



**ACTION MINUTES
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
AUGUST 2, 2016
6:00 P.M. REGULAR MEETING**

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

Staff Present: Noah Housh, Planning and Community Improvement Director, Aaron Hecock, Senior Planner, Tom Brown, City Attorney, Victor Carniglia, Contract Planner, Xinia Gamero, Administrative Assistant.

- 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.**

Chair Kistner opened Public Forum.

Mary Stephenson addressed the Commission.

Chair Kistner closed Public Forum.

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 this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

- 4. APPROVAL OF MINUTES:** *July 19, 2016*

MOTION: Commissioner Monnette moved to approve the consent calendar as amended. The motion was seconded by Commissioner Koberstein and roll call carried by the following vote:

AYES: Commissioners Monnette, Koberstein, Sweeney and Kistner

NOES: None

ABSENT: None

ABSTAIN: Commissioner Parker

PUBLIC HEARINGS:

5. **PL15-067:** Demolition Permit & Design Review
LOCATION: 1695 Chardonay Way
APPLICANT: Daniel Schoenfeld
APN: 009-541-001
CEQA: Exempt pursuant to Section 15301 and 15303

DESCRIPTION: *Request by Daniel Schoenfeld on behalf of Grand View Estates, LLC for Demolition Permit and Design Review approval to demolish an existing single-family residence and associated accessory structures in order to construct a new single-family home with a two-car garage and a secondary dwelling unit on the property located at 1695 Chardonay Way in the LR: Low Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept or reject the required findings and approve, modify or deny the proposed demolition permit and design review to allow for a new single-family home at 1695 Chardonay Way.*

Aaron Hecock reported on Item.

Dan Shoefeld and Kevin O'Brien addressed the Commission.

Chair Kistner opened Public Hearing.

Donna Oldford, Colleen Chappellet, Brian Ivanoff, Dick Rogers, Susan Curtin, Mary Stephenson, John Chappellet addressed the Commission.

Chair Kistner closed Public Hearing.

Chair Kistner re-opened Public Hearing.

Dan Shoefeld, Donna Oldford and Jay Greene addressed the Commission.

Chair Kistner closed Public Hearing.

MOTION: Commissioner Parker moved that the Planning Commission continue the item to date certain of October 4th, 2016. The motion was seconded by Commissioner Monnette and roll call carried the following vote.

AYES: Commissioners Monnette, Koberstein, Sweeney, Parker and Kistner

NOES: None

ABSENT: None

ABSTAIN: None

6. **PL16-044:** Use Permit
LOCATION: 1945 Spring Mountain Road
APPLICANT: Val Toland
APN: 009-411-053
CEQA: Exempt pursuant to Section 15303

DESCRIPTION: *The applicant requests Use Permit approval to replace a fence on the corner of Spring Mountain Court and Spring Mountain Road with a new fence/stone wall combination on the property located at 1945 Spring Mountain Road in the MR: Medium Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve the request for a Use Permit to construct new fencing and walls on the property located at 1945 Spring Mountain Road.*

Noah Housh reported on Item.

Chair Kistner opened Public Hearing.

Val Toland, applicant, addressed the Commission.

Chair Kistner closed Public Hearing.

MOTION: Commissioner Monnette moved that the Planning Commission accept the required findings and approve the request for a Use Permit to construct new fencing and walls on the property located at 1945 Spring Mountain Road. The motion was seconded by Commissioner Sweeney and roll call carried the following vote.

AYES: Commissioners Monnette, Koberstein, Sweeney, Parker and Kistner

NOES: None

ABSENT: None

ABSTAIN: None

Commissioner Sweeney recused herself due to a conflict, being a short-term rental holder, and left the dais.

7. **PL16-049:** Short-term Rental Permit Renewal
LOCATION: 1243 Stockton Street
APPLICANT: Steve Podesta
APN: 009-313-270
CEQA: Exempt pursuant to Section 15061

DESCRIPTION: *Request by Steve Podesta for a Short-term Rental Permit Renewal in order to continue the ability to rent the single-family home located at 1243 Stockton Street in the MR: Medium Density Residential district in accordance with the requirements of the short-term rental ordinance.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission consider the information presented in the staff report and at the public hearing and either approve or deny the application after considering the required findings.*

Aaron Hecock reported on Item.

Chair Kistner opened Public Hearing.

Brenda Podesta addressed the Commission.

Chair Kistner closed Public Hearing.

MOTION: Commissioner Parker moved that the Planning Commission continue item to date uncertain with all fees waved. The motion was seconded by Commissioner Koberstein and roll call carried the following vote.

AYES: Commissioners Parker, Koberstein and Kistner

NOES: None

ABSENT: None

ABSTAIN: Commissioner Monnette

RECUSED: Commissioner Sweeney

Chair Kistner called for a recess at 8:05 p.m.

Chair Kistner reconvened meeting at 8:12 p.m.

Commissioner Sweeney returned to the dais.

SCHEDULED MATTERS:

8. **DESCRIPTION:** *Review for accuracy the updated summary of Planning Commission direction on the April 2016 General Plan as presented by the Chair and Vice Chair of the Planning Commission at the July 19, 2016 Planning Commission meeting and as modified by the Planning Commission at that meeting.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission:*

- Review the attached "Draft Summary of Planning Commission Direction on the April 2016 General Plan", as dated August 2, 2016 (Attachment 1), and provide direction to staff concerning its accuracy and completeness.

Victor Carniglia reported on Item.

By majority vote the Planning Commission determined to include "cumulative impacts" to section ES3.E of the General Plan Draft.

AYES: Commissioners Parker, Monnette and Koberstein

NOES: Commissioners Sweeney and Kistner

9. DEPARTMENT REPORT:

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

- *General update on Department activities.*

- 10. 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.

ADJOURNMENT: Commissioner Kistner adjourned the meeting at 9:05 p.m.

APPROVED:

ATTEST:



Grace Kistner
Chair, Planning Commission



Noah Housh
Planning Director