



# Public Facilities

## Chapter 5

The City of Williams recognizes that it must continue to plan for adequate provision of public services in order to attract new businesses, build on its strengths, and continuously increase the quality of life. Services that benefit Williams’ citizens include services provided by the City, by the Williams Unified School District, and by private or semi-public organizations. These services are discussed in this Chapter in order to provide the background information for the resulting policy direction and actions, listed at the end of each section.

Services and facilities must be geared toward retaining and enhancing the City’s industry base and toward attracting new businesses, especially those that provide jobs and offer growth potential. Services that support the existing population, such as health and human services, and that foster individual development, such as education, are paramount to the well-being of the community.

### RELATIONSHIPS WITH OTHER MASTER PLANS

For water and wastewater services, the City is in the process of studying its services and facilities and master plans are pending. The water and wastewater sections of this Chapter are not intended to supplant those studies nor their recommendations. These sections address additional polices to ensure alignment between the pending plans and the City’s development policies.

In November, 2007, the City adopted the Storm Drainage Master Plan and it is currently being implemented through the City’s Capital Improvement Program and through new development. The Storm Drainage section of this

### CONTENTS

Water, Wastewater, and Storm Drainage .....	5.2
Sanitation .....	5.6
City Facilities.....	5.7
Education.....	5.10
Health and Social Services .....	5.11
Growth Management.....	5.12

Chapter makes policy recommendations for further refinement of this ongoing process.

The City has not yet undertaken the task of thoroughly studying community needs and gaps in service. This Chapter lays out action plans to identify those gaps.

The City of Williams does provide full police and fire protection services. The policies for these services and facilities as well as for emergency response services are included in Chapter 4, Public Safety.

As in most cities, the City of Williams relies on the school district, as well as private and public colleges and other education providers for such services. The education section of this Chapter does not lay out plans that would conflict with ongoing plans and efforts. It provides policies for enhanced interaction with these entities and for development policies. It also makes recommendations for City provided services that would further enhance public education.

### **Water, Wastewater, and Storm Drainage**

#### Water Service

Chapter 2 describes the current water service in the City of Williams, including recent improvements. The City's water supply serves two principle functions – drinking water and fire suppression. Water quality has been generally good due to its source from underground – minor deficiencies will be addressed in the 2010-2011 budget year.

Regarding fire suppression, the City received a technical memorandum in 2008 identifying deficiencies in pressure in areas of the water system. The consultants found that in general the existing system can meet maximum daily and peak hour demands. However, there is no emergency back-up equipment, and if one well fails, it will result in the loss of adequate fire flow. Certain areas of the City have deficiencies in the commercial and industrial areas along I-5, Fifth Street, and Virginia Street. The options for improvements were either to install a new storage tank or to install a booster pump system. Of the two options, planning for a future storage tank will give the City more growth capacity, the costs of which may be partially defrayed through impact fees imposed on new development paying its share.

In the 2010-2011 budget year, the City plans to install manganese filters to three of its wells and to recoat the water tower. This work will increase the drinking water quality. To increase capacity, the City plans to install an additional well.



*The City of Williams currently has one water storage tank located between Seventh Street and Sixth Street south of F Street.*



### Wastewater Collection and Treatment

Chapter 2 describes the current wastewater service in the City of Williams, including recent improvements. The City has begun significant repairs to the wastewater collection system. These included a replacement of the existing 0.5 MGD treatment plant. The new treatment plant will increase the capacity to 0.59 MGD, allowing for approximately 16% additional capacity than exists today. The plant can be expanded to twice its current capacity to 1.0 MGD. The future capacity of the plant will allow for the projected population growth as well as commercial and industrial users at roughly the same ratio as exists today. A particularly large utility user coming to the area would require a development agreement with the City that addresses cost allocations and timing of service provision.

### Storm Drainage

As discussed in Chapter 2, the City of Williams experiences significant flooding issues due to a combination of an inadequate drainage system coupled with Salt Creek's overflowing its banks during rain events. In 2007, the City conducted a Storm Drainage Master Plan, completed in November of that year. The Master Planned area includes approximately nine square miles, encompassing all of the City Limits and its Sphere of Influence (SOI), with the exception of the area north of Old Highway 20. The study area also included acreage to the east and to the south that would likely be included in the City's future SOI. The study concluded in a design of a Drainage Master Plan which includes detention basins, basin outlets, culverts, interconnected storm drains, and a number of open channels connecting some of the detention basins.

Shortly afterward, the City began implementation of the plan. In 2008, the City adopted an amendment to add a storm drainage fee for all new development (Chapter 13.06). This fee goes to a separate fund, to be used "solely for the construction or reimbursement for funds of local drainage within the local drainage area". The Storm Drainage Master Plan includes an implementation strategy where new development will include installation of the drainage elements that are shown on the Plan. Those developments that do not encompass drainage features shown on the Plan may include temporary onsite detention basins if feasible.

Full implementation of the plan will result in the installation of 29 detention ponds of a size ranging from 2.3 to 29.2 acres, for a total of 358 acres. This total represents 4.5 percent of the total acreage within the nine square mile study area.

The detention areas are the key to addressing the flooding issues facing the current and future City because they will time the release of water so that water collecting on sites during a rain event does not flow to a system that



*Salt Creek north of Williams*



*Drainage ditch*

*The City of Williams experiences significant flooding issues due to a combination of an inadequate drainage system coupled with Salt Creek's overflowing its banks during rain events.*

has already reached its capacity. The water is held back and metered out at a time when the system is better equipped to handle it.

The recommendations relative to land use policies in this General Plan are aligned with the City's goal of addressing its drainage issues. This plan sets forth a land use system that requires a minimum amount of open space in all developments, with density bonuses to encourage increased percentages of open space. The rationale for this approach is to provide incentives for cluster development thereby creating less impervious surfaces, subsequently leading to less storm water runoff and more open space for groundwater recharge. In addition to reducing the volume of storm water, there are water quality benefits when open space is increased because the natural areas capture pollutants before they ever enter the groundwater. Natural drainage configurations are supported by this plan and must be further accommodated by ordinances that include the use of natural swales; wide grassed ditches to filter water before entering a water course; and reconfiguration of drainage ditches to a wider, more natural stream channel with greater storage and flow capacity.



*This detention basin meets engineering standards, serving only its drainage function.*



*This detention basin meets engineering standards but also addresses a recreational need.*

The Master Plan includes “Design Standards” that ensure proper operation and maintenance of the system. The result of a well-functioning detention basin system presents potential design issues to the City. There is a wide range of options for detention pond design. Some are unsightly depressions in the ground that turn to muddy puddles when it rains or can even be dangerously deep concrete lined holes that need to be fenced off for safety reasons. However, detention basins can also become an amenity for the surrounding area if designed and maintained properly. The Storm Drainage Master Plan's Design Standards do not specifically address aesthetics. The Plan states that “passive recreational elements should be incorporated in portions of detention facilities that have the greatest potential for flood risk and frequency” and that “active recreation elements are more suitable in areas within detention facilities having lesser degrees of flood risk and frequency”. The Storm Drainage Master Plan presents an opportunity to further develop design standards to build on these concepts and specify recreational features that should be included in the future detention basin areas. The nature of the uses that these areas would include should be coordinated with additional parks and recreation programming (see Parks section in Chapter 7 Open Space and Conservation).

#### Future Improvements and Needs

The goal for water and wastewater utilities has been to address current deficiencies in the trunk lines and overall systems. Immediate plans for improvements will allow a modest increase in future capacity.



In the case of storm drainage, the City assumed full build-out of the current City and the acreage around it where city growth is likely to occur. This system is anticipated to be implemented with future development, while existing developed areas will be improved through the CIP.

The City has not historically been in the practice of building facilities to any significant level of unused capacity. Doing so would result in unreimbursed capital and maintenance costs. The City supports growth in the form of businesses and industries that will bring jobs and opportunities to its citizens and will work with future utility customers to serve them with the least cost to new and existing users of the systems.

#### Policies

- 5.1. The City of Williams will provide utilities concurrently with development.
- 5.2. The City of Williams will provide utility service in logical order and therefore will not extend trunk facilities through significant expanses of vacant land. Exceptions will be made for industries that will make a significant contribution to the sustainability of the community.
- 5.3. Improvements to the collection, distribution, treatment, and conveyance system will be commensurate with the demands of new development.
- 5.4. The City will identify non-development related NPDES permitting requirements to ensure they coordinate with development related regulations. Work to align all NPDES related efforts shall be a continuing effort.
- 5.5. The City's ongoing efforts to improve the drainage system and to coordinate them with parks and recreational needs shall be communicated to all decision makers and City staff to ensure alignment.

#### Actions

- 5.a. Adopt best management practices for piping, manholes, bedding and backfill materials, and incorporate these standards into the City's technical specifications for construction projects. Subsequently, implement additional checklist items related to NPDES compliance.
- 5.b. Continue developing the City's Capital Improvement Program (CIP) to repair and replace aging and deteriorated sewer lines, which will improve the flow efficiency, reduce inflow and infiltration into the collection and treatment systems, and help to mitigate ground water impacts.
- 5.c. Execute plans to install a new water well.
- 5.d. Further develop plans for a second water storage tank.
- 5.e. Amend the zoning ordinance to include ground water protection

- measures in site development standards. Include open space provisions in the density standards.
- 5.f. Amend the subdivision ordinance to include ground water protection measures in future subdivisions.
  - 5.g. Develop and promote a voluntary water conservation program to include features such as:
    - Aerators, to reduce the volume of water coming out of the tap;
    - Hose spray nozzles, to cut off flow when the hose is not being used;
    - Hose timers, to automatically shut off hoses that are used for irrigation;
    - Rain gauges;
    - Two gallon per minute showerheads;
    - Shower shut-off valves, to allow users to maintain water temperature while temporarily cutting off the shower stream;
    - “Toilet tank banks” that displace water in the toilet tank, reducing its flush volume;
    - Toilet dye tablets, to detect flapper valve leaks;
    - Shower timers, to help people cut down on the time they spend in the shower; and
    - Irrigation system rain shutoffs, which shut off irrigation systems when a certain amount of water is present on the ground.
  - 5.h. Develop design standards for detention basins based on type – aesthetic design for single use basins and recreational standards (development requirements) for joint use.
  - 5.i. For joint use detention basins, on a case-by-case basis, determine the proper cost share between drainage mitigation to be borne by future development versus public benefit of additional recreational infrastructure. Distinguish cost participation depending on the number of dwelling units that will be served by the recreational use. Establish guidelines for parkland dedication credit in future residential areas.
  - 5.j. Develop different sets of standards and specifications for drainage features. Draft the standards to correspond with the Land Use Plan character – rural, suburban, auto-urban, and urban.
  - 5.k. Incorporate into City standards and specifications means for addressing storm water quality, including a first preference for non-structure best management practices such as bio-retention, vegetated swales and buffer strips, constructed wetlands, and other environmentally sensitive design and construction practices.

### Sanitation

---

*To be provided at a later date*



## City Facilities

### Community Center

For some time now the City has known of its gaps in services that in other communities are largely filled by a combination of the private sector, semi-public (social services) and municipalities. In 2001 the Community Facilities Needs Assessment was conducted, which identified a “severe shortfall” of meeting space and space for social and recreational activities. It also laid out the City’s continued need for adequate education, health care, child care, and senior care. The Assessment’s recommendation for a multi-purpose community center was further developed in the 2004 Feasibility Study – Williams Community Center. That Study assumed the same level of need as the 2001 Assessment.

The 2010-2011 Budget includes funds to rehabilitate the Veterans building to serve as the Community Center. Rehabilitation work will include new restrooms as well as both interior and exterior rehabilitation.

### Other Facilities

Chapter 2 Background provides an inventory of existing City buildings and grounds. There are three buildings that house City staff – the Police Department, City Hall, and the Public Works facility. During the 2010-2011 budget year a new annex will be installed at the intersection of G Street and Sixth to provide new offices for the relocation of the Building and Planning Department staff. The Museum, in addition to having historical artifacts on display, provides some meeting room capacity.

The City currently has 35 employees distributed in 11 departments. Several services that are typically housed in separate departments in larger cities are included in another department in Williams. As the City grows, at some point these services will need to be split onto departments in their own right, potentially within their own, separate facility.

### Future Facilities Needs

The City’s staffing needs will grow along with its population. At a minimum, the city will need to add employees at the current ratio of staff members per population to maintain current levels of service. Table 5.1 projects the City’s staffing needs based on the population projections that were done in Chapter 2. It assumes the current ratio of manpower for



*City Hall has served its function well for a relatively small city. Staffing and service needs have outgrown the current available space.*

Williams’ current population. As cities grow, the need for certain services evolve, and others tend to shift from the private sector to the local government. These include services such as emergency medical services (EMS), animal control, municipal courts, libraries, cultural programs and venues, etc. However, such needs have not yet been identified as priorities and therefore the projections do not include any assumptions for service enhancements.

Table 5.1 shows the future additional employees that will need to be added to each department in the intervening years between 2010 and 2030. Overall, by 2030, 30 employees will need to be added. The individual department distribution is reflected in the table. These numbers assume no split or shifts in individual departments, although it is likely that the projected significant percentage change will necessitate reorganization between now and 2030.

**Table 5.1 Staffing Needs**

Year	2010	2015	2020	2025	2030
<i>Population</i>	5,287	6,279	7,322	8,487	9,822
Administration	3.00	3.56	4.15	4.82	5.57
Finance	3.00	3.56	4.15	4.82	5.57
Planning	2.00	2.38	2.77	3.21	3.72
Police	14.00	16.63	19.39	22.47	26.01
Public Works	13.00	15.44	18.00	20.87	24.15
<b>Total</b>					
<b>by Year</b>	<b>35</b>	<b>41.57</b>	<b>48.47</b>	<b>56.18</b>	<b>65.02</b>

Full Time Equivalents

Source: Kendig Keast Collaborative

Table 5.2 reflects the additional work space that will need to be added to the City’s facilities to accommodate the additional work force. The numbers reflect an assumption that an average of 153 square feet of work space is required for each new employee, plus an additional 25% for auxiliary use such as lobbies, file rooms, meeting rooms, etc. plus an additional 10% for internal hallways and aisles. Based on these assumptions the City will need approximately 2163 additional square feet of office space by 2030. However, the Police Station was built with additional capacity and could potentially absorb the 1150 square feet needed to accommodate the police department by 2030, leaving an additional 1163 square feet for other office uses that would be needed in the next 20 years.



**Table 5.2 Additional Workspace Needs**

Year	2010	2015	2020	2025	2030
<i>Population</i>	5,287	6,279	7,322	8,487	9,822
Administration	-	118.42	113.19	126.43	144.88
Finance	-	107.65	113.19	126.43	144.88
Planning	-	71.77	75.46	84.28	96.58
Police <sup>1</sup>	-	693.63	839.34	1046.83	1149.16
Public Works	-	466.50	490.48	547.85	627.79
<b>Total</b>					
<b>by Year</b>	<b>1457.96</b>	<b>1631.65</b>	<b>1931.82</b>	<b>2163.29</b>	

Square Footage

<sup>1</sup>Police workspace was not allocated for officers because their primary location is in patrol vehicles  
Source: Kendig Keast Collaborative

Despite the fact that the facility needs are relatively small at this time in Williams, the offices and facilities are largely scattered throughout the City. The uses were established in response to an immediate need coupled with an opportunity to acquire property at a modest cost. However, this approach was piecemeal and has likely resulted in inefficiencies in service delivery.

Many larger cities eventually discover the time, money and space saving advantages of creating centers where city services can be brought back together into a single area. These consolidations have the added benefit of stimulating economic development by attracting businesses to locate around them. The City of Williams is still of a manageable size. Planning for a city center now, and then taking steps over time to accomplish this goal, will save Williams from facing an untenable task of consolidation that growth will bring.

Policies

- 5.6. The City will provide facilities and services at a minimum of its current manpower ratio per 1000 persons.
- 5.7. The City will evaluate service provision annually with its budget process to determine necessary additions to the workforce and facility expansion to meet increasing demands of growth.
- 5.8. The City will determine enhancements annually with its budget process to identify necessary growth in its services to continue to meet service needs.
- 5.9. The City recognizes the opportunity to consolidate services into a single area to streamline service delivery.

Actions

- 5.1. Identify and then evaluate specific areas of the City as potential “City Center” sites.



- 5.m. Workshop the concepts with the City Council and further develop a long range plan for city facilities.
- 5.n. Identify expansion options for all facilities in the short run for the interim needs that will present themselves prior to having accomplished consolidation.
- 5.o. Estimate the City's population annually and project a one, two, five, ten, and twenty year population to recalibrate the City's future needs for facilities and services. Include development pressures and gauge the likelihood that they will come to fruition in the estimates and projections.

## Education

### New Community College

A significant addition that will benefit the City will be the new Woodland Community College campus in Williams that broke ground early 2010. The new 3 acre facility is located next to the California Highway Patrol offices at the intersection of Husted and E Street. Operational by the Spring semester in 2011, the facilities will offer a two year degree program to all adults, including college preparatory classes for low-income students. Classes will be taught in mathematics, science, economics, agriculture, accounting, computer science, business, etc. The site has room for possible future expansion.

### Public Schools

Chapter 2 provides a summary of the 2007 Williams Unified School District (WUSD) facilities needs study and master plan. The existing 52 acre school complex in Williams houses all of the City's public schools – elementary, middle, and high schools. There are currently approximately 1200 students accommodated at the site, which has room to roughly double the enrollment by expanding the schools on-site. The study anticipated that the City's high rate of growth over the prior years would continue, and that the population would reach a total of over 22,000 by 2026. That growth assumption resulted in recommendations for expansion of the existing facilities with additional needs for future school sites. The 2007 Master Plan showed four potential sites, two east of the existing City Limits, and two south of the existing City Limits. These were shown as options to provide flexibility in the choice of future WUSD sites.

The projections for population growth have been adjusted in this General Plan to roughly half of the population than was anticipated at the time of the study. Since there was enough facility expansion capacity on the existing school complex to accommodate 100% growth according to the 2007 Master Plan, the new population projection of 9,822 by 2030 should not necessitate further expansion until after 2030.



*The Woodland Community College under construction on E Street near Husted Road.*



### Other Education Opportunities

Some cities offer a program to educate community leaders regarding municipal matters. Typically referred to as “City 101”, they provide information to city’s grass roots leadership about the inner-workings of the local government. Such programs result in a more informed citizen base that interacts more effectively with city officials. The programs also pave the way for mutual support of the citizens with the decision makers and vice-versa. “Graduates” of “City 101’s” make better contributions when invited to sit on city boards and committees.

### Policies

- 5.10. The City of Williams remains open to all opportunities to coordinate efforts to continuously improve public education.
- 5.11. The City values a close working relationship with WUSD.
- 5.12. The City supports the Woodland Community College and will facilitate its anticipated expansion.
- 5.13. The City will consider adding a new program to educate community leaders of the services the City provides.

### Actions

- 5.p. Support WUSD efforts to expand permanent buildings on site to decrease the need for temporary buildings.
- 5.q. Maintain the City/WUSD relationship to continue sharing school and City facilities and services.
- 5.r. Create written agreements with WUSD regarding school facility use as public parks.
- 5.s. Take steps to lay out a program for an annual “Williams 101” that targets community leaders and teaches them about all City functions, including SOI residents.

## **Health and Social Services**

### Health and Medical

Chapter 2 lists the medical facilities that are available to Williams’ citizens. The larger facilities that offer a wider choice of services are located outside of the City in other municipalities. As the City grows, it will come to a point where it will reach the critical mass to attract larger facilities to it.

Local provision of doctor’s offices and clinic space has grown over the last decade. However, during the initial community input process of this General Plan, citizen comments indicated that there continues to be a need for expansion of such services. The City’s plans for the Community Center as laid out in the 2001 Assessment will work in concert with the private health industry toward meeting the goal of adequate provision of healthcare services.



*This nursing home provides a needed service in Williams.*

### Social Services

There is also a need in Williams in the area of social services. There appears to be no central office where citizens can go in the City to become informed of their options. The plans for the Community Center that were laid out in the 2001 Assessment will take a major step in the beginning to fill gaps. There is no office or position that the City provides that serves as a point of contact for social service assistance.

### Policies

- 5.14. The City recognizes there continues to be need to fill gaps in the provision of health care within a reasonable distance.
- 5.15. The City recognizes that there are significant issues regarding access to social services for its citizen.

### Actions

- 5.t. Streamline development approvals by eliminating lengthy review processes and allowing staff-level approval for all health and social service related uses.
- 5.u. Ensure that all staff members understand that health and social service providers are a priority for the City so that they may facilitate establishment and retention of such uses.
- 5.v. Continue to evaluate significant gaps and address those that the market has not covered through programming and the Community Center.
- 5.w. Monitor and reevaluate services provided at the Community Center annually and adjust as appropriate.
- 5.x. Consider an additional City staff position that can act as a clearinghouse of contact information for assistance that is available in the City, County, and region.

## **Growth Management**

The City's land use pattern is compact although it exhibits some characteristics of sprawl to the south where large rural lots have been divided. While the extent of such development is not highly apparent or of significant consequence, it will be important to maintain its compact form as development occurs. This is so due to the efficiency of extending infrastructure and providing services, protecting the views of the hillsides to the west, and generally preserving the small town character.

Haphazard growth is highly inefficient. Costs associated with the provision of both capital and social infrastructure are much higher than they are for more compact patterns of development. This is particularly relevant and important when the community is confronted by limited fiscal resources and increasing demands for service. In addition to its fiscal consequences, sprawl



encourages the degradation of natural resources by prematurely committing areas to the impacts of urban development. Phased and orderly growth mitigates this situation by comprehensively addressing the impacts of development on the natural systems. Piecemeal development is detrimental to any type of comprehensive framework.

The underlying premise of managed growth is simply to direct development to areas that are either currently served or may be efficiently provided with public facilities and services concurrent with new development. This is based on a desire for Williams to grow in a fiscally responsible manner.

### Growth Path

The existing form of the community is that each of the neighborhoods is generally contiguous and interconnected. The areas within the City limits that remain undeveloped include significant acreage planned for industrial and business uses to the north and south east of I5. West of I5, future residential is anticipated to the south with future commercial to the north.

There are a total of approximately 2600 acres in the City limits of which approximately 990 acres are developed and 1600 acres are vacant. There are several tentative maps that have been approved to the south, west of I5. With the significant downturn in the housing market, these maps may expire. Regardless of whether they expire or become active developments, it is clear that this area is in the City's growth path. There has been interest in nonresidential development to the northeast, east of I5. The California Highway Patrol offices just relocated to that area and will soon be joined by the new Community College. This development is likely to attract more, especially uses that can benefit from the location of the College. Areas outside of the City's Sphere of Influence (SOI) in the acreage to the east are also within the City's growth path. The areas to the south and to the east of the City are relatively free of natural barriers.

### Future Housing Needs

According to the projected population scenarios, the City is expected to reach a population of 9,822 persons by the Year 2030. To accommodate the additional people, an additional 1100 dwelling units are required, which would mean construction of an average of 55 dwelling units annually.

### **EXPANSION OF THE SPHERE OF INFLUENCE**

This plan provides for an extension of the Sphere of Influence. Continually planning for the future of the City and its growth will help to ensure a high quality of living and to protect and expand its unique character. The area proposed for an expansion principally includes those properties that are within, immediately abutting, or in near proximity to the City limits and existing SOI. Generally, the expanded area encompasses the properties which

both influence and are influenced by the City of Williams and are within the City's growth path to the east and to the south. Figure 5.1 is a map of the proposed expansion to the City of Williams SOI.



*Orderly growth will expand the character of Williams rather than change it to look like "Anyplace, USA."*

The expansion of the existing sphere of influence is necessary and essential to:

- ♦ allow for proper long-range planning for the areas immediately abutting and within the influence of the City;
- ♦ ensure an orderly and logical progression of the urbanized area in the most fiscally sound manner;
- ♦ defend the City's interests with respect to the conservation of resources;
- ♦ have influence on the type, pattern, and character of development in near proximity to the community's corporate boundaries; and
- ♦ generally protect the health, safety, and welfare of Williams's residents.

Before expansion of the SOI may become official, there is a series of steps that must be taken. The State of California requires the following:<sup>1</sup>

- ♦ Meet with the County to come to an agreement regarding expansion of the SOI
- ♦ Forward the agreement to the state's local formation commission
- ♦ Prepare and forward a service plan to the commission
- ♦ Receive commission certification
- ♦ Adoption of the agreement by both the City and the County

Agreement between the City and County would give significant weight to the case, but if agreement cannot be reached, the City could still apply to the commission requesting expansion. The submission should include supporting arguments regarding the proposed approach to land use regulations, including open space preservation; the need for public facilities and services in the area; and the adequacy of the City to provide those facilities and services. However, there is a history of collaboration between the City and the County of Colusa regarding Spheres of Influence. In 2006 there was a joint meeting with commissioners from the City of Williams and Colusa and from Colusa County. There was general agreement that it is important to improve control and coordination within fringe areas, that developments should be integrated into existing communities rather than isolated from them, and that housing developments should not occur in areas where the existing infrastructure is not equipped to meet the needs of its future residents.

<sup>1</sup> California Government Code, Title 7, Division 3, Chapter 4, Sections 56425-56434



### Policies

- 5.16. The City recognizes that it needs to expand its Sphere of Influence to advance the City and allow for its growth in a logical, fiscally responsible manner.
- 5.17. The City will facilitate infill development and new development within the existing City Limits. Growth within these areas, and the expansion of facilities and services to facilitate it, will soon push the next logical area of growth beyond the existing SOI. This growth will result in the need to further plan for growth.
- 5.18. The City recognizes that the path of growth is to the south and to the east of its existing SOI.

### Actions

- 5y. Meet with Colusa County to discuss expansion of the SOI with the goal of reaching an agreement. Use previous discussions as a basis for further steps. Discuss the benefits to the County of cost savings because County services will not be needed in the long run for the acreage as annexation occurs.
- 5.z. Prepare a service plan covering existing and future service and facilities needs and addressing the manner in which the City intends to provide them within the future City Limits.
- 5.aa. Forward both the draft agreement and service plan to the state formation commission.

### **ANNEXATION**

Annexation allows the community to extend its municipal services, regulations, voting privileges, and taxing authority to new territory. It is a mechanism provided under State law for promoting orderly growth and urbanization by coordinating land development with construction or improvement of public facilities and provision of adequate public services through phased expansion of the City's corporate limits.

The City's annexation policies and program should include an ongoing process of appropriate planning and preparation for future annexations in compliance with the requirements of State law and consistent with this General Plan. The City should conduct studies periodically to identify and monitor the areas designated for development, where land use management is most needed. These studies should consider anticipated infrastructure improvements that may create a demand for new urban development. Based on these studies and evaluation of potential annexation options, an annexation plan should be developed and periodically updated, which would become the basis for developing annual or periodic annexation proposals. The annexation plan should identify specific properties targeted for eventual incorporation, and should be based on careful research as to the available utilities and infrastructure and existing land use in the area. Potential

constraints to the development of infrastructure or extension of services should be a primary consideration.

The annexation planning process should be conducted in conjunction with the review and updates to this General Plan. The Future Land Use Plan should be updated, as needed, to support the City's annexation program. Timely preparation of an annexation plan is essential to identify properties within the area designated for development that are in the City's interest to annex prior to development.

In addition to preparing for City-initiated annexations, the City should establish clear policies and guidelines to determine when future land owner petitions for annexation within the designated development area will be accepted. Potential considerations may include:

- ♦ proximity to the City's existing service areas and the feasibility of extending adequate facilities and services in a timely manner;
- ♦ results of a fiscal impact assessment;
- ♦ capital budget limitations; and,
- ♦ intangible costs and benefits.

#### Policies

- 5.19 Annexation will occur prior to or concurrent with development of the designated development area to properly plan for and coordinate the extension of adequate public facilities and services.
- 5.20 The City will anticipate and effectively manage its long-term pattern of growth in a forward-looking and fiscally responsible manner, while balancing the needs of current residents and existing infrastructure investments.
- 5.21 The City will ensure that future growth is closely coordinated with infrastructure investments, compatible with existing development, environmentally sensitive, and fiscally responsible.
- 5.22 In order to maximize the efficiency of the existing infrastructure, the City will direct growth toward developable and under-utilized areas within the designated infill and development areas before additional territory is considered for annexation.
- 5.23 The City will utilize its annexation authority to extend its jurisdiction to encompass critical areas, such as major transportation corridors, public facilities, and areas provided services subject to the policies of this plan, which may require regulatory protection and control of development.

#### Actions

- 5.bb. The City will establish criteria for considering the suitability of requested extensions to the corporate limits within the designated urban area.



*Growth potential to the east*



*Growth potential to the south*



- 5.cc. The City will prepare an annexation plan and conduct associated service planning for gradual expansion of the corporate limits and extension of facilities and services, where determined feasible and beneficial to the City.
- 5.dd The City will use of fiscal impact analyses to assess the projected costs of providing services and weigh them against the anticipated revenues of each annexation proposal, whether initiated by the City or a property owner. Fiscal impacts will be assessed on a multi-year time frame, recognizing that first-year costs may exceed revenues because of up-front service extension costs and capital expenditures, as well as the lag time before initial collection of taxes and fees. Intangible benefits of proposed annexations will also be evaluated.

