

**CITY OF WINTERS PLANNING COMMISSION AGENDA  
REGULAR MEETING**

**Tuesday, August 26, 2014 @ 6:30 PM**

City of Winters Council Chambers  
318 First Street  
Winters, CA 95694-1923  
Community Development Department  
Contact Phone Number (530) 794-6713  
Email: [jenna.moser@cityofwinters.org](mailto:jenna.moser@cityofwinters.org)

Chairman: Bill Biasi  
Vice Chairman: Paul Myer  
Commissioners: Dave Adams, Lisa Baker,  
Kate Frazier, Luis Reyes, Patrick Riley  
City Manager: John W. Donlevy, Jr.  
Mgmt. Analyst: Jenna Moser

**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 July 22, 2014 meeting of the Winters Planning Commission

**V STAFF/COMMISSION REPORTS**

**VI DISCUSSION ITEMS:**

- A. Planning Commission Appointment
- B. Public Hearing and Consideration of a Planning Application Submitted by James George - Designer, for Approval of Site Plan/Design Review for conversion of an existing church building at 301 Main Street (APN 003-191-006) to a duplex housing unit.
- C. Public Hearing and Consideration of a Parcel Map (3 lots) for APN 003-282-002 near Mermod Road and Anderson Avenue. Project Applicant Miguel Moreno - Next Generation Development, LLC seeks to divide the existing 20,000 square foot parcel into three (3) new lots. Lot 1 - 5359 square feet, Lot 2 - 6358 square feet, and Lot 3 - 5641.68 square feet. *(Staff requests to continue the Public Hearing until the 9/23/14 Regular Meeting of the Winters Planning Commission - 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 AUGUST 21, 2014



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JENNA MOSER, MANAGEMENT ANALYST, PLANNING - GIS

**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 JULY 22, 2014**

***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.*

Chair Bill Biasi called the meeting to order at 6:30 p.m.

**PRESENT:** Commissioners Adams, Frazier, Neu, Riley, Reyes and Chair Biasi

**ABSENT:** Baker

**STAFF:** City Manager John W. Donlevy, Jr., Management Analyst Jenna Moser, Contract Planner Dave Dowswell, Intern Charlie Tschudin

Wade Cowan, Council Member, led the Pledge of Allegiance.

Winters Express Editor Debra DeAngelo introduced new City Reporter Lindsay Hickman.

**CITIZEN INPUT:** None at this meeting.

**CONSENT ITEM:**

1. Approval of Meeting Minutes of the April 25, 2014 Regular meeting of the Planning Commission.

**Commissioner Neu moved to approve the Meeting Minutes of the April 25, 2014 Planning Commission Meeting. Seconded by Commissioner Frazier.**

**AYES:** Commissioners Adams, Frazier, Neu, Riley, Reyes and Chairman Biasi.

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Baker

**COMMISSION REPORTS:** None

**STAFF REPORTS:** None

**CONSENT ITEM:**

1. Approval of Minutes from the May 27, 2014 meeting of the Winters Planning Commission.

**Commissioner Riley moved to approve the Minutes from the May 27, 2014 Winters Planning Commission. Seconded by Commissioner Frazier.**

**AYES:** Commissioners Adams, Frazier, Neu, Riley, Reyes and Chairman Biasi

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Baker

**MINUTES OF THE WINTERS PLANNING COMMISSION MEETING HELD JULY 22, 2014**

**DISCUSSION ITEM:**

- A.** Study Session – Consideration of various amendments to the sign regulations (Chapter 17.80) in the Municipal Code (Zoning Ordinance)

Contract Planner Dave Dowswell presented the Staff Report and outlined various potential amendments regarding signs. Dowswell highlighted certain problem areas such as political/campaign signs, sign area for awnings, and flag/waving signs. Commissioner Riley asked about enforcement. Dowswell responded that the City performs enforcement on a complaint basis. City Manager Donlevy added that as part of the City's Code Enforcement Program a staff member visits the business and works with them to get compliance. Dowswell stated that generally a staff member would visit the business to discuss the issue, the second step would be a letter, and the last would be action from the City Attorney. Chairman Biasi requested that in the proposed revisions that photographic examples of "dos and don'ts" be included. Donlevy reported on the work done by Suny Ghai, Burger King developer, in getting CalTrans moving on the blue freeway informational signs for services in Winters. Discussion followed about the "nut boxes" at Main and Grant.

- B.** Presentation by City Intern Charlie Tschudin on status of updating of the City's existing Noise Ordinance

City Intern Charlie Tschudin presented the Staff Report and outlined various potential amendments to the City's Noise Ordinance. This item will be brought back for further action by the Planning Commission.

**COMMISSIONER/STAFF COMMENTS:** None

**ADJOURNMENT:** Chairman Biasi adjourned the meeting at 7:24 p.m.

**ATTEST:**

\_\_\_\_\_  
Jenna Moser, Management Analyst

\_\_\_\_\_  
Bill Biasi, Chairman



PLANNING COMMISSION  
STAFF REPORT

**TO:** Chairman and Planning Commissioners  
**DATE:** August 20, 2014  
**THROUGH:** John W. Donlevy, Jr., City Manager  
**FROM:** Jenna Moser, Management Analyst - Planning - GIS  
**SUBJECT:** Public Hearing and Consideration of a Planning Application Submitted by James George - Designer, for Approval of Site Plan/Design Review for conversion of an existing church building at 301 Main Street (APN 003-191-006) to a duplex housing unit.

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**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 James George - Designer, for Site Plan/Design Review for conversion of an existing church building at 301 Main Street (APN 003-191-006) to a duplex housing unit.

**GENERAL PLAN DESIGNATION, EXISTING ZONING, AND LAND USE:** The project is located in General Plan Land Use Classification L-R (Low-Density Residential) and the Zoning Classification is Single Family Residential (R-1). The proposed duplex unit is a permitted use in the R-1 zone on a corner lot. The project site is not located in any special district.

**BACKGROUND:** 301 Main Street is the former location of St. Anthony's Catholic Church. The structure is 3,486 square feet and was constructed over 40 ago in a Spanish-Mission architectural style. The lot size is approximately 7,902 square feet with the main entrance facing Main Street to the South and alley access and rear entrance to the North.

The existing building on site formerly hosted church services several times per week with attendance ranging from 80-100 individuals per week. With the construction and opening of the new church facility at 511 Main Street, the parcel was sold and the current owners seek to remodel the church structure for use as a duplex unit.

On July 31st, 2014, the applicant submitted an application for Site Plan/Design Review.

**PROJECT DESCRIPTION:**

The applicant is proposing to remodel the structure to create a two-unit duplex unit. The architectural style is Spanish-Mission and incorporates existing elements of the church façade such as the bell tower and general Mission look of the exterior, with decorative architectural enhancements to provide visual interest and detail.

The two-unit duplex consists of Unit 1 (front/South unit) and Unit 2 (back/North unit).

Unit 1 is proposed as a 2 bedroom, 2 bathroom 1,606 square foot residence with a main entrance along Main Street to the South with a courtyard feel to the front yard area, and 1 off-street parking space along the western property boundary. A small side-yard patio area is also planned for the western side of the residence, re-using some of the existing pavers from the front of the property, and incorporating existing trees where feasible. The two large existing trees along the Main Street frontage are proposed to be trimmed and retained for this project.

Unit 2 is proposed as a 3 bedroom, 2 bathroom 1,919 square foot residence with a main entrance on the Third Street, eastern side of the building and 1 off-street parking space off the alley/North side of the residence. A small side-yard patio area is planned for the western side of the residence, re-using some of the existing pavers from the front of the property, and incorporating existing trees where feasible. The Third Street elevation includes the addition of a small landing/entranceway featuring Mission details.

North & South elevations to the building will include gable-end corbels, and window head trim pieces designed and painted to enhance the Mission style of the building. The existing roof-mounted HVAC unit will be removed and new units located within the building. Roofing materials include “Presidential tri-lam” composition roofing, and exterior colors of stucco and paint in the tan color range. A wrought-iron style low fence is proposed, as well as a water-conscious landscape design.

**ANALYSIS:** The Site Plan/ Design Review project falls under the authority of the Planning Commission. The project was found to be located in the appropriate General Plan Land Use and Zoning areas. Additionally, staff finds that the project with the proposed conditions substantially conforms to Winters Municipal Code.

While the project does not conform to the parking requirement of 2-spaces for each unit, staff recognizes that the conversion of the use from a high-traffic, high-parking demand church to a duplex residential use de-intensifies the need for parking in that vicinity, and that the inclusion of 1-space per unit is appropriate on this small infill site.

Staff is recommending approval of the project subject to the attached conditions.

**METHODOLOGY:** Two actions are required to process the requested project:

- 1) Confirmation of CEQA exemption finding – Section 15301 (Existing Facilities);
- 2) Approval of the Site Plan/Design Review Application 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
- City of Winters Form Based Code
- City of Winters Municipal Code

**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 08/13/14 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 08/21/14.

**ENVIRONMENTAL ASSESSMENT:** The proposed project is exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities).

**RECOMMENDED FINDINGS FOR 301 MAIN STREET – CHURCH REMODEL SITE PLAN/DESIGN REVIEW:**

CEQA Findings:

- 1) The proposed project is categorically exempt from review under the California Environmental Quality Act (CEQA) Guidelines, Section 15301 Existing Facilities 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 site plan/design by making an affirmative motion as follows:

**I MOVE THAT THE CITY OF WINTERS PLANNING COMMISSION APPROVE THE APPLICATION FOR SITE PLAN/DESIGN REVIEW OF THE 301 MAIN STREET SITE PLAN/DESIGN REVIEW 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 the Site Plan/Design Review application 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 project.

**ATTACHMENT A: CONDITIONS OF APPROVAL FOR THE CHURCH REMODEL AT 301 MAIN STREET, WINTERS CA 95694**

1. In the event any claim, action or proceeding is commenced naming the City of Winters 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 from the City of Winters, the Winters Planning Commission, or 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.
2. All conditions identified herein shall be fully satisfied prior to approval of final building inspection.
3. The project is described in the August 26, 2014 Planning Commission staff report. The project shall be constructed as depicted on the exhibits included in the August 26, 2014 Planning Commission Staff report, except as modified by these conditions of approval. Substantive modifications require public hearing(s) and Planning Commission action.
4. Approval of the applicant's project shall be null and void if the applicant fails to submit a building permit for the project within one year of the Planning Commission's approval of the Design Review application.
5. The applicant shall obtain a building permit and pay the applicable building permit fees.
6. The address numbers for the individual residences shall be clearly visible from the street fronting the property. The address numbering shall be either four (4) inch illuminated numbers, or six (6) inch non-illuminated numbers on contrasting background, and shall be architecturally consistent with existing building design.
7. The applicant shall report to the City building materials diverted from landfilling during the course of their project, pursuant to the provisions of the City of Winters Ordinance 2002-03.

**ATTACHMENTS:**

- A. Proposed Conditions of Approval
- B. Site Map
- C. Elevation & Design Exhibits
- D. Notice of Public Hearing published 08/13/14

Exhibit B



0 25 50 100 Feet



 301 Main Street

082014 - Jenna Moser, Winters CDD

# *Church Conversion Project*

## *301 Main St. Winters*

### *Owners;*

*Matt & Laura Mariani*  
*530-795-2372*

### *Designer;*

*James George*  
*707-425-4156*

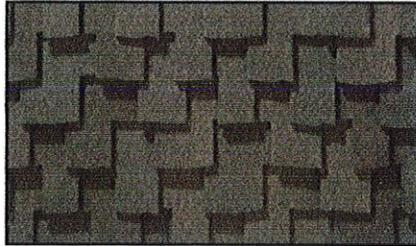
### **Project Description;**

Existing building is 40+ year old, 3,486 sq.ft. former Catholic Church Building, sitting on 7,902 sq. ft., lot with the main entrance on Main st. We are proposing to convert the existing building into a Duplex which will have a total sq. footage of 3,525. The added 39 sq. ft. is the upstairs bathroom (for the front/south unit) which is being added within the walls of the existing building. One unit ( Front/ south end)will use the existing entry location off of Main st., and this unit will be a 2 bedroom, 2 bath 1,606 sq. ft. unit. The second unit, a 3 bedroom 2 bath 1,919 sq.ft. unit, will use a new entrance on third st. We are also proposing to create an off street parking spot for each unit as well. The existing pavers on the front (main st.) side of the building will be removed to create a front yard for that unit. We are planning to reuse the pavers for the patio areas shown at the rear(west) of both units. The exterior design of the building is intended to retain the existing bell tower and stay true to a church/mission style. We will also be adding some roof line (gable end) corbels to the front/south and rear/north (alley) ends of the building as well as some window head (top) trim pieces that will be painted with the trim color to further enhance the look of the building. The new entrances will have small covered porches with their own architectural elements to help enhance the overall look of the building, the alley/north side of the building will also have added architectural elements to the center portion of the wall. The existing roof mounted HVAC unit will be removed and the new units will be located within the building. We are also replacing the roofing with a new "Presidential tri-lam" composition roofing.

# COLOR CHART

## ***BUILDING CONVERSION***

301 MAIN STREET  
WINTERS, CA



### ROOFING:

CERTAINTED : PRESIDENTIAL SHAKE  
ASPHALT COMPOSITION SHINGLES  
COLOR: AUTUMN BLEND

### **Summer Sandcastle**

KM4688

### STUCCO SIDING: [MAIN BODY]

PAINT MFG: KELLY-MOORE  
KM4688 (SUMMER SANDCASTLE)

### **Log Cabin**

KMA78

### FASCIA BOARDS & GUTTERS:

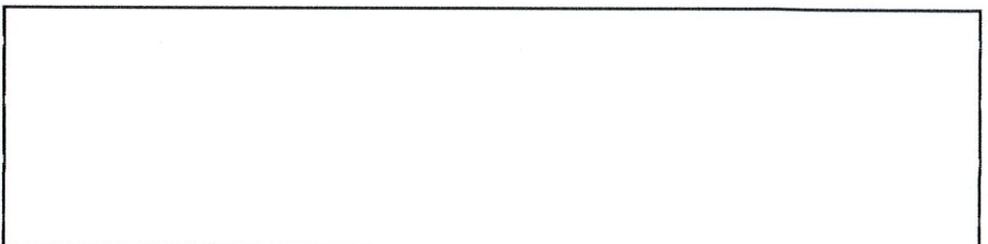
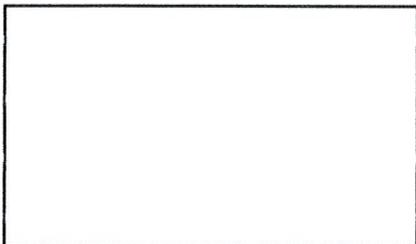
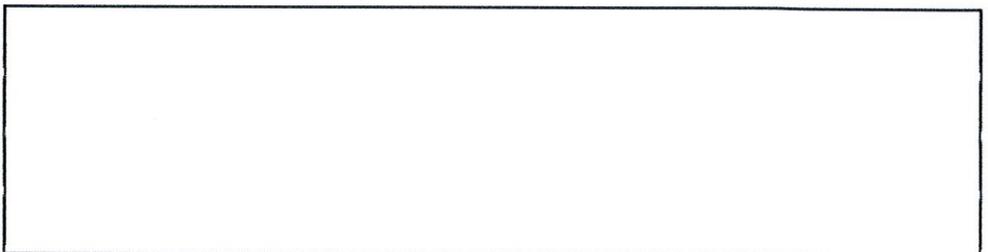
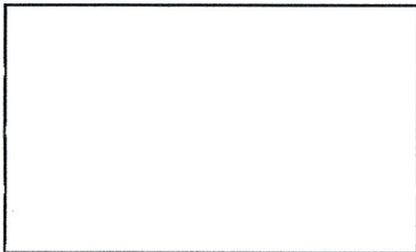
PAINT MFG: KELLY-MOORE  
KMA78 (LOG CABIN)

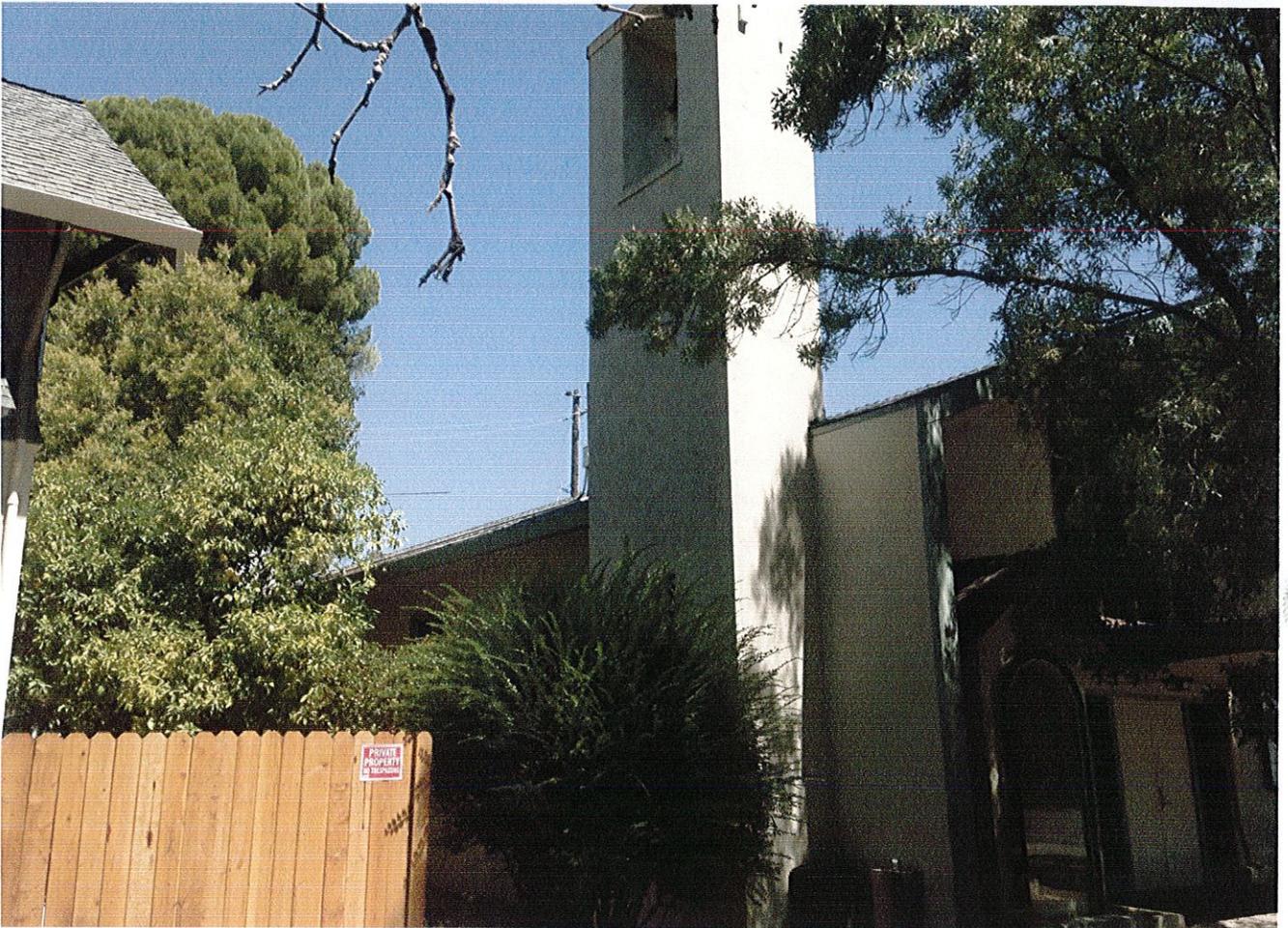
### **Log Cabin**

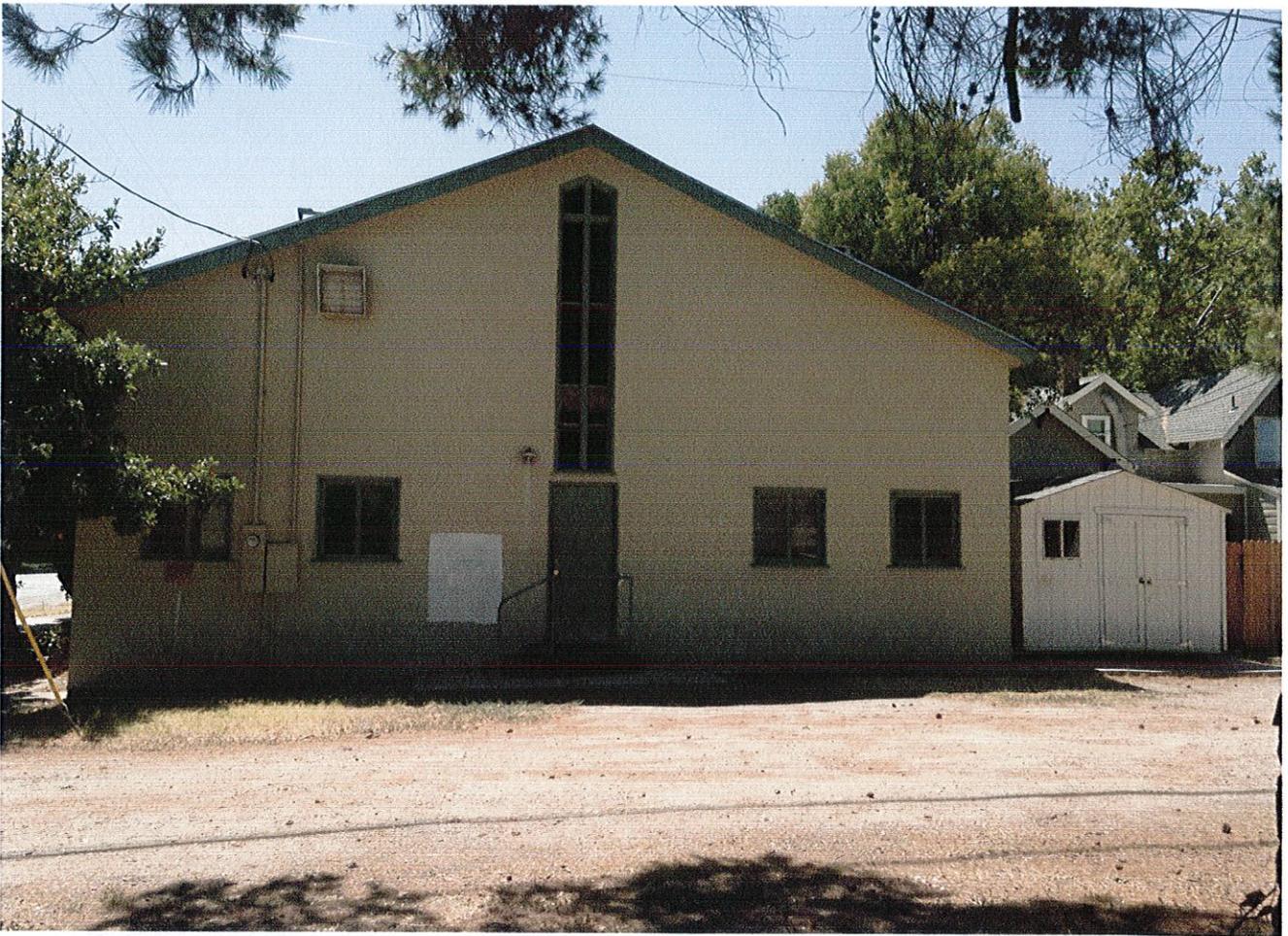
KMA78

### DOOR, WINDOW, & WALL TRIM:

PAINT MFG: KELLY-MOORE  
KMA78 (LOG CABIN)





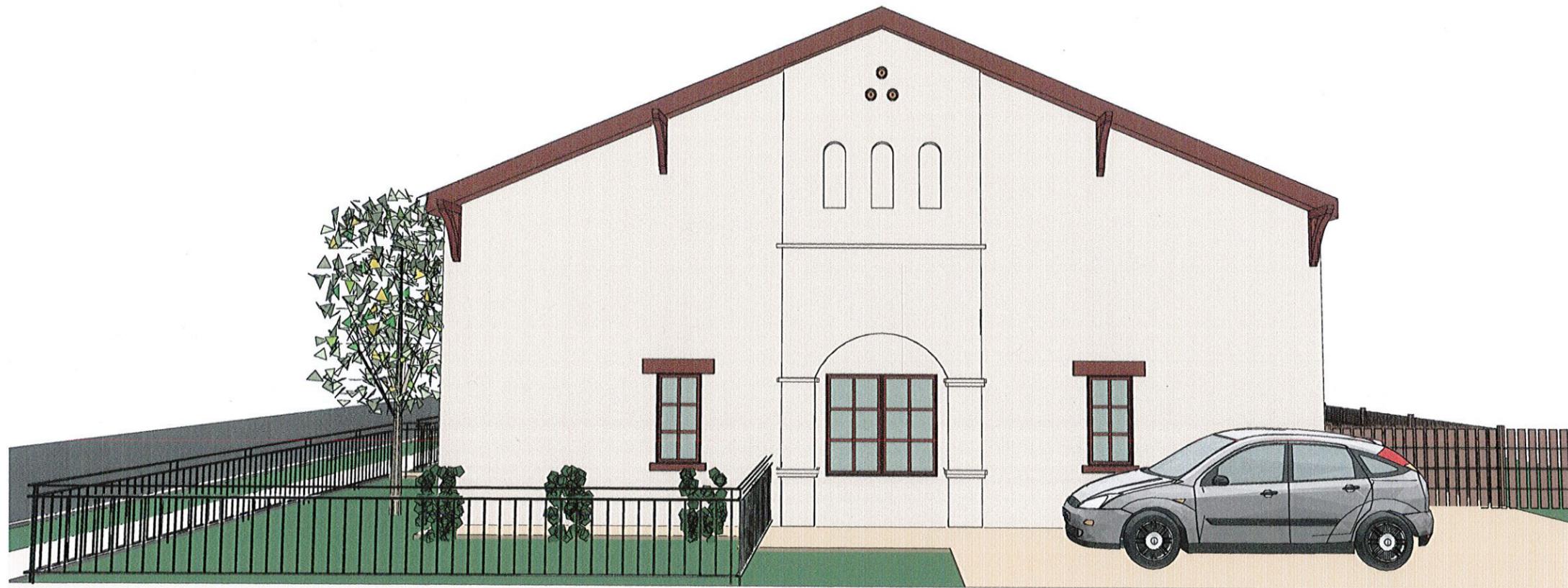




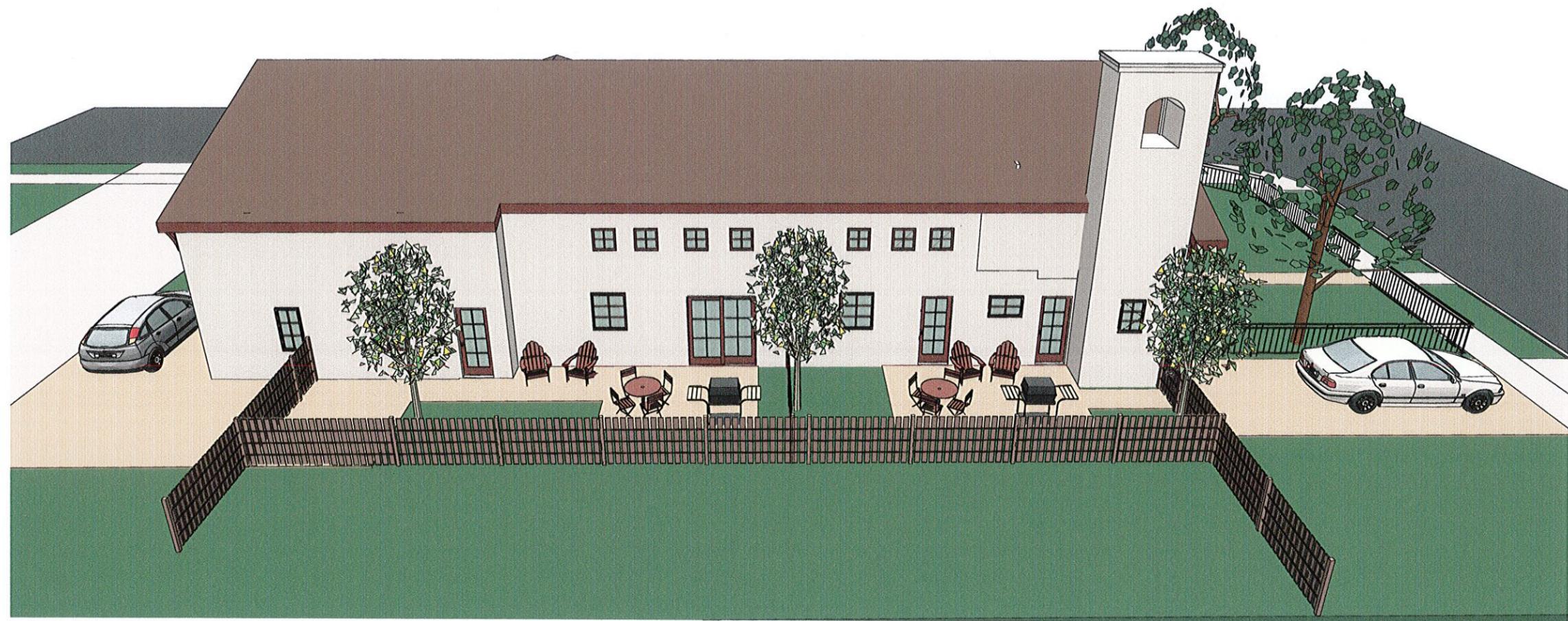
PROPOSED SD SOUTH SIDE EXTERIOR ELEVATION



PROPOSED 3D EAST SIDE EXTERIOR ELEVATION

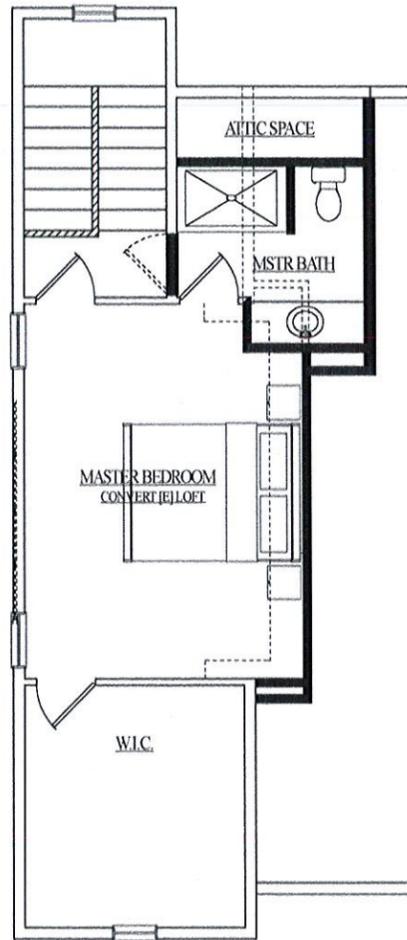


PROPOSED 3D NORTH SIDE EXTERIOR ELEVATION

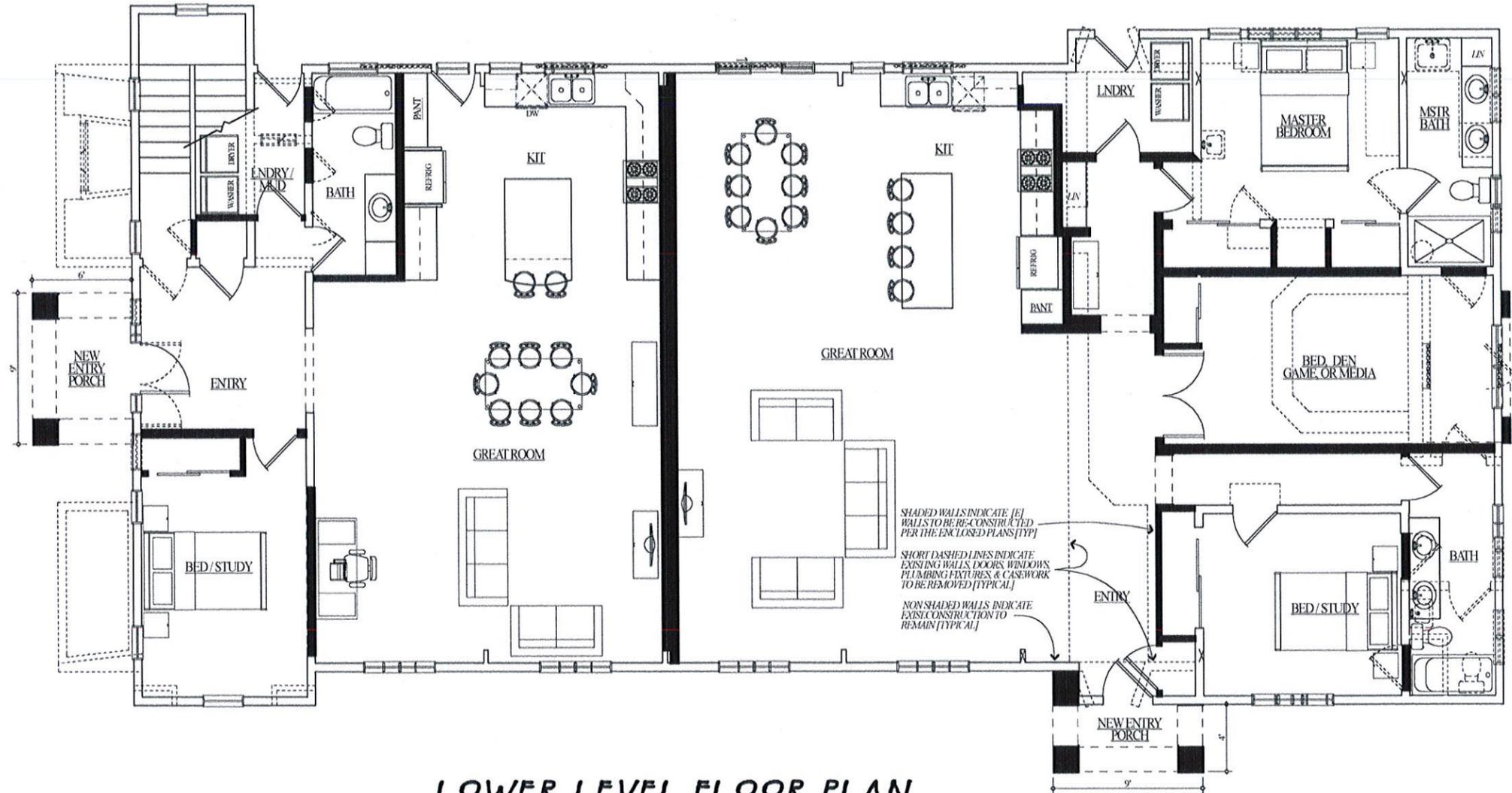


PROPOSED 3D WEST SIDE EXTERIOR ELEVATION





**UPPER LEVEL FLOOR PLAN**



**LOWER LEVEL FLOOR PLAN**

APN #:  
**003-191-006-000**

**BUILDING CONVERSION PLANS**

DATE: 7-30-11 SCALE: 1/8" = 1'-0"



**JAMES GEORGE DESIGNS INC.**  
 JAMES GEORGE DESIGNS INC. IS A DIVISION OF R&J CONSULTING SERVICES INC.  
 30 LEMON HILL TRAIL, NAPA, CA 94556  
 OFF: 707 428-4184 CELL: 707 880-4704  
 FAX: 707 438-0377  
 E-MAIL: jamesgeorgeconstructionanddesign.com

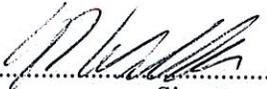
**PROOF OF PUBLICATION**  
**(2015.5 C.C.P.)**

STATE OF CALIFORNIA  
COUNTY OF YOLO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of THE WINTERS EXPRESS, a newspaper of general circulation, printed and published in the City of Winters, County of Yolo, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Yolo, State of California, under the date of December 24, 1951, Case Number 12461; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit: August 14, 2014.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Winters, California, this 15th day of August, 2014



.....  
Signature

Charles R. Wallace  
Publisher

This space is for the County Clerk's Filing Stamp

**Notice of Public Hearing**

**Notice of Public Hearing**

**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City of Winters will conduct a Public Hearing by the Planning Commission on Tuesday, August 26, 2014 at 6:30 p.m. at the City Council Chambers located on the first floor of City Hall at 318 First Street, Winters, California to consider an application for design review/site plan for conversion of an existing church building at 301 Main Street (APN 003-191-006) to a duplex housing unit. Project applicant James George, Designer for the project, seeks to remodel the structure using a Spanish Mission architectural style consisting of a 1,606 square foot unit and a 1,919 square foot unit. Existing architectural features such as the bell tower will be incorporated into the design. The Planning Commission will take final action on the project unless appealed to City Council.

The purpose of the public hearing will be to provide citizens an opportunity to make their comments on the project known. If you are unable to attend the public hearing, you may direct written comments to the City of Winters, Community Development Department, 318 First Street, Winters, CA 95694 or to [jenna.moser@cityofwinters.org](mailto:jenna.moser@cityofwinters.org). In addition, the staff report will be available on the City's website on 08/21/14.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in these hearings, please contact City Clerk Nanci Mills at (530) 795-4910, ext. 101. Please make your request as early as possible and at least one full business day before the start of the hearing.

The City does not transcribe its hearings. If you wish to obtain a verbatim record of the proceedings, you must arrange for attendance by a court reporter or for some other means of recordation. Such arrangements will be at your sole expense.

If you wish to challenge the action taken on this matter in court, the challenge may be limited to raising only those issues raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission prior to the public hearing.

Availability of Documents: Copies of the Staff Report will be available on the City's website [www.cityofwinters.org](http://www.cityofwinters.org)

For more information regarding this project, please contact Jenna Moser, Management Analyst - Planning & GIS, at (530) 794-6713.

Published August 14, 2014