



**ACTION MINUTES  
ST. HELENA PLANNING COMMISSION  
VINTAGE HALL BOARD ROOM – 2<sup>ND</sup> FLOOR  
465 MAIN STREET, ST. HELENA  
MAY 3, 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, Tracy Sweeney, Mary Koberstein

Staff Present: Noah Housh, Planning and Community Improvement Director, Aaron Hecock, Senior Planner, Steve Palmer, Director of Public Works, 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 Parker opened Public Forum.

Vicky Bradshaw addressed the Commission.

Chair Parker closed Public Forum.

- 4. UPDATE ON POTENTIAL 1000 MILLS LANE HOTEL APPLICATION-**Brief informational presentation from Ted Hall property owner and potential applicant on the status of a potential application proposing to develop a hotel at 1000 Mills Lane. No actions will be taken or decisions made. This update is being provided based on a request from the Chair of the Planning Commission.

Noah Housh reported on Item 4.

No staff report prepared.

Ted Hall, property owner, updated the Commission.

Chair Parker dismissed Item 9 to a date uncertain.

Commissioner Koberstein pulled Item 6 from Consent Items. Item 6 moved to Public Hearing.

**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)

**5. APPROVAL OF MINUTES:** April 19, 2016

~~6. PL16-014: Sign Permit / Use Permit  
LOCATION: 1 Main Street  
APPLICANT: Kevin Wasniewski  
APN: 027-560-008  
CEQA: Exempt pursuant to Section 15311~~

~~DESCRIPTION: Request by the applicant on behalf of Palmer City Core Main Associates, LLC (Harvest Inn and Harvest Table) for a Sign Permit and Use Permit in order to place three (3) new monument signs along the front of the Harvest Inn property at 1 Main Street in the SC: Service Commercial district.~~

~~RECOMMENDED ACTION: Staff recommends that the Planning Commission accept the required findings and grant Sign Permit and Design Review approval for the proposed project located at 1 Main Street.~~

**7. PL16-019: Use Permit Amendment  
LOCATION: 1350 Main Street  
APPLICANT: Erin Martin  
APN: 009-212-004  
CEQA: Exempt pursuant to Section 15301**

**DESCRIPTION:** Request by Erin Martin for a Use Permit Amendment to modify the inventory approved for sale at an existing tenant space located at 1350 Main Street in the CB: Central Business district.

**RECOMMENDED ACTION:** Staff recommends that the Planning Commission accept the required findings and approve the Use Permit Amendment for the proposed project located at 1350 Main Street.

**MOTION:** Commissioner Kistner moved to approve the Minutes of April 19, 2016 and Item 7 on the Consent Calendar. The motion was seconded by Commissioner Monnette and roll call carried by the following vote:

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

**NOES:** None

**ABSENT:** None

**PUBLIC HEARINGS:**

6. **PL16-014:** Sign Permit / Use Permit  
**LOCATION:** 1 Main Street  
**APPLICANT:** Kevin Wasniewski  
**APN:** 027-560-008  
**CEQA:** Exempt pursuant to Section 15311

**DESCRIPTION:** *Request by the applicant on behalf of Palmer City-Core Main Associates, LLC (Harvest Inn and Harvest Table) for a Sign Permit and Use Permit in order to place three (3) new monument signs along the front of the Harvest Inn property at 1 Main Street in the SC: Service Commercial district.*

**RECOMMENDED ACTION:** *Staff recommends that the Planning Commission accept the required findings and grant Sign Permit and Use Permit approval for the proposed project located at 1 Main Street.*

Aaron Hecock reported on Item 6.

Chair Parker opened Public Hearing.

Rick Kaufman, applicant, addressed the Commission.

Chair Parker closed Public Hearing.

**MOTION:** Commissioner Monnette moved that the Planning Commission accept the amended required findings and grant Sign Permit and Use Permit approval for the proposed project located at 1 Main Street. The motion was seconded by Commissioner Kistner and roll call carried the following vote:

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

**NOES:** None

**ABSENT:** None

8. **PL15-054:** Design Review  
**LOCATION:** 1810 Main Street  
**APPLICANT:** Kathleen Silvers  
**APN:** 009-141-001 / 009-403-013  
**CEQA:** Exempt pursuant to Sections 15301, 15303 & 15305(C)

**DESCRIPTION:** *Request by Kathleen Silvers for Design Review approval to*

*convert an existing covered patio/deck space into conditioned living space and to construct a new garage and second unit toward to the rear of the property at 1810 Main Street in the MR: Medium Density Residential district.*

**RECOMMENDED ACTION:** *Staff recommends that the Planning Commission accept the required findings and grant design review approval for the proposed project located at 1810 Main Street.*

Aaron Hecock reported on Item 8.

Chair Parker opened Public Hearing.

Doug Friday and David McClowan addressed the Commission.

David Katz and Mimi Katz addressed the Commission.

Chair Parker closed Public Hearing.

Chair Parker re-opened Public Hearing.

David McClellan and Dough Friday addressed the Commission.

Chair Parker closed Public Hearing.

**MOTION:** Commissioner Sweeney moved that the Planning Commission accept the required findings and grant design review approval for the proposed project located at 1810 Main Street. The motion was seconded by Commissioner Kistner and roll call carried the following vote:

AYES: Commissioners Sweeney, Kistner, Koberstein and Parker

NOES: Commissioner Monnette

ABSENT: None

9. **PL15-067:** Demolition Permit & Design Review  
**LOCATION:** 1695 Chardonnay Way  
**APPLICANT:** Daniel Schoenfeld  
**APN:** 009-541-001  
**CEQA:** Exempt pursuant to Sections 15301 & 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 Chardonnay Way in the LR: Low Density Residential district.*

**RECOMMENDED ACTION:** *Staff recommends that the Planning Commission continue this item to a date uncertain.*

Item 9 dismissed to date uncertain.

**MOTION:** No motion carried out

**10. DEPARTMENT REPORT:** This is an opportunity for staff to report on or update the Commission on any relevant matters.

- *General update on Department activities.*
- *Overland Sheepskin Co.-Administrative Determination*

**AGENDA FORCAST:** Attached is a summary document of pending projects and upcoming 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 7:10 p.m.

APPROVED:



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Sarah Parker  
Chair, Planning Commission

ATTEST:



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Noah Housh  
Planning Director