



**AGENDA**  
**ST. HELENA PLANNING COMMISSION**  
**VINTAGE HALL BOARD ROOM – 2<sup>ND</sup> FLOOR**  
**465 MAIN STREET, ST. HELENA**  
**APRIL 15, 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:** *April 1, 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*

**7. RECOMMENDED CONSENT CALENDAR:**

## **7.1 Design Review Exemption**

**REQUIRED ACTION:** *Accept the required findings and approve the list of Design Review Exemptions as noted by staff.*

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

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

### **9.1 2014-001: Use Permit**

**LOCATION:** 1234 Main

**APPLICANT:** Amy Thorn

**APN:** 009-083-019

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

**DESCRIPTION:** *Request by Amy Thorn for Use Permit approval to establish a 20-seat wine tasting facility in an existing 1,061-sf tenant space. The facility will include a single tasting room, an office/storage room and shared restrooms. The parcel is located at 1234 Main Street in the CB: Central Business district.*

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

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

**LOCATION:** 1800 Spring Mountain Court

**APPLICANT:** Rod Ellison

**APN:** 009-411-040

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

**DESCRIPTION:** *Request of Rod Ellison for Design Review and Demolition Permit approval to demolish an existing non-conforming, non-historic 1,790-sf residence and to construct a new 2,408-sf, 1-story residence with a 200-sf detached carport. The subject parcel is 9,817-sf and is located at 1800 Spring Mountain Court in the MR: Medium Density Residential district.*

**REQUIRED ACTION:** *Determination that the demolition component of the project is exempt from the requirements of CEQA, pursuant to Section 15301, Class 1 which exempts demolition of one single family residence and accessory structures. Determination that the construction component of the project is exempt from CEQA pursuant to Section 15303, Class 3 which exempts construction of limited numbers of new small structures. Approve, modify or deny the request for design review and a demolition permit for the project.*

### **9.3 2013-65: Variance**

**LOCATION:** 1723 Tainter Street

**APPLICANT:** Chris Ott

**APN:** 009-313-009

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

**DESCRIPTION:** *Request of Chris Ott for Variance to encroach into the required western side yard by 5'. The subject parcel is 11,325 sf and is located at 1723 Tainter Street in the MR: Medium Density Residential district.*

**REQUIRED ACTION:** *Determine that the project is exempt from CEQA pursuant to Section 15303 and accept the required findings and approve the request for a Variance.*

### **9.4 2014-16: Design Review**

**LOCATION:** 1000 Main Street

**APPLICANT:** Alex Gunst

**APN:** 009-090-047

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

**DESCRIPTION:** Request of Alex Gunst representing Merryvale Vineyards for Design Review approval to remodel and expand existing facilities. The remodel will consist of a new 540-sf addition to the entry of the existing winery production building, relocating the existing parking lot from its current location to a point closer to Main Street and the installation of a new garden and landscape area. The project will be phased over time and the existing tasting room will be moved from its current location to the Victorian Building and then back into the winery production building after the new entry has been completed. The project site is 2.27 acres and is located at 1000 Main Street in the SC: Service Commercial district.

**REQUIRED ACTION:** Determination that the project is exempt from CEQA pursuant to Section 15303, Class 3 which exempts construction of limited numbers of new small structures. Approve, modify or deny the request for design review for the project.

**10. PUBLIC HEARINGS/RECOMMENDATIONS TO CITY COUNCIL:** None

**11. REFERRALS:** None

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

**13. AGENDA FORECAST:** May 6, 2014

- 1301 Mitchell Drive – Demolition Permit
- 1151 Vintage – Use Permit
- 839 Charter Oak – Design Review

**14. ADJOURNMENT**

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



Greg Desmond  
Interim Planning Director