



**AGENDA
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
SEPTEMBER 6, 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:** *August 16, 2016*

5. **PL16-041:** Design Review
LOCATION: 1434 Grayson Avenue
APPLICANT: Boyd Stockham
APN: 009-340-002
CEQA: Exempt pursuant to Section 15301 and 15303

DESCRIPTION: *The applicant requests Design Review approval to legitimize a previously converted (into living space) two car garage at 1434 Grayson Avenue in the LR: Low Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve design review for the garage conversion at 1434 Grayson Avenue.*

PUBLIC HEARINGS:

6. **PL16-049:** Short-term Rental Permit Renewal
LOCATION: 1243 Stockton Street
APPLICANT: Steve Podesta
APN: 009-313-270
CEQA: Exempt pursuant to Section 15061

DESCRIPTION: *Request by Steve Podesta for a Short-term Rental Permit Renewal in order to continue the ability to rent the single-family home located at 1243 Stockton Street in the MR: Medium Density Residential district in accordance with the requirements of the short-term rental ordinance.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission consider the information presented in the staff report and at the public hearing and either approve or deny the application after considering the required findings.*

7. **PL15-037:** Design Review
LOCATION: 2500 Spring Mountain Road
APPLICANT: Jorge Hernandez
APN: 009-131-002
CEQA: Exempt pursuant to Section 15303

DESCRIPTION: *The applicant requests for Design Review approval to enclose an approximately 750 square foot covered patio with a two story addition in keeping with the architecture of the approved home, and located within the footprint of a previously approved covered patio; located at 2500 Spring Mountain Road in the Agriculture 20 Zoning District.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and find the project exempt from CEQA under a Class 3 Categorical Exemption and approve design review to allow the construction of an approximately 1300 square foot two-story addition to the guest house currently under construction at 2500 Spring Mountain Road.*

8. **PL15-053:** Design Review
LOCATION: 603 Fulton Lane
APPLICANT: Jeff Zimmerman
APN: TBD/009-050-001
CEQA: Exempt pursuant to Section 15303

DESCRIPTION: *The applicant requests Design Review approval to make minor design changes to a previously approved (#PL15-059) new single-family home, second unit and garage on the property located at 603 Fulton Lane in the A-20: Twenty Acre Agriculture district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed design changes to the previously approved new single-family home at 603 Fulton Lane.*

SCHEDULED MATTERS:

9. **DESCRIPTION:** *Status update on the Hunter Subdivision EIR from Carla Violet of Urban Planning Partners.*

RECOMMENDED ACTION: *No action required.*

10. **DESCRIPTION:** *Staff requests Commission comments and direction concerning a property owner request to re-designate all properties on Monte Vista Avenue from Medium Density Residential (5.1-16 units/acre) to High Density Residential (16.1-28 units/acre) as part of the City's General Plan Update process. This item was added to the agenda at the request of the Planning Commission.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission discuss and provide (staff) direction regarding modifying the land use designation for the eleven properties on Monte Vista Avenue from its current General Plan designation of Medium Density Residential, to High Density Residential.*

11. **DEPARTMENT REPORT:**

This is an opportunity for staff to report on or update the Commission on any relevant matters.

- *General update on Department activities.*
 - Planning Division Staffing Changes*
 - General Plan and EIR Updated Schedule*

12. **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 September 20, 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 September 2, 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.