

**Supporting Documentation for Appendix 3**

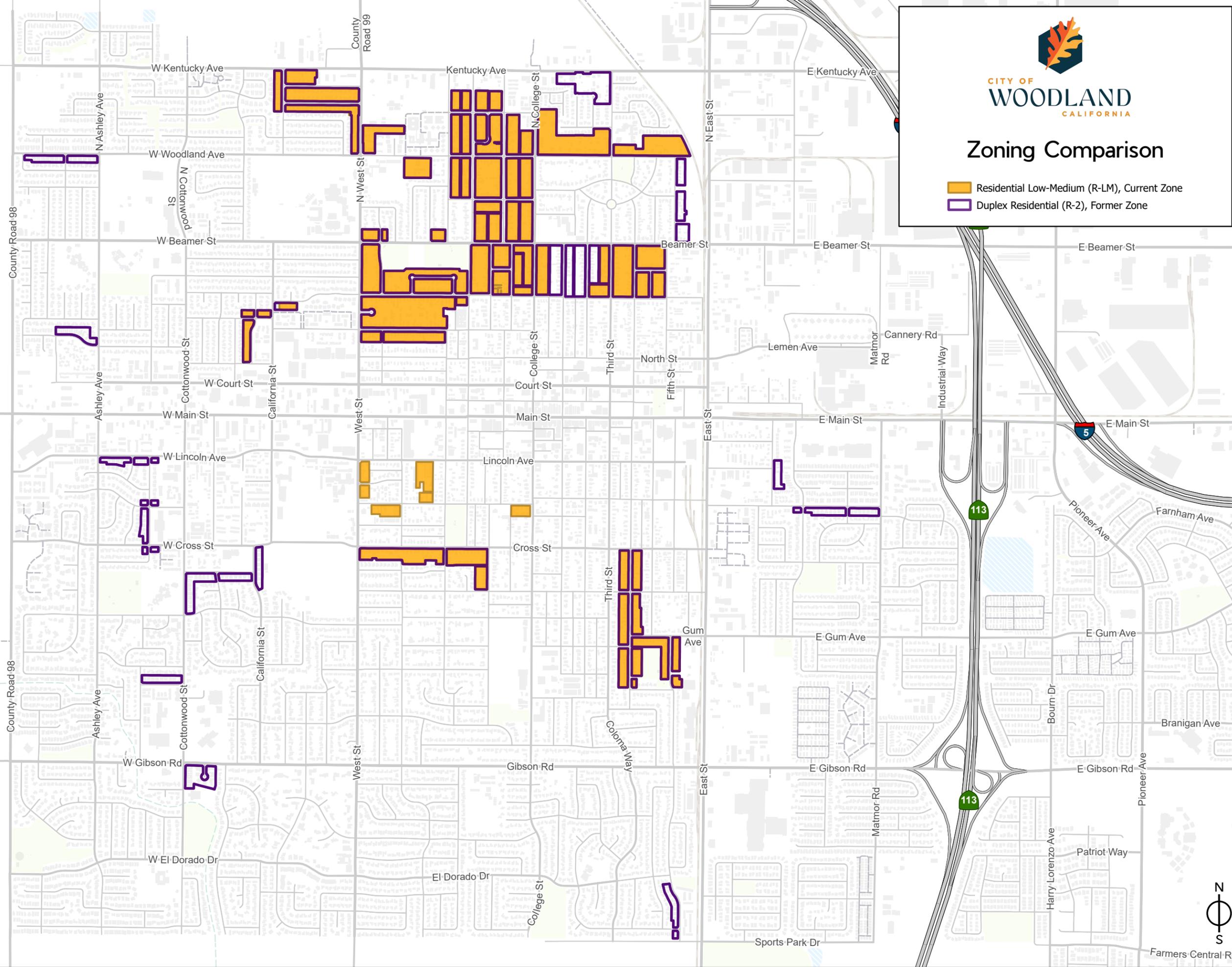
1B – Zoning Comparison Map (attached on next page)



CITY OF  
**WOODLAND**  
CALIFORNIA

## Zoning Comparison

-  Residential Low-Medium (R-LM), Current Zone
-  Duplex Residential (R-2), Former Zone



2J/3B – Junior/Assistant Planner ADU/JADU Focus Authorization Memo (attached on next page)



## Memorandum

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Date: March 14, 2025

**Subject: Junior/Assistant Planner ADU/JADU Focus Authorization**

This memo serves to authorize the Junior/Assistant Planner position to prioritize permit processing for ADU/JADU-related projects and assume responsibility for maintaining the City's ADU/JADU webpage and responding to ADU/JADU-related questions/consultation requests that come in through the general planning hotline and in-person at City Hall.

A handwritten signature in black ink, appearing to read "Erika Bumgardner". The signature is fluid and cursive, with a long horizontal stroke at the end.

Erika Bumgardner, Community Development Department Deputy Director

3A – Admin Guidelines (attached on next page)

**PUBLIC FACILITIES FEE PROGRAM  
ADMINISTRATIVE GUIDELINES  
REVISION DATED APRIL 2022**

**I. Introduction**

These Public Facilities Fee Program Administrative Guidelines (“Guidelines”) replace in their entirety the Public Facilities Fee Program Administrative Guidelines dated July 2019. These Guidelines primarily apply to the Major Projects Financing Plan (“MPFP”) development impact fees adopted by the City Council of the City of Woodland on April 16, 2019, by Resolution No.7256 pursuant to the authority in Section 15.04.030 of the City of Woodland Municipal Code, which authorizes the imposition of Capital Improvement Facilities Fees on development. These Guidelines also address implementation of the water capacity fee adopted by the City Council on April 16, 2019, by Resolution 7258. When applicable, these Guidelines also apply to the implementation and administration of all other code sections that impose fees on new development.

Should a situation arise that is not covered by these Guidelines, the City Manager or the City Manager’s designee shall be authorized to make a written decision as to how the fees at issue are to be administered provided that the fees imposed do not change the amount approved by the City Council.

Any applicant dissatisfied with the decision of the City Manager may appeal such decision to the City Council by filing written notice thereof with the City Manager within ten (10) days of receipt of the City Manager’s decision.

**II. Definitions**

For purposes of these Guidelines and the MPFP fee schedule, certain terms and words are herewith defined as follows:

“Development Fees” shall consist of the following:

- General City Facilities Fee
- Fire Facilities Fee
- Library Facilities Fee
- Park and Recreation Facilities Fee
- Police Facilities Fee
- Wastewater Facilities Fee
- Storm Drainage Facilities Fee
- Road Improvements Fee
- Administration Fee

“Capacity Fees” shall consist of the water capacity fee adopted by the City Council on April 16, 2019 by Resolution No. 7258.

“Existing Development” means a building(s) that has been in existence prior to any current request for a building permit or connection to City utilities.

“E-commerce” refers to commercial transactions that are conducted through the internet.

“Floor Area Ratio” The square footage of a building on site divided by the size of the lot.

“Improvements to Existing Development” shall consist of additional square footage to any existing building, any new building(s) on a previously developed property, or the connection to City utilities of a previously developed property.

“Non-Residential” means any retail, service, office, or industrial uses.

“Land Use” is used as an indicator of service needs and hence as a basis for all non-residential development fees. A land use table is attached. The City Manager or the City Manager’s designee shall interpret the appropriate zone for any land use not specifically listed in the table.

“New Development” means vacant parcels of land that are proposed to be improved with buildings, parking lots, outdoor storage areas, or landscaping.

“Infill Development” is depicted in the attached map. Any development within Spring Lake or within any specific plan approved after June 18, 2019 is not considered infill development.

“Greenfield Development” is any residential land use outside of the infill area, as depicted in the Infill Development map.

“Corridor” as used in the MPFP nexus study refers to areas along the following corridor streets for the purposes of calculating impact fees:

- Main Street from Cleveland to CR 98
- Court Street from Cleveland to its western terminus
- Lincoln Ave from Cleveland to CR 98
- Any north to south street between Lincoln Avenue and Court Street outside of the Downtown Specific Plan.
- East Street from the County Fair Mall to Woodland Avenue (if it were extended to East Street)
- East Main Street from East Street to Thomas Street.

“Downtown” refers to properties located within the Downtown Specific Plan.

“Square Footage” means the gross floor area of all stories of a building or structure, including basements, above ground stories, interior balconies and mezzanines. Square footage is calculated by measuring to the outside of exterior walls.

“Single Family” refers to residential development with a density of 8 units per acre or less and generally refers to stand-alone units that are 1,201 square feet or more.

“Multi-Family” refers to residential development with a density greater than 8 units per acre and unless defined otherwise within these Guidelines generally refers to a building that has three or more distinct living units that are 1,200 square feet or smaller.

“Small Multi-Family” means any multi-family residential unit up to 700 square feet.

“Accessory Dwelling Unit” (“ADU”) has the same definition as set forth in Section 17.104.010 of the City of Woodland Municipal Code, namely an attached or detached independent living facility accessory to the main dwelling, and less than 1,200 square feet.

“Junior Accessory Dwelling Unit” (“JADU”) as set forth in Section 17.104.010 of the City of Woodland Municipal Code means a residential unit that is no more than 500 square feet in size; is contained entirely within an existing or proposed single-family structure; includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure; and includes an efficiency kitchen.

### III. Fee Applicability

#### A. New Construction

##### 1. Residential

##### a. Single Family Dwelling Units (SFD) –

(1) First Structure on a Lot (8 units per acre or less). Units shall be subject to development fees on a per dwelling unit basis at the single family rate. The first structure on a single family lot shall be charged the single family rate regardless of size.

(2) Multiple Units on One Lot (8 units per acre or less). The City recognizes that smaller dwelling units have fewer impacts than larger dwelling units and that multiple

smaller units on one lot will generally have fewer impacts than the same number of larger dwelling units. For any lot that has not previously been developed, any new construction creating two to three units will be charged impact fees based on square footage of dwelling space (but excluding garage square footage) as follows:

- For units 1,201 square feet and larger, the City will charge the Single Family rate.
- For units 701 square feet to 1,200 square feet, the City shall charge the Multi-Family rate.
- For units 700 square feet and less, the City shall charge 80% of the small Multi-Family rate for the first unit and the small Multi-Family rate for any additional units smaller than 700 square feet.

(3) Accessory dwelling units (maximum 1,200 square feet per City Code 17.104.010).

- No impact fee is required for an ADU or JADU that is less than 750 square feet in size.
- Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., floor area of the ADU divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.) Pursuant to Section 17.104.010 B.4 of the City's Municipal Code, accessory dwelling units shall not be considered new residential for the purposes of calculating local agency connection fees or capacity charges for water and sewer service. Water and sewer impact and capacity fees for ADU's may be charged in conformance with California Government Code Section 65852.2 under certain circumstances. Only one ADU is allowed per lot. Any additional residential unit on the same lot shall not be considered an ADU and shall pay utility impact fees and capacity charges.

California Government Code Sections: <a href="#">65852.2</a> <a href="#">65852.22</a>
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(4) Residential Accessory Buildings that do not meet the criteria of an ADU (such as a shed or workshop), as set forth in Section 17.104.010 of the City of Woodland Municipal Code, and are 700 square feet or less will not be charged impact fees.

b. Multi-Family Dwelling Units –

(1) Development Impact Fees. Projects with more than 8 units per acre shall be subject to development fees on a per dwelling unit basis at the multi-family rate. Multi-family dwelling units that are larger than 1,500 square feet have a similar impact as a single family residence and, therefore, shall pay the Single Family rate.

(2) Water Capacity Fee.

- i. Multi-Family Dwelling Units shall be charged the water capacity fee per new meter based on meter size. If a development has multiple meters it will be charged the water capacity fee for each meter (e.g. if there is a 1" Landscape service meter and a 2" domestic meter for each building in the complex, the total water capacity fee will be for one 1" meter fee plus one 2" meter fee for each building in the complex).
- ii. For individually metered Multi-Family Dwelling Units less than 1200 square feet but equal to or larger than 700 square feet, the water rate shall be 75% of the 1" meter rate.
- iii. For individually metered Small Multi-Family Units less than 700 square feet, the water rate shall be 50% of the 1" meter rate.

2. Non-Residential

a. Development Impact Fees. Retail, service, office, and industrial uses will be subject to development fees on a square footage basis using the land use categories found on the attached land use table.

b. Water Capacity Fees. Water capacity fees shall be charged per each new additional meter. If a development has multiple meters it will be charged the water capacity fee for each meter (e.g. if there is a 1" Landscape service meter and a 2" domestic meter, the fee will be for one 1" meter fee plus one 2" meter fee).

c. Storage Areas. When a non-residential property has storage or sales areas that are not under a defined building, the area will be subject to fees on a square footage basis for the applicable land use type.

B. Improvements to Existing Development

1. Residential –

Development Impact Fees. Improvements or additions to existing dwelling units that do not create an additional dwelling unit are not subject to payment of impact fees.

Water Capacity Fee. When a parcel map is used to separate individual houses that were previously all or both on one lot, or to create a split lot duplex from a duplex, a new meter and service may be required. However, the existing site shall be credited with one existing service. If a separate meter is added for a duplex (without a parcel map), then a water capacity fee must be paid for the new meter.

2. Non-residential –

Development Impact Fees. Additions to existing buildings or new buildings on partially developed properties will be subject to development impact fees, on a per square foot basis for the applicable land use type, based on the additional square footage.

Water Capacity Fee. Expansion of commercial or office facilities that do not require a new service or meter will not be charged a Water Capacity Fee. Expansion of a facility that replaces an existing meter with a larger meter shall be charged the differential between the larger meter fee amount less a credit for the current cost of the existing service.

C. Auto Dealerships

Any auto dealership, with the exception of dealerships that primarily operate as an e-commerce business, shall pay 50% of the applicable development impact fees for General City, Fire, Police and Roads to account for the reduced impacts comparative to other industrial users that generally operate multiple shifts over a 24-hour period. This fee is only applicable for auto dealerships that develop within the City limits from and after June 2019.

D. Light Industrial Flex Overlay Zone

Any use that meets the industrial classification and expansion size limits, and is located within the Light Industrial Flex Overlay district bounded by East Street, I-5 and E Main Street, shall pay 50% of the applicable development impact fees for General City, Fire, Police, and Roads to account for the reduced impacts from these facilities due to the more limited operation these uses will have compared to those allowed within the Industrial Zone. In order to meet this fee category, the development

must consist of a new building that is less than 25,001 square feet or an expansion that is less than 25,001 square feet.

E. Outdoor Storage, Canopied Areas, Pole Barns

When a non-residential property has storage or sales areas that are not under a defined building, and the enclosure or cover requires a building permit, the area will be subject to fees on a square footage basis for the applicable land use type.

F. Utility Connections

When a property owner only requests connection to City utilities, development impact fees will be due for the affected services only. City water (for domestic use, fire protection, or irrigation, or any combination) or sewer will not be provided individually if both are readily available to a property. A request for either water or sewer service will require a connection to both water and sewer and payment of the development fee for each. The property owner will be charged only the meter installation fee if the water connection is for landscaping only, there is no building, and there is no septic or waste facility servicing the property.

G. Change in Use

When a business license is requested for a new business that is going to occupy an existing building, the City shall evaluate the proposed new land use. If the proposed use will be more intense than the prior use, the City shall calculate the fee to be paid based on, as applicable, trip generation, storm water impact, dwelling unit equivalent (DUE) water usage, and sewer impact.

H. Structure Exempt From Building Permits

Fees will be imposed to the extent permitted by law on any development that does not require a building permit from the City of Woodland (refer to Government Code 54999 regarding public entities). Such development will often be required to apply to the City for a permit other than a building permit, for example, when requests are made for a use permit, encroachment, water or sewer connection permit. Any such permit shall be conditioned to include development fees on a per square foot basis at a rate appropriate for the proposed use.

**IV. Exemptions from Payment of Fees.**

- A. Interior alterations that do not increase the gross square footage of a building and do not result in a more intense land use will not be subject to development fees.
- B. Water services that serve fire flow shall not be charged a water capacity fee. Usually fire flow is served through a separate unmetered service. If fire flow is served through a metered service; the applicant may request a reduction in fees by submitting calculations prepared by a licensed professional engineer, or fire suppression engineer, or other licensed individual approved by the Community Development Director. The Community Development Director may then approve a reduction in fees.
- C. Buildings that are constructed, owned and maintained by the City of Woodland will not be subject to development impact fees.

**V. Credits**

Any applicant requesting a credit shall submit a written request to the Community Development Department. Credits may be applied for demolition of existing or previous structures. The amount of credit will be calculated using the then current fees (as if a building permit for the prior building were pulled simultaneously with the permit for the new building). Credit shall not exceed fees due by both fee category and net overall. The amount of credits will be determined by the City Engineer.

- A. Structures that were both located within the City limits and demolished prior to August 15, 1991 (the date of approval of the original MPFP program) will receive a credit of 50% of the impact fees for all categories except roads. No credit will be allowed for the roads category. The applicant will need to provide adequate documentation regarding the size and use of the structure in order to receive the credit.
- B. Any structure demolished after August 14, 1991 but more than eight years from the date of building permit issuance will receive a full credit of all fees except the roads category. There will be no credit allowed for the roads category. The applicant will need to provide adequate documentation regarding the size and use of the demolished structure in order to receive the credit.
- C. Structures that have been demolished within the eight years from building permit issuance will receive full credit for all impact fees, including the road fee. The applicant will need to provide adequate documentation regarding the size and use of the demolished structure in order to receive the credit.

## VI. Adjustments

A. The development fees have been established using certain averages for water use, sanitary sewer flow, storm water runoff, and trip generation. Any proposed non-residential project that exceeds these averages will be subject to a case by case analysis by the City Engineer and may be required to pay additional fees if they exceed the averages in this section, which in some cases may be higher than the averages used to establish the development impact fees. The averages that each project will be compared with are as follows:

1. Water - domestic and irrigation

a.	Retail	>	317 gal/1000 sq. ft./day
b.	Service	>	346 gal/1000 sq. ft./day
c.	Office	>	244 gal/1000 sq. ft./day
d.	Industrial	>	317 gal./1000 sq. ft./day

2. Sanitary Sewer: Note that for excessive BOD or TSS it is typically more economical for businesses to pretreat the waste water prior to discharge into the City system. Likewise there is a quantitative limit to how much waste water the City system can take. Excessive flows would require either expansion of the City treatment capability or pre-treatment. The timing of expansions of the Wastewater Treatment Plant is planned to accommodate normal build out of the City. Because expansions can take 4-5 years to plan and construct, abnormal demands on the system may not be able to be accommodated without significant lead time. Fees for development with abnormal flows are based on equivalent dwelling unit cost calculations by the City Engineer and approved by the Community Development director.

a.	Retail	>	110.2 gal/1000 sq. ft./day
b.	Service	>	137.7 gal/1000 sq. ft./day
c.	Office	>	91.8 gal/1000 sq. ft./day
d.	Industrial	>	103.3 gal./1000 sq. ft./day
e.	BOD	>	235 ppm or mg/L

3. Storm Drainage

Non-Residential Building size < 25% or > 45% of property.

4. Roads. For land uses that generate more than 10 peak hour trips/1,000 square feet, a special calculation will be required to determine their road impact fee. Examples of land uses that generate more than 10 peak hour trips/1,000 square feet are as follows: gas station, fast food, car wash, convenience market,

projects including a drive through. This is not a comprehensive list.

No credits or reduction of fees are allowed for projects falling below these averages.

B. Fee Deferral for Development

Should a developer wish to request a fee deferral, the request shall be in writing and in conformance with the City's adopted fee deferral program.

C. Development Fee Waiver

In no event shall any development fees be waived unless the City is able to determine and secure an alternative source of funding to replace the fees.

**VII. Fee Calculation**

Upon receipt of an application for a building permit, the Community Development Department (CDD) shall determine the number of single family dwelling units, multi-family dwelling units, or the square footage and proposed use in the case of commercial/industrial projects, and will then add this information to the application.

- A. Community Development will determine if any development fees have been previously paid.
- B. Any fee categories that were previously paid on an acreage basis, and included in the land of the currently proposed project, shall be considered paid in full. Fee categories that were established after the prior payment will be charged at the time of the building permit application.
- C. Community Development will next determine if the project qualifies for any credits or adjustments and will indicate such on the form. When a single industrial building is divided for the purpose of leasing to separate users, the development fees will be calculated based on the separate uses. For example, if a 40,000 sq. ft. building in an industrial area is divided into two 20,000 sq. ft. spaces, with one side occupied by a small warehouse type operation and the other strictly for office use, the development impact fees will be calculated for 20,000 square feet of industrial use and 20,000 square feet of office use.
- D. No differentiation will be made for mixed uses of a single user, such as the internal office area of an industrial building. The development impact fee will be calculated based on the primary use of the building.

- E. Storm drain impact fees will be calculated on a per acre basis, to allow for collection at time of building permit. The fees collected will be based on a storm water shed zone (See Map in Appendix B) specific acreage basis:
1. New Residential: Calculated at Final Map as the fee/acre multiplied by the number of acres divided by the total number of units and collected on an average cost per lot basis per the Map. When the project consists of multiple units grouped in building clusters, and only one building permit per cluster is needed (e.g. apartment complex), the multi-family residential storm water fee is due in its entirety at the pulling of the first building permit.
  2. Infill Residential: Calculated as either the lot size divided by infill acreage or lot size divided by the number of units divided by infill acreage.
  3. Commercial: Collected on the size of the lot unless the lot is not being fully developed. Fully developed means that all portions of the lot are developed as within the building footprint, hardscape or landscape, or the developed property is at the maximum floor area ratio FAR). For prior development infill or additions, the fee is calculated as the square footage of the building footprint divided by the floor area ratio of 0.4 divided by 43,560 sf. (building footprint s.f./0.4)/43,560 sf/acre
- F. The fee calculations are performed by Community Development staff and then approved by a senior engineer or designee. Discretionary interpretations/credits/and deferrals are approved by the Development Services Senior Engineer or City Engineer. Applicants may appeal to the Community Development Director.
- G. Community Development will complete its final computation of the total development fees due. The form will be attached to the building permit, and the development fees due are included in the cost of the building permit unless otherwise deferred consistent with the City's fee deferral ordinance.

The applicant shall then pay all Development Fees in effect at the time of building permit issuance.

### **VIII. Developer In-Lieu Improvements**

Whenever a developer is required as a condition of approval of a development project, or permitted in the City's discretion, to construct a public facility described in the MPFP, the City and developer shall execute a reimbursement or credit agreement. Credits will be capped at the amount that is in the fee program plus CCI since the last update.

The timing and method of payment (credit or reimbursement) will be negotiated and included as part of the reimbursement agreement and approved by the City Council prior to construction of the improvements. If the improvements are to be

financed by an assessment district (including Mello-Roos), credits may be given to the individual property owner and/or reimbursement shall be made to the district. The proposed spread of credits/reimbursement must also be approved by the City Council prior to construction of the improvements. Reimbursement shall be limited to costs specified in the fee program plus CCI since the last update.

In order to receive any reimbursement or credit for constructing a project identified in the MPFP, the developer must submit evidence that this work was secured through a competitive bidding process and certify that prevailed wages were paid appropriately.

If the developer has pulled building permits and paid public facility fees prior to the credits/reimbursement agreement being approved by the City Council, the developer will only receive credits/reimbursements on future permits. No refunds will be processed for the fees paid prior to the credit agreement being approved by the City Council.

A credit may only be taken by the developer to offset the development fee in the category that would normally pay for the constructed improvement. In other words, a street improvement cost will only be subject to credit against the road improvement fee.

**IX. Methods of Financing**

Fees payable pursuant to Section 15.040.030(C.) of the Woodland Municipal Code may, in the discretion of the City, be financed through the formation of a special benefit assessment district, a Mello-Roos Community Facilities District, or analogous financing mechanism. In the event such debt financing is authorized by the City, the City shall apply an in-lieu credit against the fee which otherwise would be charged. In the event a financing mechanism is approved to finance public facilities listed in the MPFP, the City may agree to reimburse the developer to the extent the developer has paid special taxes or assessments for such oversized public improvements or has otherwise provided advance funding for such public improvements and has not otherwise been reimbursed.

**X. Annual Adjustment of Fees**

The amount of development impact fees approved in the Resolution setting or increasing such fees shall be increased annually, on January 1 of each year, in the amount of the percentage increase in the Engineering News Record construction cost index, or any successor index that may be selected by the City Council. Fees may also be adjusted at other times during the year in conjunction with adoption of an updated Major Projects Financing Plan. Fees charged shall be based on the fees in effect at the time they are paid.

## Land Use Table

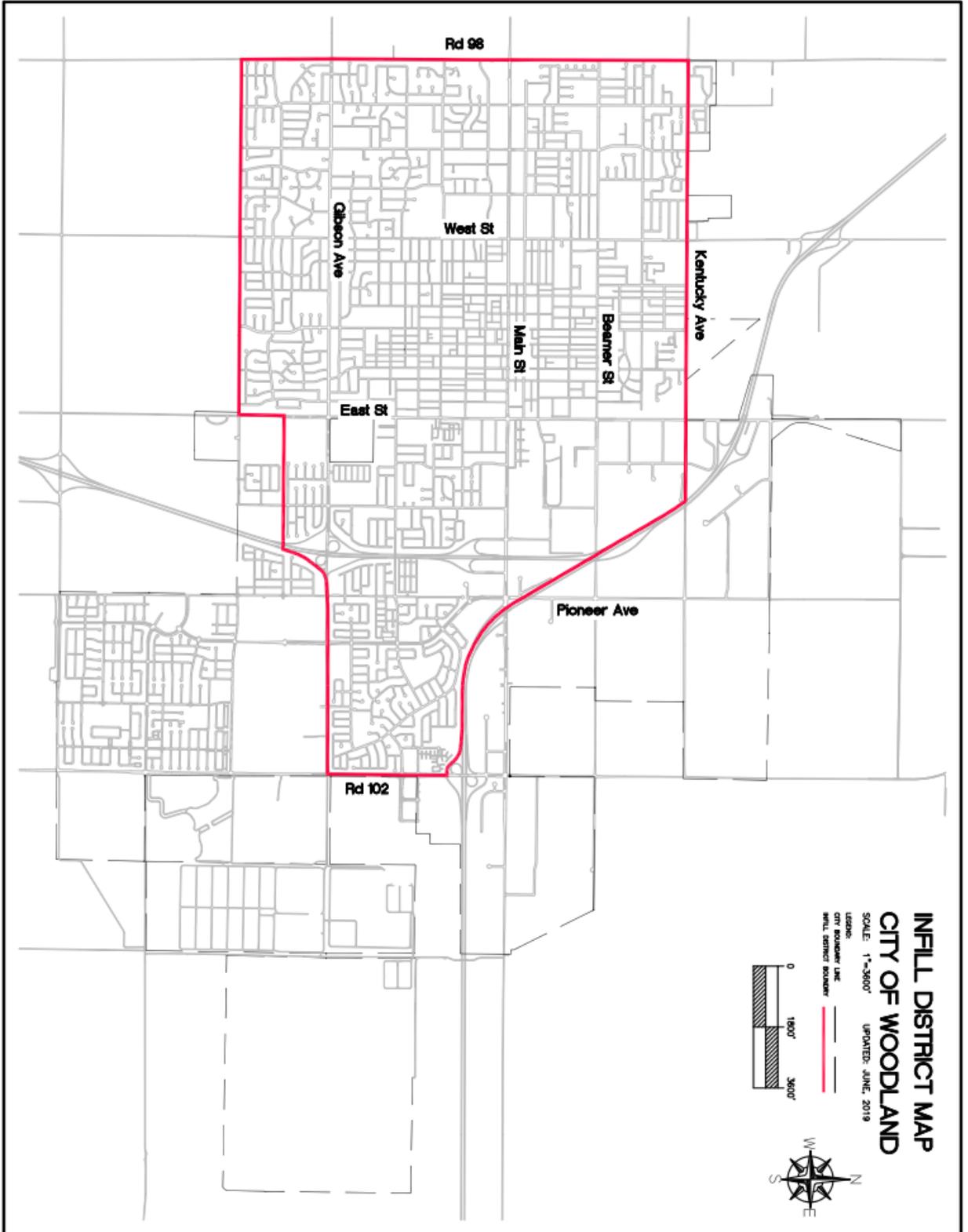
<b>Land Use Type</b>	<b>Retail</b>	<b>Service</b>	<b>Office</b>	<b>Indust.<sup>1</sup></b>
Ambulance Services		X		
Animal and Food Processing				X
Appliance Sales, Service and Supply		X		
Auto - Lube Shop		X		
Auto - Major Service and Repair		X		
Auto - Minor Service and Repair		X		
Auto – Fueling Stations	X			
Auto and Truck Service Stations		X		
Auto Parts and Accessory Stores	X			
Auto Rental and Lease Agency		X		
Auto Sales, New and Used <sup>2</sup>				X
Bakeries (Retail)	X			
Bakeries (Production)				X
Barber and Beauty Shops		X		
Bars, Cocktail Lounges, and Taverns		X		
Bowling Alleys		X		
Breweries, Distilleries, and Wineries				X
Building Materials Sales (Wholesale)				X
Cabinet, Carpenter & Woodworking Shops		X		
Cafes, Coffee Shops, and Restaurants		X		
Cannabis – Dispensary	X			
Cannabis – Processing and Distribution				X
Cannabis – Testing			X	
Card Rooms		X		
Carwashes		X		
Churches with School or Daycare		X		
Churches without School or Daycare		X		
Clothes Cleaning and Laundry Pickup Stations		X		
Commercial Recreation Facilities		X		
Communication & Pub. Utility Service Facilities		X		
Dance Halls		X		
Drive-In Theaters		X		
Drive-in, Fast Food, Self-Service, Take-Out Restaurants	X			
Drug Stores and Pharmacies	X			
E-commerce and Fulfillment Centers	X			
Electrical Sales, Service and Supply		X		
Equipment Rental		X		
Farm Supply & Implement Sales and Service		X		
Financial Institutions			X	
Flea Markets	X			
Florists	X			
Food and Grocery Stores	X			

<sup>1</sup> See Section III D regarding Flex overlay zone

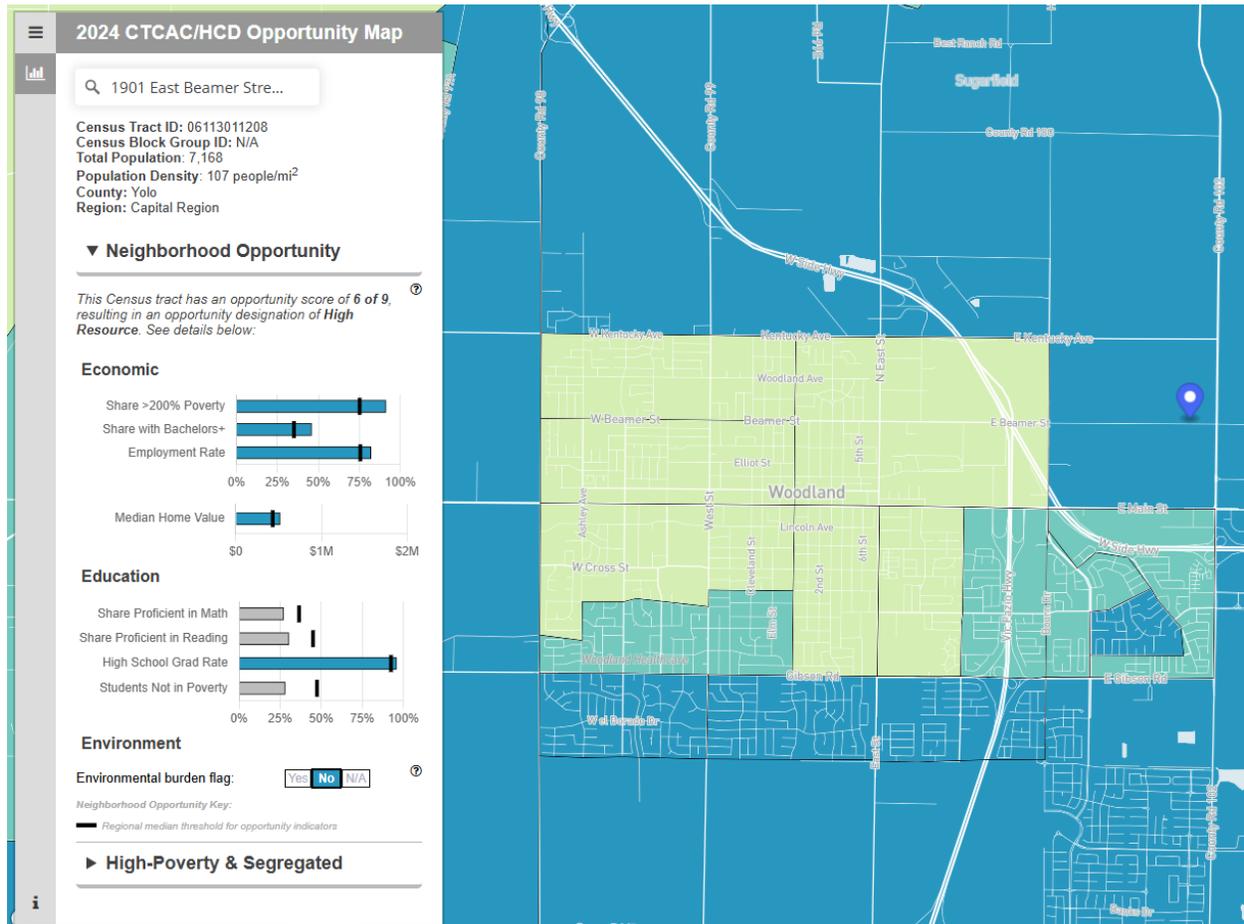
<sup>2</sup> See Section III C regarding esales vs normal sales

Land Use Type	Retail	Service	Office	Indust.
Food processing				X
Fortunetelling		X		
Gift Shops	X			
Glass Sales and Service		X		
Hardware Stores	X			
Heating and AC Sales and Service and Supply		X		
Hospitals		X		
Hotels and Motels		X		
Hydraulic Equip, Well Drilling Sales, Service and Supply		X		
Institutional and Schools		X		
Laundromats		X		
Laundry, Dry Cleaning Plants		X		
Liquor Sales, On and Off Sales	X			
Locksmiths		X		
Machine Shops		X		
Manufacturing and Assembly				X
Medical and Dental Clinics			X	
Medical Laboratories			X	
Mini Marts	X			
Mini Storage Facilities		X		
Miniature Golf		X		
Offices			X	
Opticians			X	
Pipe Sales, Service and Supply		X		
Plant Nurseries and Greenhouses	X	X		
Plumbing Sales, Service and Supply		X		
Pool Halls		X		
Pool Service and Supply		X		
Prescription Pharmacies	X			
Produce Stands	X			
Public and Quasi-Public Building Uses		X		
Pump Sales, Service, and Supply		X		
Recycling Service Centers		X		
Research and Development Facilities			X	
Retail Stores and Shops Providing a Convenience Service	X			
Rice Storage		X		
RV and Boat Storage				X
Shopping Centers	X			
Skating Rinks		X		
Social Halls, Lodges, Fraternal Organizations		X		
Swimming, Tennis, Racquetball, and Health Clubs		X		
Taxi Cab Service		X		
Technical, Trade, Craft Schools, and Studios		X		
Theaters		X		
Travel Trailer Parks, and Overnight Campgrounds		X		
Upholstery		X		

<b>Land Use Type</b>	<b>Retail</b>	<b>Service</b>	<b>Office</b>	<b>Indust.</b>
Variety Stores	X			
Veterinary Offices and Clinics			X	
Video Game Centers		X		
Warehousing				X
Welding Shops		X		
Wholesale and Distributing Business		X		



### 3D – East Beamer Campus Project Location on TCAC/HCD Opportunity Map



## Appendix 5

### Supporting Documentation for the Encampment Template

2023-2026 Yolo County Plan to Address Homelessness:

[https://img1.wsimg.com/blobby/go/eebb32cf-4766-4ca1-a7d2-faa77bfb49e1/downloads/2023-26\\_Yolo\\_Plan-to-Address-HL\\_FINAL%20\(1\).pdf?ver=1730847019937](https://img1.wsimg.com/blobby/go/eebb32cf-4766-4ca1-a7d2-faa77bfb49e1/downloads/2023-26_Yolo_Plan-to-Address-HL_FINAL%20(1).pdf?ver=1730847019937)

Proposed Ordinance\* – 2<sup>nd</sup> Reading of Municipal Code 9.48.060:

<https://woodlandca.portal.civicclerk.com/event/2055/files/attachment/12142>

Staff Report for the Above Proposed Ordinance:

<https://woodlandca.portal.civicclerk.com/event/2055/files/report/5230>

\*The Woodland City Council passed the above ordinance on the November 5<sup>th</sup> Council Meeting, but the adopted ordinance was not available at the time of posting.

City of Woodland Homeless Outreach Street Team (HOST) Webpage:

<https://www.cityofwoodland.gov/532/Homeless-Outreach-Efforts>

Enhancement Specialist Press Release (attached on next page)

NEWS > POLITICS

# Woodland developing 'homeless action plan'



A homeless camp is set up in a parking lot west of Fourth and Hope in downtown Woodland.(Daily Democrat Archives)



By **IJM SMITH** | Special to the Democrat

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Even as California legislative leaders and Gov. Jerry Brown work out a series of housing bills expected to spur new construction, Woodland is putting together a multi-part plan to address the apparent growing number of homeless taking up residence in the city.

California is facing an unprecedented housing shortage that has led to soaring rents, evictions and a homeownership rate at its lowest point since World War II.

The bills are part of a housing package aimed at speeding up the development process, easing land-use regulations and generating billions of dollars for affordable housing and homelessness assistance.

Two of the bills would generate billions of dollars for affordable housing construction and over the next five years, leading to development of an estimated 70,000 housing units. One bill would impose a \$75 to \$225 fee on real estate transactions. The fee would generate \$229 million to \$258 million per year, according to a Senate appropriations committee analysis.

Under the amendments, half of the funding would be spent on initiatives to combat homelessness and half would go to local government during the first year. Cities and counties will receive 70 percent of the annual revenue beginning in 2019.

The remaining 30 percent would be distributed by the state, with proceeds going to housing for farmworkers and low and moderate-income people, as well as other housing programs, from new construction and property acquisition, to rehabilitation projects, to renter assistance and homelessness housing. The state's department of Housing and Community Development would oversee the funding.

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Local government representatives have supported the funding measures, saying the money is needed following the 2011 demise of redevelopment

### Homeless History

Meanwhile, last week the Woodland council heard a report that the 2017-18 budget includes an appropriation of \$100,000 in support of the city's initiatives related to homelessness.

Last year's budget included \$75,000 to support of the city's Housing First pilot project, including costs associated with targeted outreach efforts and securing of short-term supported housing. Housing First project funds are also matched by up to \$100,000 in funding provided by Yolo County.

This report prepared by City Manager Paul Navazio notes that Woodland isn't alone in seeing increases in the number of homeless people, nor is it alone in experiencing the effects of the homeless.

Last year, the city formally endorsed the "Housing First" model and allocated funding to support a pilot project — in collaboration with Yolo County — that is largely based on the successful Bridge to Housing project from West Sacramento. The goal of the Housing First model, which is also endorsed by U.S. Department of Housing and Urban Development, is to shift focus (and funding) from shelters and field services to permanent supportive housing.

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“While city staff, in collaboration with Yolo County’s homeless coordinator, continue to prioritize implementation of the Housing First pilot program, staff is increasingly concerned with the impacts and issues associated with the growing homeless population,” Navazio stated in his report. “Not only does the city continue to receive referrals and complaints from businesses and residents, but our reactive response to issues associated with homelessness is placing increased burden on staff and resources, often at the expensive of resources budgeted for other city programs and activities.”

As a result, city staff have been meeting to formulate strategies with the goal of “better managing the impacts of homeless while we continue to focus on long-term solutions to homelessness.”

The report heard by the council notes that any “successful comprehensive approach requires partnerships — not only between the City, County and service providers — but also with the larger community, to include businesses, residents/neighborhood groups, and — importantly — the homeless community itself.”

The plan itself will focus on three broad goal areas including securing permanent supportive housing, temporary shelters and housing that would expand availability and capacity and managing issues associated with homelessness.

#### Permanent Supportive Housing

Securing permanent housing with wrap-around services is the focus of the City’s Housing First Model. Elements include coordinated outreach to identify the needs of the chronically homeless population, identifying temporary housing units and skills training as a first step to transitioning from homelessness, and, finally, placement of individuals into permanent supportive housing.

Last year, the City contracted with Fourth and Hope to perform homeless outreach services in support of the Housing First project. Starting this past July, the city no longer contracts directly with Fourth and Hope for this activity has been largely incorporated into grant-funded outreach services contracted

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A second component of the Homeless Action Plan seeks to expand availability and capacity of shelters to serve Woodland’s Homeless population. This includes maximizing capacity of existing shelters, evaluating opportunities to establish new shelter(s), continuing to partner with the faith-based community in support of a Winter Shelter, and pursuing establishment of a daytime shelter.

With the recent focus at the federal, state and local level on permanent supportive housing as a means to “solve” the homeless crisis, shelter services have fallen out of favor as funding is being redirected to more permanent housing needs. The relative lack of shelter capacity — both overnight and daytime — is a contributing factor to the increase of homeless individuals living on the streets, city parks and private property. And while not every homeless individual is suited for accommodations provided by shelters, additional resources in this area is likely to reduce the number of individuals with “no place to go,” and would facilitate provision of services and transition to temporary and/or permanent housing. The Homeless Action Plan contemplates prioritizing recommendations that would lead to expanded shelter services within Woodland.

#### Managing Impacts Associated with Homelessness

For the last few years, the city has experienced a measurable increase in homelessness. This increase is not only measurable in a visual manner, but also supported by statistics compiled by the police department when responding to calls for service known to be related to homeless suspects.

In 2016 the police spent at least 2,754 hours, or 114 continuous days and 18 hours, on transient/homeless related calls such as transient camps, panhandling complaints and general homeless complaints. All of these are citizen initiated and the number does not include the additional time officers may have taken to book property, write reports or collaborate with other agencies to get services for our transients.

Those numbers also do not include any calls classified by dispatch as any other call type dealing with mental health issues, intoxication,

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From January through May, he added, police spent 90 hours, or 42 days and 6 hours, on the same transient related calls. Of the 904 total arrests made by police, 388 were transient/homeless related.

#### Recommendations

“As presented in the draft Homeless Action Plans, a series of preliminary recommendations are being put forth as a means to better manage the effects of homelessness in our community,” Navazio stated. “While these recommendations arise from a discussion of specific issues and concerns raised by staff, business and residents, many of the recommendations could prove beneficial across multiple problem areas.”

Some of the key recommendations within the plan are:

- Creating a Homeless Outreach Street Team.
- Consider hiring a full-time licensed professional to assist with homeless and at risk youth referrals and counseling.
- Review the city’s current ordinances/city practices regarding shopping carts, camping, and solicitation (panhandling) to mirror successful ordinances in other cities and communities in the region and the country.
- Installing cameras at selected parks and locations around the city.
- Contracting for private security services at library and other city facilities.
- Working with service providers to ensure transients who arrive in Woodland from other communities have a means to return to their communities of origin.
- Exploring programs between the city and the homeless community where there is a collaborative relationships benefitting both, such as: jobs, rewards for community service.

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