



AGENDA
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
JULY 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. 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: *June 3, 2014 and July 1, 2014 minutes attached***
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:

- Appointment of Planning Commission Chairman and Vice Chairman for Fiscal Year 2014/2015.
 - **RECOMMENDED ACTION:** *Delay selecting a Chairperson and Vice Chairperson for FY 2014/2015 until the ordinance adopted by City Council on July 8, 2014 goes into effect, and the City Council has taken action concerning the Planning Commissioners whose terms are expiring. It is anticipated that City Council will be in a position to make decisions concerning expiring Planning Commission terms approximately 8 to 10 weeks.*

7. CONSENT CALENDAR: *None*

8. SIGN PERMIT/ADMINISTRATIVE DETERMINATION:

8.1 Entry sign for the City's Wappo Park proposed by the St. Helena Rotary: *Rotary is requesting that the Planning Commission provide comments on the design of an identification sign Rotary hopes to install to the existing wooden entry structure at Wappo Park. Copies of the proposed sign are included in the Planning Commission packet. Provide comments on the proposed sign as appropriate. No separate staff report is provided.*

9. PUBLIC HEARINGS/PLANNING COMMISSION ACTION IS FINAL:

9.1 UP/DR 2013-66: Use Permit & Design Review

LOCATION: 555 Main Street

APPLICANT: Davies Family Winery

APN: 009-160-017

CEQA: Initial Study/Mitigated Negative Declaration Prepared: SCH 2014052016

DESCRIPTION: *Proposed expansion to the existing Davies Winery.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission continue this item to the August 5, 2014 Planning Commission meeting in order to allow sufficient time for City staff and consultants to make modifications and additions to the environmental documentation for the project. No separate staff report or resolution is provided.*

9.2 UP/DR 2014 PL-14-028: Use Permit and Design Review

LOCATION: 1 Main Street

APPLICANT: Harvest Inn

APN: 027-560-008

CEQA: Exempt, Class 1: Existing Facilities

DESCRIPTION: *Proposed conversion of a portion of the existing registration building into a dining room that will occupy an existing bar and lounge area that will serve hotel patrons and the general public. Proposed seating within the dining room to accommodate approximately 52 people, with the option for seating as many as 50 additional guests at outdoor patio seating. An approximately 600 sq. ft. kitchen will be added on the south side of the existing registration building. The existing dining area, which seats approximately 48 patrons located in the southwest corner of the site, will be converted to three new guest rooms. In addition, an office located in the second story of the registration building will be converted to four new guest rooms, for a total of eight new guest rooms in the facility. Exterior changes will be made primarily to the front of the existing lobby building, and to the exterior of the breakfast building.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission adopt the attached resolution finding the Project Categorically Exempt (Class 1 and approving the Use Permit and Design Review applications for the Harvest Inn.*

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

11. REFERRALS: *None*

12. REPORTS BY STAFF AND PLANNING COMMISSION:

12.1 Verbal update concerning status of the General Plan.

12.2 Verbal update concerning the Hunter Project.

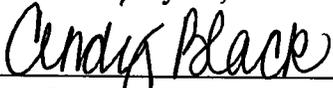
13. AGENDA FORECAST: August 5, 2014

- Davies Winery Expansion (continued from 7-15-14)
- 1309 Main Street, Use Permit, Casterline Art Gallery
- 1468 Kearny, Design Review, remodel
- 576 Pope St, Lot Line Adjustment

14. ADJOURNMENT

A motion will be in order to adjourn to a regularly scheduled meeting of the Planning Commission on August 5, 2014 at 6:00 p.m. in the Vintage Hall Board Room, 465 Main Street, St. Helena, CA.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on July 11, 2014.



Cindy Black, Interim City Clerk

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://cityofsthenela.org> and will be available for public review at the respective meeting.