



City of St. Helena Planning Commission

Meeting

Tuesday, October 18, 2016 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of three minutes.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

Chairperson: Grace Kistner

Vice Chair: Mary Koberstein

Commissioners: Sarah Parker, Bobbi Monnette, Tracy Sweeney

City staff present at the meeting will be noted in the minutes.

3. PUBLIC FORUM:

This is an opportunity for the public to address the Commission on items of interest to the public that are NOT listed on the agenda. Because of restrictions imposed by the Brown Act, the Commission may not engage in discussion nor take action on matters not described on the agenda. **Please observe the time limit of three minutes.**

4. CONSENT ITEMS

Members of the Commission or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

1. Approval of Minutes: October 4, 2016

[ITEM 4.1](#)

2. PL16-067: Sign Permit

LOCATION: 397 Main Street

APPLICANT: Richard Salvestrin

APN: 009-350-047

CEQA: Exempt pursuant to Section 15311

DESCRIPTION: The applicant is requesting a sign permit to install monument signage at the frontage of Salvestrin Vineyards at 397 Main Street in the Agriculture/Winery district.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve three (3) new monument signs at 397 Main Street.

Prepared By: Lilly Bianco, Contract Planner

Reviewed by: Noah Housh, Planning Director

[ITEM 4.2](#)

5. PUBLIC HEARINGS

1. PL16-074: Design Review
LOCATION: 1300 Block of Money Way
APPLICANT: Tobias Barr
APN: 009-240-013
CEQA: Exempt pursuant to Section 15303

DESCRIPTION: Request by the City of St. Helena Public Works Department for Design Review approval in order to construct a public restroom facility at the public parking lot located adjacent to Telegraph Alley between Oak Street and Money Way in the CB: Central Business district.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed new public restroom facility at the public parking lot located between Oak Street and Money Way.

Prepared By: Aaron Hecock, Senior Planner
Reviewed By: Noah Housh, Planning Director

Item 5.1 will be continued to a date uncertain.

2. PL16-052: Design Review
LOCATION: 1580 Hillview Place
APPLICANT: Perry and Christine Clark
APN: 009-171-013
CEQA: Exempt pursuant to Section 15301

DESCRIPTION: The applicant requests Design Review approval in order to remodel and enlarge, including a new second story, the existing single-family home location at 1580 Hillview Place in the MR: Medium Density Residential district.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed remodel and addition to the residence located at 1580 Hillview Place.

Prepared By: Aaron Hecock, Senior Planner
Reviewed By: Noah Housh, Planning Director

[ITEM 5.2](#)

3. PL16-062: Design Review
LOCATION: 1541 Chablis Circle
APPLICANT: Anthony Filippis
APN: 009-534-003
CEQA: Exempt pursuant to Section 15301 and 15303

DESCRIPTION: The applicant is requesting Design Review approval to make interior and exterior modifications to the single-family home located at 1541 Chablis Circle in the LR: Low Density Residential district.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed modifications to the home at 1541 Chablis Circle

Prepared By: Lilly Bianco, Contract Planner
Reviewed By: Noah Housh, Planning Director

[ITEM 5.3](#)

4. PL16-064: Design Review
LOCATION: 2175 Palmer Drive
APPLICANT: Holder Design Associates
APN: 009-690-014
CEQA: Exempt pursuant to Section 15301

DESCRIPTION: The applicant is requesting Design Review approval to perform a series of exterior modifications to the existing home at 2175 Palmer Drive in the LR: Low Density Residential district.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed remodel of 2175 Palmer Drive.

Prepared By: Lilly Bianco, Contract Planner
Reviewed By: Noah Housh, Planning Director

[ITEM 5.4](#)

5. PL15-051: Demolition Permit, Design Review and Use Permit
LOCATION: 867 Dowdell Lane
APPLICANT: Tom Redmon
APN: 009-580-009
CEQA: In accordance with the California Environmental Quality Act (CEQA) Guidelines, an Initial Study and Mitigated Negative Declaration (IS/MND) has been prepared for the proposed project

DESCRIPTION: Request by Tom Redmon for Demolition Permit, Design Review and Use Permit approval to convert several existing structures and construct several new structures on the property located at 867 Dowdell Lane in the Industrial (I) district into a 24,000 gallon per year production winery without tastings or visitation including a commercial kitchen space for uses outside of wine production.

RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and approve the demolition permit, design review and use permit for the proposed winery and commercial kitchen at 867 Dowdell Lane.

Prepared By: Aaron Hecock, Senior Planner
Reviewed By: Noah Housh, Planning Director

[ITEM 5.5](#)

6. DEPARTMENT REPORTS

This is an opportunity for staff to report on or update the Commission on any relevant matters.

1. General update on Department activities.

7. AGENDA FORCAST

Attached is a summary document of pending projects and up coming and items of priority and interest that will be placed on future agendas. This is also an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals.

8. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for November 1, 2016 at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on October 14, 2016.



Noah Housh, Planning Director

Appeal. A person who is dissatisfied with a decision of the Planning Commission may appeal that decision to the City Council pursuant to Municipal Code Section 17.08.180, Appeal procedure. Actions of the Planning Commission will be listed on the City Council agenda the following Tuesday to give the City Council opportunity to review the Planning Commission's decision. Absent of an appeal by the City Council or by a citizen, the appeal period will terminate two weeks after the Planning Commission hearing.

Special Assistance for the Disabled. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 48 hours prior to the meeting will enable City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility. The City Clerk has equipment to assist those with a hearing impairment.

PUBLIC TESTIMONY PROCEDURES

Pursuant to the Government Code Section 54954.3, the public may address the Commission on each agenda item during the Commission's consideration of that item. Each speaker has the option to state his or her name for the record before testifying. Depending on the number of speakers or the interest of the item, the Planning Commission Chairman may also restrict, at his/her discretion, the speaker's time to three minutes. The

Chairman may also restrict public comments if they become irrelevant to the agenda item or repetitious of prior comments. All persons interested may appear and be heard or submit written statements prior to the Planning Commission meeting. Please note that if you challenge the City's decision on any of these matters in court, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the City at, or prior to, the meeting.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Planning Commission regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the Planning Department's Office located at 1480 Main Street, St. Helena, California, during normal business hours. In addition, such writings or documents will be made available on the City's web site at <http://cityofstheleena.org> and will be available for public review at the respective meeting.