

Unapproved Minutes  
Dunnigan Advisory Committee  
Wednesday, January 16, 2008

Dunnigan Fire House  
29145 Main Street  
Dunnigan, Ca 95937

**Call to order:** 7:07 pm

### **ATTENDANCE**

- 15 members in attendance, quorum present
- 2 members not in attendance, Willard Ingraham, Wilma Gullatt
- 31 members, residents and guests were present at this meeting

### **MINUTES**

Chairman Smith called for the adoption of the Nov. 28<sup>th</sup> minutes, no corrections or additions were noted.

**Motion by:** Betty Elliott, **Seconded by** Anita Tatum

**Vote: Yes 14, No 0, Abstain 1** Minutes of Nov. 28<sup>th</sup> approved with no corrections or additions.

### **Committee Reappointments**

Chairman Smith indicated 17 members have been reappointed to the 2008 Dunnigan Advisory Committee. All members in attendance this evening received a new list of appointed committee members for 2008. There were 15 members in attendance this evening, the two members who had been reappointed and not in attendance are Willard Ingraham and Wilma Gullatt.

### **Nomination of Officers**

Chairman Smith began by reviewing the process for the nomination and appointment of the 2008 committee officers. Nominations proceed as follows:

- Chairman
- Vice Chairman
- Secretary

#### **2008 Chairman**

Chairman Smith called for nominations. Nominations are as follows,  
Neil Busch      Keith Williams

K. Williams asked for paper ballots to be used. Chairman Smith asked committee members if they were in favor of paper ballots. A vote was taken; Yes: 14; Opposed 1  
Paper ballots were distributed to all members.

Chairman Smith closed nominations and a vote was taken. First vote was a tie due to one person abstaining, a second vote was taken and the 2008 Chairman was selected.

**New Chairman 2008:** Keith Williams

#### **Vice Chairman 2008**

Chairman Smith called for nominations. Nominations are as follows:

Eric Linse      Bill Weber      Neil Busch

Chairman Smith closed nominations and the vote was taken  
**Vice Chairman 2008:** Eric Linse

### **2008 Secretary**

Chairman Smith called for nominations. Nominations as follows:

Deanna Kirkland

As no other nominations were brought to the floor Deanna automatically assumes the position for another year.

**2008 Secretary:** Deanna Kirkland

Chairman Smith congratulated the new officers. Chairman Williams requested that outgoing Chairman Smith conduct the remainder of this evenings meeting. Chairman Smith agreed to continue until the last item on the agenda referencing the Dunnigan Truck and Travel Center as this was his project he would have to leave the building. Chairman Williams agreed.

### **Committee Attendance Requirements**

Chairman Smith referenced the request from the last meeting that we have a discussion on the attendance requirements for committee members. Chairman Smith requested the secretary to read the attendance requirements as set forth in our bylaws.

- DAC holds 11 regularly scheduled meetings per year
- A member who miss three consecutive regularly scheduled meetings will be recommended for removal from the DAC, a letter to the Supervisor will be prepared requesting the member be removed
- A member who misses 4 regularly scheduled meetings out of the 11 scheduled per year, at the time of committee reappointments the DAC will recommend the member not be reappointed based on attendance

Chairman Smith clarified only regularly scheduled meetings are counted towards attendance; not special meetings.

- Members who leave the meeting early without good cause will be counted as absent for the entire meeting, per the letter from our Supervisor which clarified his position
- E. Linse recommended we review the bylaws to address special circumstances and illness; amend bylaws to cover this issue
- Committee can only recommend a suggested action, our Supervisor has the final say on all appointments

**Motion:** E. Linse made a motion to amend the bylaws to add a paragraph addressing special circumstances referencing attendance and long term illness. By laws amendment will be place on the February agenda.

**Second by:** Greg Bickford

**Vote: Yes 15; No 0; Motion Carried**

### **Public Comments**

As Maya Walker, Assistant Deputy for Duane Chamberlain, Supervisor was unable to speak this evening due to a sore throat, she asked Deanna Kirkland to speak for her referencing the stop light on Road 8 and 99W. She requested that anyone who had comments on this issue to speak with her after the meeting. Problem noted: sensor broken, can be reset to a blinking light. Comments:

- B. Weber have it fixed and hold someone accountable

- light should operate properly so traffic will flow smoothly
- Sensor broke, cost of repair expensive, continuous blinking light would be a short term solution
- Citizens running the red light, making illegal U turns, etc
- Committee questioned whether or not light was really broken
- Question as to whether the truck traffic at Pilot is directing the setting of the signal light

E. Linse referenced the letter he prepared on the proposed amendments to the Accessory Structure Ordinance. His concerns:

- People should be able to make some decisions for themselves.
- listed items worthy of disagreement or discussion
- Referenced history and peoples dislike for ostentatious sumptuary laws.
- Ordinance in current state displays some of that flavor
- If someone wants to build a guesthouse of 5000 sq feet, has the wealth to do it, let them do it
- Why bother with unnecessary controls

Chairman Smith mentioned the staff amendment handed out to us this evening by Erich Parfrey. He noted there will be a Planning Commission workshop on January 24 about this amendment. Public input is still welcome.

Chairman Smith called for any other public comments; none were brought to the floor.

**Public Comments closed.**

### **Correspondence**

.Chairman Smith asked if we had received any correspondence. No correspondence has been received. **Correspondence closed.**

### **Discussion Items**

Chairman Smith introduced Wes Ervin, Economic Development Officer for Yolo County. As requested at the last meeting he is here this evening to provide us with information on how to go about attracting economic development to Dunnigan as well as provide input to the type of manufacturing, industrial and business entities that might do well here.

Wes began with an overview of Yolo County's economic development plan. Each committee member was provided with a copy of the Economic Development Division (Strategy Diagram for 2007-2008), a Snapshot of Yolo County and recap of the objectives for Dunnigan. He then went on to explain the handouts, which included an

- Overview of economic development in Yolo County which equal jobs and revenue
- How Dunnigan relates in Yolo County's General Plan
- Yolo County now has an economic strategy, development will be steered through out the county, not just in the cities, concentrating on unincorporated areas as well
- Explained how chart shows each component and how they fit into the picture
- County is going forward with the economic strategy prior to the completion of the General Plan, 2009 is the expected completion date
- Goal is to create a balance and rational development in county

- New manufacturing jobs = equals jobs and revenue for county
- Recapped number of homes needed in Dunnigan to obtain the necessary services
- Supervisors insisting on jobs to housing balance in Dunnigan
- Dunnigan jobs housing goal is 1.3 jobs for every household, current jobs to housing balance is .27 per household
- Dunnigan good locations for distribution facilities
- Good development targets for Dunnigan, distribution facilities, expanding highway commercial, visitor venues, biotechnology, tourism, business park
- Biotechnology is not considered an economic engine

Mr. Ervin indicated he would stop at this point and consider returning at a later date to cover other topics. He then asked if there were any questions:

- B. Weber referenced the bio tech jobs in Woodland
- Woodland bio tech jobs are classified as production and not research
- E. Linse wants to look at potential companies, find out what those potential companies want to see in an area in order to relocate
- E. Linse reference Gentech, interested in the certain specifics big companies desire in order to develop here, Wes referenced infrastructure and education opportunities
- Interested in what will attract business and industry to this area
- W. Ervin referred to the handout which talked about Dunnigan's strength and weakness
- E. Linse referenced the scientific people in Davis and questioned what would entice them to relocate here; commute time is reasonable between Dunnigan and Davis
- Green technology was also noted, current state of the art, important to look into the areas that are considering this type of technology, what they are doing in their planning and can it be done here
- W. Ervin indicated we should let the developers know we are interested in a Green Smart Growth Sustainable Community
- W. Ervin mentioned the town of Live Oak and the complications they faced, he cautioned us to stay in control of Dunnigan development, also to be aware that there will be a push pull between the developers and the desires of the community to create the most optimal town for this area
- N. Bush noted we already have a plan in the works; worked with developers for two years to accomplish the guidelines, he asked if Wes had received a copy
- Developers have not been present at our meetings since September, they have missed several scheduled time slots, it was noted the developers consider Dunnigan a future development
- B. Weber looking at the big picture, we first have to have a work force, asked if W. Ervin could set up a model of how to recruit employers
- W. Ervin indicated almost every community in California developed the housing first, have the population, then attract the businesses, area must be attractive to do business
- Chairman Williams thanked Wes Ervin for his presentation this evening, questioned if there has been any business interested in locating to Dunnigan, he referenced a comment by a developer who was working with a company interested in possibly wanting to relocate to this area
- N. Busch what needs to be done to keep business in Yolo County

- W. Ervin indicated we have to be creative in order to gain fees and taxes, county is poor, redevelopment seems to be the answer

Chairman Smith referenced the chart under incentives which indicates fast tracking and again under Regulatory Reform the same subject appears again, streamlining the use permits and CEQUA application process. What is the county doing to fix that issue?

This is a problem that we have when we want to attract jobs.

- a regulatory reform program was started in October
  - Survey's were sent to all applicants that have gone through the planning, building or environmental health review process in the last two years, asking about the service they received, 300 survey's were sent out
  - Chairman Smith questioned the survey indicating he did not receive one, Wes indicated he would see one was sent to him
  - Building Dept. is holding classes on the new codes
  - a development review committee was formed, which includes representatives from all departments involved in the application process, they compare notes on projects, information obtain is useful, hopeful this is a step in speeding up the review process
  - Planning Dept. now has six planners, no excuse for not being able to process applications and have planners available at advisory meetings
  - Chairman Smith asked if incentives play a significant part in attracting manufacturing jobs to the community, he referenced the flow sheet listing incentives as a form of economic strategy
  - Cities and counties may solicit business, but incentives are not the total reason. W. Ervin indicated water supply, jobs, housing are important factors to draw business
  - Chairman Smith referenced the flow chart, he read items from the list that were considered non monetary incentives, if Dunnigan does not have those items how do we attract jobs? Wes indicated these items are considered Business Climate
- E. Linse asked if Wes Ervin could return in a couple of months and continue with discussion. Recommend we invite Wes Ervin back in four months

### **Roads Report**

Chairman Smith indicated the two committee members in charge of this report were not here this evening. He entertained comments from the other committee members on the roads:

- E. Linse referenced Road 4 safety issue; he noted we have to go through the county before going to SACOG
- Road 4 has two 16 foot lanes, suggest decreasing the lane size to allow for a walk way/bike path across the I 5 bridge, reduce speed limit to 25mph, place caution signs, this would provide a foot path to the east side of I 5
- County could redo the striping on this over pass without spending a great deal of money
- E. Linse would like Road 4 placed as number one on our priority list
- Road 88, the older part, sides are breaking away, road has considerable amount of traffic, lanes measured, one side 8ft the other side 11ft, North of new section, lanes deteriorating, need repair
- Road 89 between Jack in Box and Post Office is deteriorating due to the truck traffic

Continue at next months meeting, place on February agenda.

### **Newsletter:**

Chairman Smith called for the newsletter report. Chairman Williams indicated they were not able to meet due to the power outage. Additional information will be forth coming at the next meeting. Main concern was how to handle the cost of a community newsletter; Ritchie Bros. expressed an interest in possibly supporting this project. An up date will be provided at next meeting.

### **Accessory Structure Ordinance**

E. Parfrey handed out the revised draft.

- Planning Commission workshop scheduled for Jan. 24<sup>th</sup>, 9:45am. He referenced the handout and the replacement sheet
- No action on this rewrite until March/April by the Planning Commission.
- attempting to simplify ordinance to make it user friendly
- briefly reviewed the Article 34 handout
- referenced 120 sq ft structures, no building permit needed
- he referred to the chart enclosed in the handout
- last page is the current ordinance they are attempting to simplify
- Structures need to meet set back requirements
- Ag zones have right to build two units on parcel if approved by Environmental Health (ancillary dwellings)
- County required to insert language referencing the new laws passed by state in 2002, more restrictive on set back requirements, structures must now be set back five (5)ft from property line
- Referenced requirement for minor use permit
- Included a section to allow for conversion of a second unit (ie garage, existing building, etc.)
- Site Plan review information removed from the amendment

Questions:

- E. Linse referenced the future and the tax base needed. Larger homes, boutiques wineries, etc. are going to be needed
- Antiquated subdivisions, existing codes, AP, A1, AG states if you have an Ag parcel created on a subdivision map, you cannot have two units below 80 acres. Does not happen unless you have an antiquated subdivision map

### **Request for Comments**

#### **Type 21(Off-Sale) General license, Alcoholic Beverage Control Shell Station, Road 6**

It was noted the request presented this evening was not on our agenda; also it does not provide the committee ample time and opportunity to review it and make an intelligent decisions. E. Parfrey indicated the Board wants the Planning Dept. to deal with this type of request as they come in, therefore the short notice. Our recommendation is needed this evening. Chairman Smith explained the request for a Type 21 license; it is for beer, wine and distilled spirits. A type 20 license is more in line for a convenience store. Yolo County is limited to the number of Type 21 license per capita in the county. Issue before us is the number of business in Dunnigan that sell distilled spirits and do we need another one?

This request came from the county, he called for comments:

- G. Bickford just a shell gas station, no convenience mart at present, does not like the idea of selling liquor and gas at the same sight

- Dunnigan has three markets that now sell distilled spirits
- B. Weber does not agree with the sale of alcoholic beverages and gas being sold at the same sight along side a main freeway

**Motion:** by E. Linse recommend "No" Type 21 license allowing distilled spirits at this location. **Seconded by:** Greg Bickford

Chairman Smith called for additional comments, none brought to the floor.

**Vote: Yes, 13; No, 0; Abstain, 2. Motion Carried.** Secretary to prepare a written response to the county within the time limit.

### **One year Extension for Dunnigan Truck & Travel Center:**

Chairman Smith turned the meeting over to Chairman Williams. Chairman Williams questioned whether this item could be put off until next meeting. E. Parfrey said it could not as it was scheduled to go before the Planning Commission on Jan. 24<sup>th</sup>. As the applicant was not able to attend this evening, Wes Ervin will represent the applicant.

E. Parfrey presented the request for the extension

- Applicant is requesting their last one year extension to complete the list of requirements. It is noted substantial progress was made in 2007
- Final map must be processed by Jan. 9, 2009, if not the project will die.
- Chairman Williams noted this had been before us in the past and we had approved the extension

V. Lovell asked if employees or relative that are members of the committee are allowed to vote on this. County Counsel has indicated advisory committee members are not bound by state law referencing conflict of interest. Chairman Williams indicated we are an appointed board so we all have the right to vote.

- E. Parfrey was asked how close they were to completion, six items remain
- B. Weber indicated this project fits with our economic development goals, concerned if one more year is going to be adequate
- A number of lengthy regulatory conditions had to be met; one has taken a full year
- E. Linse project provides jobs for the community, it's a logical thing for transport, no sense in closing out these people and expecting someone else to take over, new project would not be completed nearly as fast

**Motion: by E. Linse to approve the one year extension. Seconded by:** Sid Mumma  
Chairman Williams called for additional discussion. Audience was allowed to comment. Comments: improvement of existing roads, upgrade existing sewer system, etc. A question was asked about the performance bond. Chairman Williams indicated the performance bond has nothing to do with the request for the one year extension that is before us this evening.

Chairman Williams asked for the motion to be restated and called for the vote.

**Vote: Yes, 11; No, 3; Abstain, 0 Motion Carried**

### **Planning Commissioners Update**

Don Pert indicated that Road 2 is in the process of being repaired. He also urged everyone to attend the workshop on the Accessory Structure Ordinance. He indicated Leroy Bertolero will be the new chair of the Planning Commission for 2008.

Leroy Bertolero informed us that District 1 has a new appointee, Amy Cameron. He went on to commend Mel Smith for the hard work he has done as Chairman and Deanna as Secretary. He congratulated the new officers. There will be no Planning Commission meeting in February. Leroy indicated that Don Peart has been reappointed for another four years.

Chairman Williams extended his appreciation and thanked Mel for the time and work he has spent on this committee; he indicated he wasn't sure if people appreciated the amount of time he has dedicated to the committee. He called for a round of applause. Chairman Williams provided a bit of history on Dunnigan's development progress. He went on to state California is continuing to grow and the Board of Supervisors seem to be saying the growth is going to be here, we don't have the flooding problems and we have good highway access. His prediction is that we have about two years before things will begin to get hot again. He is asking to have the committee compile the decisions we have already approved so we have it documented in one place for future reference. This will make a good reference document for the committee. Next meeting will be Feb. 20<sup>th</sup>, meeting adjourned 9:45pm.

Respectfully Submitted  
Deanna Kirkland, Secretary  
Dunnigan Advisory Committee