Chairperson: Lisa Baker
Vice Chair: Judith Arce
Commissioners:
Ramon Altamirano
Gregory Contreras
Eric Dye
Jessica Smith
Matt Stone

City Manager: Jeremy Craig

AGENDA

City of Winters Special Planning Commission
Wednesday, November 19, 2025, 6:30 PM
City Council Chambers
City Hall
318 1st Street Winters, CA 95694

(accessible via the Abbey ST. side entrance)

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

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.

Call to Order: City of Winters Planning Commission Meeting

ROLL CALL

PLEDGE OF ALLEGIANCE

1. 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.

2. CONSENT

   2.A Minutes of the Regular Planning Commission Meeting Held on August 26, 2025
   Approve the Minutes of the Regular Planning Commission Meeting Held on August 26, 2025
   Minutes of the Regular Planning Commission Meeting on 8.26.2025.docx

3. APPROVAL OF AGENDA

4. PUBLIC HEARINGS

4.A Conduct Public Hearing to consider approving a resolution recommending, pursuant to an adopted Mitigated Declaration, the City Council approve a Tentative Subdivision Map to subdivide two parcels totaling 3.506 acres into 16 single-family residential lots and approve the Affordable Housing Plan for the Olive Grove Subdivision Project.

1. Receive Staff Report;
2. Conduct Public Hearing to solicit public comment; and,
3. Consider approving Resolution No. 2025-XX, recommending, pursuant to an adopted Mitigated Declaration, the City Council approve a Tentative Subdivision Map to subdivide two parcels totaling 3.506 acres into 16 single-family residential lots and approve the Affordable Housing Plan for the Olive Grove Subdivision Project.

PC__Olive_Grove_Staff_Report-c1.docx
Resolution No. 2025-XX Olive Grove.docx
Exhibit A - Olive Grove Tentative Map 2025.pdf
Exhibit B - COA 2025.docx
Exhibit C Affordable_Housing_Plan.Olive_Grove

5. STAFF COMMENTS/INFORMATION ITEMS

6. 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.

ADJOURNMENT
I declare under penalty of perjury that the foregoing agenda for the regular meeting of the Planning Commission 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 on Tuesday, November 18, 2025.

_____

Zorina Treat, 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.

ACCESSIBILITY: 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 Planning Commission Held on August 26, 2025

Chairperson Lisa Baker called the meeting to order at 6:51 PM

Present: Commissioners Ramon Altamirano, Eric Dye, Matt Stone, Vice Chair Judith Arce, Chairperson Lisa Baker

Absent: Commissioner Gregory Contreras

Staff: Assistant City Attorney Joanna Gin, Senior Contract Planner Kelly Mumper, Deputy City Clerk Zorina Treat

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Biasi led the Pledge of Allegiance

PUBLIC COMMENTS

None

APPROVAL OF AGENDA

Motion by Commissioner Stone, seconded by Commissioner Dye, to approve the agenda as presented. Motion carried by the following vote:

AYES: Commissioners Ramon Altamirano, Eric Dye, Matt Stone, Vice Chair Judith Arce, Chairperson Baker
NOES: None
ABSENT: Commissioner Gregory Contreras

CONSENT CALENDAR

7.A. Minutes of the Regular Planning Commission Meeting Held on July 22, 2025

7.B. Minutes of Special Planning Commission Meeting Held on August 12, 2025

Motion by Vice Chair Arce, seconded by Commissioner Dye, to approve the Consent calendar as presented. Motion carried by the following vote:

AYES: Commissioners Ramon Altamirano, Eric Dye, Matt Stone, Vice Chair Judith Arce, Chairperson Baker

NOES: None
ABSENT: Commissioner Gregory Contreras

PUBLIC HEARINGS

8.A. Public Hearing: Resolution 2025-09 Approving Tentative Parcel Map # 2025-004 to Subdivide the Parcel Located at 101 1st ST. and 14 Russell St. (APN 003-243-006-000) into Two Separate Legal Parcels and Finding this Action Exempt from CEQA

Contract Planner Kelly Mumper discussed a request by Lacinato Quail LLC to subdivide 101 First Street and 14 Russell Street into two legal parcels for rehabilitation and future sale. Both parcels are zoned R1 and meet zoning standards. No objections were received from city departments, and the project was determined exempt under CEQA Section 15315.

The public hearing opened and closed at 6:39 p.m. with no comments.

Motion by Commissioner Stone, seconded by Commissioner Altamirano, to adopt Resolution 2025-09 approving Tentative Parcel Map #2025-004 to Subdivide the Parcel Located at 101 1st ST. and 14 Russel St. (APN 003-243-006-000) into Two Separate Legal Parcels and Finding this Action Exempt from CEQA. Motion carried by the following vote:

AYES: Commissioners Ramon Altamirano, Eric Dye, Matt Stone, Vice Chair Judith Arce, Chairperson Baker
NOES: None
ABSENT: Commissioner Gregory Contreras

MISCELLANEOUS

None

PRESENTATIONS

None

STAFF COMMENTS/INFORMATION ITEMS

None

11.A. Upcoming Planning Projects

Senior Planner Kelly Mumper gave a brief overview of upcoming planning projects.

COMMISSION COMMENTS/REPORTS

None

ADJOURNMENT

Meeting Adjourned at 6:54 PM

_____

Lisa Baker, Chairperson

ATTEST:

_____

Jeremy Craig, Planning Commission Secretary

FILE NO. Tentative Subdivision Map #2025-007, Olive Grove Subdivision (2025)

PLANNING COMMISSION
STAFF REPORT
November 19, 2025

APPLICANT	John Leonard
OWNER	Apricot Avenue Winters, LLC
REPRESENTATIVE(S)	John Leonard
REQUEST	Public Hearing to consider approving a resolution recommending, pursuant to an adopted Mitigated Declaration, the City Council approve a Tentative Subdivision Map to subdivide two parcels totaling 3.506 acres into 16 single-family residential lots and approve the Affordable Housing Plan for the Olive Grove Subdivision Project.
ASSESSOR'S PARCEL NO.	003-391-006 & 003-392-023
PARCEL SIZE	3.506
LOCATION	320 feet south of Anderson Avenue and the intersection of Apricot Avenue.
EXISTING ZONING	R-2 (Single Family Residential, 6,000 sq. ft. avg. min.)
SURROUNDING ZONING	North: R-2 (Single Family Residential, 6,000 sq. ft. avg. min.) South: R-2 (Single Family Residential, 6,000 sq. ft. avg. min.) East: PQP (Public Quasi Public District) West: R-2 (Single Family Residential, 6,000 sq. ft. avg. min.)
SURROUNDING LAND USE	*Residential, Cemetery, High School*
GENERAL PLAN DESIGNATION	*"Medium Density Residential"*
ENVIRONMENTAL DETERMINATION	Pursuant to State CEQA section 15164, the 2008 MND fully analyzed and mitigated, where feasible, all potentially significant environmental impacts, if any, that would result from the Tentative Map, and therefore, no

	subsequent EIR or mitigated negative declaration is required.

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) Consider approving Resolution No. 2025-XX, recommending, pursuant to an adopted Mitigated Declaration, the City Council approve a Tentative Subdivision Map to subdivide two parcels totaling 3.506 acres into 16 single-family residential lots and approve the Affordable Housing Plan for the Olive Grove Subdivision Project.

COMMENTS RECEIVED BY CITY DEPARTMENTS:

1. **Building Department:** No Comments.

2. **Fire Department:** No Comments.

3. **Police Department:** No Comments.

4. **Public Works Department:** No Comments.

5. **Engineering:** General plan check comments. Conditions related to street improvements, storm drainage and site grading, wastewater and sewer collection system, water infrastructure, and construction have been included into the conditions for approval for this project and are attached as Attachment C (Exhibit B to PC Resolution No. 2025-XX).

BACKGROUND:

Given the extensive history, number of variables, and various property owners associated with this project, a summary of the project's history is outlined below and also discusses how the City of Winters housing policies, programs, and ordinances have changed over time.

In 2007, the real estate market essentially "crashed" and none of the proposed projects proceeded until the recent construction activity at Winters Ranch (formerly referred to as Hudson Ogando). Additionally, the City lost its primary source of affordable housing funding with the dissolution of Redevelopment Agencies statewide.

In 2017, Staff began discussions with SLO Rentals, LLC after their purchase of the Valadez property (aka Olive Grove – 720 Hemenway). Based on their tentative map of 21 lots, under the City of Winters Inclusionary Housing Ordinance, the project would be required to provide 1 very low-income dwelling unit, 1 low-income dwelling unit, and 1 moderate-income unit. In the Olive Grove Affordable Housing Plan ("AHP") proposal discussions, Staff focused on a number of key elements, which included the following:

1. Acknowledgement of the development of affordable housing consistent with the obligations of the project, pursuant to the existing Inclusionary Housing Ordinance.
2. Allowed for flexibility in proposed project layout and in lieu fee payments.
3. Maintained consistency with the City's adopted Housing Element Update (2013-2021) and Inclusionary Housing Ordinance (Ord. 2010-18).

The AHP proposal is based on an approach to creating a balance between a project which will bring a quality project to the City and one which is financially viable to build for the developer.

The AHP was brought before the Affordable Housing Steering Committee ("AHSC") on May 22, 2017, for their review and possible amendments to the current Affordable Housing Plan. The AHSC discussion resulted in their recommendation to the Planning Commission and City Council that the Olive Grove AHP be approved. That discussion acknowledged the desirability of smaller in-fill projects like Olive Grove, and also recognized the financial challenges of small in-fill projects.

Ultimately, while the AHP and the Public Improvement Agreement (PIA) were approved and the PIA fully executed (curb, gutter, and sidewalks are installed as well as undergrounded utilities) the final map was never recorded and expired due to financial challenges experienced by the owner at the time.

AFFORDABLE HOUSING PLAN:

In 2025, the expired portion of the two phased subdivision map was purchased by a new developer/owner with intentions of finishing the original proposal with minor alterations. Staff has worked diligently with the new owners to get to this point. The applicant has the responsibility to satisfy the requirements of the Affordable Housing Program for the City of Winters. The affordable housing requirements seek to promote a balance between encouraging the development of market-rate housing and mixed-use development in the City, while at the same time, providing for the creation of affordable housing necessary to meet the needs of individuals of very low, low, and moderate income within the City.

Section 17.200.030(A) of the Winters Municipal Code regarding Inclusionary Housing Requirements states:

> A. Number and Affordability of Units. Except as otherwise provided for in this chapter, all development projects consisting of five or more residential units within the city of Winters shall include inclusionary housing units equal to fifteen (15) percent of the total number of residential units in the development project, excluding density bonus units. The fifteen (15) percent inclusionary housing requirement shall consist of six percent very low income units and nine percent low income or moderate income units in proportion to the unmet needs for each identified in the current housing element.

The obligation for Olive Grove Subdivision is one (1) very-low income unit, one (1) low-income unit, and one (1) moderate income unit.

While the City prefers and encourages on-site construction of inclusionary units, alternatives to the on-site construction are available and provided for in Section 17.200.050, such as:

- Land Dedication
- Acquisition, Rehabilitation, and Conversion of Market Rate Units
- Accessory Units
- Inclusionary Housing Credits
- In-Lieu Fees
- Cooperative Ventures
- Sweat Equity
- Combination
- Other Alternatives

The Affordable Housing Steering Committee met with the developer/project applicant and staff at a regularly scheduled meeting held on October 23, 2025. The applicant provided a draft

proposal with two separate options for the committee to consider. The first option proposes an in-lieu payment to be amortized over the 18 vacant lots (16 lots in Phase 2) and (2 lots remaining from Phase 1) and a moderate unit to be built on lot 11 which would be a duplex. Ultimately, the committee decided to recommend option one with some minor adjustments and is attached for the Planning Commissioners review as attachment D (Exhibit C to the PC Resolution).

PARK IN-LIEU FEE: Discussion occurred between City staff and the applicant on ways to address the park requirement. There is no park or recreational facility designated in the City's General Plan to be located in whole or in part within the proposed project. Also in part due to the small size of the subject property, and the small amount of land to be dedicated to park use, staff and the applicant concurred that the use of park in-lieu fees is appropriate and could be put to the best use.

The formula used to calculate the park in-lieu fee is based on the value of raw residential land in Winters. Fees will be based on actual appraised land values. The fee is calculated by multiplying the land value per acre by 0.015 (per Resolution 93-47) .If raw residential land is valued at $273,504.00 (example only) per acre, multiplied by 0.015, the result is a fee of $4,102.56 per residential unit.

ANALYSIS:

The applicant (John Leonard) and property owners (Apricot Avenue Winters, LLC) are proposing to divide two legal parcels into 16 individual. Assessor's Parcel Number (APN) 003-391-006 is currently 1.42 acres and (APN) 003-392-023 is currently 2.09 acres. Both subject parcels are zoned R-2 (Single Family Residential (6,000)) and has a General Plan designation of *Medium Density Residential* pursuant to the *City of Winters Genera Plan, 1992.* The two parcels are bisected by Apricot Avenue which connects to Anderson Avenue to the north of the project site and to Grant Avenue (U.S. Highway 128) to the south. The project will require that an affordable housing plan be approved by the Planning Commission and ultimately the City Council. Under the City's Inclusionary Housing Ordinance (Ordinance 2009-18), developers are required to provide that 15% of any new housing developed in the City of Winters must be affordable to very-low, low, and moderate-income households.

The configuration of the proposed lots as shown on Attachment B is consistent with the City's General Plan and standards of the subdivision and zoning ordinances; meeting minimum lot size requirements. Per the Table 3B in 17.56.010 of the Zoning Ordinance, the minimum lot size for an affordable unit is 3,500 square feet. The applicant is proposing to place an affordable unit on Lot 11 which is 5,005 square feet.

The proposed density of development is consistent with the Medium Density Residential (MR) land use and Single Family Residential (R-2) zoning.

The project site is surrounded by residential uses, the Winters High School Campus, and the Winters Cemetery. Division of the property as proposed would allow for the construction of one single-family residence on each lot. 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 to proposed lots (6 through 21) is from the existing Apricot Avenue, which will be completed, and the newly created street "Olive Court". Review by Public Safety was performed during map-check and the configuration of the roadway was determined to be acceptable with the comment that the driveway for the flag lot (10) proximate to the Cemetery be built to accommodate fire apparatus. Dedication of road right-of-ways and the public utility easements (PUE) will be handled by grant deed that must be approved by the City Council before the Final Map is

recorded.

Sidewalks are already constructed within the PUE along existing Apricot Avenue which were completed under the previous owner and PIA and the newly created "Olive Court". Staff and the applicant concurred that continuation of the existing monolithic sidewalk configuration is acceptable and will continue the same layout and aesthetic along this stretch of Apricot Avenue. There are a few areas where the property owner intends to repair the existing sidewalk prior to final map recording.

MUNICIPAL CODE REQUIREMENTS & JUSTIFICATION FOR APPLICATION:
Section 16.01 of the Winters Municipal Code requires that a tentative and final map shall be required for all divisions of land when determined by the community development director that such ***land is proposed to be divided into five or more parcels***, five or more condominiums, a community apartment project containing five or more parcels, or for the conversion of a dwelling to a stock cooperative containing five or more dwelling units.

LANDSCAPING:
The project's landscaping shall be evaluated as part of the Design Review process and through separate applications if the tentative map is approved through all entitlement phases.

SITE DESIGN & ARCHITECTURAL STANDARDS:
This application does not include a design review component. If approved, the applicant and owners intend to sell the finished lots to a qualified home developer. When said developer intends to develop the lots, the City of Winters will require Design Review approval for each lot individually or cumulatively based on the qualified builders' intentions. This requirement is reflected in the conditions of approval found in Exhibit B to the PC Resolution.

WINTERS MUNCIPAL CODE & GENERAL PLAN FINDINGS:

As proposed, the tentative subdivision map application complies with the Winters Municipal Code Title 16 (Subdivisions) Sections 16.01.040 and Section 16.01.050 and was deemed complete by the Community Development Director on October 20, 2025. The Project also complies with Title 17 (Zoning). Specifically, the proposed tentative subdivision map is consistent with the density and lot development performance standards outlined in Section 17.56 and complies with Section 17.200 pertaining to Affordable Housing requirements.

- *The project is consistent with the goals and policies of the General Plan. The General Plan designates the project site as Medium Density Residential (MR) and this designation provides for residential uses such as single-family dwellings, and two-family or duplex dwellings. The applicant anticipates developing the newly created parcels for residential use.*

- *The project is consistent with the provisions of the Zoning Ordinance. The property is zoned Single-Family Residential (R-2) and this zone provides for residential use. The applicant anticipates developing the newly created parcels for residential use.*

- *The proposed project is consistent with the City of Winters General Plan,1992, as the proposal does not conflict with any identified goals, policies, or objectives outlined within the General Plan.*

Furthermore, the project is consistent with Chapter 18.12, and no further review is required because the Environmental Document prepared for the project was conducted, certified, and approved prior to the Ordinance and formulation of the Yolo Habitat Conservancy. The Biological

Resources Discussion Section (f) of the (MND) found on page 15 and 16 states the following:

"No habitat conservation plan natural community conservation plan, or other approved local, regional, or state habitat conservation plan has been adopted for the project site. The Yolo County and four cities located within it are in the process of developing such a document, but it is not complete. This project would have no effect on the plan and is not subject to it. For this reason, this impact would be less than significant."

It is important to note that the project was and is not subject to the current regulations found in Chapter 18.12 of the Winters Municipal Code (Yolo Habitat Conservation Plan/Natural Community Conservation Plan). The MND was prepared and certified in the year 2008. Said ordinance did not go into effect until the year 2018 and would only be applicable if a new environmental document was prepared for this project. Furthermore, it would be economically infeasible to impose such a condition on the project given the fact that the PIA was executed shortly after Olive Grove Phase 1 was completed which entailed large amounts of earth disturbance, grading, public utility installation, curb, gutter, and sidewalk improvements. This effort today would be cumbersome and financially infeasible given the work and improvements already made to the land to be subdivided.

COMMUNITY CORRESPONDENCE:

Property owners were notified within 300 feet of the proposed project, and **no comments were received in favor or against.**

ENVIRONMENTAL REVIEW(CEQA) FINDINGS:

Pursuant to the California Environmental Quality Act (Pub. Res. Code §§ 21000 et seq.) ("CEQA"), and the State CEQA Guidelines (14 Cal. Code Regs. §§ 15000 et seq.) the City previously determined that a Mitigated Negative Declaration ("MND") be prepared pursuant to CEQA in order to analyze all potential adverse environmental impacts of a General Plan amendment and a Zoning amendment as reflected in Resolution 2008-37 and Ordianance 2008-10 for the area that is now known as the Oliver Grove Subdivision, and adopted the MND in 2018.

In 2015, the City approved, pursuant to the adopted 2008 MND, a tentative subdivision map for 18 lots in the Olive Grove Subdivision. In 2017 the City approved, pursuant to the adopted 2008 MND, a tentative subdivision map for 21 lots in the Olive Grove Subdivision. While some of these lots were developed, some were not, and the tentative subdivision map as to those lots expired.

Pursuant to CEQA, when taking subsequent discretionary actions in furtherance of a project for which an MND has been adopted, the lead agency is required to review any changed circumstances to determine whether any of the circumstances under Public Resources Code section 21166 and State CEQA Guidelines Section 15162 require additional environmental review.

The proposed Tentative Map concerns the remaining lots approved in 2017 pursuant to the adopted 2008 MND, and, as such, the Tentative Map has already been analyzed in the adopted 2008 MND.

Based on that evaluation, staff concluded that the 2008 MND fully analyzed and mitigated, where feasible, all potentially significant environmental impacts, if any, that would result from the Tentative Map, and therefore, no subsequent EIR or mitigated negative declaration is required.

Pursuant to State CEQA section 15164, the 2008 MND fully analyzed and mitigated, where feasible, all potentially significant environmental impacts, if any, that would result from the

Tentative Map, and therefore, no subsequent EIR or mitigated negative declaration is required.

ATTACHMENTS:

A. PC Resolution No. 2025-XX

B. Tentative Subdivision Map (Exhibit A)

C. Conditions of Approval (Exhibit B to PC Resolution No. 2025-XX).

D. Affordable Housing Plan (Exhibit C)

RESOLUTION NO. 2025-XX

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WINTERS RECOMMENDING, PURSUANT TO AN ADOPTED MITIGATIVE DECLARATION, THE CITY COUNCIL APPROVE A TENTATIVE MAP TO SUBDIVIDE TWO PARCELS TOTALING 3.506 ACRES INTO 16 SINGLE-FAMILY RESIDENTIAL LOTS AND APPROVE THE AFFORDABLE HOUSING PLAN FOR THE OLIVE GROVE SUBDIVISION PROJECT

WHEREAS, the City of Winters ("City") received a tentative map application from Apricot Avenue Winters, LLC on September 16, 2025, for Phase 2 of the Olive Grove Subdivision Project, which consists of 16 single-family residential lots in the R-2 zoning district ("Project"). The Project site is located off Apricot Avenue and Hemenway Street and is assigned Assessor's Parcel Numbers ("APNs") 003-391-006-000 & 003-392-023-000; and

WHEREAS, tentative subdivision maps are governed by Title 16 of the Winters Municipal Code; and

WHEREAS, the Winters Planning Commission held a duly noticed public hearing on November 19, 2025, to review and consider recommending the City Council approve the Tentative Map for Phase 2 of the Olive Grove Subdivision (the "Tentative Map"); and

WHEREAS, on November 19, 2025, the Planning Division staff presented its oral and written staff report on the Project, Tentative Map, and the Affordable Housing Plan; and

WHEREAS, the Tentative Map is in the form attached hereto as **Exhibit A**, and

WHEREAS, property owners were notified of the proposed Project within a 300-foot radius of the acreage and no comments were received in favor or against the Project; and

WHEREAS, the proposed site is physically suitable for the proposed type and density of development pursuant to Title 16 and Chapter 17.56 of the Winters Municipal Code; and

WHEREAS, the design and improvements of the Olive Grove Tentative Subdivision Map will not conflict with public easements for access through, or use of, property within the proposed subdivision; and

WHEREAS, pursuant to the California Environmental Quality Act (Pub. Res. Code §§ 21000 et seq.) ("CEQA"), and the State CEQA Guidelines (14 Cal. Code Regs. §§ 15000 et seq.) the City previously determined that a Mitigated Negative Declaration ("MND") be prepared pursuant to CEQA in order to analyze all potential adverse environmental impacts of a General Plan amendment and a Zoning amendment as reflected in Resolution 2008-37 and Ordianance 2008-10 for the area that is now known as the Oliver Grove Subdivision, and adopted the MND in 2018; and

WHEREAS, in 2015, the City approved, pursuant to the adopted 2008 MND, a tentative subdivision map for 18 lots in the Olive Grove Subdivision. In 2017 the City approved, pursuant to the adopted 2008 MND, a tentative subdivision map for 21 lots in the Olive Grove Subdivision. While some of these lots were developed, some were not, and the tentative subdivision map as to those lots expired; and

WHEREAS, pursuant to CEQA, when taking subsequent discretionary actions in furtherance of a project for which an MND has been adopted, the lead agency is required to review any changed circumstances to determine whether any of the circumstances under Public Resources Code section 21166 and State CEQA Guidelines Section 15162 require additional environmental review; and

WHEREAS, the proposed Tentative Map concerns the remaining lots approved in 2017 pursuant to the adopted 2008 MND, and, as such, the Tentative Map has already been analyzed in the adopted 2008 MND; and

WHEREAS, based on that evaluation, staff concluded that the 2008 MND fully analyzed and mitigated, where feasible, all potentially significant environmental impacts, if any, that would result from the Tentative Map, and therefore, no subsequent EIR or mitigated negative declaration is required; and

WHEREAS, on November 19, 2025, the Planning Commission of the City of Winters ("Planning Commission") at a duly noticed public hearing considered the Tentative Map (“Project”) for the property located off Apricot Avenue and Hemenway Street (APNs 003-391-006-000 & 003-392-023-000). At the hearing the Planning Commission reviewed the previously approved Mitigated Negative Declaration (MND) and Mitigation Monitoring Report Program (MMRP) for the Project and received public testimony; and

WHEREAS, pursuant to the California Environmental Quality Act, *;* and

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF WINTERS RESOLVES AS FOLLOWS:

SECTION 1. The Planning Commission finds that Phase 2 of the Olive Grove Subdivision, together with the provisions for its design and improvement, is consistent with the Subdivision Map Act, the General plan, and Titles 16 and 17 of the Winters Municipal Code.

SECTION 2. Based on the entire record before the Planning Commission, all written and oral evidence presented to the Planning Commission, the Planning Commission hereby recommends the City Council approve the Tentative Map as depicted in **Exhibit A** attached hereto and incorporated herein by this reference, and the Conditions of Approval attached hereto as **Exhibit B** and incorporated herein by this reference.

SECTION 3. Based on the entire record before the Planning Commission, all written and oral evidence presented to the Planning Commission, the Planning Commission finds that the Affordable Housing Plan complies with Chapter 17.200 of the Winters Municipal Code and recommends the City Council approves the Affordable Housing Plan attached hereto as **Exhibit C** and incorporated herein by this reference.

SECTION 4. Compliance with California Environmental Quality Act. The Planning Commission has reviewed and considered the 2008 MND, any oral or written comments received, and the administrative record prior to making any decision on the Tentative Map and recommends that the City Council find that the 2008 MND contains a complete and accurate reporting of all of the environmental impacts associated with the Tentative Map. Based on the substantial evidence set forth in the record, including but not limited to, the 2008 MND, and all related information presented to the Planning Commission, the Commission further recommends that the City Council

find that, pursuant to State CEQA section 15164 that the 2008 MND fully analyzed and mitigated, where feasible, all potentially significant environmental impacts, if any, that would result from the Tentative Map, and therefore, no subsequent EIR or mitigated negative declaration is required.

SECTION 5. The recitals are incorporated herein by this reference.

SECTION 6. This Resolution shall become effective upon its adoption.

It is hereby certified that the foregoing Planning Commission Resolution No. 2025-XX was duly adopted on a motion by Commissioner _____ and seconded by Commissioner _____, at a special meeting of the City of Winters Planning Commission held on the 19th day of November 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____ _____
Lisa Baker, Planning Commission Chair DATE

ATTEST

_____ _____
Zorina Treat, Deputy City Clerk DATE

EXHIBIT A

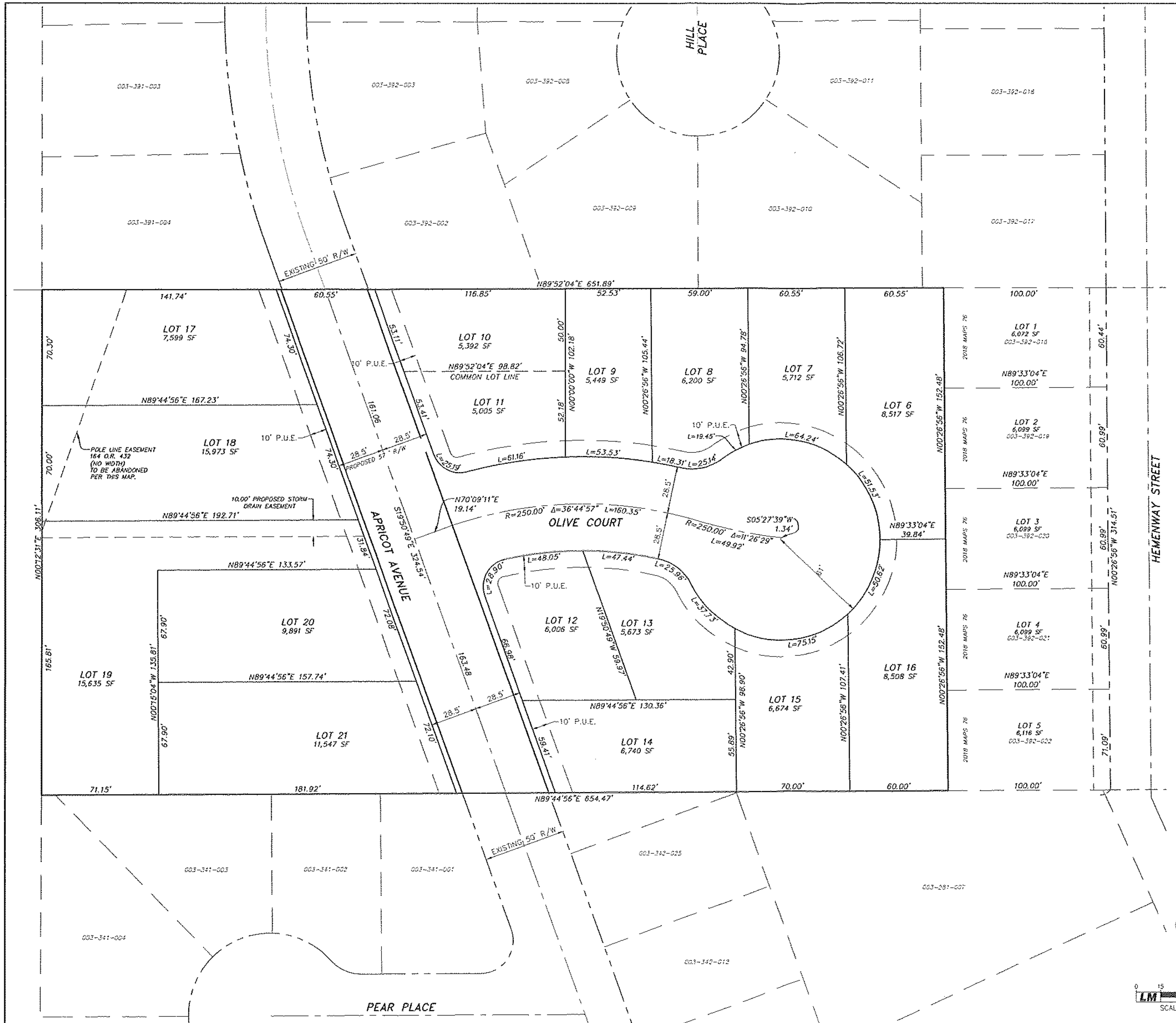
Tentative Map

EXHIBIT B

Conditions of Approval

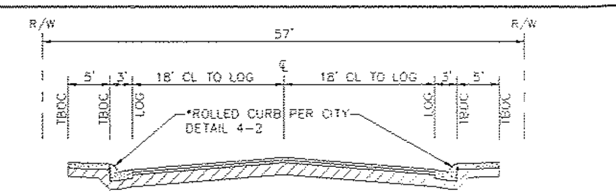
EXHIBIT C

Affordable Housing Plan



LEGEND

PROPOSED	EXISTING	
12"SD	12"SD	STORM DRAIN AND MANHOLE
6"SS	8"SS	SANITARY SEWER AND MANHOLE
8"SFM	8"SFM	SANITARY SEWER FORCE MAIN
		SEWER PUMP STATION
		FIRE HYDRANT AND VALVE ASSEMBLY
10"W	10"W	WATER MAIN, VALVE, & BLOWOFF VALVE
JT	JT	JOINT UTILITY TRENCH
GAS	GAS	GAS MAIN
(UG)E	(OH)E	ELECTRICAL LINE } UG–UNDERGROUND
(UG)T	(OH)T	TELEPHONE LINE } OH–OVERHEAD
SL	SL	STREET LIGHT CONDUIT, WIRING & PULL BOX
SL	SL	STREET LIGHT SERVICE POINT AT UTILITY CO. BOX
		STREET LIGHT AND POLE
		UTILITY POLE WITH DOWN GUY & ANCHOR
PP,TP,JP	PP,TP,JP	POWER POLE, TELEPHONE POLE, JOINT POLE
X X	X X	FENCE
		VERTICAL CURB, GUTTER & SIDEWALK WITH DRIVEWAY
		CATCH BASIN OR DRAINAGE INLET
		FLOWLINE OF DITCH OR SWALE
		DIRECTION OF SURFACE DRAINAGE FLOW
		CUT OR FILL SLOPE
		RIGHT OF WAY OR PROPERTY LINE
		STREET CENTERLINE OR BASELINE
		SURVEY MONUMENT
		SIGN
		TREE
		TREE TO BE REMOVED
58.60 FG		EXISTING GROUND SURFACE ELEVATION
		EDGE OF PAVEMENT AND ELEVATION
58.60 FL		FLOW LINE GRADE
59.10 TC / 58.60 AC		TOP OF CURB GRADE/ASPHALT GRADE
58.60 FC		FINISHED CONCRETE GRADE
		PUBLIC UTILITY EASEMENT
		ROLL CURB, GUTTER, & SIDEWALK



*REQUEST APPROVAL FOR ROLLED CURB PER CITY DETAIL 4-2 TO MATCH IMPROVEMENTS TO THE NORTH AND SOUTH OF THE PROJECT. VERTICAL CURB AND GUTTER WOULD BE INSTALLED AT THE RETURNS AT THE INTERSECTION.

(1) APRICOT AVENUE OLIVE COURT
NTS

REGISTERED PROFESSIONAL ENGINEER
BRYAN P. BONINO
No. 41834
CIVIL
STATE OF CALIFORNIA

TOPOGRAPHIC SURVEY
FOR
AMENDED TENTATIVE MAP
FOR
SUBDIVISION NO. 5066
OLIVE GROVE

LOCATED IN A PORTION OF FRACTIONAL SECTION 21 TOWNSHIP 8 NORTH, RANGE 1 WEST, MOUNT DIABLO MERIDIAN, 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

SEPTEMBER 17, 2025 SHEET 2 OF 2

Exhibit B

OLIVE GROVE PHASE 2 – 2025

PUBLIC WORKS CONDITIONS OF APPROVAL
November 19, 2025

1. The conditions set forth in this document are not all inclusive. Applicant shall thoroughly review all City, state, and federal planning documents associated with this tentative map and comply with all regulations, mitigations and conditions set forth.

2. Closure calculations shall be provided at the time of initial map check submittal. All calculated points within the map shall be based upon one common set of coordinates. All information shown on the map shall be directly verified by information shown on the closure calculation print-out. The points(s) of beginning shall be clearly defined, and all lot acreage shall be shown and verifiable from information shown on the closure calculation print-out. Additionally, the square footage of each lot shall be shown on the subdivision map. Reference the City of Winters Public Improvements Standards and Construction Standards for additional requirements.

3. A subdivision map (Final Map) shall be processed and shall be recorded prior to issuance of a Building Permit. The Developer shall provide, to the City Engineer, a PDF copy and two prints of the final map from the County, prior to issuance of the first building permit.

4. U.S. Post Office mailbox locations shall be shown on the improvement plans subject to approval by the City Engineer and Postmaster.

5. In the event any claim, action or proceeding is commenced naming the City or its agents, officers, consultants, 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 applicants shall defend such action at applicant's sole cost and expense, which include court costs and attorneys' 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 attorneys' fees and cost, and defends the action in good faith. Applicants shall not be required to pay or perform any settlement unless the applicant in good faith approves the settlement, and the settlement imposes no 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.

6. The applicant shall be responsible for any additional costs associated with the processing of this project including but not limited to city consultant project management, plan check and inspections, materials testing, construction monitoring, and other staff/legal review and/or oversight including staff time necessary to ensure completion/satisfaction of all conditions of approval.

7. The applicant shall submit a current title report to the City prior to approval of public improvement plans.

8. A Soils/Geotechnical Report shall be prepared by a qualified engineer to confirm onsite soil capabilities and geological conditions for each finished Lot.

9. All projects shall include implementation of post-construction best management practices. Post-Construction Best Management Practices (BMPs) shall be identified on improvement plans and approved by the City Engineer. Construction of projects disturbing more than one acre of soil shall require a National Pollution Discharge Elimination System (NPDES) construction permit, or a Water Pollution Control Program (WPCP).

10. Applicants shall complete, and have accepted by the City, the following remaining improvements prior to approval of the Final Map:

    a. Remove and replace all cracked sidewalk.
    b. Complete underground work and close excavations at each end of Apricot Street.
    c. Remove debris and material stockpiles on lot pads and haul from site.
    d. Complete long driveway in easement west of Apricot that is currently choked with weeds. Reinstall clean aggregate base, then place hot mix Asphalt Concrete.
    e. Complete DI and vertical curb at entrance to above driveway.
    f. Clean drainage system and renew protection of inlets.
    g. After completion of item f., flush water system, then call Public Works and arrange for water quality test, and flow-check gutters.
    h. Complete handicap ramps. Eliminate any lips in concrete at gutter flowline in front of ramps.
    i. Backup concrete at back edge of walks to prevent further concrete breakage.
    j. Tie in each end of Apricot Street to existing pavement, then place top lift of hot mix Asphalt Concretepaving on new roadways.
    k. Raise all iron in street, including manhole frames and lids, valve boxes and centerline monuments. Coordinate the stamping of centerline monuments with the Engineer/Surveyor of Record.
    l. Ball and flush sanitary sewer system.
    m. Arrange for installation of streetlights and completion of dry utilities.
    n. Install street name signs.
    o. Install water meter boxes and sewer cleanouts behind walk at each lot.
    p. Complete any other work not listed here, which is shown on the approved Improvement Plans.
    q. Remove from site all temporary fencing, trench plates, etc.
    r. Prior to approval, water flow must be measured and certified for adequacy by the Winters Fire Department.

11. The street lighting plan is subject to approval by the City Engineer. Streetlight type shall be submitted to the city review and approval. Streetlight power shall be coordinated with PG&E and appropriate numbers placed on each pole, prior to final acceptance of public improvements.

12. At the time the Building Permit is issued, the applicant will be required to pay the appropriate City connection fees. All domestic water services will be metered. Water meters shall be installed on all water services to the satisfaction of the Public Works Department.

13. A hydrant use permit shall be obtained from the Public Works Department, for water used during construction.

14. A Subdivision Improvement and Maintenance Agreement shall be entered into and recorded prior to beginning construction of remaining improvements and/or issuance of any building permits.

15. Appropriate easements shall be required for City maintained facilities located outside of City owned property or the public right-of-way.

16. Construction will not be allowed to proceed prior to submitting the joint trench/utility/composite plans for City review.

17. All existing and proposed utilities (electric, phone/data, and cable) within 100 feet of the project boundary shall be installed underground per the subdivision ordinance and shall meet the policies, ordinances, and programs of the City of Winters and the utility providers.

18. A ten (10) foot public utility easement back of sidewalk, adjacent to all public streets within the development shall be dedicated to the City and may be required elsewhere as requested by the utility companies and approved by the City.

19. Project proponents shall enter the Citywide Landscape and Lighting Maintenance District, to maintain and provide for the future needs of street lighting and landscaping, and other related aspects of development. The project proponent is responsible for all costs associated with this condition. The project proponent shall fulfill this condition prior to issuance of a building permit.

20. All perimeter parcels and open space shall be protected against surface runoff from project, in a manner acceptable to the City Engineer.

21. Final Record Drawings of the public improvements shall be provided in PDF and AutoCAD.

22. Roads must be final paved prior to issuance of any building permit.

23. Existing public and private facilities damaged during construction shall be repaired by the Applicant at his/her sole expense, to the satisfaction of the City Engineer.

24. All conditions identified herein shall be fully satisfied prior to occupancy, unless otherwise stated.

25. The project shall always operate within all applicable requirements of the Winters Municipal Code

26. Landscape material may not be located such that, at maturity, it interferes with safe distances for vehicle, bicycle or pedestrian traffic; conflicts with overhead utility lines, overhead lights, or walkway light; or blocks of pedestrian or bicycle ways.

27. For the proposed flag-lot: on-site drainage system shall be private and water quality requirements addressed for discharge into the public system.

28. All inactive portions of the construction site, which have been graded, will be seeded and watered until vegetation is grown.

29. Applicant shall obtain a grading permit. Grading shall not occur when wind speeds exceed 20 MPH over a one-hour period.

30. Construction equipment and engines shall be properly maintained.

31. If air quality standards are exceeded in May through October, the construction schedule will be arranged to minimize the number of vehicles and equipment operating at the same time.

32. Construction practices will minimize vehicle idling.

33. Potentially windblown materials will be watered or covered.

34. Construction areas and streets will be wet swept.

35. Applicant shall contact Public Works at least 72 hours prior to beginning construction, for a pre-construction meeting.

36. Construction activities shall be limited to 7:00 am to 5:00 pm, Monday through Friday only (holidays excluded). Job site signage with 24-hour contact information for noise complaints should be included.

37. A construction notice shall be prepared by the Applicant, at least 2 weeks in advance of construction activities commencing. The notice shall provide a contact name with address, phone number and email address. The notice shall be submitted to the City for public distribution and provided to the houses along the east side of the adjacent subdivisions. Each month, a notice listing the proposed activities for the month ahead, and schedule for the activities, shall be provided to the City, for distribution.

38. The engineer or surveyor shall set sufficient durable monuments to conform to the standards described in Section 8771 of the Business and Professions Code. All monuments necessary to establish the exterior boundaries of the subdivision shall be set or referenced upon recordation of the Final Map.

39. The area of each lot, in square feet, shall be calculated and shown on the Final Map.

40. All construction shall follow the requirements outlined by City Ordinances and the Building Codes.

Community Development Department Conditions of Approval

1. The project is described in the November 19, 2025, Planning Commission staff report. The project shall be constructed as depicted on the exhibits included in the November 19, 2025, Planning Commission Staff report, except as modified by these conditions of approval. Substantive modifications require public hearing(s) and Planning Commission

action.

2. Approval of the applicant's project shall be null and void if the applicant fails to submit a final map for the project within 36 months of the Planning Commission's approval of the Tentative Map application.

3. The applicant shall report to the City building materials diverted from landfilling during the course of their project, as required by the Winters Municipal Code and state law.

4. The Affordable Housing Plan shall be reviewed by the Planning Commission and approved by the City Council prior to the approval of the Final Map.

5. If cultural resources (historic, archeological, planetological, and/or human remains) are encountered during construction, workers shall not alter the materials or their context until an appropriately trained cultural resource consultant has evaluated the project site. Project personnel shall not collect cultural resources. Prehistoric resources include chert or obsidian flakes, projectile points, mortars, pestles, dark friable soil containing shell and bone dietary debris, heat affected rock, or human burials. Historic resources include stone or adobe foundations or walls, structures and remains with square nails, and refuse deposits often in old wells and privies.

6. Outdoor light fixtures shall be low-intensity, shielded and/or directed away from adjacent areas and the night sky. All light fixtures shall be installed and shielded in a manner that no light rays are emitted from the fixture at angles above the horizontal plane. High-intensity discharge lamps, such as mercury, metal halide and high-pressure sodium lamps shall be prohibited. Lighting plans provided a spart of facility improvement plans to the City with certification that adjacent areas will not be adversely affected and that offsite illumination will not exceed 2-foot candles.

7. All aspects of the Project shall be subject to design review to ensure compatibility with the surrounding area and satisfaction of the Community Design Guidelines and other applicable principles of good neighborhood design. Prior to issuance of a building permit to each phase of construction of the project, the builder shall submit full architectural drawings/elevations and floor plans for design review and approval by the City of Winters Planning Commission.

8. The project is required to adhere to the previously approved Mitigated Negative Declaration and Mitigation Monitoring Program that was approved by the City of Winters City Council on September 2, 2008.

9. Developer shall pay Impact Fees in accordance with the R-2 level per unit, pursuant to the Impact Fee Schedule adopted by the City Council. Impact Fees shall include fees levied in connection with water, sewer, transportation, parks, public safety, fire, general, as well as a monitoring fee. The total Residential Impact Fees per unit shall be assessed at the time of building permit acquisition.

RECEIVED
NOV 05 2025
BY: Kelly Mumper
Initial: KM

Date: November 5, 2025

To: Members of the City of Winters Planning Commission
Kelly Mumper, Senior Planner/Interim Community Development Director

From: John Leonard, Leonard Development Company, Inc.
on behalf of Apricot Lane Winters, LLC (Owner)

Regarding: REVISED Affordable Housing Plan proposal, Olive Grove Subdivision

Mr. Mumper,

Thank you for your diligent efforts on behalf of the city of Winters to facilitate the revised tentative map application and process for the Olive Grove subdivision in Winters, California.

On October 23, 2025, John Leonard of Leonard Development Company presented the project, and a draft proposal of an affordable housing plan for the Olive Grove subdivision to the Affordable Housing Steering Committee. Recommendations were made by the Committee as to the modification of the initial proposal. This revised document and proposal represents those requested modifications.

As you know, this project has quite a history, including substantial delays in facilitating the development of the project. As such, a number of iterations have occurred, including the expiration of the most recent prior approved Tentative Parcel Map and Conditions of Approval. As result of communications between you and planner, Dave Dowswell, we understand that the project must meet the meet the inclusionary housing requirements for the 16-lot subdivision, commonly known as Olive Grove.

Inclusionary Housing Requirement – chapter 17.200.030 of the City of Winters municipal code requires that 15% of the project total number of residential units must be dedicated to affordable housing with 6% meeting the BLI requirements at 9% meeting the low income or moderate-income requirement. These units can be rental, for sale or a combination of the two, or in the alternative, an in-lieu fee, and/or affordable units. The Olive Grove Subdivision Tentative Map application currently contemplates a map including 16 parcels for development.

Apricot Lane Winters, LLC requests the city to approve modifications to the tentative map.

This change will result in 16 new tentative map lots, in addition to the existing two (2) finished lots remaining from Phase 1 of the project. With the baseline of 18 lots, in pursuit to the city of Winters Inclusionary Housing requirements, there would be a need to satisfy one very low, one low, and one moderate rate income unit. To satisfy the three affordable units, Apricot Lane Winters, LLC proposes the following, emulating the earlier approved and adopted agreement between the prior developer and the city:

1. Payment of an in-lieu fee of $98,100.00 ($75,000 previously agreed, adjusted upward for CPI from the date of the prior agreement. This fee shall be paid in the following manner: 30% of the fee ($29,430.00), shall paid at recordation of the final map. The balance, 70% of the fee ($68,670.00), shall be paid upon building permit of each dwelling built on lots 4 through 9, and 11 through 21), which is to be amortized over 17 of the 18 lots (all market rate) on a per unit basis (a fee of $4,039.41/lot)

Additionally, the project will be required to construct and offer for sale a moderate income half-plex unit of no less than three bedrooms on lot 10 (duplex shared with lot 11), and offer it for sale to qualified homebuyers, with a deed restricted moderate income limitation lasting 10 years from date of original sale. This unit will be built in an early phase of the project, as one of the first six homes to be constructed and sold (33% of total units).

**This revised proposal was derived from multiple alternatives provided to the Affordable Housing Steering Committee. Additional recommendations by the steering committee were made, including advance payment of a portion of the fee, and a commitment to build the affordable unit in the early phases of the overall development. The revised proposal delineated above has been recommended by the Committee, and agreed to by the developer, subject to approval of the City Of Winters Planning Commission.

Thank you in advance for your consideration. We look forward to further discussing this Affordable Housing Plan proposal with you.

Regards,

John Leonard
Olive Grove Subdivision Development Manager
Leonard Development Company, Inc.