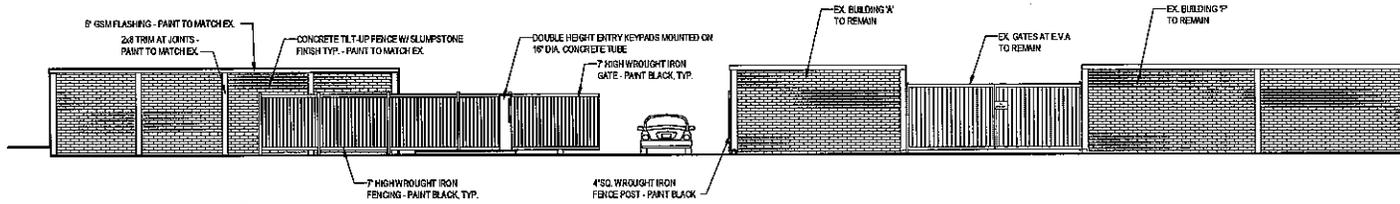
PROJECT DATA

TOTAL BUILTOUT	17,240 S.F.
ENCLOSED BUILDING	7,440 S.F.
FUTURE ENCLOSED BUILDING	9,730 S.F.
CANOPIES	9,800 S.F.
RV & BOAT PARKING SPACES	76
OPEN SPACES	42
CANOPY SPACES	20
ENCLOSED SPACES	14
FUTURE ENCLOSED SPACES	20

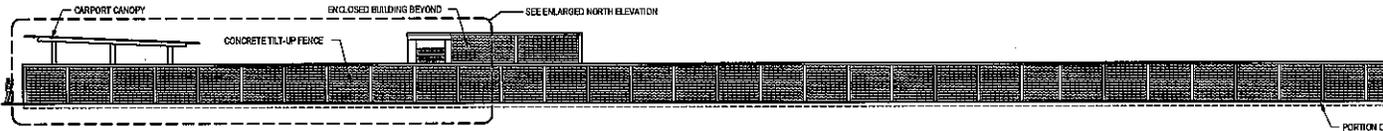
EX. MULTI-FAMILY RESIDENCES

EX. SINGLE FAMILY RESIDENCES

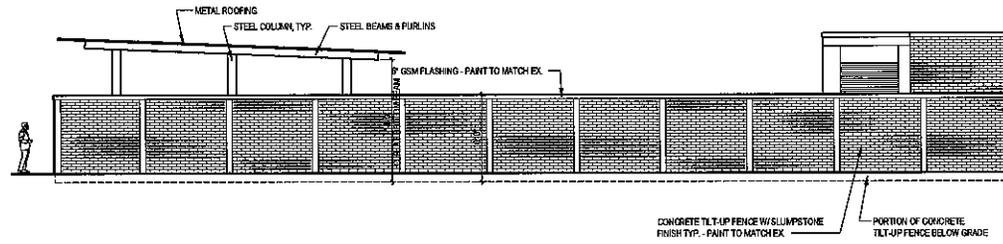
EX. TRUCKING COMPANY YARD



WEST ELEVATION

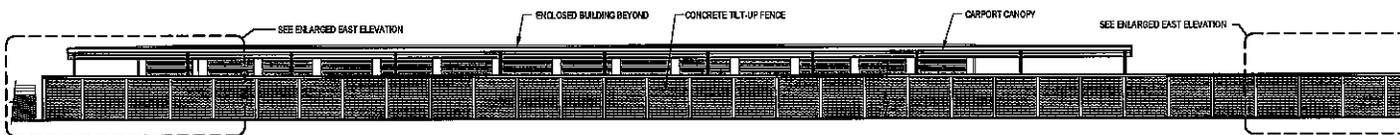


NORTH ELEVATION

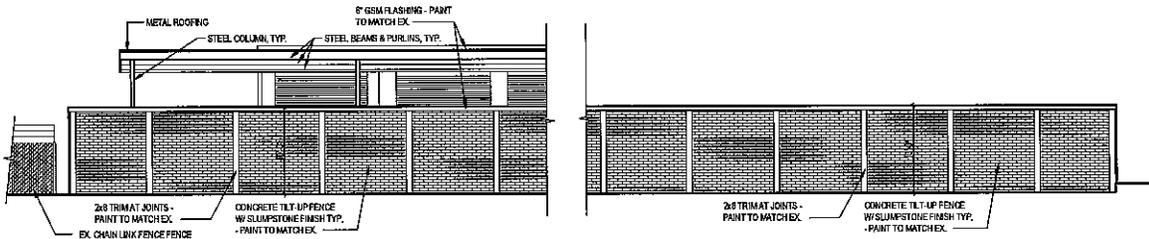


PARTIAL NORTH ELEVATION - ENLARGED

SCALE: 1" = 10'-0"

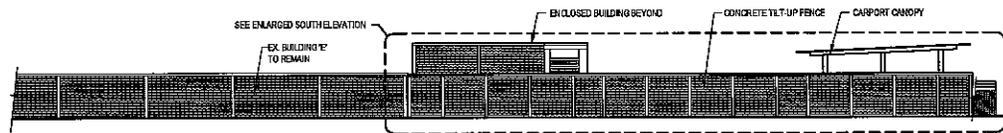


EAST ELEVATION

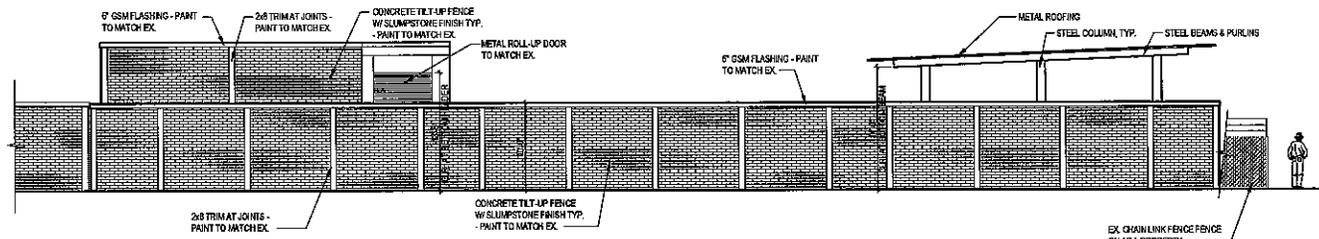


PARTIAL EAST ELEVATION - ENLARGED

SCALE: 1" = 10'-0"



SOUTH ELEVATION



PARTIAL SOUTH ELEVATION - ENLARGED

SCALE: 1" = 10'-0"



**PLANNING COMMISSION
STAFF REPORT**

TO: Vice Chairman and Planning Commissioners
DATE: July 24, 2012
FROM: John W. Donlevy, Jr., City Manager
SUBJECT: Appointment of Chair of the Winters Planning Commission

RECOMMENDATIONS: Staff recommends that the Planning Commission appoint a Commissioner to serve as Chair of the Winters Planning Commission.

BACKGROUND: On June 19, 2012 Wade Cowan, former Chair of the Winters Planning Commission, was sworn in as a newly elected member of the Winters City Council. Lisa Baker was appointed by the City Council that same evening to complete his term which was set to expire June 24, 2013. At the July 3, 2012 meeting of the Winters City Council action was taken to appoint Richard Kleeberg to complete the term of Commissioner Phillip Meisch who resigned on June 21, 2012.

With newly appointed Commissioners Baker and Kleeberg joining Commissioners Biasi, Guelden, Reyes, Tramatona and Vice Chair Neu the Winters Planning Commission now has a full seven members with the position of Chair vacant.

To facilitate the efficient conduct of meetings and bringing the commission to the point of decision while encouraging fairness, the free flow of ideas and discussion amongst commissioners and the gathering of input from staff, applicants and members of the public it is recommended that the Planning Commission select a new Chair for the meetings.

RECOMMENDATION: Staff recommends the Commissioners select from among themselves a Commissioner to serve as Chair through June 24, 2013.

ATTACHMENTS:
None