



TO: THE PARKS & RECREATION COMMISSION  
AGENDA: Parks & Recreation Commission  
DATE: March 22, 2021  
ITEM #: G.2  
SUBJECT: Woodland Research and Technology Park Draft Specific Plan

**Recommendation for Action:** Staff recommends that the Parks and Recreation Commission receive a presentation on the Public Review Draft of the Woodland Research and Technology Park Specific Plan, including discussion of Plan Area greenbelt trails, parks and open space amenities.

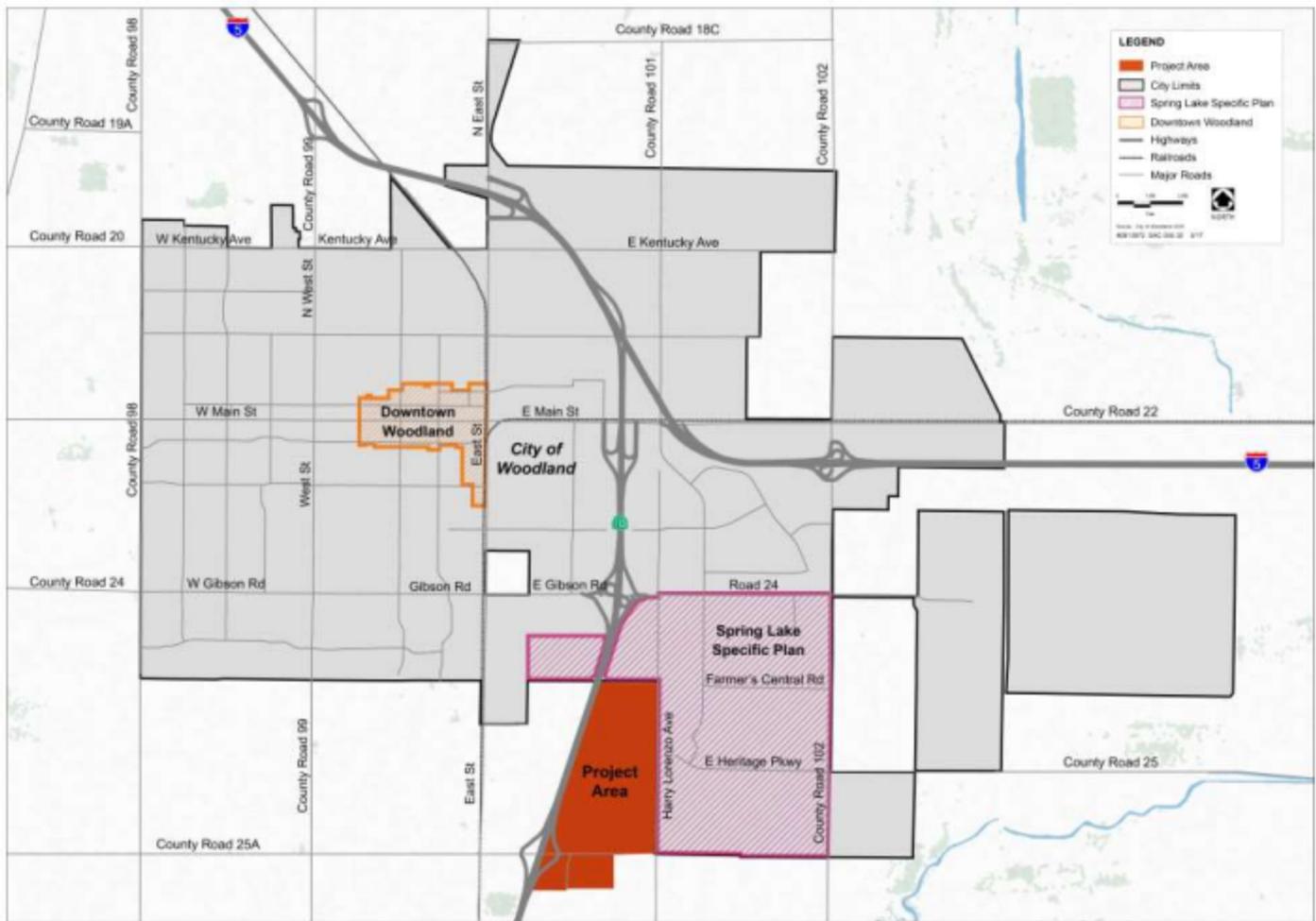
**Staff Contact:**

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**PUBLIC REVIEW DRAFT WOODLAND RESEARCH AND TECHNOLOGY PARK SPECIFIC PLAN**

On March 6, 2017, the City received Planning Application PLNG17--00017 for the Woodland Research and Technology Park Specific Plan ("Specific Plan"). The Specific Plan area ("Plan Area") is comprised of all or portions of six (6) individual parcels of land encompassing 351 acres and is located adjacent to the Spring Lake Specific Plan neighborhood to the north and east, County Road 25A and the Urban Limit Line to the south, and is bound by State Route (SR 113) to the west, as shown in Exhibit 1, below. The applicant team consists of five property owners, representing all six parcels of land located within the Plan Area.

As described in the 2017 planning application, *"The Specific Plan is proposed as a new type of employment center that also includes a range of housing options, a commercial mixed-use town center focused around a central green and connected by a multi-modal street network and trail system. Although the City anticipates that agricultural-related research will be a major focus of the Specific Plan, the plan will also support an environment of innovation in flexible formats for a wide variety of businesses in medical and veterinary, bio-tech, engineering, and other fields."*



## EXHIBIT 1 - Specific Plan Area Vicinity

On June 7, 2017, the City Council voted unanimously to authorize the preparation of the Specific Plan based on a finding of consistency with the vision and policies of the City of Woodland 2035 General Plan for the southern “new growth” area (SP1A). Specifically, the General Plan envisioned development of SP1A as a *“mixed-use neighborhood anchored by a research and technology business park in the ‘Southern Gateway’...The highest intensity of development will occur within the business park area, providing a prime opportunity for job creation within Woodland.”*

Since City Council’s authorization to proceed, the applicant team has worked in partnership with the City to prepare the necessary entitlement package to bring the Specific Plan forward for consideration and adoption. Prior to implementation of a Specific Plan, various entitlements are required and entail action by the Planning Commission, City Council and/or other responsible agencies such as the Yolo Local Agency Formation Commission (LAFCo). The following entitlements (typical of specific plans generally) will apply to the proposed Woodland Research and Technology Park (“WRTP”) project:

**1. Certification of the Environmental Impact Report (EIR) and Mitigation Monitoring Plan** - Planning Commission will take action to recommend to City Council approval and certification of the project EIR and Mitigation Monitoring Program for the Specific Plan. City Council will take final action.

**2. Specific Plan Approval and General Plan Amendment** - Planning Commission will take action to

recommend to City Council approval of the Specific Plan and amend of the General Plan to create a new City of Woodland land use designation of Woodland Research and Technology Park Specific Plan and amend the Woodland City Limit boundary. City Council will take final action.

**3. Prezoning** - Planning Commission will take action to recommend to City Council approval of the “pre-zoning” of the land within the specific plan boundary based on the approved land plan in preparation of subsequent annexation of the project site into the Woodland City Limit. City Council will take final action.

**4. Financing Plan and Development Agreement** - No action required by the Planning Commission. City Council will approve a project Financing Plan and Development Agreement for the WRTP to provide certainty and mutual assurances to the City and the project applicant regarding plan implementation and build-out.

**5. Annexation** - No action required by the Planning Commission. City Council will authorize and direct staff to pursue annexation of the project area into the city limit, which will go before LAFCo for review and approval.

## **PROJECT STATUS AND PARKS AND RECREATION COMMISSION REVIEW**

The Public Review Draft Specific Plan was recently completed and made available for public review in November 2020. A copy of the Draft Specific Plan is provided as Attachment 1 to this report and is also available on the city's website at [www.cityofwoodland.org/ResearchPark](http://www.cityofwoodland.org/ResearchPark) for public review. AECOM, the City's environmental consultant for the project, is currently finalizing the Draft Environmental Impact Report (DEIR). The Environmental Impact Report presents an analysis of the environmental impacts of adoption and implement of the Specific Plan. It is anticipated that the DEIR will be released for public review in late March.

Beginning in January 2021, city staff in partnership with the project applicant team initiated a series of stakeholder and community presentations to provide an overview of the proposed project and to garner feedback from community residents and business owners. Video recordings of two community webinar/presentations are available for viewing on the project website.

On March 22nd, the Woodland Parks and Recreation Commission will receive a presentation on the Draft Specific Plan with particular focus on the planned open space, parks and greenbelt network; important components of a complete community and the underlying "work, live, play" conceptual project framework. As described below, Plan Area guiding principles emphasize the objectives of a well-connected, amenity rich and healthy community, that prioritizes the pedestrian experience throughout the Plan Area. An integrated network of pedestrian and bike greenbelts and trails as outlined in Chapter 4 of the Specific Plan, in combination with a planned 11-acre linear park described in Chapter 2, help achieve these objectives. At its March 22 meeting, it is requested that the Parks and Recreation Commission provide input regarding the open space elements of the project as well as consistency with the city's Urban Forestry Master Plan for consideration in the preparation of the final Specific Plan.

The following sections of this report outline the overall Specific Plan guiding principles and document framework, followed by a summary of open space elements, anticipated amenity phasing, and project consistency with the Urban Forestry Master Plan.

## **GUIDING PRINCIPLES**

In May 2017, the City of Woodland adopted a comprehensive update to its General Plan, setting the stage for future growth and development within its Urban Limit Line (ULL) through the year 2035. A key focus of the General Plan is economic development and job growth. The Plan Area is specifically envisioned within the General Plan as a natural extension of the city, ideally located and positioned for jobs and housing development. General Plan Policy 2.L.2 provides further guidance for the Plan Area:

*General Plan Policy 2.L.2 - "Promote development of SPIA as a mixed-use residential district anchored by a research and technology business park in the Southern Gateway area at CR 25A and SR 113. Concentrate the highest intensity of development within and in close proximity to the business park area, with lower density, largely residential uses to the north. Encourage sustainable development through the use of renewable energy sources and water conservation tools with the goal of striving to achieve zero net energy at the building and neighborhood level to the extent feasible."*

Based on this General Plan guidance, the following WRTP Guiding Principles, outlined in Chapter 1 of the Specific Plan, provide the overarching vision and desired outcome for development within the Plan Area:

### **1. Innovation**

*The Plan Area will develop as a state-of-the-art innovation center campus for technology, research and development, and office uses. Flexibility in design and implementation is supported, allowing businesses to respond to market demand through phasing of construction and the ability to offer a variety of building types and sizes. Complementary uses within immediate proximity to the business park, including hotel, commercial, employee-serving retail and recreational opportunities will support day-to-day needs of businesses, their clients and their employees.*

### **2. Technology Capture/Talent Retention**

*Collaboration with UC Davis, Woodland Community College and others will bolster start-up businesses and growing mid-to-large size companies through technology transfer and IP sourcing. The Plan will accommodate advanced technology-related jobs and training that allow a greater number of Woodland residents and college graduates from the Woodland Community College and throughout the region to live and work in the community, generating an infusion of intellectual capital.*

### **3. Business Partnerships**

*Companies locating in the Tech Campus will have the opportunity to take positive advantage of the existing and thriving seed, food, and agricultural-based industries currently located and doing business in and around Woodland. Access to additional resources and new markets, new ideas, materials and expertise will grow through strategic partnerships with new and existing businesses in Woodland.*

### **4. Sustainable and Resilient**

*The Plan Area will lead in energy efficiency and sustainable design. Development within the Plan Area will incorporate cutting edge green building practices. Land use strategies and transportation demand management will reduce vehicle miles traveled and facilitate the use of alternative fuel vehicles. The city's urban forest canopy will be increased and projects will incorporate naturalized stormwater management. These and other measures will contribute to meeting City goals for greenhouse gas*

reduction by 2035 contained in its 2035 Climate Action Plan.

## **5. Gathering Place**

*A successful Village Center and featured 11-acre linear park will provide a mix of social gathering spaces for employees, residents, and visitors to connect, recreate, and relax. These informal networking opportunities will foster greater innovation and engagement among the workforce and allow for the balanced integration of work and life that the next generation of professionals seek.*

## **6. Connectivity/Mobility**

*A combination of well-designed complete streets, protected bicycle lanes, and pedestrian / bicycle greenways will prioritize the pedestrian experience throughout the Plan Area. Well-connected parks, open spaces and greenbelts will encourage residents and employees to walk, bike, or scooter rather than drive to work, home and play. Existing bike trails and greenbelts will extend from and connect to the adjacent community including nearby schools, community center and shopping center. A shared mobility hub will serve as a point of connection for those arriving and departing the Tech Campus by various forms of alternative transportation – including micro transit stops and fixed bus routes with frequent service to Downtown Woodland and UC Davis. Amenities to support last mile active transportation alternatives are featured, including bike and scooter share services.*

## **7. Healthy Community**

*Connected streets with bicycle and pedestrian facilities, trails, accessible parks and open spaces with passive and programmed recreation will facilitate and encourage active, healthy living. Access to healthy foods through community gardens, a farmer’s market and/or fresh produce market in the Village Center will be promoted. A mix of social gathering places will enable employees and residents to come together for fun and relaxation, boosting emotional wellness.*

## **8. New Neighborhoods/Seamless Transitions**

*Diverse, high quality and attractive new neighborhoods and housing options, including single and multi-family residential units and mixed-used projects will allow Tech Park employees to live and work close by and “move up” within the same neighborhood as families grow or nests are emptied. Land use and circulation planning, coupled with design and development standards will ensure a thoughtful transition between the Plan Area and the adjacent Spring Lake neighborhood, complementing the established community.*

Implementation Policies derived from these Guiding Principles can be found in Chapter 2 of the Specific Plan. Specific Plan Policies speak to Land Use, Design, Sustainability, Open Space, Streetscape and Mobility, and Economic Development, with several policies closely mirroring those adopted as part of the 2035 General Plan. Consistent with the 2035 General Plan growth assumption for this area (SP1A), the 350 acre Plan Area will accommodate 2.2 million square feet of office, commercial and research/technology space, approximately 1,600 residential housing units and 21 acres of parks and open space, network trails and greenbelts at build out. Approximately 5,000 jobs are anticipated at build-out.

## **SPECIFIC PLAN FRAMEWORK**

The Woodland Research and Technology Park Specific Plan, is comprised of seven chapters that work together to guide orderly development of the Plan Area in line with the above listed Guiding Principles, as well as the design and technical guidance to achieve this vision, and the implementation and administrative steps to carry out the project. The Specific Plan document itself is organized as follows:

**Chapter 1 - Introduction and Vision:** identifies the vision and organizing principles that guide the physical form and development patterns of the Plan Area. In addition to the Guiding Principles listed above, Chapter 1 describes the project's regional context, the many strengths of the Woodland community and its agricultural heritage that make Woodland a natural fit for an innovation campus focused around food, health and life science.

**Chapter 2 - Land Use Framework:** presents the Specific Plan guiding policies, depicts the overall land use plan and districts that constitute the Plan Area. Chapter 2 describes the three core districts that make up the 350 acre Plan Area, including the Technology Park District, The Village Center District and the residential Villages District and how each of these districts come together to provide a complete and unique "Work, Live, Play" community. The Land Use Plan, also provided in Chapter 2, lays out the land use zones within the three core Districts. The thoughtful layout of zones/uses within the 350 acre Plan Area provides a seamless transition from the Spring Lake neighborhood located immediately east and north of the Plan Area, through to the Technology Park District located adjacent to SR 113 on the west. See Exhibit 2, below, Chapter 2, Section 2.3.1, *Introduction of the Land Use Zones*, and Chapter 3, Section 3.2.4, *Description of Zoning Categories*, for further description of the Land Plan and zoning designations.

**Chapter 3 - Land Use Regulations, Development Standards and Design Guidelines:** defines the permitted uses, development standards, regulations and provides design recommendations and guidance for individual projects. Chapter 3 lays out the specific entitlement and design requirements for both commercial and residential development with emphasis on high quality design, pedestrian interaction/interface and appropriate transitions between the various zones and land use within the Plan Area.

**Chapter 4 - Mobility and Circulation:** describes the network to accommodate the movement of vehicles, pedestrians and bicyclists. A foundational element of the Plan Area, Chapter 4 outlines a circulation program that prioritizes pedestrian, bicycle and other alternative/active transportation modes to encourage fewer automobile dependent trips to work, home and to recreational activities. The project's planned mobility hub, The Union, is described in Chapter 4. At project build out, The Union will serve as *"the nucleus of the alternative transportation system providing integrated access to intra-city as well as inter-city transit service. The Plan Area's seamless network of roads, bike paths, and sidewalks combined with a variety of transportation services will offer multiple choices to support "last mile" connectivity. Located at the Village Center, The Union will be designed to accommodate a range of potential alternative transportation choices..."* See Chapter 4, Section 4.2.2, *Shared Mobility Hub*, for additional facility details.

**Chapter 5 - Public Utilities and Services:** describes plan-wide utilities of water, wastewater, storm drainage, electric, natural gas, communications and the public services of parks, schools, law enforcement, fire and solid waste. Chapter 5 identifies the backbone infrastructure necessary to serve the Plan Area. Utility infrastructure will be constructed to ensure compliance with all applicable service and improvement standards, and state and federal laws and regulations.

**Chapter 6 - Implementation:** describes implementation procedures and strategies for financing and maintenance of public facilities and services. California Government Code Section 65451 requires that Specific Plans include programs of implementation strategies related to regulatory changes, programs,

financing strategies and public works projects needed to carry out the proposed land use, infrastructure and development standards outlined in the Specific Plan. Chapter 6 provides a summary of the methods by which the Specific Plan will be implemented and provides discussion on the sequencing and financing programs that demonstrate compliance with General Plan policies and the vision, goals and policies of the Specific Plan.

**Chapter 7 - Administration:** outlines the Specific Plan process and its relationship to the subsequent entitlement processes, describes the administrative procedures to implement and amend, interpret and enforce the Specific Plan.

# LEGEND

- LDR LOW DENSITY RESIDENTIAL
- VCLDR VILLAGE CENTER LOW DENSITY RESIDENTIAL
- MDR MEDIUM DENSITY RESIDENTIAL
- VCMDR VILLAGE CENTER MEDIUM DENSITY RESIDENTIAL
- HDR HIGH DENSITY RESIDENTIAL
- HDR/CCO HIGH DENSITY RESIDENTIAL WITH COMMUNITY COMMERCIAL OVERLAY
- VCMU VILLAGE CENTER MIXED USE
- RTP RESEARCH & TECHNOLOGY PARK
- RTP/TO RESEARCH & TECHNOLOGY PARK WITH TRANSITIONAL OVERLAY
- RTP/CCO RESEARCH & TECHNOLOGY PARK WITH COMMUNITY COMMERCIAL OVERLAY
- RTP/RFO RESEARCH & TECHNOLOGY PARK WITH RESEARCH FLEX OVERLAY
- HC HIGHWAY COMMERCIAL
- OS GREENBELTS, OPEN SPACE, PROMENADES
- VCOS VILLAGE CENTER OPEN SPACE



**EXHIBIT 2 - Land Use Plan**

## DOCUMENTS TO FOLLOW ADOPTION OF SPECIFIC PLAN

As noted in the Draft Specific Plan (Chapter 6, Section 6.2.3, *Subsequent Implementation Documents/Analysis*), additional documents will be prepared following adoption of the Specific Plan:

**Conceptual Plan for the 11-acre linear park, The Yard**, (described further below) to guide phased park improvements, and ensure pedestrian and bike paths internal to the park connect to the external network trail and greenbelt system.

**Comprehensive planting and street tree palette** (described further below) shall be developed for each District to guide both private and public landscaping improvements. Street Furnishings, Street Lighting Palettes and Gateway monuments (25A/Road B and Road B/Marston) shall be included as part of this effort.

**Comprehensive Transportation Demand Management strategy**, in conjunction with key stakeholders, and identifying check in points to demonstrate efficacy.

**Coordination with the Yolo County Transportation District and UC Davis** with policies of the Specific Plan to insure timely provision of transit service and appropriate funding mechanisms in place.

**Mobility Hub Master Plan**, identifying the dedication of necessary Right of Way with the first tentative map in the location of the planned facility (Road B at the Village Center).

**Climate Action Plan Checklist**, modified as necessary to achieve Greenhouse Gas Reduction targets.

The provision of these subsequent documents will be outlined in the project Development Agreement including the process by which the documents will be evaluated and approved.

## **PARKS, GREENBELT AND OPEN SPACE PLANNING / CONSISTENCY WITH URBAN FORESTRY MASTER PLAN**

As described in Chapter 1 of the Specific Plan, the design framework of the Plan Area is intended to create a place that is authentic, socially engaging and that provides a diversity of experiences within a half-mile radius of the plan's featured 11-acre linear park. A multi-modal street network and bike-pedestrian trail system connects the entire Plan Area internally and to adjacent uses, including the neighboring Spring Lake residential community. Technology Park employees will be able to walk or bike to and from work and to outdoor recreation, retail and food/café venues, making the Plan Area an attractive place to live, recreate, shop and gather. As outlined in Chapter 5, the land use plan allocates 11.6 acres of park and 10.2 acres of open space and greenbelts (see Table 5.6 below). Based on the projected population at Plan Area build out of 4,386 residents, approximately 26 acres of park land is required per the Woodland Municipal Code. The Specific Plan will meet its park obligation through a combination of park land development and through project impact fees. Park land and open space/greenbelts will be build out generally concurrent with adjacent plan area development. Development of the 11-acre linear park will be completed in phases tied to residential unit and commercial square footage development. Precise phasing and build out of the open space network will be informed by the project financing plan and outlined in the project Development Agreement. The linear park and trail systems are described in detail below.

<b>Table 5.6 Park/Open Space Provided</b>		
<b>Parks</b>	<b>Zone</b>	<b>Acres</b>
Neighborhood Park- The Yard	VCOS	10.8
The Promenade*	VCOS	0.8
<b>SUBTOTAL</b>		<b>11.6</b>
<b>Open Space/Greenbelts</b>	<b>Zone</b>	<b>Acres</b>
Greenbelts	OS	6.0
Detention Basin/Open Space	OS	4.2
<b>SUBTOTAL</b>		<b>10.2</b>
<b>TOTAL PARKS/OS ACRES PROVIDED</b>		<b>21.8</b>

\*Designated as Pedestrian Promenade on the Land Use Plan Layout to denote specific location of hardscape. Designated herein as VCOS because it is part of The Yard.

**11-acre Linear Park, "The Yard"** - Described in detail in Chapter 2 of the Specific Plan, The Yard is located central to the Plan Area along Road B, and is envisioned as the Tech Park community's shared "front porch and yard," featuring largely passive green space, recreational opportunities and native landscaping. Up to 1.5 acres of The Yard will be available for private commercial/retail uses including pop-up coffee kiosks, container microbreweries, and eventual full-scale eateries that complement and urban park setting. The Yard will feature an open-air, but covered pavilion for a farmers market and other community events. Townhomes, walk-ups and loft style residential product types are envisioned to front along the eastern edge of The Yard, along an 18-foot wide pedestrian promenade that spans the entire eastern park boundary. The promenade, considered a feature of the 11-acre park, provides a buffer between the residential units fronting the park and the recreational "greenspace," and will provide emergency vehicle access internal to the park.

Design and Development Guidelines outlined in Chapter 3, Section 3.5.10, speak directly to site design, commercial/retail uses, amenities, lighting and landscaping within the "Village Center Open Space" zone which is the technical zoning designation for The Yard. Both the vision and design guidelines for The Yard outlined in Chapters 2 and 3, form the basis for the future Conceptual Plan for The Yard, as referenced above.

In addition to The Yard, it is anticipated that multi-family/apartment residential development will include private shared open space for residents. Further, commercial projects within the Technology Park campus shall provide common, usable open space which may include a combination of shared paseos/pathways as well as courtyards/patios or private greenspace equivalent to at least a 5% of the gross floor area of any new building. Both residential and Technology Park common open space guidelines can be found in Chapter 3 of the Specific Plan. Lastly, on- and off-site storm water detention facilities throughout the Plan Area will be designed to allow for passive open space and/or shared recreational amenities where feasible.

**Greenbelt and Trail Network** - As described in Chapters 4 and 5 and depicted in Exhibit 3 below, the project's interconnected system of sidewalks, bike lanes and multi-use trails/paths are intentionally designed to link seamlessly throughout the Plan Area and to the shared mobility hub promoting more active and healthier transportation choices as well as recreational opportunities. The Plan Area's greenbelt and linear greenway network consists of 3.1 miles of class 1 Multi-Use Trails. These facilities are more informal in nature with a 10-foot wide shared use path that gently meanders through landscaped open spaces. The overall width of the greenbelts and greenways will vary to reinforce the more informal nature of these spaces. The larger greenbelts are at least 50-feet in width and will be no less than 24-feet at neighborhood connectors or where located along the street right-of-way. The Multi-Use trails include a 2-foot gravel shoulder or low landscape edge with bi-level motion sensing LED path lighting. Trails will be well shaded with trees and have amenities such as exercise stations, benches, drinking fountains and occasional open turf areas to encourage passive and active

recreational use.

A greenway along the eastern edge of the Plan Area will serve as a central spine, connecting the Plan Area to the existing Spring Lake development to the east. Located along the western edge of Harry Lorenzo Avenue, the greenway will extend the entire length of the Plan Area between CR 25A and Farmers Central Road. South of Marston Drive, the existing pavement in Harry Lorenzo Ave will be removed and the existing right-of-way will be utilized for the greenway. This facility will be more informal in nature with a 10-foot wide shared use path that gently meanders through landscaped open spaces. Multiple trail connections to Plan Area subdivisions will be provided to connect pedestrian and bicycle traffic to the linear greenway and to/from the adjacent Spring Lake community. Intersections with Marston, Parkland, and Road F will be designed with a distinctive treatment to clearly delineate each crossing.

The Plan Area's greenbelt and linear greenway network transitions to a more formal path facility within the more active urban areas of the plan. The 1.8 miles of Multi-Use Paths are a linear 10-foot wide shared use path that anticipates a higher utilization by all modes including bikes, scooters, pedestrians, and other forms of active transportation. Lighting will be integrated with the street lighting system and supplemented with pathway or bollard lighting where needed. Bike parking, scooter docks, and transit shelters will be strategically located along the Paths to support utilization of alternative transportation modes.

**LEGEND**

- MULTI USE TRAIL (CLASS I)  
(DASHED WHERE FUTURE)
- MULTI USE PATH (CLASS I)
- ON STREET BIKE LANE (CLASS II)  
(DASHED WHERE FUTURE)
- SHARED LANE MARKINGS (CLASS III)
-  ROUNDABOUT
-  ENHANCED CROSSING
-  SHARED MOBILITY HUB



**EXHIBIT 3 -Active Transportation Network**

**Consistency with Urban Forestry Master Plan -** As noted above, a comprehensive planting and street tree palette will be developed following the adoption of the Specific Plan to guide private and public landscape improvements. Tree and plant variety will be thoughtfully considered and selected based on location in the Plan Area including parking lots, open space, greenbelt corridors, street tree/parkway strips and taking into account zoning and use appropriateness. Consistent with the Urban Forestry Master Plan, Climate Action Plan

and Municipal Code standards, a substantial number of new trees will be planted throughout the Plan Area concurrent with plan area development and right of way improvements. The planting and tree palette will take into account "right tree in the right place" considerations, including evaluation of hardscape and utilities, soil and water conditions, planter size and intended use and mature canopy spread. Woodland Municipal Code Section 17.112, *Landscaping*, outlines the technical requirements of public and private landscaping within the Plan area, including spacing of street trees (e.g. every 35-feet along a public right of way) and coverage (e.g. 75 percent vegetative matter coverage in all landscaped areas). Additional plan area specific guidelines are provided in Chapter 3, including priority for native plant species, inclusion of Native Valley Oak trees where appropriate, and 50 percent shade/coverage requirement for all parking lots within 15 years of tree planting. The project applicant team is in communication with the Woodland Tree Foundation regarding future plans for tree planting and in particular how the plan area can support the repopulation of Native Valley Oak trees in strategic and appropriate locations.

**Conclusion:**

Staff recommends that the Parks and Recreation Commission receive a presentation on the Public Review Draft of the Woodland Research and Technology Park Specific Plan, including discussion of Plan Area greenbelt trails, parks and open space amenities.

Prepared By: Erika Bumgardner, Business Development Liaison/Principal Planner

Reviewed By: Christine Engel, Community Services Director

**Attachments:**

1. Public Review Draft Woodland Research and Technology Park Specific Plan