City of Winters Planning Commission
Teleconference Meeting
Tuesday, January 23, 2024, 6:30 PM

AGENDA

Community Development Department
Contact Phone Number (530) 794-6714
Email: kirk.skierski@cityofwinters.org

Chairperson: Gregory Contreras
Vice Chair: Lisa Baker
Commissioners: Ramon Altamirano, Judith Arce
Jessica Smith

Jeremy Craig, City Manager
Ellena Branson, Deputy City Clerk

PLEASE NOTE – The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Planning Commission Chair, Commissioners, or City staff. Public comment is limited to 3 minutes, and speakers will be asked to state their name and address.

1. Call to Order: City of Winters Planning Commission Meeting
   Participation via Zoom: https://us02web.zoom.us/j/89435321054?pwd=TXFVTm1tYWxjaWExMmRXLzBKbkFnQT09

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS
   At this time, any member of the public may address the Planning Commission on matters, which are not listed on this agenda. Citizens should reserve their comments for matters listed on this agenda at the time the item is considered by the Planning Commission. An exception is made for members of the public for whom it would create a hardship to stay until their item is heard. Those individuals may address the item after the public has spoken on issues that are not listed on the agenda. Presentations may be limited to accommodate all speakers within the time available. Public comments may also be continued to later in the meeting should the time allotted for public comment expire.

5. APPROVAL OF AGENDA

6. CONSENT CALENDAR

6.1 Minutes from the Special Meeting of the Winters Planning Commission on December

13, 2023
20241213_Minutes

7. PUBLIC HEARINGS

8. MISCELLANEOUS

9. PRESENTATIONS

9.1 Farmstead Project Workshop and Study Session
Informational only, not action by the Planning Commission.
Staff_Report_Farmstead_Project_Workshop_Study_Session
Farmstead_Workshop_Study_Session_Presentation

10. STAFF COMMENTS/INFORMATION ITEMS

11. COMMISSION COMMENTS/REPORTS
Under Government Code Section 54952.2, may include: (1) a brief announcement; (2) a question for clarification; (3) a brief report on his or her own activities; (4) request staff to report back to the body at a subsequent meeting concerning any matter, or (5) take action to direct staff to place a matter of business (or issue) on a future agenda.

12. ADJOURNMENT
I declare under penalty of perjury that the foregoing agenda for the regular meeting of the Planning Comission was posted on the City of Winters website at www.cityofwinters.org and Commission Members were notified via e-mail of its' availability. A copy of the foregoing agenda was also posted on the outside public bulletin board at City Hall, 318 First Street , and made available to the public during normal business hours.

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Ellena Branson, Deputy City Clerk

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 including payment of the applicable Appeal fee, 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, comments are limited to three minutes.

REVIEW OF TAPE RECORDING OF MEETING: Planning Commission Meetings are recorded. Recordings are available for public review on the City of Winters website.

GENERAL NOTES: Meeting facilities are accessible to persons with disabilities. To arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, contact the City Clerk.

Minutes of the Special Meeting of the Planning Commission
Held December 13., 2023, 6:30pm

Chairman Gregory Contreras called the meeting to order at 6:30pm.

Roll Call

Present: Commission Members Altamirano, Arce, Vice Chair Baker, Chair Contreras
Absent: Commission Member Smith

PLEDGE OF ALLEGIANCE:
Led by City Manager Jeremy Craig

PUBLIC COMMENTS:
None.

APPROVAL OF AGENDA:
Motion to approve the agenda by Vice Chair Baker, second by Commission Member Arce. Motion approved with the following vote:

AYES: Commission Members Altamirano, Arce, Vice Chair Baker Chair Contreras
NOES: None
ABSENT: Commission Member Smith
ABSTAIN: None

STAFF COMMENTS/INFORMATION ITEMS
Staff advised the Commission and members of the public of the City Hall holiday closure schedule.

Commission Member Smith joined the meeting at 6:33pm.

COMMISSION COMMENTS/REPORTS
Vice Chair Baker congratulated staff on the success of the recent Winters Tractor Parade.

CONSENT CALENDAR

6.1 Minutes from the Special Meeting of the Winters Planning Commission on September 7, 2023

Motion to approve the consent calendar by Commission Member Altamirano, seconded by Vice Chair Baker. Motion approved with the following vote:

AYES: Commission Members Altamirano, Arce, Smith, Vice Chair Baker Chair Contreras
NOES: None
ABSENT: None
ABSTAIN: None

PUBLIC HEARINGS:

7.1. Discuss, Consider and Possibly adopt a Resolution Finding Consistency with the General Plan Regarding the Disposal of a Portion of City Owned Property (Approximately 2,300 square feet) of the Valley Oak Drive Right-of-Way (APN:030-361-001)

The item was introduced by contract planner David Storer.

The public hearing opened at 6:37pm.

The public hearing closed at 6:38pm.

Commission Member Arce inquired on the frequency of an item of this nature and where the revenue generated from the sale of the land would go to.

Chair Contreras expressed support for the item.

Motion by Vice Chair Baker, seconded by Commission Member Altamirano to find no further environmental review necessary for the Project from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3)(Common Sense Exemption) of Title 14 of the California Code of Regulations (State CEQA Guidelines); and determine that the City's disposal of approximately 2,300 square feet of Right of-Way along Valley Oak Drive (APN:030-361-001) is consistent with the City's General Plan. Motion approved with the following vote:

AYES: Commission Members Altamirano, Arce, Smith, Vice Chair Baker Chair Contreras
NOES: None
ABSENT: None
ABSTAIN: None

7.2 Updating of Master Street Tree List

Planner Dave Doswell and Environmental Services Manager Kristine DeGuerre presented the item to the commission.

Vice Chair Baker inquired if the Natural Resources Commission looked at neighboring jurisdictions list to consider for the City's list.

Melanie Ellison, former Natural Resources Commission member provided background on the NRC ad hoc research.

The public hearing opened at 6:44pm.

The public hearing closed at 6:45pm.

Motion by Commission Member Arce, seconded by Commission Member Altamirano to recommend the City Council approve the updated Master Street Tree List. Motion approved with the following vote:

AYES: Commission Members Altamirano, Arce, Smith, Vice Chair Baker Chair Contreras
NOES: None
ABSENT: None
ABSTAIN: None

ADJOURNMENT

Meeting end time 6:46pm

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Ellena Branson, Secretary

PLANNING COMMISSION
STAFF REPORT

TO: Chair and Planning Commissioners

DATE: January 23, 2024

FROM: David A. Storer, AICP, Contract Planner

SUBJECT: Workshop/study session regarding the processing of land use entitlements for the Farmstead development proposal.

RECOMMENDATION:
None. Receive and file.

SUMMARY:
Contract staff will provide a presentation that follows the outline of the slides in the attached PowerPoint.

The workshop will identify the role of the Planning Commission as the project is reviewed by staff and other agencies. No action will be taken.

The applicant will also make a short presentation and be available to answer questions.

ATTACHMENTS:
PowerPoint presentation (14 slides)

CITY OF WINTERS PLANNING COMMISSION Meeting

January 23, 2024

Study Session

Overview of the entitlement process for the Farmstead subdivision

A WORLD OF ACRONYMS



TYPES OF LOCAL GOVERNMENTS

- **Counties**
- **Cities**
- **Special Districts**



ENVIRONMENTAL PROCESSES

- CEQA - state law that establishes a procedure for all California public agencies such as the City of Winters for evaluating the environmental effects of a proposed project.

WHAT IS ZONING?

- Zoning ordinances define land uses in a community, whether they be commercial, residential, industrial, or parks, and they benefit the community by establishing design standards for the land use.

Table 17.06.030

Residential Districts

Description of Use	**HR**	**RR**	**VL**	**L-1**	**L-2**
Residential					
Single-family detached	P	P	P	P	P
Duplex (two-family dwellings)	-	-	-	-[2]	-[2]
Single-family attached (greater than two units)	-	-	-	-	-
Multiple-family	-	-	-	-	-
Manufactured homes	P	P	P	P	P
Mobilehome park	-	-	C[8]	C	C

WHAT IS A GENERAL PLAN?

- The **General Plan** is the citizens' "blueprint" for development; the guide to achieving our vision. **California** law requires each local government to adopt a local **General Plan**.

- The City of Winters General Plan was adopted in 1992. Since the General Plan's adoption, individual elements have been updated along with the adoption of master plans, climate action plan, infrastructure master plans, drainage and floodplain master plans, design guidelines, etc.

DEVELOPMENT AGREEMENTS

Contract negotiated between project applicants and public agencies that govern the land uses that may be
Allowed in a particular project. Must be consistent with General Plan.

Voluntary

City Council approval

May contain provisions that vary from applicable zoning standards and land use requirements

Usually used in conjunction with other needed entitlements

TONIGHT: A STUDY SESSION

…focuses on broad, planning-related issues and avoids comments from Planning Commissioners that could subsequently be construed as an expression of bias.

….Straw votes or polls of the Commission must not be undertaken.

…Commissioner comments made in the course of a study session should not be construed as limiting any action that the Planning Commission may subsequently take with respect to a project in the course the entitlement process.

A Study Session is not a formal public hearing.

The Planning Commission Chair has the discretion to invite the applicant to return for further comments and questions following initial comments from the public and the Planning Commission.

Similarly, the Planning Commission Chair has the discretion to invite additional comments from the public after initial feedback from the Planning Commission has been given.

PLANNING COMMISSION FEEDBACK PROVIDED IN A STUDY SESSION SHOULD FOCUS ON:

- *Site planning (street layout, location of amenities, etc.,)*
- *Compatibility with neighboring uses*
- *Overall consistency with the General Plan policies and Development Code standards and guidelines*
- *Scale and mass*
- *Potential significant environmental impacts*

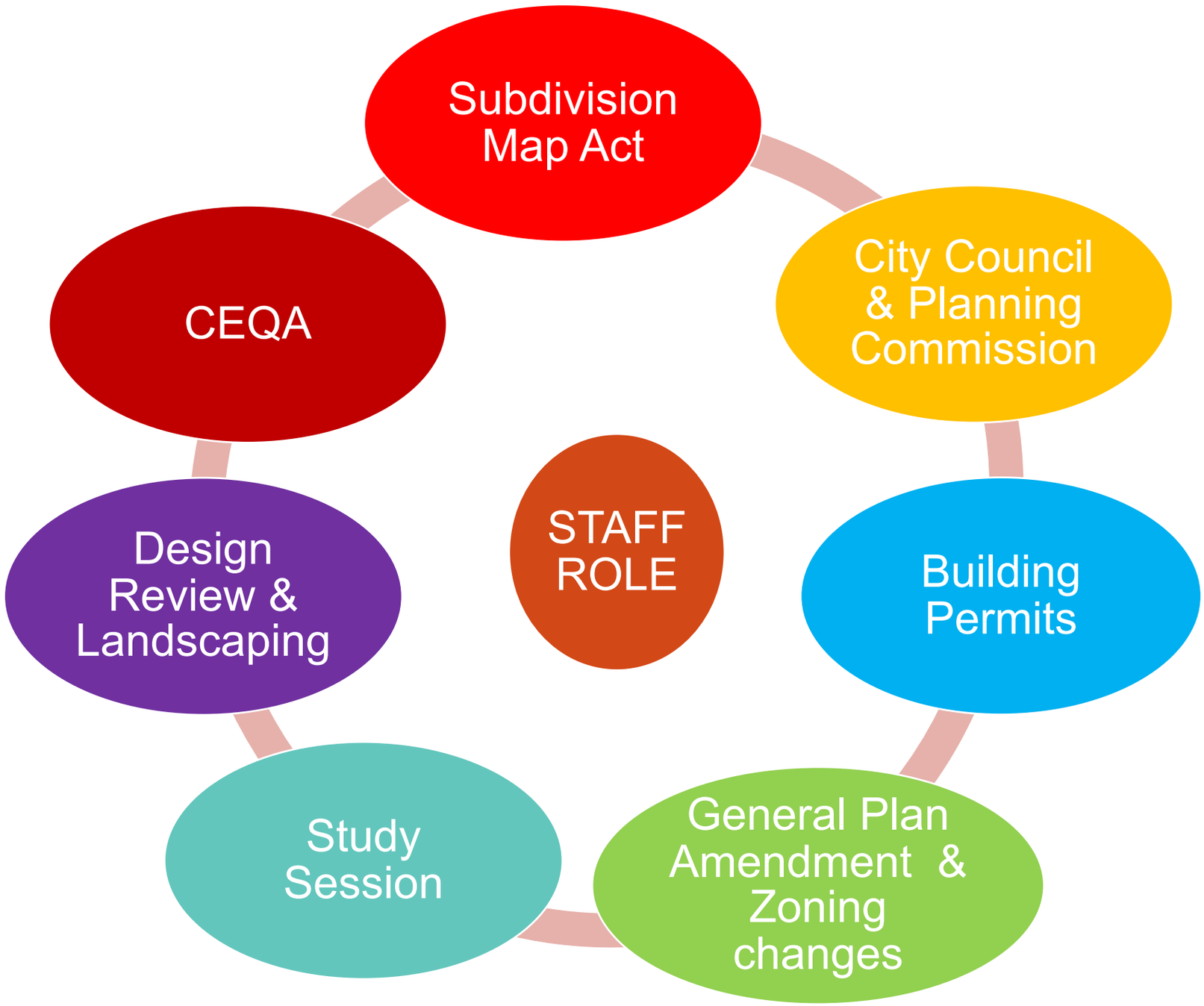
PROCESS FOR TONIGHT

Outline:

- Application process by staff
- Presentation by applicant
- Comments from members of the public
- Comments from the Planning Commission

…as the Chair directs……

DEVELOPMENT IN WINTERS



ACTIONS

PLANNING COMMISSION

RECOMMENDATION OF CERTIFICATION OF EIR

RECOMMEND APPROVAL OF RESOLUTION FOR GENERAL PLAN AMENDMENT AND ADOPTION OF ORDINANCE FOR RE-ZONING

APPROVAL OF TENTATIVE SUBDIVISION MAPS

RECOMMENDATION ON DEVELOPMENT AGREEMENT

CITY COUNCIL

CERTIFICATION OF EIR

ADOPT RESOLUTION FOR GENERAL PLAN AMENDMENT

FIRST READING OF ORDINANCE TO AMEND ZONING

2ND READING OF ORDINANCE FOR RE-ZONING

FINAL MAPS

DEVELOPMENT AGREEMENT

- STAFF ISSUES BUILDING PERMITS (MINISTERIAL PERMITS) TO IMPLEMENT THE ACTIONS OF THE CITY COUNCIL

THE ENTITLEMENT PROCESS – DISCRETIONARY PERMITS

1. PERMITS NEEDED

GENERAL PLAN AMENDMENT *by Resolution*	REZONE By Ordinance	TENTATIVE SUBDIVISION MAPS	**FINAL MAPS**

2. Where does CEQA fit in?

Initial Study	Scoping Session	Draft EIR	FEIR

3. Action on the adequacy of the CEQA document precedes action on the project!

4. Role of the Planning Commission

Study session optional	SCOPING SESSION ON CEQA	PUBLIC HEARINGS on all entitlements

5. Role of the City Council

Receive recommendations from Planning Commission	Conduct public hearings	Action on entitlements including CEQA

QUESTIONS
PUBLIC COMMENT
NEXT STEPS...
(THE APPLICANT)