



**ACTION MINUTES
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
APRIL 5, 2016
6:00 P.M. REGULAR MEETING**

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL:

Chairperson: Sarah Parker

Vice Chair: Grace Kistner

Commissioners: Bobbi Monnette, Mary Koberstein

Absent: Commissioner Tracy Sweeney

Staff present: Noah Housh, Planning and Community Improvement Director, Aaron Hecock, Senior Planner, Thomas B. 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.**

Geoff Ellsworth addressed the Commission.

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: *March 1, 2016 & March 15, 2016*

MOTION: Commissioner Kistner moved to approve the consent item as presented. The motion was seconded by Commissioner Koberstein and roll call carried by the following vote:

AYES: Commissioners Kistner, Monnette, Koberstein and Parker

NOES: None

ABSENT: Commissioner Sweeney

PUBLIC HEARINGS:

5. **DESCRIPTION:** *Consideration of amendments to City of St. Helena Municipal Code Section(s) 17.134 Short Term Rentals creating a permit renewal process, modifying the review criteria and improving enforcement mechanisms, in the Residential and Agricultural Zoning Districts, Citywide.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission recommend that the City Council adopt the described amendments to the St. Helena Municipal Code Section 17.134.*

Noah Housh reported on this item.

Chairperson Parker opened Public Hearing.

Kathy Bromarkle, Jim Sweeney, Carolyn Kilperis, Geoff Ellsworth, Matthew Demchuk, and Nancy Parrish addressed the Commission.

Chairperson Parker closed Public Hearing.

MOTION: *Commissioner Monnette moved to approve that the City Council adopt the St. Helena Municipal Code Section 17.134 with the changes recommended. The motion was seconded by Commissioner Kistner and roll call carried by the following vote:*

AYES: Commissioners Kistner, Monnette, Koberstein and Parker

NOES: None

ABSENT: Commissioner Sweeney

6. **DESCRIPTION:** *A public hearing to consider a recommendation to the City Council concerning proposed amendments to "Title 17: Zoning" of the City's Municipal Code as described in this notice. The proposed amendments are being initiated by the City of St Helena to implement provisions of the City's adopted 2015-2023 Housing Element, which requires the City to "eliminate the current requirement for a Use Permit for multiple family residential projects proposed in the High Density Residential District, and for the Key Housing Sites in the Medium Density Residential District that are listed in the Available Land Inventory (Table 42) of the Housing Element".*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission recommend that the City Council adopt the described amendments to the St. Helena Municipal Code related to multi-family housing.*

Victor Carniglia, reported on this item.

Chairperson Parker opened Public Hearing.

John Vallerga, William Wagner, and Pat Ansley addressed the Commission.

Chairperson Parker closed Public Hearing.

MOTION: *Commissioner Monnette moved to adopt the described amendments to the St. Helena Municipal Code related to multi-family housing to allow multiple family housing by right to 1817 Spring St. APN 009-322-009; Sulphur Springs Ave. APN 009-362-015; Spring Street APN 009-441-023 & 009-552-002; 1105 Pope St. APN 009-090-003. The motion was seconded by Commissioner Kistner and roll call carried by the following vote:*

AYES: Commissioners Kistner, Monnette, Koberstein and Parker

NOES: None

ABSENT: Commissioner Sweeney

Commissioner Monette recused herself due to a conflict, owning property on McCorkle Ave. and left the dais.

Chairperson Parker opened Public Hearing.

No Public Comment was received.

Chairperson Parker closed Public Hearing.

MOTION: *Commissioner Kistner moved to adopt the described amendments to the St. Helena Municipal Code related to multi-family housing to allow multiple family housing by right to 567 Pope St. and 591 McCorkle Ave. The motion was seconded by Commissioner Koberstein and roll call carried by the following vote:*

AYES: Commissioners Kistner, Koberstein and Parker

NOES: None

ABSENT: Commissioner Sweeney

RECUSED: Commissioner Monnette

Commissioner Monnette returned to the dais.

Vice Chair Kistner recused herself due to a conflict, owning property near 576 Pope St. and left the dais.

Chairperson Parker opened Public Hearing.

No Public Comment was received.

Chairperson Parker closed Public Hearing.

MOTION: *Commissioner Koberstein moved to adopt the described amendments to the St. Helena Municipal Code related to multi-family housing to allow multiple family housing by right to 576 Pope St. The motion was seconded by Commissioner Monnette and roll call carried by the following vote:*

AYES: Commissioners Monnette, Koberstein and Parker

NOES: None

ABSENT: Commissioner Sweeney

RECUSED: Commissioner Kistner

Vice Chair Kistner returned to the dais.

Chair Parker and Monnette had conflicts due to living in high density residential areas. Straws were drawn due to the conflict and need for a voting quorum. Chair Parker and Monnette drew straws. Commissioner Monnette recused herself. Per the agreement, the long stick would remain at the dais. Chair Parker drew the long stick. Commissioner Monnette left the dais due to drawing the short stick.

Chair Parker opened Public Hearing.

Jessica Haigh addressed the Commission.

Chair Parker closed Public Hearing.

MOTION: *Commissioner Koberstein moved to adopt the described amendments to the St. Helena Municipal Code related to multi-family housing to allow multiple family housing by right to the high density residential sites. The motion was seconded by Commissioner Kistner and roll call carried by the following vote:*

AYES: Commissioners Koberstein, Kistner and Parker

NOES: None

ABSENT: Commissioner Sweeney

RECUSED: Commissioner Monnette

Commissioner Monnette returned to the dais.

7. **DEPARTMENT REPORT:** This is an opportunity for staff to report on or update the Commission on any relevant matters.
- *General update on Department activities.*

AGENDA FORCAST: Attached is a summary document of pending projects and upcoming 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: Chair Parker adjourned the meeting at 8:12 p.m.

APPROVED:



Sarah Parker
Chair, Planning Commission

ATTEST:



Noah Housh
Planning Director