



AGENDA
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
June 21, 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

City staff present at the meeting will be noted in the minutes.

- 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.**

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: *June 7, 2016*

- 5. PL16-024:** Design Review Exemption
LOCATION: 1020 Main Street
APPLICANT: Chris Birdwell
APN: 009-090-050
CEQA: Exempt pursuant to Sections 15303

DESCRIPTION: *Design Review Exemption requesting Planning Commission approval to construct two 112 square feet storage sheds and a decorative trellis screening these sheds to provide storage for the Southbridge Hotel at 1020 Main Street, Suite 300.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve the design review exemption 1020 Main Street, Suite 300.*

STUDY SESSION DISCUSSION ITEMS:

6. GENERAL PLAN STUDY SESSION

DESCRIPTION: *The following topics are to be addressed as part of this agenda item, all of which are relevant to the City sponsored General Plan Update, 1) Receive comments from the City Attorney on and discuss as appropriate legal issues raised in comments received to date from the public on the Draft General Plan; 2) Review and discuss Staff responses to General Plan wording changes suggested by “Citizen’s Voice and other members of the public, 3) Review and provide comments on the new wording proposed by staff in the “Introduction” to the General Plan that emphasizes the importance of periodic review, and 4) Verify that the summary of Planning Commission direction to date on the April 2016 Draft General Plan is complete and accurate.*

RECOMMENDED ACTION: *Staff recommends the Planning Commission take the following actions:*

- 1. Receive the presentation from the City Attorney concerning legal questions raised by commenters on the April 2016 General Plan, and provide comments/questions as appropriate.*
- 2. Review the various wording changes proposed to the General Plan by Citizen’s Voice and others as summarized in this staff report, while considering the alternate wording recommended by staff to address a number of the issues raised.*
- 3. Provide feedback to staff on the new wording proposed by staff to be added to Chapter 1 of the General to address the importance of the periodic review of the General Plan.*
- 4. Review the summary of Planning Commission comments on the text of the General Plan made by the Commission at the three preceding General Plan Study Sessions, as compiled by staff. Provide feedback to staff on the thoroughness and accuracy of this comment summary.*

PUBLIC HEARING:

7. GENERAL PLAN REVISED DRAFT EIR COMMENT PERIOD

DESCRIPTION: *Public Hearing to receive comments on the Revised Draft Environmental Impact Report (RDEIR).*

RECOMMENDED ACTION: *No action is required. Responses to all verbal comments received at the June 21, 2016 hearing will be addressed as part of the “Response to Comments” section of the Final Environmental Impact Report (FEIR).*

- 8. PL16-023:** Demolition Permit
LOCATION: 1484 & 1486 Sulphur Springs Avenue
APPLICANT: Daniel Davis Inc.
APN: 009-362-024 & 009-362-025
CEQA: Approved Mitigated Negative Declaration

DESCRIPTION: *Request for Demolition Permit approval to demolish two single family homes located at 1484 and 1486 Sulphur Springs Road to accommodate*

finalization of an approved subdivision of the property.

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve the demolition permit for 1484 & 1486 Sulphur Springs Avenue.*

9. PL16-013: Design Review
LOCATION: 2225 Palmer Drive
APPLICANT: Jennifer Waddell
APN: 009-690-013
CEQA: Exempt pursuant to Sections 15301 and 15303

DESCRIPTION: *The applicant is seeking design review approval to remodel an existing single family home and accessory structure and to construct a new detached garage on the property located at 2225 Palmer Drive in the LR-1A: Low Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed remodel and new construction at 2225 Palmer Drive.*

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.*

AGENDA FORCAST: Attached is a summary document of pending projects and up coming 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: The next Regular Planning Commission meeting is scheduled for July 5, 2016, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda as amended was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on June 16, 2016.



Noah Housh, Planning Director

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.

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