

CITY OF WINTERS **SPECIAL** PLANNING COMMISSION AGENDA

Wednesday, December 16, 2015 @ 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

Chairman: Bill Biasi
Vice Chairman: Kate Frazier
Commissioners: Dave Adams, Lisa Baker,
Paul Myer, Frank Neal, Patrick Riley
City Manager: John W. Donlevy, Jr.
Mgmt. Analyst, Planning: 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 (None)

V STAFF/COMMISSION REPORTS

VI DISCUSSION ITEMS:

- A. Resolution 2015-03, Public Hearing and Consideration of a Parcel Map – Project Applicant Ed and Janet Andersen for Parcel Map 4977 (2 lots) for parcel 003-350-013 on the northeast corner of Walnut Lane and Grant Avenue.
- B. Resolution 2015-04, Public Hearing and Consideration of a Parcel Map – Project Applicant Project applicant City of Winters, Successor Agency to the Dissolved Winters Community Development Agency, and Charles and Sherrilyn Wallace seek to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003-204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. Parcel 2 will be the location of the proposed Downtown Hotel.
- C. Public Hearing and Consideration of Design/Site Plan Review – MOD, for construction of a new sewer pump station – West Main Street Sanitary Sewer Pump Station “A”

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 DECEMBER 10, 2015



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



**PLANNING COMMISSION
STAFF REPORT**

TO: Chairman and Planning Commissioners
DATE: December 16, 2015
FROM: Jenna Moser – Management Analyst, Planning - GIS *JM*
SUBJECT: Resolution 2015-03, Public Hearing and Consideration of a Parcel Map - Project applicant Ed and Janet Andersen for Parcel Map 4977 (2 lots) for parcel 003-350-013 on the northeast corner of Walnut Lane and Grant Avenue.

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 Resolution 2015-03, Conditionally Approve Parcel Map 4977 (2 lots) for parcel 003-350-013 on the northeast corner of Walnut Lane and Grant Avenue

SURROUNDING LAND USES AND SETTING: Surrounding land uses are as follows:

North: Existing Commercial – Zoned C-2
East: Existing Commercial – Zoned C-2
South: Existing Commercial – Zoned C-2
West: Existing Commercial – Zoned C-2

The site is the location of Winters Eyecare. The general topographic character is flat, with an existing commercial building, parking lot, and landscaping present.

GENERAL PLAN & ZONING DESIGNATION: The General Plan land use designation for the property is Central Business District (CBD). The project parcel is zoned Central Business District (C-2).

BACKGROUND: In 2010, the City completed a project to realign the north leg of Walnut Lane at Grant Ave – Grant Avenue Widening and Safety Improvements, Phase 2, Project No. 09-05. The project provided a right-angle tee intersection to improve vehicular safety movements.

In exchange for a portion of the property on the NE corner of Walnut and Grant, necessary for the realignment, the City agreed to prepare a Parcel Map for the Andersen's, to split their Lot into to new parcels. The Parcel Map was prepared by a licensed professional Land Surveyor (Laugenour and Meikle), and reviewed by Clear Path, one of the City's on-call map-check consultants. The Parcel Map is technically correct and ready for approval.

PROJECT DESCRIPTION: Project applicants Ed and Janet Andersen seek to divide the existing 28,888 square foot parcel into two (2) new lots. Parcel 1 – 15,152 square feet and Parcel 2 – 13,736 square feet. Parcel 1 (101 E. Grant Avenue) is the current location of Winters Eyecare.

ANALYSIS: Attachment 2 illustrates the proposed Parcel Map. The configuration of the proposed lots is consistent with the City's General Plan and standards of the subdivision and zoning ordinances. The site is appropriate for the specified density of development because the site is designated Central Business District (CBD). The minimum lot size allowed for CBD is 5,000 square feet with a minimum lot depth or width of 50 feet. The resulting parcels meet standard.

No conflict with easements acquired by the public at large, for access through or use of, property within the proposed project have been identified.

Access is provided by a driveway off Walnut Lane, and an easement will be required for Parcel 1, if access across Parcel 2 is maintained. A driveway off Grant Avenue that will be improved with the proposed Roundabout. Water service is extended across both parcels from Walnut Lane, and an easement for Parcel 1 will be required with the sale of Parcel 2. Sewer services are extended to both Parcels from Grant Ave. Other services such as gas and electricity are provided by PG&E.

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 11/26/15 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 12/10/15.

ENVIRONMENTAL ASSESSMENT: Staff has concluded that the Categorical Exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions) is most applicable to the subject project.

RECOMMENDED FINDINGS FOR THE PARCEL MAP 4977 (2 LOTS) FOR PARCEL 003-350-013 ON THE NORTHEAST CORNER OF WALNUT LANE AND GRANT AVENUE.

CEQA Findings:

1. The Parcel Map qualifies for categorical exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions).
2. The Planning Commission has considered comments received on the project during the public review process.
3. The exemption finding reflects the independent judgment and analysis of the City of Winters.

The Planning Commission hereby confirms a Categorical Exemption for Parcel Map 4977 (2 lots) for parcel 003-350-013 on the northeast corner of Walnut Lane and Grant Avenue.

General Plan and Zoning Consistency Findings:

1. The project is consistent with the goals and policies of the General Plan. The General Plan designates the project site as Central Business District (CBD).
2. The project is consistent with the provisions of the Zoning Ordinance. The property is zoned Central Business District (C-2).

RECOMMENDATION: Staff recommends that the Planning Commission make an affirmative motion as follows:

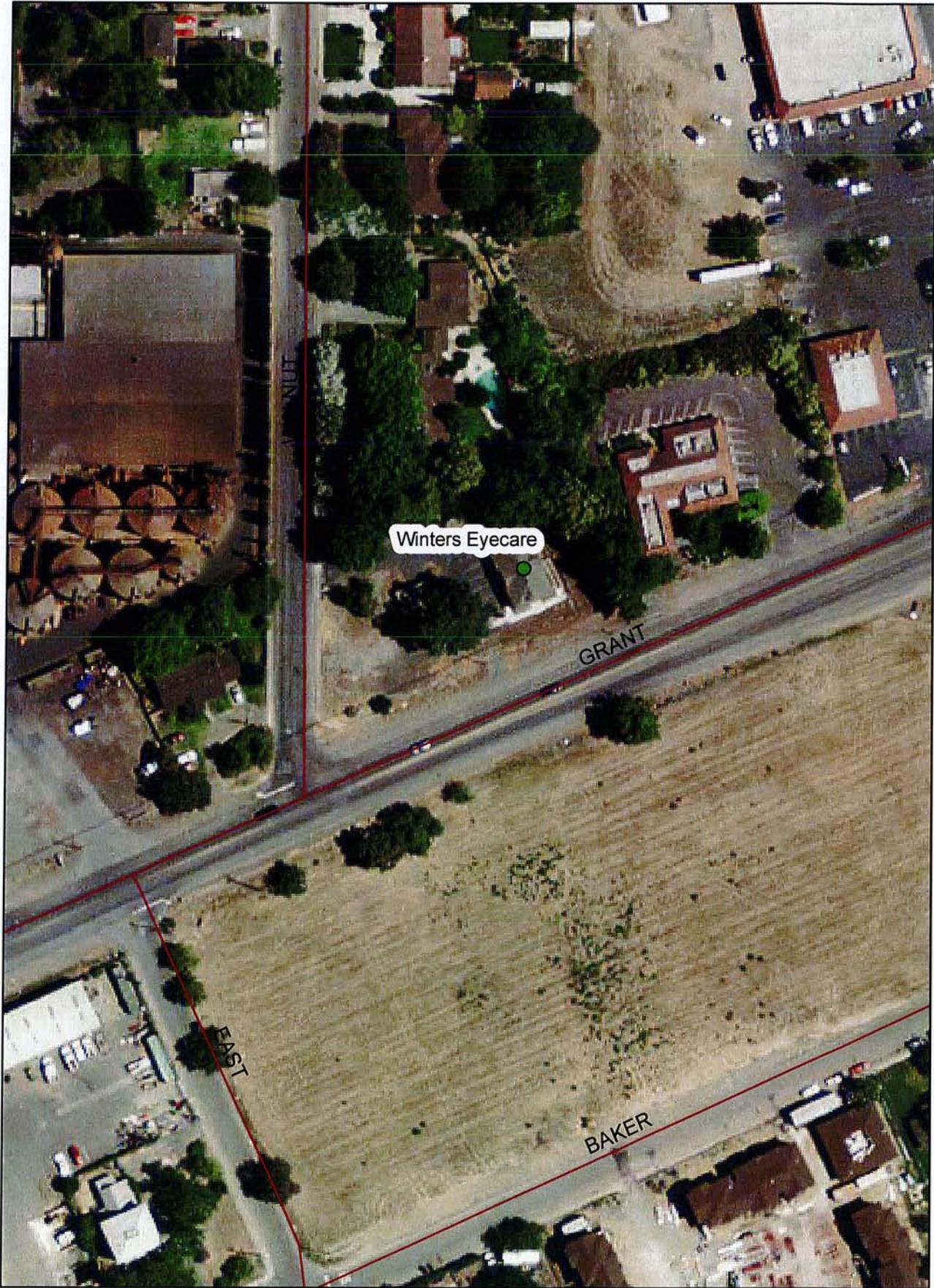
MOVE THAT THE CITY OF WINTERS PLANNING COMMISSION APPROVE RESOLUTION 2015-03, AND CONDITIONALLY APPROVE PARCEL MAP 4977 (2 LOTS) FOR PARCEL 003-350-013 ON THE NORTHEAST CORNER OF WALNUT LANE AND GRANT AVENUE.

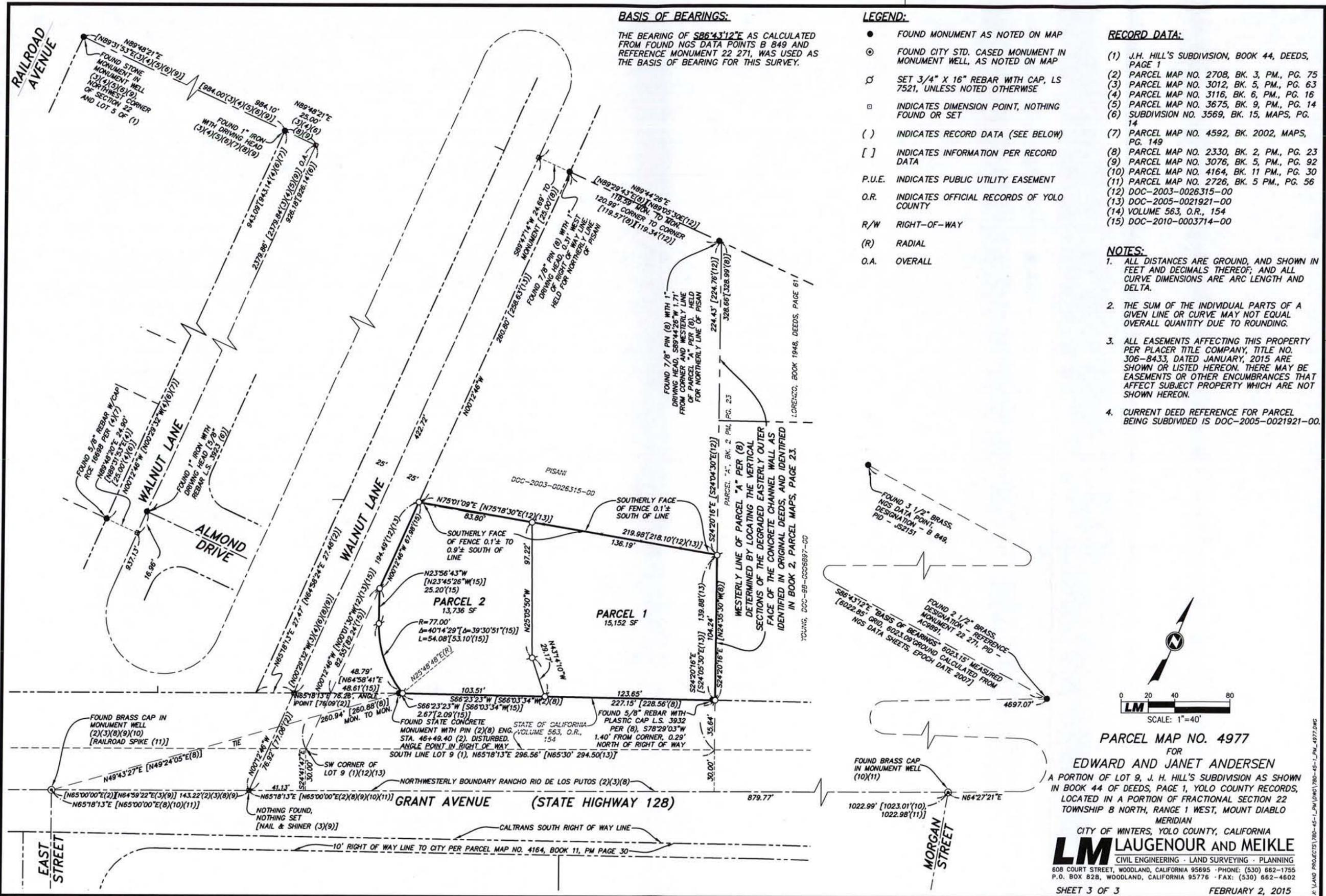
ALTERNATIVES: The Planning Commission can elect to modify any aspect of the approval or recommend denial of the application. If the Planning Commission chooses to deny the application, the Commission would need to submit findings for the official record that would illustrate the reasoning behind the decision to deny the project.

ATTACHMENTS:

1. Vicinity Map
2. Parcel Map
3. Resolution 2015-03 and Conditions of Approval
4. Public Hearing Notice

Parcel Map 4977 - Vicinty





CITY OF WINTERS RESOLUTION 2015-03

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WINTERS
APPROVING THE ANDERSEN PARCEL MAP TO SUBDIVIDE APN 003-350-013 INTO TWO
PARCELS**

WHEREAS, the Planning Commission has noticed a public hearing pursuant to Government Code Section 65090 for the purpose of receiving public testimony concerning the proposed project; and

WHEREAS, pursuant to the California Environmental Quality Act, Staff has concluded that the Categorical Exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions) applies; and

WHEREAS, the Andersen Parcel Map to subdivide APN 003-350-013 into two parcels is consistent with the General Plan and Winters Municipal Code; and

WHEREAS the proposed site is physically suitable for the proposed type and density of development; and

NOW, THEREFORE BE IT RESOLVED, that the Planning Commission of the City of Winters hereby approves the Andersen Parcel Map with the following conditions:

**CONDITIONS OF APPROVAL FOR THE PARCEL MAP FOR THE PROPERTY LOCATED ON
THE NE CORNER OF GRANT AVENUE AND WALNUT LANE - MAP NO. 4977**

PUBLIC WORKS

1. The applicant shall pay all applicable taxes, fees, and charges at the rate amount in effect at the time of such taxes, fees, and charges become due and payable.
2. With the sale of Parcel 2, Parcel 2 shall grant a reciprocal access easement to Parcel 1, for access to Parcel 1 off of Walnut Lane.
3. With the sale of Parcel 2, Parcel 2 shall grant a utility easement to Parcel 1, for the existing water service along the northern property line.

PLANNING

1. 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 include 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.

PASSED AND ADOPTED by the City of Winters Planning Commission on this 16th day of December, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bill Biasi, **CHAIRMAN**

Jenna Moser, **Mgmt. Analyst - Planning**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Winters will conduct a Public Hearing by the Planning Commission on Wednesday, December 16, 2015 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 from Project applicant Ed and Janet Andersen for Parcel Map 4977 (2 lots) for parcel 003-350-013 on the northeast corner of Walnut Lane and Grant Avenue.

Project applicants Edward and Janet Andersen seek to divide the existing 28,888 square foot parcel into two (2) new lots. Parcel 1 – 15,152 square feet and Parcel 2 – 13,736 square feet. Parcel 1 (101 E Grant Avenue) is the current location of Winters Eyecare. 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. In addition, the staff report will be available on the City's website on 12/10/15.

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

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



**PLANNING COMMISSION
STAFF REPORT**

TO: Chairman and Planning Commissioners

DATE: December 16, 2015

FROM: Jenna Moser – Management Analyst, Planning - GIS *JM*

SUBJECT: Resolution 2015-04 Public Hearing and Consideration of a Parcel Map - Project Applicant City of Winters, Successor Agency to the Dissolved Winters Community Development Agency, and Charles and Sherrilyn Wallace seek to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003 204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. Parcel 2 will be the location of the proposed Downtown Hotel.

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 Resolution 2015-04, Conditionally Approve Parcel Map – Merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003 204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) into two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. Parcel 2 will be the location of the proposed Downtown Hotel.

SURROUNDING LAND USES AND SETTING: Surrounding land uses are as follows:

North: Existing Commercial – Zoned C-2

West: Existing City Hall – Zoned PQP
South: Existing Commercial – Zoned D-A
East: Existing Commercial – Zoned D-A

GENERAL PLAN & ZONING DESIGNATION: The General Plan land use designation for the property is Downtown A (D-A FBC) and Public Quasi Public (PQP). The project parcel is zoned Downtown A (D-A FBC) and Public Quasi Public (PQP).

BACKGROUND: In January, 2015 the Planning Commission approved Design Review, Tentative Parcel Map, and Conditional use Permit for the Downtown Hotel project. Since approval of the Tentative Parcel Map, the developers and landowners have reconfigured the layout to result in 2 parcels, rather than 3. The third parcel (originally to be retained by Charley Wallace) has been eliminated and Wallace and the Hotel owner will have a separate agreement. The Final Parcel Map is in standard conformance with the Tentative Parcel Map.

The Parcel Map is necessary to reconfigure the existing 7 parcels to accommodate the Hotel and parking lot.

PROJECT DESCRIPTION: Parcel Map - Project Applicant City of Winters, Successor Agency to the Dissolved Winters Community Development Agency, and Charles and Sherrilyn Wallace seek to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003 204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. Parcel 2 will be the location of the proposed Downtown Hotel. Parcel 1 will be a shared city parking lot.

The site is .782 acres (does not include City-owned parking lot) zoned D-A & PQP located on the West side of Railroad Avenue at Abbey Street.

ANALYSIS: Attachment 2 illustrates the proposed Parcel Map. The configuration of the proposed lots is consistent with the City's General Plan and standards of the subdivision and zoning ordinances. The site is appropriate for the specified density of development because the site is designated D-A FBC & PQP.

No conflict with easements acquired by the public at large, for access through or use of, property within the proposed project have been identified. The Parcel Map includes reference to private utility and sidewalk easements that will be granted from the City to the hotel owner under separate conveyance documents that get approved by City Council.

Access to the parcels is off Abbey, First, and Main Streets. Review by Public Safety was performed during map-check and the configuration of the roadway was determined to be acceptable.

Water and Sewer services would be provided by the City of Winters. Other services such as gas and electricity would be provided by PG&E.

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 11/26/15 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 12/10/15.

ENVIRONMENTAL ASSESSMENT: Staff has concluded that the Categorical Exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions) is most applicable to the subject project.

RECOMMENDED FINDINGS FOR THE PARCEL MAP - PROJECT APPLICANT CITY OF WINTERS, SUCCESSOR AGENCY TO THE DISSOLVED WINTERS COMMUNITY DEVELOPMENT AGENCY, AND CHARLES AND SHERRILYN WALLACE SEEK TO MERGE AND RE-SUBDIVIDE THE EXISTING SEVEN PARCELS (APN: 003-204-002 = 9,006.4± SQUARE FEET, APN: 003-204-003 = 4,802.0± SQUARE FEET, APN: 003-204-004 = 15,493.0± SQUARE FEET, APN: 003-204-005 = 2,593.8± SQUARE FEET, APN: 003 204-006 = 4,070.7± SQUARE FEET, APN: 003-204-007 = 6,664.8± SQUARE FEET, APN: 003-204-018 = 6,004.0± SQUARE FEET) IN TO TWO (2) NEW LOTS. PARCEL 1 – 14,537.8 SQUARE FEET AND PARCEL 2 – 34,097 SQUARE FEET. PARCEL 2 WILL BE THE LOCATION OF THE PROPOSED DOWNTOWN HOTEL.

CEQA Findings:

1. The Parcel Map qualifies for categorical exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions).
2. The Planning Commission has considered comments received on the project during the public review process.
3. The exemption finding reflects the independent judgment and analysis of the City of Winters.

The Planning Commission hereby confirms a Categorical Exemption for Parcel Map - Project Applicant City of Winters, Successor Agency to the Dissolved Winters Community Development Agency, and Charles and Sherrilyn Wallace seek to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003 204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. Parcel 2 will be the location of the proposed Downtown Hotel.

General Plan and Zoning Consistency Findings:

1. The project is consistent with the goals and policies of the General Plan. The General Plan

designates the project site as D-A FBC & PQP.

2. The project is consistent with the provisions of the Zoning Ordinance. The property is zoned D-A FBC & PQP.

RECOMMENDATION: Staff recommends that the Planning Commission make an affirmative motion as follows:

MOVE THAT THE CITY OF WINTERS PLANNING COMMISSION APPROVE RESOLUTION 2015-04, CONDITIONALLY APPROVE PARCEL MAP - PROJECT APPLICANT CITY OF WINTERS, SUCCESSOR AGENCY TO THE DISSOLVED WINTERS COMMUNITY DEVELOPMENT AGENCY, AND CHARLES AND SHERRILYN WALLACE SEEK TO MERGE AND RE-SUBDIVIDE THE EXISTING SEVEN PARCELS (APN: 003-204-002 = 9,006.4± SQUARE FEET, APN: 003-204-003 = 4,802.0± SQUARE FEET, APN: 003-204-004 = 15,493.0± SQUARE FEET, APN: 003-204-005 = 2,593.8± SQUARE FEET, APN: 003 204-006 = 4,070.7± SQUARE FEET, APN: 003-204-007 = 6,664.8± SQUARE FEET, APN: 003-204-018 = 6,004.0± SQUARE FEET) IN TO TWO (2) NEW LOTS. PARCEL 1 – 14,537.8 SQUARE FEET AND PARCEL 2 – 34,097 SQUARE FEET. PARCEL 2 WILL BE THE LOCATION OF THE PROPOSED DOWNTOWN HOTEL.

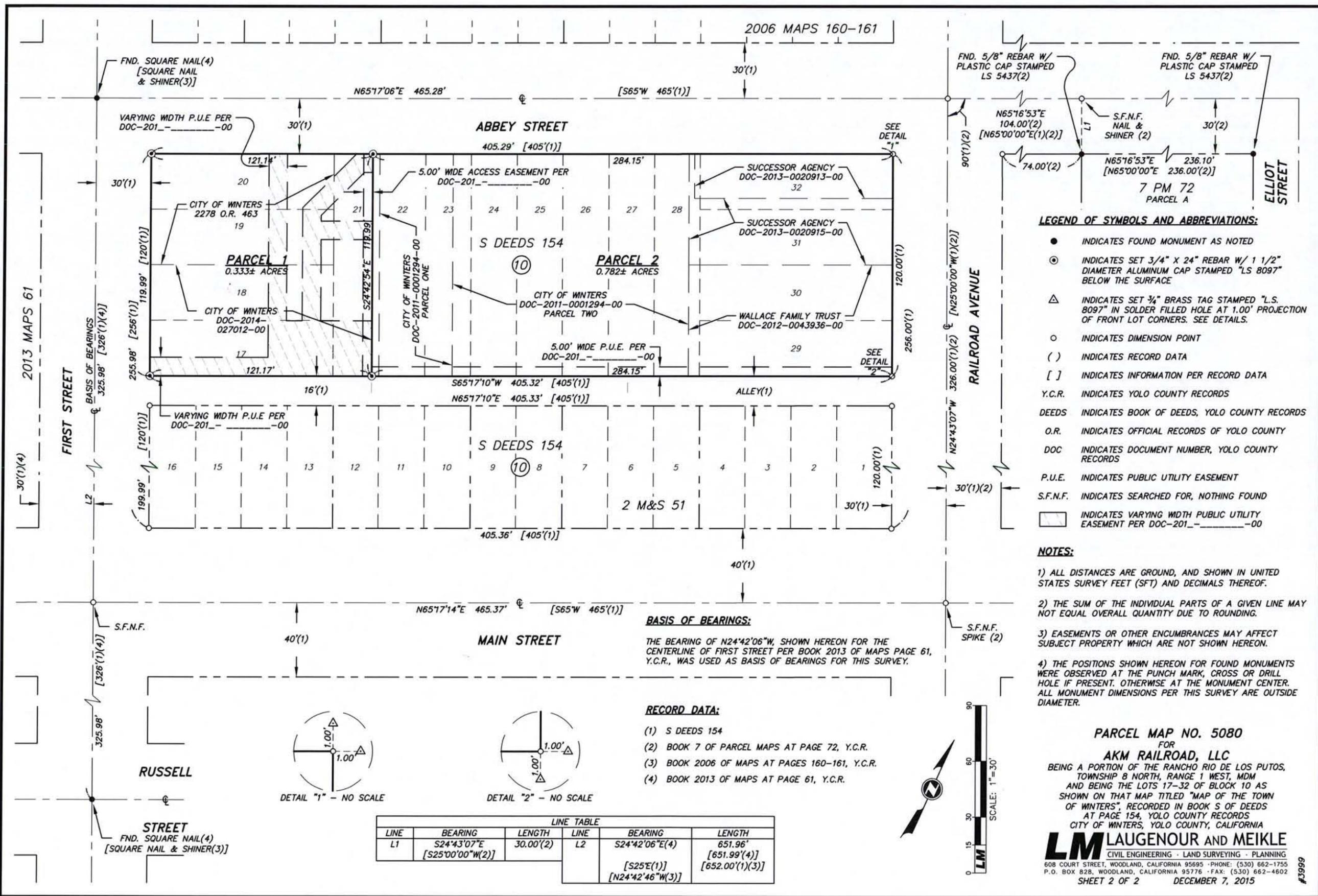
ALTERNATIVES: The Planning Commission can elect to modify any aspect of the approval or recommend denial of the application. If the Planning Commission chooses to deny the application, the Commission would need to submit findings for the official record that would illustrate the reasoning behind the decision to deny the project.

ATTACHMENTS:

1. Vicinity Map
2. Parcel Map
3. Resolution 2015-04 and Conditions of Approval
4. Public Hearing Notice

Parcel Map - Downtown Hotel - Vicinity





- LEGEND OF SYMBOLS AND ABBREVIATIONS:**
- INDICATES FOUND MONUMENT AS NOTED
 - ⊙ INDICATES SET 3/4" X 24" REBAR W/ 1 1/2" DIAMETER ALUMINUM CAP STAMPED "LS 8097" BELOW THE SURFACE
 - △ INDICATES SET 3/4" BRASS TAG STAMPED "L.S. 8097" IN SOLDER FILLED HOLE AT 1.00' PROJECTION OF FRONT LOT CORNERS. SEE DETAILS.
 - INDICATES DIMENSION POINT
 - () INDICATES RECORD DATA
 - [] INDICATES INFORMATION PER RECORD DATA
 - Y.C.R. INDICATES YOLO COUNTY RECORDS
 - DEEDS INDICATES BOOK OF DEEDS, YOLO COUNTY RECORDS
 - O.R. INDICATES OFFICIAL RECORDS OF YOLO COUNTY
 - DOC INDICATES DOCUMENT NUMBER, YOLO COUNTY RECORDS
 - P.U.E. INDICATES PUBLIC UTILITY EASEMENT
 - S.F.N.F. INDICATES SEARCHED FOR, NOTHING FOUND
 - ▭ INDICATES VARYING WIDTH PUBLIC UTILITY EASEMENT PER DOC-201--00

- NOTES:**
- 1) ALL DISTANCES ARE GROUND, AND SHOWN IN UNITED STATES SURVEY FEET (SFT) AND DECIMALS THEREOF.
 - 2) THE SUM OF THE INDIVIDUAL PARTS OF A GIVEN LINE MAY NOT EQUAL OVERALL QUANTITY DUE TO ROUNDING.
 - 3) EASEMENTS OR OTHER ENCUMBRANCES MAY AFFECT SUBJECT PROPERTY WHICH ARE NOT SHOWN HEREON.
 - 4) THE POSITIONS SHOWN HEREON FOR FOUND MONUMENTS WERE OBSERVED AT THE PUNCH MARK, CROSS OR DRILL HOLE IF PRESENT. OTHERWISE AT THE MONUMENT CENTER. ALL MONUMENT DIMENSIONS PER THIS SURVEY ARE OUTSIDE DIAMETER.

BASIS OF BEARINGS:
 THE BEARING OF N24°42'06"W, SHOWN HEREON FOR THE CENTERLINE OF FIRST STREET PER BOOK 2013 OF MAPS PAGE 61, Y.C.R., WAS USED AS BASIS OF BEARINGS FOR THIS SURVEY.

- RECORD DATA:**
- (1) S DEEDS 154
 - (2) BOOK 7 OF PARCEL MAPS AT PAGE 72, Y.C.R.
 - (3) BOOK 2006 OF MAPS AT PAGES 160-161, Y.C.R.
 - (4) BOOK 2013 OF MAPS AT PAGE 61, Y.C.R.

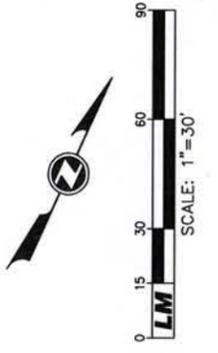
| LINE TABLE | | | | | |
|------------|---------------------------------|----------|------|--------------------------------|--|
| LINE | BEARING | LENGTH | LINE | BEARING | LENGTH |
| L1 | S24°43'07"E [S25°00'00"W(2)] | 30.00(2) | L2 | S24°42'06"E(4) | 651.96' [651.99(4)] [652.00(1)(3)] |
| | | | | [S25°E(1)] [N24°42'46"W(3)] | |



PARCEL MAP NO. 5080
 FOR
AKM RAILROAD, LLC
 BEING A PORTION OF THE RANCHO RIO DE LOS PUTOS,
 TOWNSHIP 8 NORTH, RANGE 1 WEST, MDM
 AND BEING THE LOTS 17-32 OF BLOCK 10 AS
 SHOWN ON THAT MAP TITLED "MAP OF THE TOWN
 OF WINTERS", RECORDED IN BOOK S OF DEEDS
 AT PAGE 154, YOLO COUNTY RECORDS
 CITY OF WINTERS, YOLO COUNTY, CALIFORNIA

LM LAUGENOUR AND MEIKLE
 CIVIL ENGINEERING · LAND SURVEYING · PLANNING
 608 COURT STREET, WOODLAND, CALIFORNIA 95695 · PHONE: (530) 662-1755
 P.O. BOX 828, WOODLAND, CALIFORNIA 95776 · FAX: (530) 662-4602

SHEET 2 OF 2 DECEMBER 7, 2015



CITY OF WINTERS RESOLUTION 2015-04

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WINTERS APPROVING THE PARCEL MAP - PROJECT APPLICANT CITY OF WINTERS, SUCCESSOR AGENCY TO THE DISSOLVED WINTERS COMMUNITY DEVELOPMENT AGENCY, AND CHARLES AND SHERRILYN WALLACE SEEK TO MERGE AND RE-SUBDIVIDE THE EXISTING SEVEN PARCELS (APN: 003-204-002 = 9,006.4± SQUARE FEET, APN: 003-204-003 = 4,802.0± SQUARE FEET, APN: 003-204-004 = 15,493.0± SQUARE FEET, APN: 003-204-005 = 2,593.8± SQUARE FEET, APN: 003 204-006 = 4,070.7± SQUARE FEET, APN: 003-204-007 = 6,664.8± SQUARE FEET, APN: 003-204-018 = 6,004.0± SQUARE FEET) IN TO TWO (2) NEW LOTS. PARCEL 1 – 14,537.8 SQUARE FEET AND PARCEL 2 – 34,097 SQUARE FEET.

WHEREAS, the Planning Commission has noticed a public hearing pursuant to Government Code Section 65090 for the purpose of receiving public testimony concerning the proposed project; and

WHEREAS, pursuant to the California Environmental Quality Act, Staff has concluded that the Categorical Exemption provided in Section 15315 of the CEQA Guidelines (Minor Land Divisions) applies; and

WHEREAS, the Parcel Map to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003 204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 14,537.8 square feet and Parcel 2 – 34,097 square feet. is consistent with the General Plan and Winters Municipal Code; and

WHEREAS the proposed site is physically suitable for the proposed type and density of development; and

NOW, THEREFORE BE IT RESOLVED, that the Planning Commission of the City of Winters hereby approves the Parcel Map.

PASSED AND ADOPTED by the City of Winters Planning Commission on this 16th day of December, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bill Biasi, **CHAIRMAN**

Jenna Moser, **Mgmt. Analyst - Planning**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Winters will conduct a Public Hearing by the Planning Commission on Wednesday, December 16, 2015 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 from Project applicant City of Winters, Successor Agency to the Dissolved Winters Community Development Agency, and Charles and Sherrilyn Wallace seek to merge and re-subdivide the existing seven parcels (APN: 003-204-002 = 9,006.4± square feet, APN: 003-204-003 = 4,802.0± square feet, APN: 003-204-004 = 15,493.0± square feet, APN: 003-204-005 = 2,593.8± square feet, APN: 003-204-006 = 4,070.7± square feet, APN: 003-204-007 = 6,664.8± square feet, APN: 003-204-018 = 6,004.0± square feet) in to two (2) new lots. Parcel 1 – 13,937.8 square feet and Parcel 2 – 34,697.0 square feet. Parcel 1 will be the location of the proposed Downtown Hotel.

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. In addition, the staff report will be available on the City's website on 12/10/15.

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

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



**PLANNING COMMISSION
STAFF REPORT**

TO: Chairman and Planning Commissioners
DATE: December 16, 2015
FROM: Jenna Moser, Management Analyst JM
SUBJECT: Public Hearing and Consideration of Design/Site Plan Review- MOD, for construction of a new sewer pump station – West Main Street Sanitary Sewer Pump Station “A”

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 Design/Site Plan Review-MOD for construction of a new sewer pump station – West Main Street Sanitary Sewer Pump Station “A”.

BACKGROUND: On August 22, 2006 the Winters Planning Commission approved the Site Plan/Design Review for the pump station. The 2006 design included a structure to house the pump station electrical equipment. The structure had the appearance of a small house with small front porch. Also included was a CMU wall with stucco finish topped with a metal lattice, which provided noise and visual screening of the pump station, generator, surge tanks and odor control equipment. In addition to the wall there was an ornamental metal fence and gate for security and access, as well as landscaping and concrete flatwork that was intended as a pocket-park. (Exhibit C – 2006 Architectural)

In October, 2015 the City and the representatives of Winters Highlands (conditioned to design and construct the pump station, or fund City design and construction) met to discuss the design of the pump station. In discussions, a re-design was proposed to reduce costs of the pump station project, and the City agreed to bring the re-design forward to the Planning Commission.

City Staff and consultants met with representatives of Winters Highlands and the pump station designer Dana Hunt, Project Director with V. W. Housen & Associates, to work through a re-design of the site over three meetings in November 2015. Dana Hunt is the original designer of the 2006 plan and is fortunately still with the project and has completed the modification to the design for 2015 consideration.

PROJECT DESCRIPTION: The applicant, City of Winters, is requesting Design/Site Plan Review-MOD, to construct a new sewer lift station – West Main Street Sanitary Pump Station “A”.

The updated design eliminates the structure and the electrical equipment is instead installed outdoors in appropriate enclosures. A decorative split-faced concrete wall topped by a trellis will provide noise and visual screening of this and other equipment. The site and wall/trellis will be landscaped and include a fence and gate to secure the facility and provide maintenance access, as well as attractive landscaping and concrete flatwork intended as a pocket-park. **(Exhibit D – 2015 Architectural)**

The properties (portions of APN 030-220-39 and 22) is approximately 20,000 square feet in size, have General Plan land use designations of Public/Quasi Public (030-220-39) and Low Density Residential (030-220-22), and one zoned Public/Quasi Public (PQP Zone) and Single Family Residential (R-1).

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. According to the Design Review provisions, the Planning Commission shall consider the following aspects for design review of a site plan:

- The overall visible mass of the structure, which includes height, roofline profiles and overall scale of a building; and
- The proposed use and quality of exterior construction materials striving for long-term compatibility with the general setting of the subject property and visual character of the general neighborhood; and
- Avoidance of buildings which are characterized by large, blank or unbroken wall planes, as well as buildings which exhibit general lack of architectural detailing, shadow lines, etc. which generally lack interest; and
- Effective screening of ground – and – roof mounted equipment; and
- The use of landscaping decorative site paving, etc which provides effective visual screening or softening of the development, as necessary; and
- The application of the Winters Design Guidelines

The Planning Commission shall make findings relative to compliance with the above provisions prior to approving a site plan for design review.

ANALYSIS: The proposed project is located along West Main Street near the intersection of West Main and Vasey Street in the Northwest area of Winters. **(Exhibit A – Vicinity)** The pump station site is bordered by West Main Street to the west, the Rancho-Arroyo Storm Drainage Detention Facility to the east, a future single-family residence to the north, and an existing single-family residence (743 Main) to the south. **(Exhibit B – Contextual Photos)**

The proposed design satisfies the City of Winters Design Guidelines. The analysis below reflects the applicant’s effort to meet the intent of the Winters Design Guidelines.

Site elements/details – (Exhibit D – 2015 Architectural) The updated design replaces the house structure, stucco wall, trellis and fence with a decorative split-faced concrete wall (varying in height from 6' to 8'10") topped by a trellis to screen the equipment. Because the house structure is proposed to be eliminated, sewer pump station electrical equipment will instead be outdoors in specialized enclosures that are designed to protect the equipment from weather. The split-faced wall includes vertical and horizontal articulation as well as dense landscaping designed to screen the facility. Wall and trellis material colors are in earth tones – browns and grays. There will not be vegetation grown on the trellis. Maximum height of wall including trellis is approximately 13' nearest to the pump station. Measurements of height from the interior of the pump station will be higher as the site to the rear of the wall steps down in elevation.

The wall and trellis height shown is required to screen the surge tanks from view. The split-faced wall proposed to span across the front of the facility is intended to secure the site, and will aid in attenuating noise produced from the back-up generator. The split-faced wall steps down to lower heights to meet harmoniously with adjacent fences on bordering property lines.

The transformer location has been moved from the interior of the site to the exterior, which includes a 10ft access clearance on all sides. The transformer has been moved to the front of the facility because of updated PG&E standards.

The proposed design incorporates a variety of low-water trees and landscaping to screen the site, as well as provide a pocket-park amenity along West Main Street. A circular seating area with bollard lighting and landscaping is provided near the center of the frontage. Sidewalk and landscaping improvements will be made as part of this project encouraging pedestrian activity.

Vehicular circulation for the site includes a driveway near the North boundary with with a gate for access. Fencing behind the gate on the Northern boundary will be chain-link with slats. 40 feet of block-wall along the Southern boundary will be constructed at this time to ensure the residential neighbor at 743 Main Street does not have views of the pump station from his/her property. Future sound walls are proposed along the North and South boundaries of the site and will be completed with the construction of the Callahan Estates project.

Lighting – Site lighting includes 3 bollard style lights in the pocket park area and internal site lighting for operation and security. The internal site-lights will be controlled, and not on a motion sensing setting. Site security will include installing conduit in order for the City to install cameras.

Landscaping – Dense, low-water/low-maintenance plantings and trees have been selected for the front of the site and provide screening of the wall and trellis and to shade the pocket park seating area. It is the intent of the re-design to create a plant palate that, when fully mature and grown, will screen the structure and provide for a natural looking street frontage. Overall staff was pleased with the plant selections and the use of landscaping to screen the facility.

Compatibility – The proposed use and quality of construction is compatible with the general setting of the property and visual character of the general vicinity. Drivers and Pedestrians passing the facility on West Main will see a landscaped frontage with a “pocket park” amenity screening a block-wall and trellis. Walls and fences installed as part of this project as well as future walls installed by Callahan Estates screen the site on the north, south, and west sides. To the east is the Winters Cemetery and no walls are proposed for this side of the site.

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 12/03/15 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 12/10/15.

ENVIRONMENTAL ASSESSMENT: The Site Plan/Design Review-MOD has been reviewed in accordance with the California Environmental Quality Act (CEQA) and is considered categorically exempt under section 15303 (New construction or conversion of small structures).

ALTERNATIVES: The Planning Commission can elect to modify any aspect of the approval or recommend denial of 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.

RECOMMENDED FINDINGS FOR THE SEWER PUMP STATION- SITE PLAN/DESIGN REVIEW-MOD

CEQA Findings:

- 1) The proposed project is categorically exempt from review under the California Environmental Quality Act (CEQA) Guidelines, Section 15303 (New construction or conversion of small structures)

Design Review Findings:

- 1) The proposed project's overall visible massing, which includes height, roofline profiles and overall scale of the building meets the intent of the Winters Design Guidelines.
- 2) The proposed project's use of quality of exterior construction materials is compatible with the general setting of the subject property and visual character of the general neighborhood.
- 3) The proposed project avoids the use of large, blank or unbroken wall planes and architectural detailing such as shadow lines, etc. which generally lack interest.
- 4) The proposed project provides effective use of screening of ground – and – roof mounted equipment.
- 5) The proposed project provides effective use of landscaping decorative site paving, etc which provides effective visual screening or softening of the development.
- 6) The proposed project achieves conformity with the Winters Design Guidelines.

RECOMMENDATION: Staff recommends approval of the Site Plan/Design Review-MOD, by making an affirmative motion as follows:

I MOVE THAT THE CITY OF WINTERS PLANNING COMMISSION APPROVE DESIGN REVIEW/SITE PLAN-MOD, FOR THE CONSTRUCTION OF A NEW SEWER PUMP STATION BASED ON THE IDENTIFIED FINDINGS OF FACT AND BY TAKING THE FOLLOWING ACTIONS:

- Confirmation of exemption from the provisions of CEQA.
- Approve Design Review/Site Plan-MOD

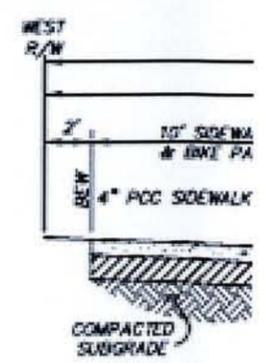
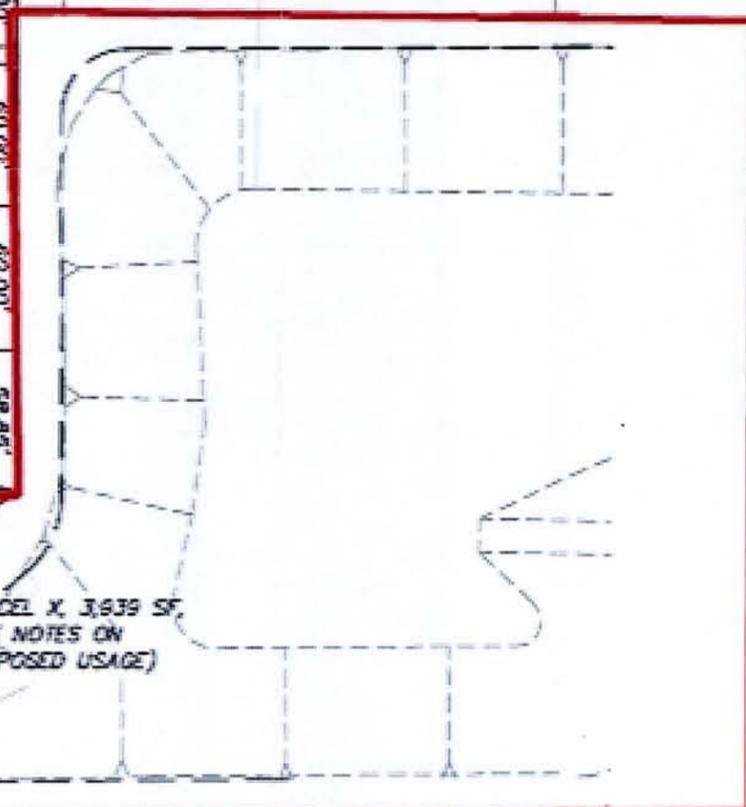
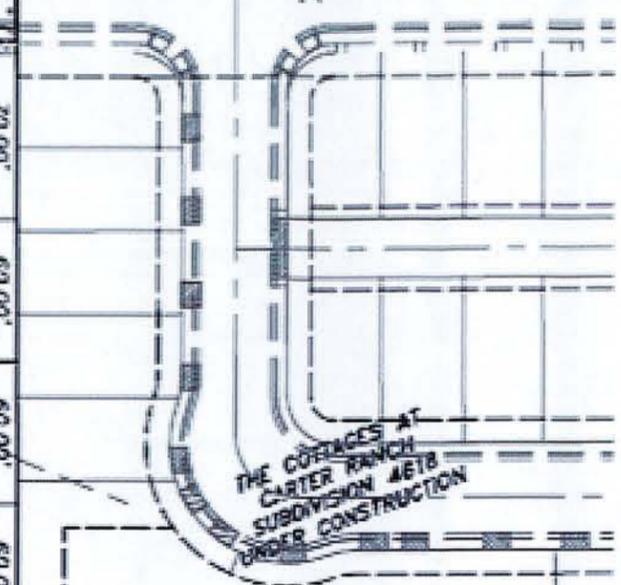
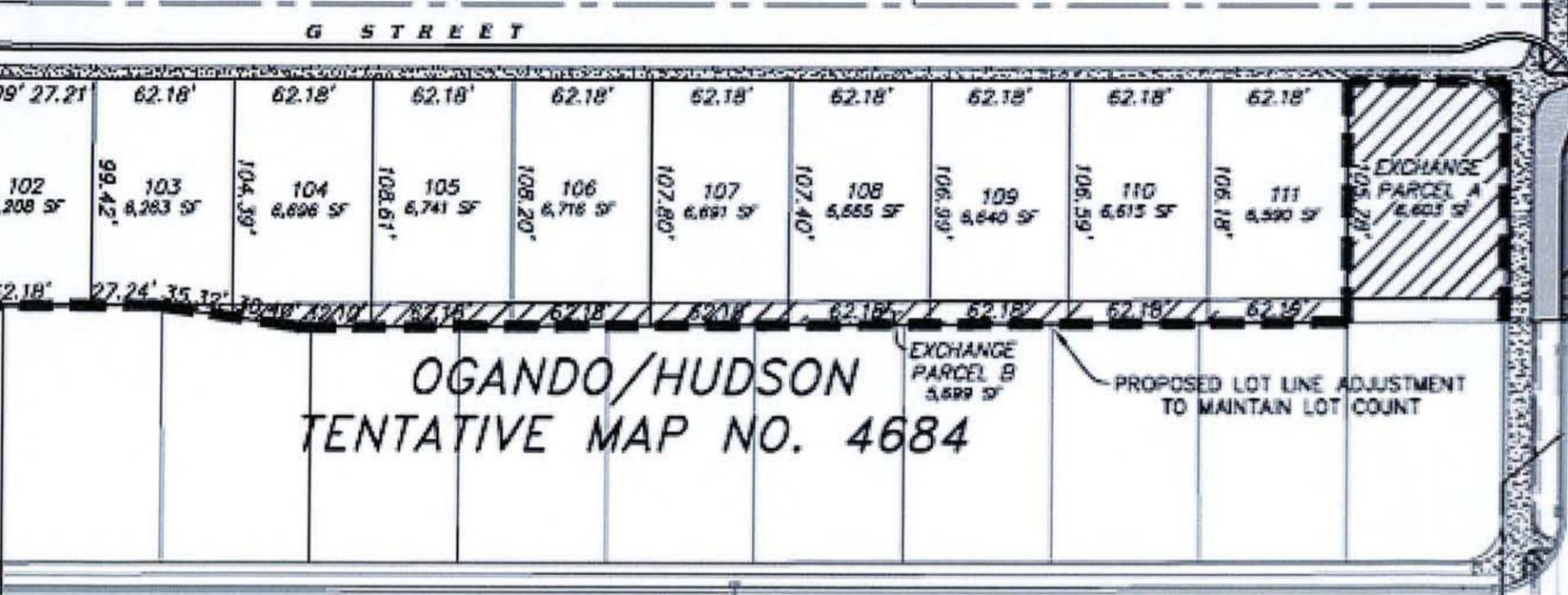
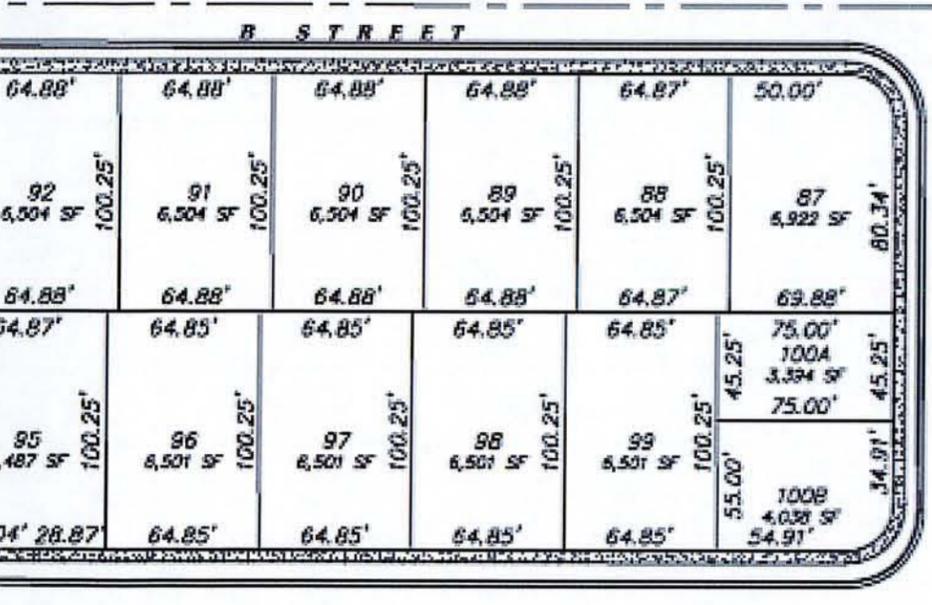
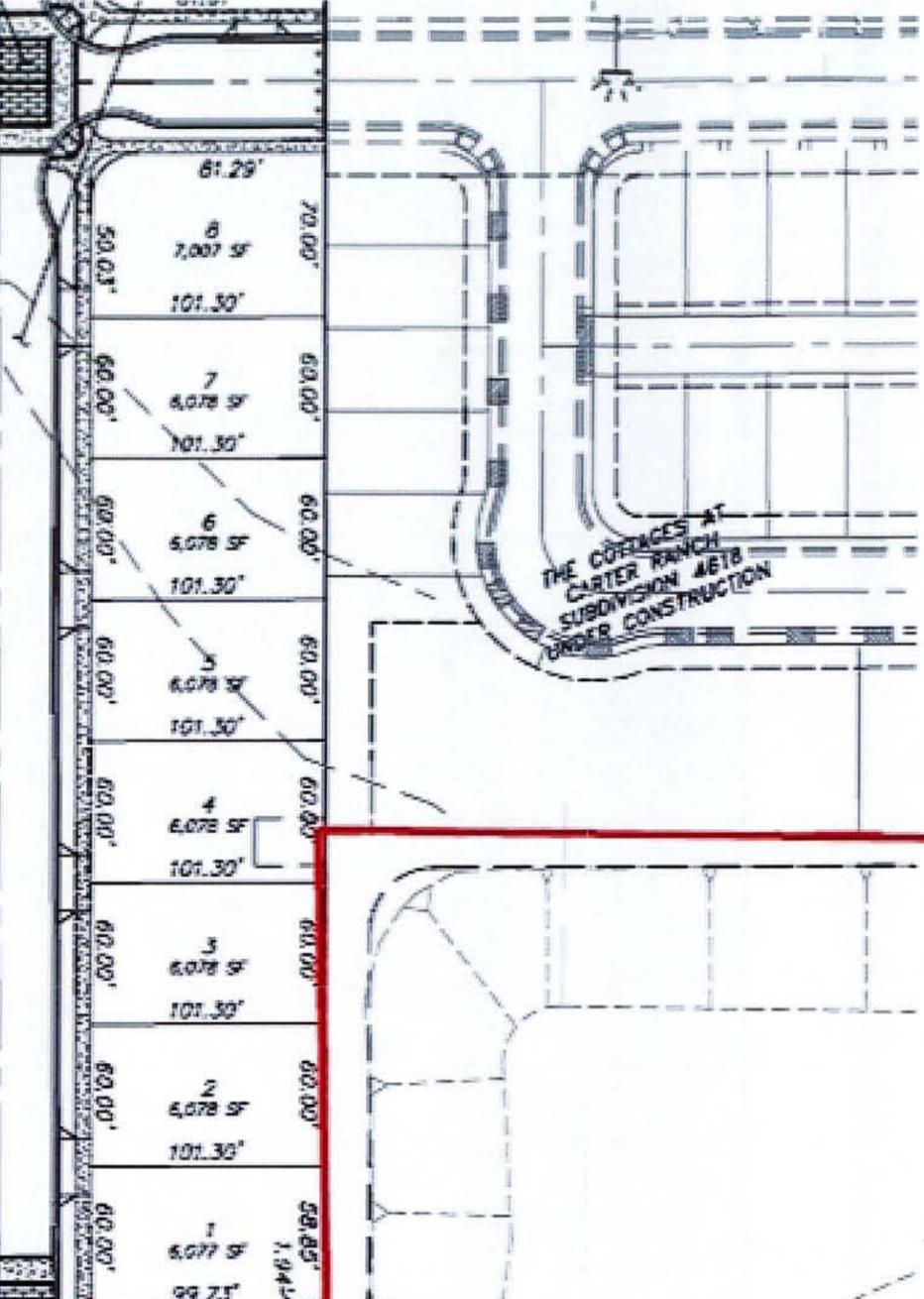
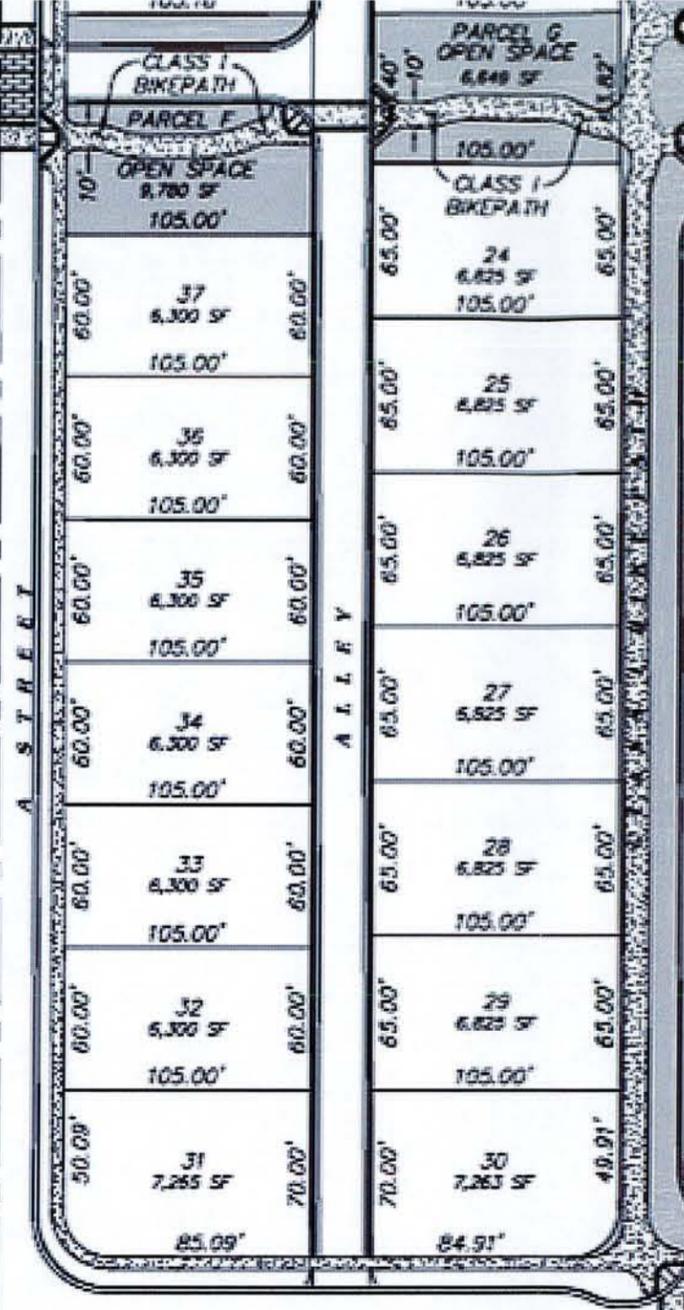
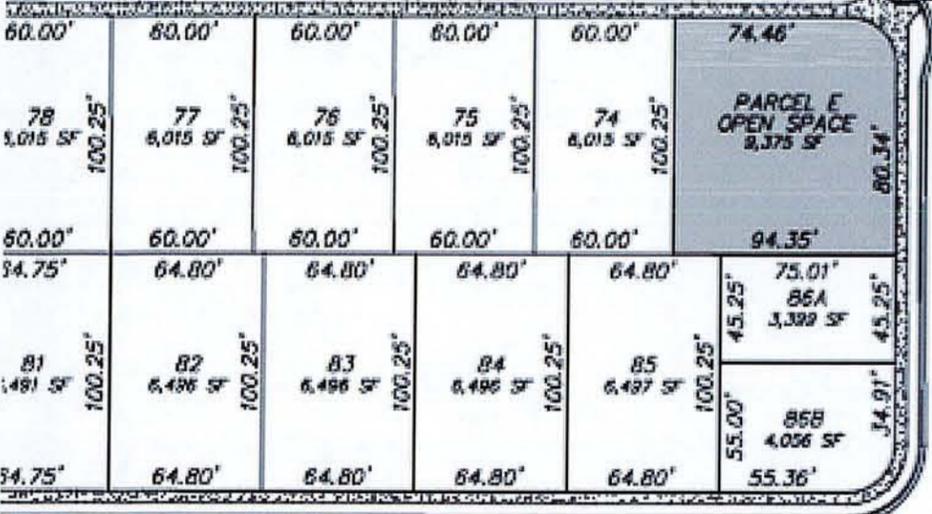
ATTACHMENTS:

- A. Project Vicinity
- B. Contextual Photos
- C. 2006 Architectural
- D. 2015 Architectural
- E. Public Hearing Notice

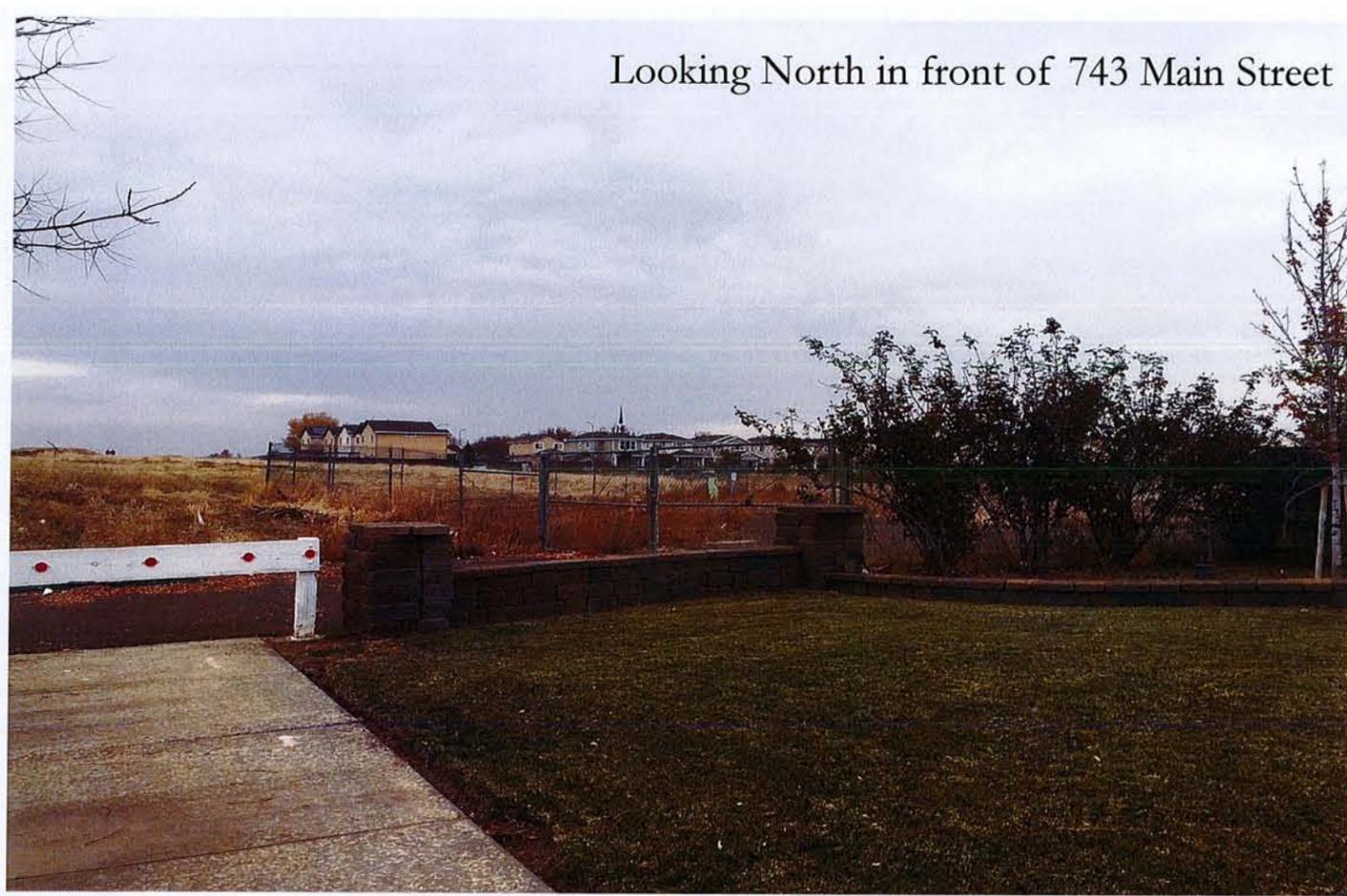
Pump Station Vicinity



ANDERSON AVENUE



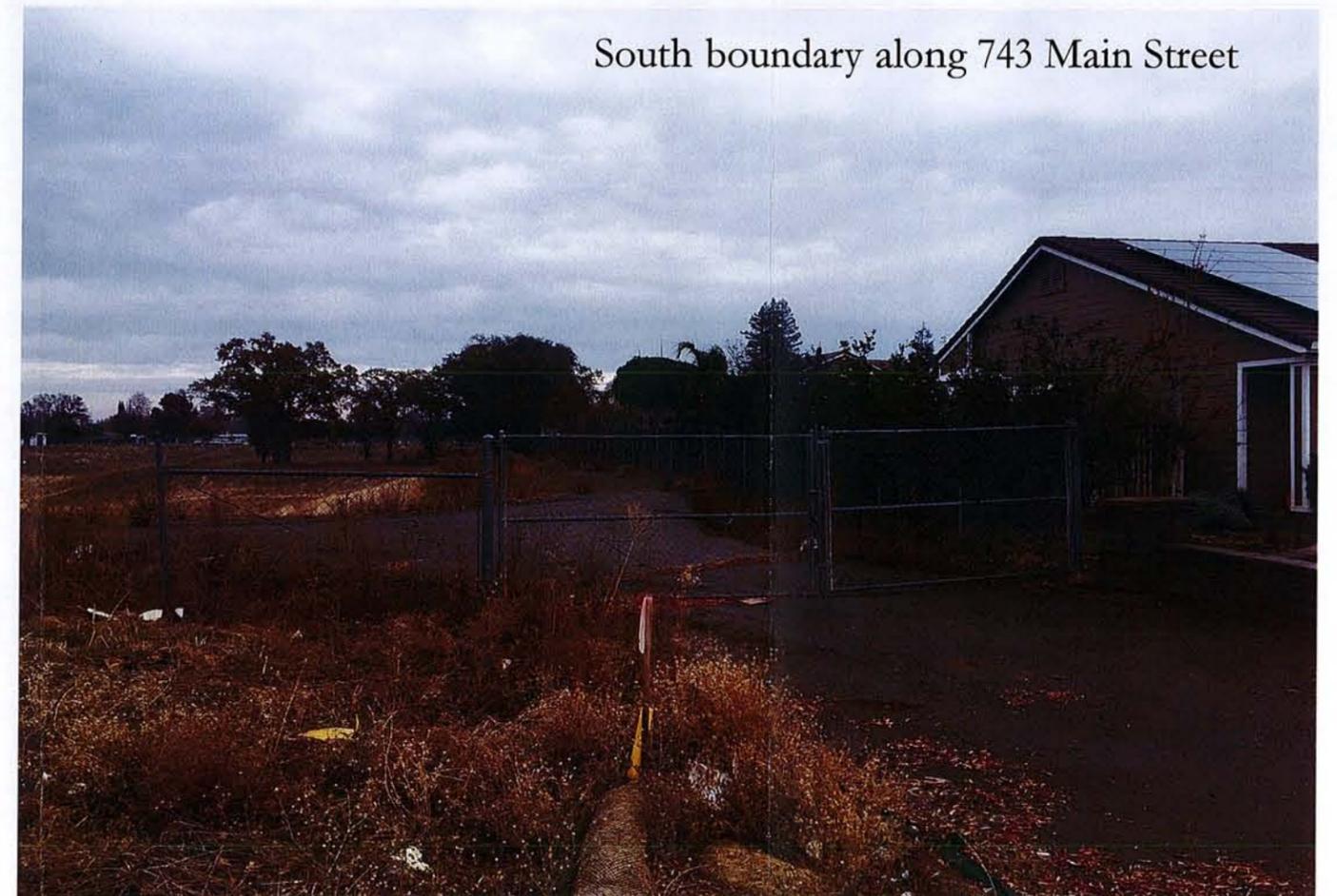
Looking North in front of 743 Main Street

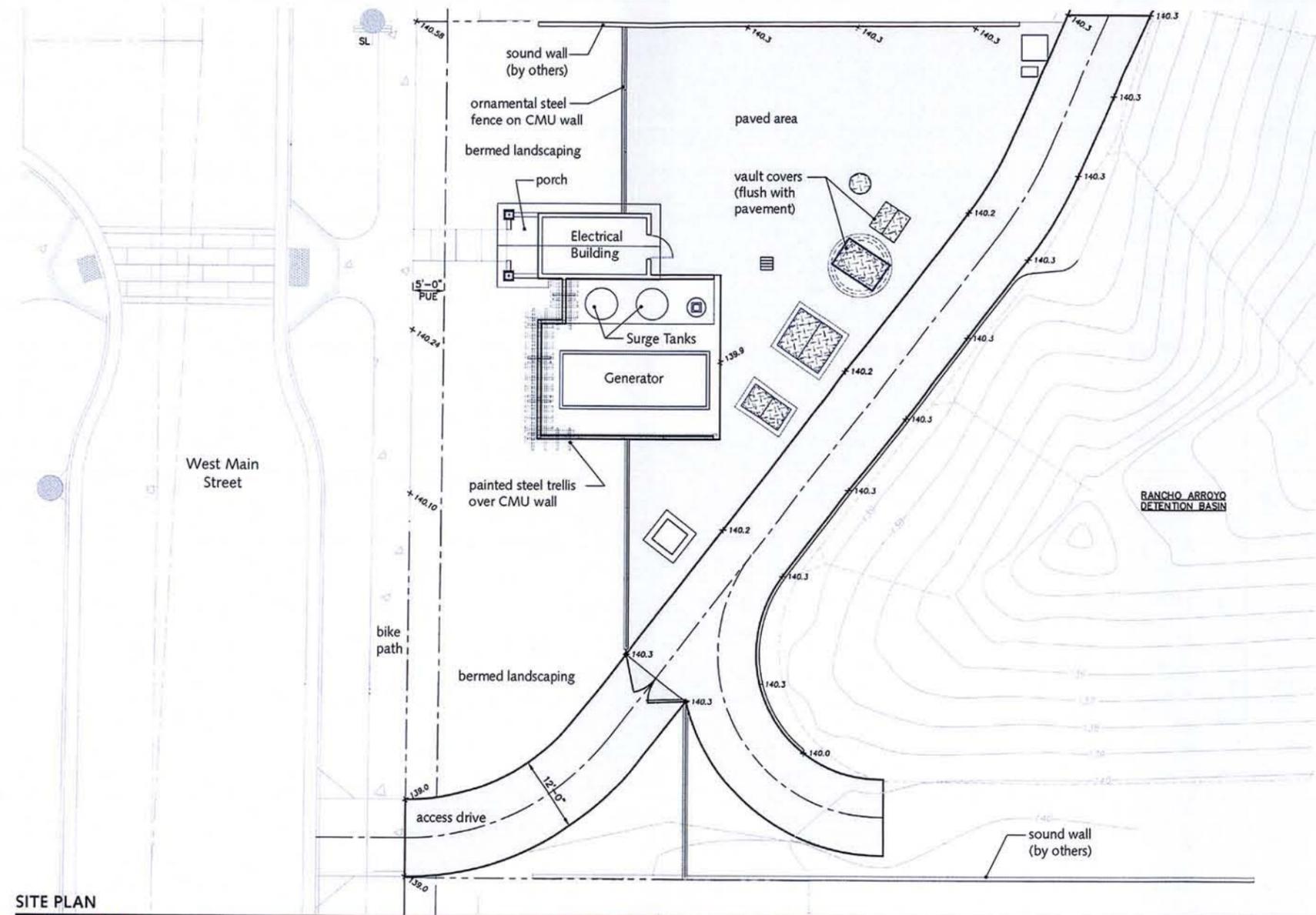


Looking South



South boundary along 743 Main Street





SITE PLAN
5 10 20
August 11, 2006



WEST MAIN STREET SANITARY SEWER PUMP STATION "A"
City of Winters, Calif.

Burks/Toma
Architects



PERSPECTIVE FROM WEST MAIN STREET
planting at 5-10 years maturity

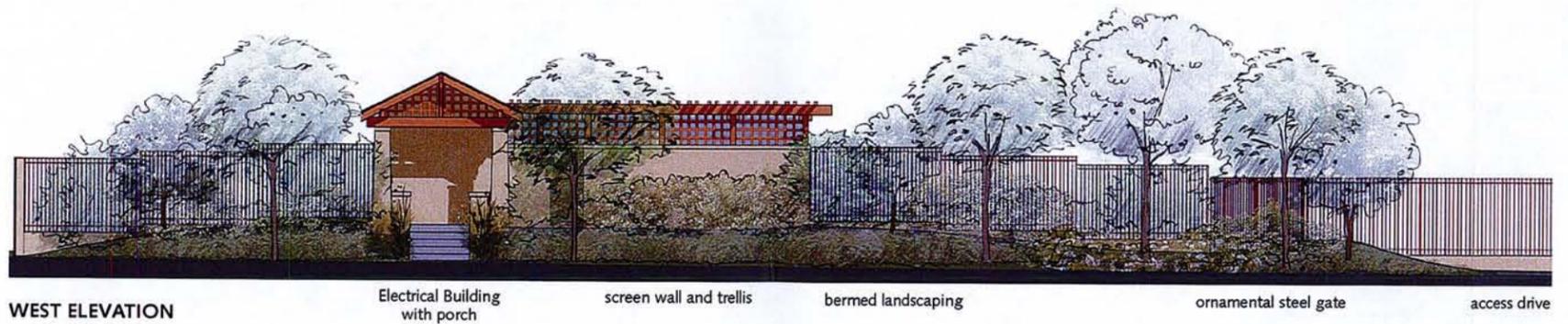
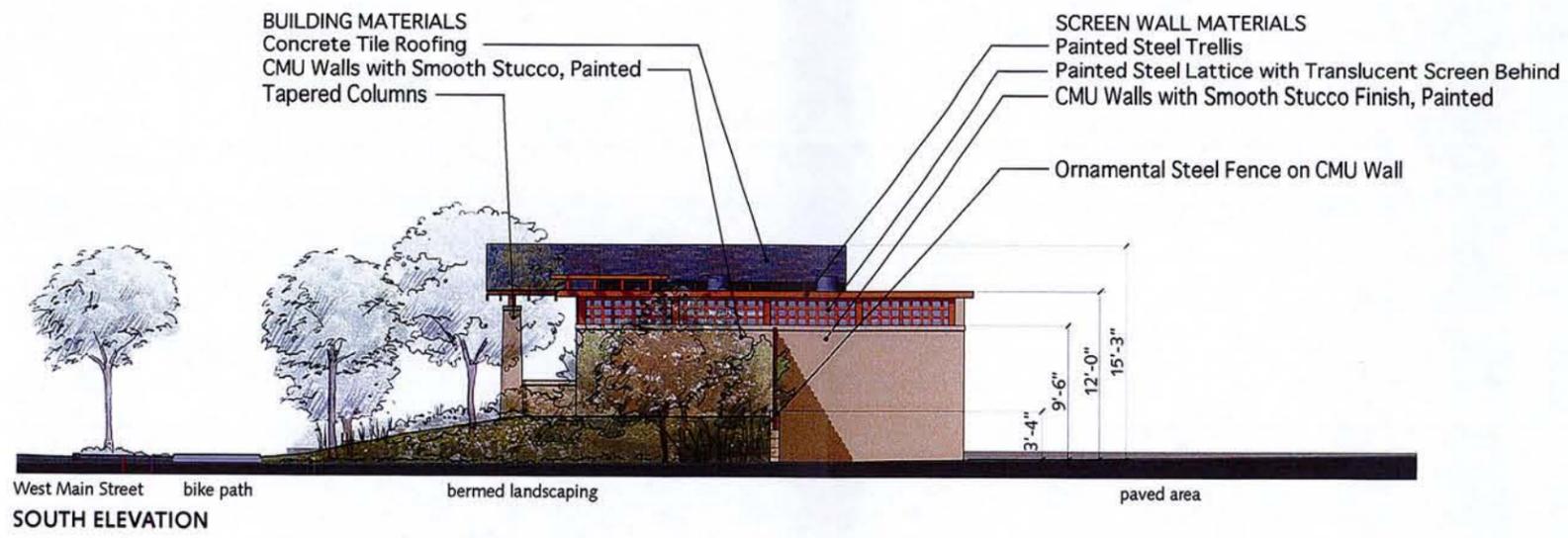


MAIN STREET HOUSES

August 11, 2006

WEST MAIN STREET SANITARY SEWER PUMP STATION "A"
City of Winters, Calif.

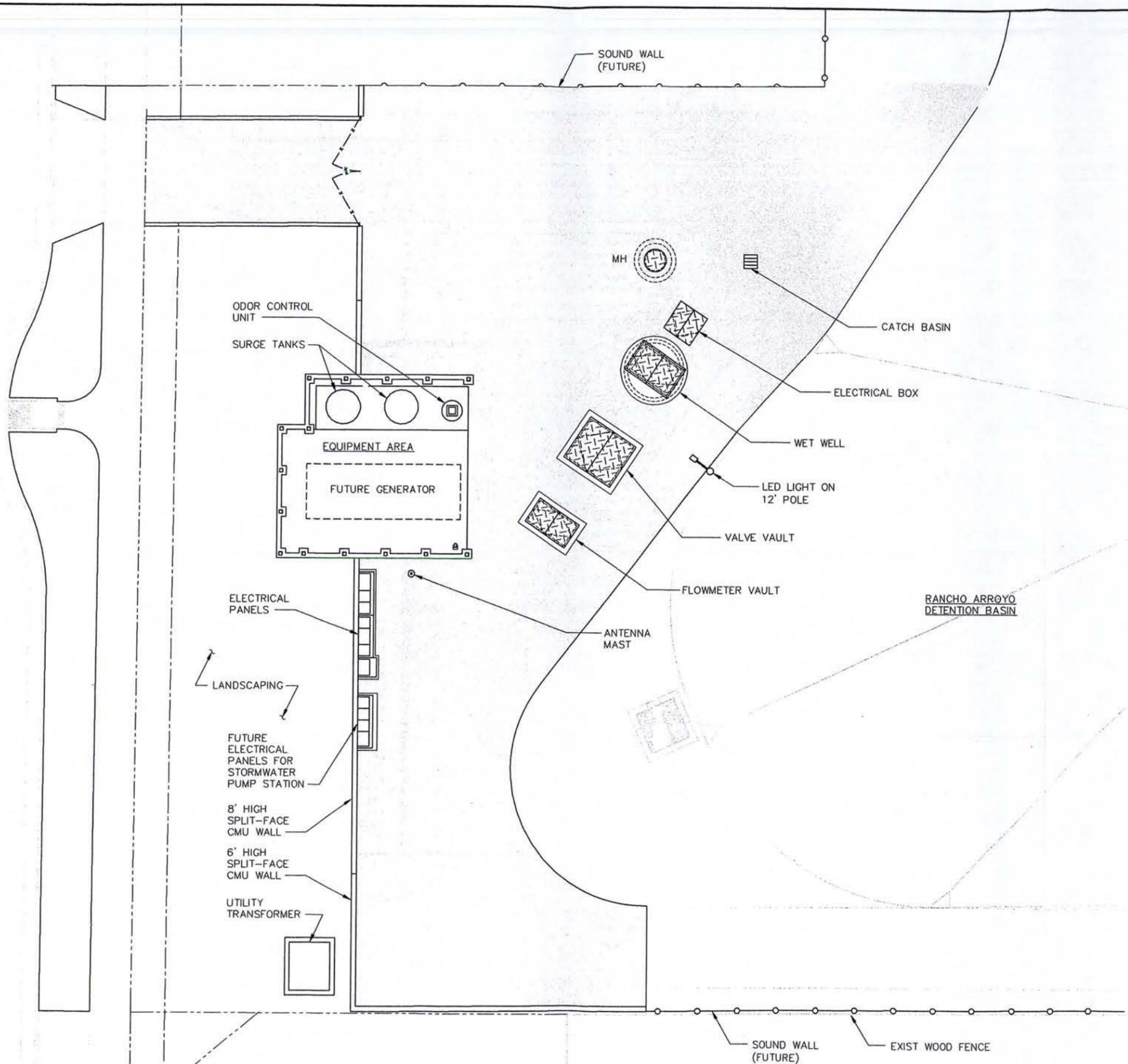
Burks Toma
Architects



PRELIMINARY EXTERIOR ELEVATIONS
 not to scale
 August 11, 2006

WEST MAIN STREET SANITARY SEWER PUMP STATION "A"
 City of Winters, Calif.

Burks Toma
 Architects



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SCALE: 1/16"=1'-0"



WEST MAIN STREET
SANITARY PUMP STATION "A"

PROPOSED SITE PLAN
(NO BUILDING)

1-1



ELEVATION FROM WEST MAIN STREET



SECTION 'A'

WEST MAIN STREET SANITARY PUMP STATION "A"

CITY OF WINTERS, CA

PRELIMINARY LANDSCAPE PLAN

NOT FOR CONSTRUCTION

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ENVIRONMENTAL FORESIGHT, INC.
Landscape Architecture
1700 N. Broadway, Suite 401
Walnut Creek, CA 94596
T (925) 945-0300 F (925) 945-6688
www.environmentalforesight.com

L-2 DATE: 12/03/15
2 of 2 JOB# 15028.01

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Winters will conduct a Public Hearing by the Planning Commission on Wednesday, December 16, 2015 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 from Project applicant City of Winters for Site Plan/Design Review- Modification for the construction of a new sewer pump station.

On August 22, 2006 the Winters Planning Commission approved the Site Plan/Design Review for the pump station. The original design included a structure to house pump station electrical equipment. The structure had the appearance of a small house with front porch. Also included was a CMU wall with stucco finish topped with a metal lattice, which provided noise and visual screening of the pump station, generator, surge tanks and odor control equipment. In addition to the wall there were an ornamental metal fence and gate for security and access, as well as landscaping and concrete flatwork that was intended as a pocket-park.

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