



**AGENDA
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
JULY 19, 2016
6:00 P.M. REGULAR MEETING**

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER AND ROLL CALL:

Chairperson: Grace Kistner
Vice Chair: Mary Koberstein
Commissioners: Sarah Parker, Bobbi Monnette, Tracy Sweeney
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 21, 2016 and July 5, 2016*

5. **PL16-045:** Design Review Exemption
LOCATION: 2000 Howell Mountain Road
APPLICANT: Jeffery Green
APN: 025-070-038
CEQA: Exempt pursuant to Section 15303

DESCRIPTION: *The applicant is requesting a design review exemption in order to construct a 192-sf pool house on their property located at 2000 Howell Mountain Road in the WW: Woodlands and Watershed district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve the Design Review Exemption for 2000 Howell Mountain Road.*

PUBLIC HEARINGS:

6. 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 and July 19, 2016 hearings will be addressed as part of the "Response to Comments" section of the Final Environmental Impact Report (FEIR).*

- 7. PL16-020:** Design Review
LOCATION: 2555 Main Street
APPLICANT: Thomas Bensel
APN: 009-131-003
CEQA: Exempt pursuant to Section 15301

DESCRIPTION: *Request by Thomas Bensel on behalf of the Culinary Institute of America for design review approval in order to modify and expand by 248-sf a portion of the structure at 2555 Main Street in the PQP: Public, Quasi-Public District.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed addition to the Gate House structure at the CIA Greystone Facility located at 2555 Main Street.*

SCHEDULED MATTERS:

- 8. DESCRIPTION:** *Appeal of an Administrative Determination that the Sportago retail store meets the definition of a "Clothing Store" and therefore requires approval of a Use Permit to occupy 1380 Main Street, located within the Central Business Zoning District.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission Review the provided report and appeal package and take action on the requested appeal.*

- 9. DESCRIPTION:** *Staff provided summary of Planning Commission direction on the April 2016 General Plan draft received to-date.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission:*

- Review and consider the recent comments received concerning the April 2016 General Plan providing direction as the Commission deems appropriate; and
- Review and provide direction to staff concerning the updated "Summary of Planning Commission Comment/Direction on the April 2016 Draft General Plan", as presented in this staff report.

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.*

- 11. 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 August 2, 2016 at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on July 15, 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://cityofsthenelena.org> and will be available for public review at the respective meeting.