



**AGENDA**  
**ST. HELENA PLANNING COMMISSION**  
**VINTAGE HALL BOARD ROOM – 2<sup>ND</sup> FLOOR**  
**465 MAIN STREET, ST. HELENA**  
**APRIL 1, 2014**  
**6:00 P.M.**

Prior to the meeting the public may review and/or request staff reports for agenda items at city hall or view staff reports at the George & Elsie Wood Public Library. Members of the public may also view meetings, including archived meetings, by choosing the 'video on demand' option on the St. Helena website: [www.cityofsthelema.org](http://www.cityofsthelema.org). Please contact the Planning Department at 968-2749 for more information or to speak with a planner about an agenda item.

**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 the meeting, please contact City Hall, (707) 967-2792. Notification 48 hours prior to the meeting will enable the 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.

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**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE AND ROLL CALL**

**3. APPROVAL OF MINUTES:** *March 18, 2014*

**4. 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.

**5. COMMUNICATIONS AND PETITIONS:** *None*

**6. SCHEDULED MATTERS:** *None*

**6.1 Discussion of Development Standards**

## **7. RECOMMENDED CONSENT CALENDAR:**

### **7.1 2014-15: Design Review**

**LOCATION:** 2265 Boyson Lane

**APPLICANT:** Craig Williams

**APN:** 009-680-015

**CEQA:** Exempt pursuant to Section 15301 Class 1.

***DESCRIPTION:** Request of Craig Williams for Design Review approval to remodel, expand and reconfigure an existing 3,044 sf, 4-bedroom, 3-bathroom residence. The remodel will convert the existing residence to a 3,690 sf, 2-bedroom, 3.5-bathroom configuration. The subject parcel is 26,566 sf and is located at 2265 Boyson Lane in the LR: Low Density Residential district.*

***REQUIRED ACTION:** Determine that the project is exempt from CEQA pursuant to 15301 Class 1 and accept the required findings and approve the request for Design Review.*

## **8. SIGN PERMIT/ADMINISTRATIVE DETERMINATION: None**

## **9. PUBLIC HEARINGS/PLANNING COMMISSION ACTION IS FINAL:**

### **9.1 2014-10: Parcel Map**

**LOCATION:** 1701 Madrona Avenue

**APPLICANT:** Ellen Shifflett

**APN:** 009-305-011

**CEQA:** Exempt pursuant to Section 15315 Class 15.

***DESCRIPTION:** Request by Ellen Shifflett for a Parcel Map approval to create two parcels from an existing 21,745 sf parcel. Parcel 1 would be 7,971 sf and Parcel 2 would be 13,774 sf. The existing residence and carport would remain as is on Parcel 1. A 16' wide access drive and utility easement would be located at the north east property line of Parcel 1 to serve Parcel 2. No improvements to Parcel 2 are proposed at this time. The existing parcel is located at 1701 Madrona Avenue in the MR: Medium Density Residential district.*

***REQUIRED ACTION:** Determine that the project is exempt from CEQA pursuant to Section 10301 Class 1 and accept the required findings and approve the request for a use permit.*

### **9.2 2014-16: Design Review & Use Permit**

**LOCATION:** 1611 Madrona Avenue

**APPLICANT:** Andrew Gansa

**APN:** 009-305-037

**CEQA:** Exempt pursuant to Section 15303 Class 3.

***DESCRIPTION:** Request of Andrew Gansa for Design Review and Use Permit approval to remodel and expand an existing 1,064 sf residence. The applicant is requesting Design Review approval to expand the structure from a 2-bedroom, 1-bathroom configuration to a 3-bedroom, 2-bathroom configuration. The project will involve the addition of 530 sf, will modify siding, door/window materials/finishes and will modify the roof configuration, material and height which will increase to 23'-8'. The applicant is also requesting a Use Permit to establish the parcel as a small lot which would allow reduced setbacks. The project site is 6,098 sf and is located at 1611 Madrona Avenue in the MR: Medium Density Residential district.*

***REQUIRED ACTION:** Determine that the project is exempt from CEQA pursuant to 15303 Class 3 and accept the required findings and approve the request for Design Review.*

## 10. PUBLIC HEARINGS/RECOMMENDATIONS TO CITY COUNCIL:

### 10.1 CITY INITIATED: Zoning Ordinance Text Amendments

**APPLICANT:** City of St Helena

**CEQA:** Exempt

**DESCRIPTION:** Amendments to Municipal Code Title 17 Zoning, Chapter 17.40 – Medium Density Residential, Section 17.40.020 and Chapter 17.44 – High Density Residential, Section 17.44.020 to allow multi-family development as a permitted use.

Amendments to Municipal Code Title 17 Zoning, Chapter 17.52 – Service Commercial, Section 17.52.020 and Chapter 17.60 - Industrial, Section 17.60.020 to allow emergency shelters as a permitted use.

Amendments to Municipal Code Chapters 17.32 - Low Density Residential; 17.40 - Medium Density Residential; & 17.44 - High Density Residential to allow transitional and supportive housing as a permitted use.

Amendments to Municipal Code Title 17 Zoning, Chapter 17.44 – High Density Residential, Section 17.44.020 to allow single room occupancy developments as a permitted use.

Amendments to Municipal Code Title 17 Zoning; to establish Chapter 17.200 - Reasonable Accommodation. This chapter provides a procedure to request reasonable accommodation for persons with disabilities seeking equal access to housing under the Federal Fair Housing Act and the California Fair Employment and Housing Act in the application of zoning laws and other land use regulations, policies and procedures.

**REQUIRED ACTION:** Review and make a recommendation of approval to the City Council.

### 11. REFERRALS: None

### 12. REPORTS BY STAFF AND PLANNING COMMISSION: None

### 13. AGENDA FORECAST: April 15, 2014

- 1701 Madrona – Parcel Map
- 2265 Boysen – Design Review
- 1611 Madrona – Design Review/Use Permit (small lot)
- 1800 Spring Mountain Court – Design Review/Demolition Permit

### 14. ADJOURNMENT

A motion will be in order to adjourn to a regularly scheduled meeting of the Planning Commission on April 15, 2014 at 6:00 p.m. in the Vintage Hall Board Room, 465 Main Street, St. Helena, CA.



Greg Desmond  
Interim Planning Director