



**ACTION MINUTES
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
AUGUST 16, 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

Staff Present: Noah Housh, Planning and Community Improvement Director, Aaron Hecock, Senior Planner, Tom Brown, City Attorney, 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 Kistner opened Public Forum.

No Public Comment received.

Chair Kistner closed Public Forum.

Commissioner Monnette recused herself from the Consent Items due to conflict, living close to 681 McCorkle Ave., but did not leave the dais as there was no discussion of the item.

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 2, 2016*

5. **PL16-027:** Design Review
LOCATION: 681 McCorkle Avenue
APPLICANT: Anne Fisher & Lynn Howell
APN: 009-100-018
CEQA: Exempt pursuant to Section 15331, 15301, 15303

DESCRIPTION: *The applicant requests Design Review approval to make minor exterior modifications including the replacement of a rear porch to the historic home located at 681 McCorkle Avenue in the MR: Medium Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve design review for the proposed changes to the residence located at 681 McCorkle Avenue.*

MOTION: Vice-Chair Koberstein moved to approve the Consent Calendar as amended. The motion was seconded by Commissioner Sweeney and roll call carried by the following vote:

AYES: Commissioners Koberstein, Sweeney, Parker, Kistner

NOES: None

ABSENT: None

RECUSED: Commissioner Monnette

PUBLIC HEARINGS:

6. **PL15-055/PL16-011:** Lot Line Adjustment, Demolition Permit & Design Review
LOCATION: 1242 & 1252 Allyn Avenue
APPLICANT: Joseph Farrell
APN: 009-313-038 & 009-313-005
CEQA: Exempt pursuant to Section 15301 and 15303

DESCRIPTION: *The applicant requests a Lot Line Adjustment, Demolition Permit and Design Review to relocate the existing northern property line between 1242 and 1252 Allyn Avenue approximately one foot to the south, demolition of the existing 900 sq. ft. home on 1242 Allyn and Design Review to construct a new 3,028 sq. ft. home at 1242 Allyn Avenue in the Medium Density Residential Zoning District.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and approve the Lot Line Adjustment, Design Review and Demolition to allow the relocation of the existing northern property line between 1242 and 1252 Allyn Avenue approximately one foot to the south, demolition of the existing 900 sq. ft. home on 1242 Allyn and construction of a new 3,028 sq. ft. home at 1242 Allyn Avenue in the Medium Density Residential Zoning District.*

Noah Housh, Planning and Community Improvement Director, reported on Item.

Karen, on behalf of Joseph Farrell, addressed the Commission.

Chair Kistner opened Public Hearing.

No Public Comment received.

Chair Kistner closed Public Hearing.

MOTION: Commissioner Parker moved that the Planning Commission accept the required findings and approve the Lot Line Adjustment, Design Review and Demolition to allow the relocation of the existing northern property line between 1242 and 1252 Allyn Avenue approximately one foot to the south, demolition of the existing 900 sq. ft. home on 1242 Allyn and construction of a new 3,028 sq. ft. home at 1242 Allyn Avenue in the Medium Density Residential Zoning District. The motion was seconded by Vice-Chair Koberstein and roll call carried by the following vote:

AYES: Commissioners Parker, Koberstein, Sweeney, Kistner

NOES: Commissioner Monnette

ABSENT: None

7. **PL16-009:** Demolition Permit & Design Review
LOCATION: 1530 Allyn Avenue
APPLICANT: Claudia Beck
APN: 009-305-009
CEQA: Exempt pursuant to Section 15301 & 15303

DESCRIPTION: *The applicant requests Demolition Permit and Design Review approval to remodel and enlarge the existing single-family residence located at 1530 Allyn Avenue in the MR: Medium Density Residential district.*

RECOMMENDED ACTION: *Staff recommends that the Planning Commission accept the required findings and grant demolition permit and design review approval for the proposed remodel and expansion for the residence located at 1530 Allyn Avenue.*

Aaron Hecock, Senior Planner, reported on Item.

Sasha Janev, architect, addressed the Commission.

Chair Kistner opened Public Hearing.

No Public Comment received.

Chair Kistner closed Public Hearing.

MOTION: Commissioner Monnette moved that the Planning Commission accept the required findings and grant demolition permit and design review approval for the proposed remodel and expansion for the residence located at 1530 Allyn Avenue. The motion was seconded by Vice-Chair Koberstein and roll call carried by the following vote:

AYES: Commissioners Monnette, Koberstein, Sweeney, Parker, Kistner

NOES: None

ABSENT: None

SCHEDULED MATTERS:

8. **DESCRIPTION:** Administrative Determination that a proposal to revise previously approved siding and roofing at 1703 Madrona is consistent with Planning Commission approved Design Review.

Noah Housh, reported on Item.

RECOMMENDED ACTION: *No action needed.*

9. **DEPARTMENT REPORT:**

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

- *General update on Department activities.*
- *Redmon Ranch Winery and Commercial Kitchen Mitigated Negative Declaration 20-day public review period (August 12-September 1, 2016).*

10. **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: Chair Kistner adjourned the meeting at **6:29 p.m.**

APPROVED:

ATTEST:

Grace Kistner
Chair, Planning Commission

Noah Housh
Planning Director