City of St. Helena
Planning Commission
Regular Meeting
Tuesday, February 6, 2018 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of three minutes.

Page

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL
Chairperson: Grace Kistner
Vice Chair: Lester Hardy
Commissioners: Bobbi Monnette, John Ponte and David Knudsen

David Knudsen is teleconferencing from Hotel Beacon, Lobby, 2130 Broadway, NY, NY 10023

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 t he 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.**

4. 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 that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

4.1. Approval of Minutes: January 16, 2018 — 5 - 8
Commission Minutes 01-16-18

4.2. Request for a Demolition permit, Design Review approval, and Variance to demolish a 666 sq-ft portion of the existing residence and carport and construct a new 1,296 sq-ft addition and new two-car garage at 1761 Stockton Street in the MR: Medium Density Residential district. A variance is requested to allow for reduced side setbacks. — 9 - 18

CEQA Determination: categorically exempt from the requirements of CEQA pursuant to Section 15301, which exempts minor alterations and additions to existing private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2.

1761 Stockton St. - Staff Report

5. PUBLIC HEARINGS

5.1. Request for discretionary Demolition and Design Review approval to allow the demolition of an existing “carriage house” and construction of a new 1,626 square foot single-family home on a 4,750 square foot un-addressed parcel (accessed via an easement across 1301 Allyn Avenue) in the Medium Density Residential Zoning District. 19 - 68

CEQA Determination: The project is found to be exempt from the requirements of CEQA as a Class 3 and Class 32 Categorical Exemption under Sections 15303 and 15332.
Prepared By: Noah Housh, Planning & Community Improvement Director
Recommendation:
It is recommended by the Planning and Community Improvement Department that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA as a Class 3 and Class 32 Categorical Exemption under Sections 15303 and 15332; and

2. Review the requested Demolition and Design Review proposal, discuss the requested applicability of Zoning Code Section 17.112.030 and approve the requested actions, or alternatively provide further direction to staff and the applicant regarding the proposed setbacks and the applicability of Section 17.112.030.

Allyn Ave. -Staff Report
*Letter of Support- Phinney (1)
*Letter of Support- Phinney (2)
*Letter of Support- Phinney (3)
*Letter of Support- Phinney (4)
*Power Point Presentation - PC

6. SCHEDULED MATTERS

6.1. Consideration of Amendments to the City’s Zoning Ordinance, St. Helena Municipal Code (“SHMC”) Title 17, Potentially Eliminating Certain Floor Area Ratio Exemptions in the Low, Medium, and High Density Residential Districts, as deemed appropriate by the Planning Commission. 69 - 80

CEQA Determination: Exempt from CEQA pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and 15061(b)(3).
Prepared By: Aaron Hecock, Senior Planner
Recommendation:
It is recommended by the Planning and Community Improvement Department that the Planning Commission review the existing F.A.R. exemptions described above and provide direction to staff regarding which of the existing exemptions, if any, they would like eliminated and

in what residential zoning districts (High, Medium, and Low).

Staff Report

7. DEPARTMENT REPORTS

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

8. 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.

8.1. Agenda Forecast 81 - 84

PC Tentative Agenda- Sept 14 2017 Update

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for February 20, 2018, 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 February 1, 2018.

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 this meeting, please call the City Clerk's Office (707) 967-2792. Notification 48 hours prior to the meeting will enable 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://cityofsthelena.org and will be available for public review at the respective meeting.

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, January 16, 2018 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

A complete video recording of this meeting, except for closed session, can be found at https://sthelena.civicweb.net/Portal/ or by calling the City Clerk at (707) 967-2792. The City Council video is the official record of the Council meeting.

Present: Chair Grace Kistner, Commissioner David Knudsen, Commissioner Bobbi Monnette, and Commissioner John Ponte

Absent: Vice-Chair Lester Hardy

Staff Present: Noah Housh, Planning & Community Improvement Director, Aaron Hecock, Senior Planner, and Xinia Gamero, Administrative Assistant

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No Public Comment received.

4. CONSENT ITEMS

Planning and Community Improvement Director, Noah Housh pulled item 4.2 on the Consent Calendar.

Commissioner Knudsen pulled item 4.3 on the Consent Calendar.

4.1 Approval of Minutes: December 5, 2017 and December 19, 2017

Commissioner John Ponte moved to approve the minutes on the Consent Calendar. Chair Kistner voted yes on the December 5, 2017 minutes but abstained her vote from the December 19, 2017 minutes. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

Votes for the December 5, 2017 minutes:

AYES: Grace Kistner, David Knudsen, Bobbi Monnette, and John Ponte
NOES: None
ABSENT: Lester Hardy

ABSTAIN: None
RECUSE: None

Votes for the December 19, 2017 minutes:

AYES: John Ponte, David Knudsen, and Bobbi Monnette
NOES: None
ABSENT: Lester Hardy
ABSTAIN: Grace Kistner
RECUSE: None

4.2 Request for a Demolition permit, Design Review approval, and Variance to demolish a 666 sq-ft portion of the existing residence and carport and construct a new 1,296 sq-ft addition and new two-car garage at 1761 Stockton Street in the MR: Medium Density Residential district. A variance is requested to allow for reduced side setbacks.

CEQA Determination: categorically exempt from the requirements of CEQA pursuant to Section 15301, which exempts minor alterations and additions to existing private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2.

No staff report was presented by staff to the Planning Commission.

Chair Kistner called for a roll call:

Commissioner Ponte: No
Commissioner Knudsen: Yes
Commissioner Monnette: Yes
Chair Kistner: Abstain
Vice-Chair Hardy: Absent

Due to lack of a motion, this item will be brought back for a motion and a vote to the Planning Commission meeting of February 6, 2018.

4.3 Request for a Design Review Exemption to perform minor exterior modifications to the existing residence located at 1723 Dean York Lane in the Medium Density Residential Zoning District.

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to Section 15301, which exempts minor alterations and additions to existing private structures
Prepared By: Lilly Bianco, Contract Planner
Recommendation:
Staff recommends that the Planning Commission adopt a resolution finding that:

1. The project is exempt from the requirements of CEQA pursuant to CEQA Section 15301 as a minor alteration and addition to an existing structure, and
2. Accept the required findings and approves the design review exemption for the modifications to 1723 Dean York Lane.

Commissioner Bobbi Monnette moved to approve staff's recommendation. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

AYES: Grace Kistner, David Knudsen, Bobbi Monnette, and John Ponte
NOES: None
ABSENT: Lester Hardy
ABSTAIN: None
RECUSE: None

5. PUBLIC HEARINGS

No Public Hearing items listed on this agenda.

6. SCHEDULED MATTERS

6.1 Consideration of Amendments to the City's Zoning Ordinance, St. Helena Municipal Code ("SHMC") Title 17, Potentially Eliminating Certain Floor Area Ratio Exemptions in the Low, Medium, and High Density Residential Districts, as deemed appropriate by the Planning Commission.

CEQA Determination: Exempt from CEQA pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and 15061(b)(3).
Prepared By: Aaron Hecock, Senior Planner
Recommendation:
It is recommended by the Planning and Community Improvement Department that the Planning Commission review the existing F.A.R. exemptions described above and provide direction to staff regarding which of the existing exemptions, if any, they would like eliminated and in what residential zoning districts (High, Medium, and Low).

Senior Planner, Aaron Hecock reported on item.

Chair Kistner opened Public Comment.

Bob Aston and Mary Stevenson addressed the Commission.

Chair Kistner closed Public Comment.

Chair Kistner re-opened Public Comment.

Mary Stevenson addressed the Commission.

Chair Kistner closed Public Comment.

It was the consensus of the Commission to continue this item for further discussion to a date certain of February 6, 2018.

7. DEPARTMENT REPORTS

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

Administrative Assistant, Xinia Gamero provided a presentation to the Planning Commission.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Kistner adjourned the meeting at **7:08 p.m.**

APPROVED:	**ATTEST:**
_____	_____
Grace Kistner, Chair	Noah Housh, Planning and Community Improvement Director

PLANNING COMMISSION REPORT

Planning Commission Meeting of February 6, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL17-044

SUBJECT: Request for a Demolition permit, Design Review approval, and Variance to demolish a 666 sq-ft portion of the existing residence and carport and construct a new 1,296 sq-ft addition and new two-car garage at 1761 Stockton Street in the MR: Medium Density Residential district. A variance is requested to allow for reduced side setbacks.

LOCATION OF PROPERTY: 1761 Stockton St.

ATTACHMENTS

PC2017-046_1761 STOCKTON AVE. D.R. VARIANCE_DEMO - 12.19.17 (REVISED)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA GRANTING APPROVAL OF A DEMOLITION PERMIT, DESIGN REVIEW, AND VARIANCE FOR THE SMITH RESIDENCE LOCATED AT 1761 STOCKTON STREET

PROPERTY OWNER: Sasha Janev **APN:** 009-172-002

Recitals

1. The applicant submitted a request for a Demolition Permit and Design Review approval to demolish a 666 sq-ft non-historic portion of the existing residence and carport and construct a new 1,296 sq-ft addition and new two-car garage at 1761 Stockton Street in the MR: Medium Density Residential district. Also requested is a variance to allow for 7.25 to 10 foot side setbacks as opposed to the 15 foot setbacks required under the code and applicable to buildings greater than 25 feet in height.
2. A staff report dated December 19, 2017 and incorporated herein by reference analyzed the projects consistency with the Demolition Criteria enumerated in Section Code Section 17.164.050, Design Criteria enumerated in Section 17.164.030, and Variance criteria enumerated in Section 17.172.050 of the Zoning Code, and
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on December 19, 2017, and
4. Now, therefore let it be found that, the Planning Commission approves the application for a Demolition permit, Design Review, and Variance and authorizes the modifications contained in said plans based on the findings below and subject to the conditions of approval enumerated herein.

Resolution

A. The Planning Commission hereby finds that the project is categorically exempt from the requirements of CEQA pursuant to Section 15301, which exempts minor alterations and additions to existing private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not located on or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not adversely impact a historic resource or otherwise generate or contribute to any potentially significant impacts

B. **Demolition**

As provided in Municipal Code Section 17.164.050(E), the Planning Commission makes the following findings:

1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.

   The property is listed on the Historic Resources Master list and located in the Adams Street Historic District. However, the extents of the demolition are confined to a non-historic addition added in the 1960s and non-historic carport which would not be considered significant.

2. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood;

   The removal of the 1960s addition would not eliminate elements required to maintain the essential character of the neighborhood.

3. That design review of the proposed replacement structure is approved prior to approval of the demolition of a housing structure.

   The project is subject to Design Review Approval and any demolition permit approval is contingent upon the Design Review Approval of the proposed addition.

C. **Design Review**

The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The Planning Commission must find that the project takes reasonable account of the design criteria prescribed by Section 17.164.030 (detailed below) and exhibit a quality of design that is compatible with adjacent development, features a siting, scale, massing and architectural style that is generally consistent with the predominant development patterns, and that does not otherwise detract or negatively affect the established character of the surrounding neighborhood. Consistency findings related to the Design Review Criteria are enumerated, below.

1. Consistency and compatibility with applicable elements of the general plan.

   The proposed changes would largely be in keeping with the existing condition on the property and would be consistent with applicable General Plan policies.

2. Compatibility of design with the immediate environment of the site;

   The proposed changes are largely in keeping with the existing condition of the site with new square footage confined mostly to the rear of the residence and would continue the established character with the immediate environment of the site.

3. Relationship of the design to the site;

   The proposed changes would largely retain the existing spatial organization and relationships exhibited by the site with expansion confined to the property rear and not readily visible from street frontage.

4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;

   The changes would be largely consistent with what exists and would continue to be compatible with surroundings. The level of previous alterations to the residence has impacted the character defining features of the residence to such

an extent that it no longer retains historic integrity and therefore proposed work would not be expected to impact the historic character.

5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;

   There are no changes to scale or character between different land uses.

6. Compatibility with future construction both on and off the site;

   Given that the changes are generally consistent with what currently exists it is expected that they would be consistent with future construction on and off site.

7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;

   The proposed design and materials would be typical of residential architecture and appropriate for the function of the project.

8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;

   The spatial organization of the proposed addition and garage would generally retain the existing condition and would be orderly and functional.

9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;

   No changes to landscaping are proposed.

10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;

    No ancillary functions are proposed to support the proposed project (addition and new garage).

11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;

    No changes to access are proposed as part of the project.

12. Whether natural features are appropriately preserved and integrated with the project;

    No natural features would be impacted.

13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;

    The proposed design and materials would be consistent with the existing residence's architecture and compatible with surrounding residential design employed throughout the City of St. Helena.

14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;

    The proposed additions would be largely consistent with the existing residence and given that the subject resource does not appear to retain historic integrity,

an attached garage would not be expected to adversely impact historical character.

15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;

    No landscaping is proposed as part of this project.

16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;

    No landscaping is proposed as part of this project.

17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.

    The project will be conditioned to comply with all Title 24 standards and would achieve required energy metrics.

D. **Variance**

1. A hardship peculiar to the property, not created by any act of the owner, exists. In this context, personal, family or financial difficulties, loss of prospective profits, neighboring violations, are not hardships justifying a variance.

   The combination of a narrow lot, established character of the existing residence, and construction methodology of the structure preclude the applicant from accommodating the addition and garage within the required setbacks and taken together, constitutes a hardship, not created by the act of an owner and which warrants a variance.

2. The Variance is necessary for the preservation and enjoyment of substantial property rights of the applicant which are possessed by other properties in the same district and in the same vicinity; and that a Variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his or her neighbors.

   As detailed by the applicant, there are several other properties in the neighborhood exhibiting two-story homes within 10 feet of the property line with many homes and garages within 5 feet of the property line.

3. The authorization of the Variance will not be of substantial detriment to adjacent properties, and will not materially impair the purpose and intent of this Chapter or the public interest, nor adversely affect the General Plan.

   The first floor addition would extend within 10 feet of the property line and the second floor addition would meet the 15 foot setback. It is also identified that the first floor addition would not cause shadow impacts on neighboring properties. Last, the Planning Commission finds that the new garage would be more aesthetically pleasing than the existing carport. As such, the requested setbacks would not cause substantial detriment to adjacent properties.

4. The condition or situation of the specific piece of property for which the Variance is sought is not so general or recurrent in nature as to make reasonably

practicable the formulation of a general regulation for such condition or situation.

The combination of factors on which the variance request is based, including the narrowness of the lot, established character of the building, and older structural elements is not so recurrent as to warrant the formulation of a general regulation. The lot is long and narrow with the home 10 feet from the southern property line, in an area of the community that has been previously developed over a long period of time. Granting of a variance would allow for the extension of the first floor an additional 9'3" while maintain the southern elevation and no negative impacts to adjacent properties were found. The carport is 6.25' from the property line and it would be infeasible to build either a carport or garage 15' from the property line given the narrowness of the property and existing development.

5. The Variance and any buildings or structures permitted by the Variance will not be detrimental to the public health, safety and welfare of the community.

   The Planning Commission finds that the minimal decrease in setback distance is not detrimental to public health, safety, or the welfare of the community. Further, documentation and public comment indicates that several neighbors are supportive of the changes proposed under the project.

E. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's denial of the applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

Conditions of Approval

1. The Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

2. The plans submitted for building permit review shall be in substantial conformance with the plans approved by the Planning Commission on December 19, 2017, except as modified by the following conditions.

3. The requested permits shall be vested within one (1) year from the date of approval. A building permit for the activities allowed under this approval shall have been obtained within one (1) year from the effective date of the decision or these approvals shall expire; provided however that the approved permit(s) may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.

4. The Demolition , Design Review, and Variance permit shall become effective fourteen (14) calendar days after approval, provided that the action is not appealed by the City Council or any other interested party within that 14 day period.

5. Any request for an extension of the Demolition, Design Review, or Variance permits must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.

6. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.

7. Prior to issuance of construction permits, compliance with conditions of approval shall be clearly identified on all plans. A copy of approved plans with the conditions listed ***on*** said plans shall be maintained on-site during construction activities.

8. Conditions shall be achieved at such a time as determined by the City and shall be achieved at the requisite stage and before issuance of certificate of occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.

9. The applicant shall defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

10. This Demolition, Design Review, and Variance approval shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.

11. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.

12. No structure shall be permitted over any existing property lines. Documentation of the location of the property lines shall be submitted with plans for building permit issuance.

13. A building permit is required for any onsite demolition, construction, or change of occupancy.

Public Works Conditions of Approval

14. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.

15. For any improvements outside the existing building envelope, a grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining, and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.
16. Drainage needs to be routed to prevent inundation of neighboring properties. Grading and/or site improvement plans shall show how 2-year and 10-year storm flows shall be infiltrated on site and/or diverted at the property lines to prevent inundation of neighboring properties.
17. Drainage shall not be diverted over sidewalk, but through sidewalk drains per City Standard 501-A.
18. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
19. Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.
20. The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle.
21. Remodels or new construction which requires fire sprinklers shall install an appropriately-sized water service with appropriate backflow and meter devices prior to Certificate of Occupancy. Fire system calculations shall be submitted with the Grading and Drainage Plan to verify fire service lateral and meter sizing. Deferred submittals are not accepted.
22. The applicant shall incorporate water conservation practices into the proposed project. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises. The water conservation requirements shall be replicated in full on the architectural plans.
23. All driveway approaches shall be per current City and ADA standards. Where none exists, or where deteriorating or non-standard driveway approaches exist, they shall be installed or replaced at the direction of the Public Works Department prior to Certificate of Occupancy. The driveway shall be replaced in order to conform to current ADA Standards.

24. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the lateral, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
25. Any missing or broken curb and gutter along the project frontage shall be constructed and/or replaced prior to Certificate of Occupancy, extent to be determined by the Public Works Department.
26. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.
27. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.
28. An encroachment permit shall be required for any work performed in the public right of way.

Fire Department Conditions of Approval

29. Installation of approved interior fire sprinkler system, unless waived by the Fire Chief.
30. One hour minimum fire resistant construction on all exterior walls within 10' of property boundary. Fire resistant construction of interior walls shall be determined by type of occupancy.
31. Any gates installed to control vehicular access to a property are required to be setback 30-feet from the property line and/or edge of pavement, whichever is greater. No vehicle gates may be installed without Fire Department and Public Works Department review and explicit approval.

Building Department Conditions of Approval

32. A building permit is required for all onsite demolition, construction and/or change of occupancy.
33. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2016 Title 24 codes.
34. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
35. The applicant shall provide a construction waste management plan with the building permit application.
36. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.

37. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.

38. Building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

39. Properties which are on septic systems and proposing substantial renovations may require approval from the Napa County Environmental Health Department. Applicants are encouraged to engage with the County early in the building permit review process to reduce the potential for delay.

I HEREBY CERTIFY that the foregoing Demolition Permit, Design Review, and Variance application was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on December 19, 2017 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:	ATTEST:
_____	_____
Grace Kistner Chair, Planning Commission	Noah Housh Planning Director

PLANNING COMMISSION REPORT

Planning Commission Meeting of February 6, 2018

AGENDA SECTION: PublicHearing

FILE NUMBER: PL17-053

SUBJECT: Request for discretionary Demolition and Design Review approval to allow the demolition of an existing "carriage house" and construction of a new 1,626 square foot single-family home on a 4,750 square foot un-addressed parcel (accessed via an easement across 1301 Allyn Avenue) in the Medium Density Residential Zoning District.

PREPARED BY: Noah Housh, Planning & Community Improvement Director

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:08/16/17 **ACCEPTED AS COMPLETE:**11/21/17

BACKGROUND

The project is proposed on an existing 4,570 square foot parcel located directly behind (west of) the home at 1301 Allyn Avenue and is currently developed with a "carriage house" structure and accessed by a shared driveway.

PROJECT DESCRIPTION

The project requests Demolition and Design Review approval to allow the existing 25.5'-tall "carriage house" to be de-constructed (demolished) and a new single 27.5'-tall, 1,626 square-foot single family home and an 492 square foot Accessory Dwelling Unit (ADU) to be built utilizing the siding and other materials (as appropriate) from the existing deconstructed "carriage house" building. While this building is not deemed to be historically significant, the building has been in this location for over 100-years, and there is a desire to maintain the historic form of the building. An addition to the barn/"carriage house" structure is proposed to house the kitchen and bathroom of the primary dwelling and also provides a patio to the ADU.

A single-car carport proposed in the northwest corner of the property would meet the covered parking requirement.

The Accessory Dwelling Unit (ADU) is proposed on the second floor of the "carriage house" building, within the foot-print of the proposed single family residence, however, the ADU is a permitted land use and therefore is not before the Planning Commission.

ANALYSIS

GENERAL PLAN

The site is designated as Medium Density Residential (MDR) in the 1993 St Helena General Plan which is identified as:

The MDR designation provides for single-family detached and attached homes, secondary residential units, public and semi-public uses, and similar and compatible uses. Residential densities shall be in the range of 5.1 to 12.0 dwelling units per gross acre. The MDR designation is the predominant residential designation, occurring throughout large areas of the City. The wide distribution of this designation is intended to maintain a development pattern in newly developing areas thatis consistent with historic development patterns.
(revised to a maximum of 16 units per acre per the City of St Helena Zoning Code Amendment)

Further, the property is included within the Adams Street Historic District.

Some of the most applicable Guiding and Implementing Policies of the 1993 General Plan are identified below.

2.6.1 New development should be required to occur in a logical and orderly manner within well-defined boundaries, and be consistent with the ability to provide urban services.

2.6.4 Permit infill development and higher densities within currently developed areas wherever possible to minimize and postpone the need for expansion of the Urban Service Area.

2.6.9 Limit the approval of new residential development to a maximum rate of 17 dwelling units per year. (Revised to 9 units per year per the City of St Helena Growth Management Ordinance)

2.6.14 Encourage a mix of housing types and price ranges to allow choice for current and future generations of St. Helenans.

2.6.15 Encourage new residential development in all density ranges that is consistent with scale and character' of the older residential districts of the City, particularly the neighborhoods west of Main Street.

7.5.9 Require new development in or adjacent to historic areas or buildings to be compatible in pattern and character with existing historic buildings.

Staff Response: Staff finds that the proposed project implements the identified General Plan policies in that the project proposes to develop a single family home and Accessory Dwelling Unit (ADU) on a residentially designated infill parcel not previously developed with residential land uses; would be within the limitations of the City's Growth Management Ordinance; would provide a mix of housing types and price ranges to allow choices for current and future generations of St Helenans; proposes new residential development at a scale and density compatible with the scale and character of the older residential neighborhoods surrounding the site, and that the project proposes to keep the form and location of the existing barn on the property, through adaptive reuse of the building materials into a single family home and ADU.

ZONING

The project site is located in the Medium Density Residential (MR) Zoning District and located within the Adams Street Historic Resource District. The MR zoning district is consistent with and implements the Medium Density Residential General Plan designation. Section 17.40.010 of the zoning code identifies that the purpose of the MR District is:

The MR district is established for consistency with the medium density residential general plan designation. The district provides for single-family detached homes, accessory dwelling units, limited agricultural uses and compatible uses. Residential densities shall not be less than 5.1 dwelling units per acre nor more than sixteen (16) dwelling units per acre.

The construction of one single family home and one Accessory Dwelling Unit (ADU) are identified as permitted land uses in this zoning district (17.40.020).

The project site is a "land-locked" 4750 square foot parcel, currently developed with a two story 25.5-foot tall redwood "carriage house" originally built around 1900. The "carriage-house" is located along the northern property line with less than a 2-foot setback. A shed roof addition was added to the structure at some point, extending the roof line to the eastern property line (with no setback). The site is accessed via a 10-foot easement along the southern property line of the adjacent properties which front onto Allyn Avenue. These unique elements of the existing property and previous development combine to make clear application of the zoning code standards difficult.

In working with the applicant it was determined that neither the Small Lot development standards (Section 17.112.090) nor the Flag Lot standards (17.112.100) clearly apply to

the project site. Based on this, the applicant has requested the Planning Director and Planning Commission use the authority granted in Zoning Code Section 17.112.030 *Front of lot/setbacks in unusual situations,* to determine that the proposed design incorporates the appropriate location and size of the setbacks for the project.

Specifically Section 17.112.030 of the Code states:

A. Normally, the front of a lot shall be the narrow dimension which abuts a public or private right-of-way opposite the rear of a lot. In unusual cases, however, where the location and relationship of the lot to abutting public or private right-of-way (i.e., double frontage, narrow dimension located on local street while wide dimension located on arterial or collector, flag lot, etc.) make it difficult to establish the front of the lot, the planning director shall make a determination as to the front of the lot. The planning director's decision shall be reviewed and approved by the planning commission.

B. All required setbacks and yards shall be determined by their relationship to the front of a lot. However, in unusual cases (i.e., a rear lot line of one lot abuts a side lot line of an adjoining lot), the planning director shall have the authority to establish the location of the setback and yard standards in relation to any existing or proposed buildings or structures. (Ord. 05-4 § 1 (part))

In keeping with the allowances of Code Section 17.112.030, staff worked with the applicant to determine the location for the proposed setbacks, based on the historic development pattern of the site, the constraints facing the property and the applicants' desire to maintain the form and setting of the turn-of-the-century "carriage house".

As such, the project proposes to maintain the existing setbacks for the "carriage house", and proposes somewhat reduced setbacks for an addition to the "carriage house" or barn.

The western property line is proposed as the "front" of the property, with the existing setback for the carriage house structure to remain (approximately 2.5-feet), increasing to a 20-foot setback for the proposed addition. Similarly the existing northern setback is proposed to remain (at approximately 2-foot) as a "side" setback for the re-constructed barn. The eastern setback is proposed as the "rear" and would increase from the existing 0-foot setback, to an 11-feet for the barn structure itself, and approximately 5-feet for an unenclosed staircase accessing the second floor and ADU. The eastern property line is identified as the "rear" and proposes a setback of approximately 10.5-feet to 15-feet for the proposed addition, based on the angle of this parcel line.

The MR Zoning District identifies a maximum gross square footage of 1,800 square feet on parcels of 4,999 and less square feet. No specific Floor Area Ratio (F.A.R.) is identified for these small parcels. The project design proposes a 1,626 square foot single family home and a 492 square foot ADU for a total habitable square footage of 2,118. However, after applying the 400-square foot exemption for ADUs (Section 17.40.070), the project results in a total square footage of 1,719 (approximately 80-square feet below the maximum permitted).

A maximum building height of 30-feet is permitted and the project is proposing a maximum height of 27-feet, in keeping with this height requirement. It is worth noting that Section 17.40.060 identifies an increased front and rear setback when structures are proposed to exceed 25-feet in height for typical residential development. As mentioned, this project is does not meet many of the standard residential development standards, and as such, the applicant is requesting the Commission exercise its discretion identified in Section 17.112.030, as discussed above.

The maximum lot coverage allowed is 45-percent and the project is proposing 38-percent lot coverage.

The project provides the required parking in keeping with the parking requirements identified in section 17.124.

Staff Response-As identified in the discussion above, the unique elements of the parcel (square footage, dimensions, access and previous development) essentially preclude all zoning criteria from being met with any proposed design. Staff finds that the proposed project is in keeping with a majority of the development standards of the Medium Density Zoning District (height, lot coverage, parking, etc.) with the exception of the existing parcel size and the proposed setbacks. The applicant has requested the foot print of the existing 100-year old building be allowed to be re-constructed in its current location and has further requested that the Planning Commission determine the proposed setbacks as appropriate given the discussion above.

DEMOLITION PERMIT

As provided in Municipal Code Section 17.164.050, no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.

2. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood.

As identified the project is requesting the Planning Commission approve demolition of the existing barn to allow the structure to be re-constructed into the proposed single family home and ADU. A historic resource report analyzing the historic integrity and significance of the existing barn structure was provided by Architect Juliana Inman. The results of this analysis identify that the building, although approximately 100-years old and likely used in past agricultural activities, does not retain any historic significance under the City of St Helena significance thresholds or the Secretary of the Interiors Standards for the Treatment of Historic Buildings. Further, the applicants are requesting that the planning Commission approve demolition of the structure, in order to utilize the historic siding and other materials as appropriate in the construction of the proposed project.

CEQA
Staff finds that the project is a residential development proposing the minimum density permitted on an existing residential parcel in an existing neighborhood and that the existing structure proposed for demolition is not historically significant. As such, the project is not anticipated to generate any significant impacts under the California Environmental Quality Act (CEQA) and therefore is found to quality for a Class 3 as well as a Class 32 Categorical Exemption under Sections 15303 and 15332 of CEQA.

WATER NEUTRALITY
The existing onsite "carriage house" (aka barn) building has no domestic water connection; rather it is served by an existing well. The provided water analysis identifies that the proposed project would increase the amount of water to be used on site by approximately 82 gallons per day. As such the applicants would be required to retrofit one 2-bedroom unit in order to meet the project's water demands and the project has been conditioned to do so prior to the issuance of a building permit to construct the project.

Based on this description of the proposed use, the water neutrality analysis identifies the project will be in compliance with the requirements of the Ordinance.

DESIGN REVIEW
The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The following design criteria should be considered by the Planning Commission in review of this application (Zoning Code Section 17.164.030):

1. Consistency and compatibility with applicable elements of the general plan;
2. Compatibility of design with the immediate environment of the site;
3. Relationship of the design to the site;
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
6. Compatibility with future construction both on and off the site;
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;

11.Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
12.Whether natural features are appropriately preserved and integrated with the project;
13.Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;
14.In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;
15.Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;
16.Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.

Staff finds that the proposed project is consistent with the required design review criteria listed above. The (attached) draft resolution provides individual determinations of how the project design complies with and implements the required findings.

ISSUES

Interpretation of Zoning Code Section 17.112.030

As identified, the applicant has requested the Planning Director and Planning Commission find that the setbacks proposed for the project are both appropriate and adequate, based on the unusual circumstances affecting the parcel including existing parcel size and dimensions; the historic development pattern of the property and surroundings; and the unique setting and access of the site.

Staff has reviewed the request and does find that the unusual circumstances make strict application of the development standards difficult; given the combination of factors affecting the development on the property and that the proposed setbacks are appropriate given the unique elements and constraints described above. Municipal Code Section 17.112.030 does provide for such a determination to be made, however this section has not been utilized to do soon any recent development proposals brought before the Commission.

CORRESPONDENCE

As of the drafting of this report, no comments on the proposed project have been received.

STAFF RECOMMENDATION

It is recommended by the Planning and Community Improvement Department that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA as a Class 3 and Class 32 Categorical Exemption under Sections 15303 and 15332; and

2. Review the requested Demolition and Design Review proposal, discuss the requested applicability of Zoning Code Section 17.112.030 and approve the requested actions, or alternatively provide further direction to staff and the applicant regarding the proposed setbacks and the applicability of Section 17.112.030.

ATTACHMENTS

PC Reso Demolition and Design Review
Phinney Carriage House Written Statement and Water Analysis
Historic Analysis Letter
Water Neutrality Analysis
009-311-005 Design Review Set Revisions

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC20xx-xx

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA GRANTING APPROVAL OF DEMOLITION AND DESIGN REVIEW TO ALLOW THE DEMOLITION OF AN EXISTING "CARRIAGE HOUSE" AND CONSTRUCTION OF A NEW 1,626 SQUARE FOOT SINGLE-FAMILY HOME ON A 4,750 SQUARE FOOT PARCEL LOCATED AT THE UNADDRESSED PARCEL APN 009-311-005 (File No. PL17-053)

PROPERTY OWNER: David and Kimberly Phinney **APN:** 009-311-005

Recitals

A. On August 16, 2017, Zwischen Studio submitted an application for Demolition and Design Review to construction of a new 1,626 square foot single-family home on a 4,750 square foot un-addressed parcel (accessed via an easement across 1301 Allyn Avenue) in the Medium Density Residential Zoning District at 009-311-005 in the Medium Density Residential Zoning District; and

B. On February 6, 2018, the Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing.

C. Now, therefore let it be found that, the Planning Commission approves the requested Demolition and Design Review on the following basis:

Resolution

A. The Planning Commission hereby finds that this project qualifies for a Class 3 and Class 32 Categorical Exemption pursuant to Sections 15303 and 15332, of the California Environmental Quality Act (CEQA) in that the project is a residential development proposing the minimum density permitted on an existing residential parcel in an existing neighborhood and that the existing structure proposed for demolition is not historically significant.

B. The Planning Commission has considered the Design Review design criteria identified in Municipal Code Section 17.164.030 and 17.164.050 to support the motion to approve the Demolition and Design Review given that the project has been found to demonstrate:

1. Consistency and compatibility with applicable elements of the general plan in that the project maintains the standards for lot sizes and development, identified in the Medium Density Residential designation, given that no changes are

proposed to the existing parcel size and the proposed development is found to be consistent with the Medium Density Residential land use designation;

2. Compatibility of design with the immediate environment of the site given that the design maintains historic design features and materials through the proposed adaptive reuse of the existing “carriage house” structure into a single family home and Accessory Dwelling Unit which maintains the current location of the building and incorporates historic building materials into the approved design;

3. Relationship of the design to the site given the scale of the addition, the proposed setbacks and the context of the neighborhood is found to be appropriate by the Planning Commission based on the historic development pattern and the allowances of Zoning Code Section 17.112.030;

4. Determination that the design is compatible in areas considered by the Commission as having a unified design or historical character given the historic scale and design features incorporated into the proposal is found to be the case given that the proposed design maintains the existing location of the “carriage house” and incorporates the siding and other materials into the design of the proposed homes, which are located within the Adams Street Historic District;

5. Whether the design promotes harmonious transition in scale and character in areas between different designated land use given the surrounding agricultural properties is found given that the existing land use designation is maintained throughout the neighborhood and the primary transition proposed with the project will be the use of the buildings on site, which are consistent with this designation and seeks to maintain the scale and character of the existing development on site;

6. Compatibility with future construction both on and off the site given the access, context and historic nature of the surrounding neighborhood is found by the Planning Commission based on the fully developed nature of the surrounding properties and the maintenance (and improvement) of the existing access drive and the incorporation of historic elements of the current structures into the proposed homes;

7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project providing appropriate design elements and exterior features is found by the Planning Commission based on the proposed design which seeks to maintain the form and context of the existing carriage house and differentiate the proposed addition through contemporary forms and materials;

8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community which the project does through appropriate setbacks and thoughtful site planning is found by the Commission to be the case given the elements of the proposed site plan, various site features,

including the proposed landscaping and access locations, and that the design generally maintains the existing building forms visible from public vantage points;

9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures which they are given the provided site plan, setback and landscaping proposed is supported by the Commission as meeting the requirements and intent of the zoning and building criteria;

10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept which the outdoor decks, landscaping and fencing features are found to be;

11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles which they are given the continuation of the single family use on the site and continued maintenance and improvement of the existing access to the property;

12. Whether natural features are appropriately preserved and integrated with the project which the project seeks to do through careful site planning and increased plantings, including trees;

13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions which they are given the historic design themes and elements incorporated into both the site and building designs and the differentiation of the contemporary and historic design elements;

14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character which the design is found to be, given the features and elements referenced above, the specific context of the adjacent development and the Adams Street District in general;

15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site which it does through careful and appropriate planting choices and locations, thoughtful incorporation of walls and fences, and the significant expansion of trees planted on the project site;

16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena, which it is given the drought tolerant elements of the proposed landscaping;

17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials which is found to be, based on the significant energy and water saving requirements of the proposed design, the requirements of the California Building Code and City of St Helena development criteria.

18. That, based on the public record and testimony presented at a public hearing, and the February 6, 2018, and the historic resource analysis performed by Juliana Inman, the building is determined not to be a significant architectural or historical building.

19. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood in that this approval allows the adaptive reuse of the existing "carriage house" building form, through the maintenance of the existing setbacks and incorporation of the construction materials into the design of the new homes on the site .

C. Now, therefore be it resolved that the Planning Commission, in keeping with Zoning Code Section 17.92.050, identifies that the requested Design Review meets the requirements for modification of structures within the -Historic Preservation (-HP) Overlay District and finds that:

18. That the alteration is compatible with the architectural style of the existing structures in that the project proposes to incorporate building materials from the existing on-site "carriage house" building and maintains the existing form and location of the structure;

19. That the alteration does not eliminate elements that are required to maintain the essential form and character of the structure is found given that the 'carriage house" was not determined to be a historically significant building or contributor for the Adams Street Historic District;

20. That the alternation is compatible with adjoining structures and the use of such structures is found given that the proposed design seeks to maintain the fabric of the surrounding historic context through location and form as discussed above and that the proposed use is of a similar residential nature to the surrounding uses in the neighborhood,

D. Now therefore be it further resolved that, the Design Review for the above described project is granted subject to compliance with all applicable provisions of the Zoning Code subject to each of the following conditions. Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1. The Demolition and Design Review approval shall be vested within one (1) year from the date of approval. A building permit for the demolition and design allowed under this approval shall have been obtained within one (1) year from the effective date of

the Demolition and Design Review decision or these approvals shall expire; provided however that the approved Demolition and Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.

2. This permit is valid for this design only. New permits must be applied for any significant change in the proposed design.

3. The Demolition and Design Review action shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14 day period.

4. Any request for an extension of the Demolition or Design Review must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.

5. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.

6. Pursuant to City Council Resolution 2003-65, the owner and applicant are informed of the following:

   In recognition of the need for additional affordable housing, and to mitigate the effects of this development on the supply and demand of affordable housing, the permitee shall be subject to a Housing Impact Fee, an inclusionary requirement, an in-lieu fee, and/or similar fair and appropriate mechanisms, to provide funds for or to develop additional affordable housing, should such mechanisms be established by the City.

7. Compliance with all permit conditions shall be clearly identified on all plans submitted for building permit approval, shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.

8. This action approves the demolition of the existing “carriage house” building located on the project site and the construction of one 1,626 square foot single family home and associated 492 square foot Accessory Dwelling Unit (ADU).

9. This action memorializes the Planning Commission determination that the setbacks proposed for the development of the project site (as identified on plan set date stamped Jan. 31, 2018) are adequate and appropriate given the unique circumstances of the existing parcel, as permitted per Zoning Code Section 17.112.030.

10. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annl an approval so long as the City promptly notifies the applicant of any such claim,

action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

11. Provided they are in general compliance with the approved Design Review, minor modifications found to be in substantial conformance with the approved design may be approved by the Planning Director.

12. This Demolition and Design Review approval shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.

13. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.

14. Construction documents shall be in compliance with approved plans and exhibits.

15. This action approves the construction of a new single-family home and grants the property owners rights to one residential Growth Management Allotment from the 2018 allocation.

16. Consistent with St. Helena Municipal Code Article IV, Water Conservation Section 18.44, New Development, the applicant shall be required to retrofit <u>one</u> residential dwelling unit prior to receiving a certificate of occupancy. Appeals to this requirement may be made pursuant to Article IV, Section 18.46. The exact number of retrofits may change dependent upon final floor area and water use calculations submitted for the building permit.

17. All conditions of approval shall be clearly identified and included on all plans submitted for building permit review and issuance.

18. Project design is required to incorporate siding and other materials from the existing “carriage house” as available and appropriate.

Public Works Department Conditions of Approval

19. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.

20. For any improvements outside the existing building envelope, a grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining, and an erosion control plan shall be submitted for review and

approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.

21. Drainage needs to be routed to prevent inundation of neighboring properties. Grading and/or site improvement plans shall show how 2-year and 10-year storm flows shall be infiltrated on site and/or diverted at the property lines to prevent inundation of neighboring properties.
22. Prepare and implement a Stormwater Control Plan as required by the Bay Area Stormwater Management Agencies Association (BASMAA) Post-Construction Manual, dated July 14, 2014.
23. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
24. Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.
25. Provide a recorded copy of the dedicated road access and utility easement.
26. The applicant shall install an approved backflow device behind the new water meter prior to Certificate of Occupancy. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle.
27. If the project includes 500 square feet or more of new landscaping and/or 2,500 square feet or more of rehabilitated landscape, the proposed landscaping shall comply with the State's Model Water Efficient Landscape Ordinance (MWELO).
28. Site plan shall show the location of any trees within the project area.
29. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the lateral, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
30. Remodels or new construction which require fire sprinklers shall install an appropriately-sized water service with appropriate backflow and meter devices prior to Certificate of Occupancy. Fire system calculations shall be submitted with the Grading and Drainage Plan to verify fire service lateral and meter sizing. Deferred submittals are not accepted.
31. The applicant shall incorporate water conservation practices into the proposed project per the Water Neutrality Analysis prepared by Zwischen Studio, dated

(revised) December 19, 2017. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises. The water conservation requirements shall be replicated in full on the architectural plans. The water analysis shall be replicated on the building plans prior to building permit approval. Off-site retrofits are required, as determined by the Director of Public Works. All off-site retrofits shall be inspected and approved by the City prior to building occupancy of any building.

32. All driveway approaches shall be per current City and ADA standards. Where none exists, or where deteriorating or non-standard driveway approaches exist, they shall be installed or replaced at the direction of the Public Works Department prior to Certificate of Occupancy. The driveway shall be replaced in order to conform to current ADA Standards.

33. Any missing or broken curb and gutter along the project frontage shall be constructed and/or replaced prior to Certificate of Occupancy, extent to be determined by the Public Works Department.

34. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.

35. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.

36. An encroachment permit shall be required for any work performed in the public right of way.

37. A backflow prevention device shall be installed prior to occupancy unless waived by the Public Works Director.

Fire Department Conditions of Approval

38. Installation of approved interior fire sprinkler system is required, unless waived by the Fire Chief.

39. One hour minimum fire resistant construction on all exterior walls within 10’ of property boundary. Fire resistant construction of interior walls shall be determined by type of occupancy.

40. Any gates installed to control vehicular access to a property are required to be setback 30-feet from the property line and/or edge of public street pavement, as determined by the Fire Marshall. No vehicle gates may be installed without Fire Department and Public Works Department review and explicit approval.

41. Fire equipment shall be inspected annually by the Fire Department.

42. Pursuant to City Municipal Code Section 17.124.070 and 15.36.100, any vehicular gate must be a minimum of 14 feet wide and setback a minimum of 30 feet from the edge of pavement or property line (whichever is greater).

43. Installation of a rapid entry Knox Box system is required on any locked gates or fencing blocking Fire Department access to a property unless waived by the Fire Chief.

44. The existing Access Easement/drive aisle is required to be widened to a minimum width of 12-feet and maintained as such in perpetuity.

Building Department Conditions of Approval

45. A building permit is required for all onsite demolition, construction and/or change of occupancy.

46. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2013 Title 24 codes.

47. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.

48. The applicant shall provide a construction waste management plan with the building permit application.

49. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.

50. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.

51. Building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

52. Properties which are on septic systems and proposing substantial renovations may require approval from the Napa County Environmental Health Department. Applicants are encouraged to engage with the County early in the building permit review process to reduce the potential for delay.

53. Building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a

complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

54. Given that the project site is an un-addressed parcel, please initiate the address assignment process with the Building Division upon submitted of a Building Permit application.

I HEREBY CERTIFY that the foregoing Demolition and Design Review was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on February 6, 2018, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:	ATTEST:
Grace Kistner Chair, Planning Commission	Noah Housh, Planning and Community Improvement Director

zwischen

July 31, 2017

Dear Members of St Helena City Staff and Planning Commission,

We have submitted a design review application for a proposed project located on parcel #009-311-005 on behalf of Dave and Kim Phinney. There is currently a carriage house structure on the property of which the date of origin is unknown, however the lot was recorded as a legal parcel on February 24, 1933. As a function of the the planning of the project we had an analysis of the property and structure done by a registered historical architect to determine if it is a part of the Historic Resources Inventory. It was determined the structure is not a part of the Inventory and the findings along with the opinion of the architect are included along with this submittal.

Although the building is not considered a historic structure, we feel the setting of the carriage house is instrumental to the aesthetic value, both of the neighborhood and of the city, as it contributes to the diverse range of architectural examples within our community. That said, our goal through adaptive reuse is to maintain the footprint, aesthetic fabric, and general vernacular of the current carriage house while rehabilitating it and creating a building program appropriate for contemporary use.

As noted in the analysis of the structure the carriage house is in poor condition and subsequently, despite trapping and abatement attempts, is home to vermin of all types. If the building is left to sit without improvements it will likely need to be taken down in the near future for safety reasons.

The recorded parcel presents an unusual situation as classified by 17.112.030, and while the current and proposed structures do meet the maximum development standards as detailed in 17.40.060 they do not fall within the typical minimum standards of the Medium Density Residential (MR) District. The code dictates that when dealing with unusual situations such as we have in this instance the planning commission and planning director are responsible for determining front of yard designation and yard setbacks respectively. Consequently we have engaged in several meetings with the City in order to determine the desired front yard designation and setbacks because there is no set standard or minimum requirement for yard and setback designations within the code. We have designed the project around the guidance and findings obtained in said meetings, subsequently the plans submitted reflect the determinations for desired yards and setbacks for our parcel.

We have included our code analysis as a part of this submittal for your reference.

Although the parcel currently has an existing well that is and will be used for landscaping purposes it has been requested that we tie our proposed project to the municipal water supply for our domestic use. The calculations for water use pursuant to the City of St. Helena Water Neutral Policy for Development have our proposed project consuming 81.78 gallons per day. It

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is our understanding that we will be required to offset an equivalent amount of water consumption within the community. Although this is a requirement, the code states "Retrofitting off-site is acceptable, though the City does not maintain a list of facilities. Retrofit fees are not being accepted by the Public Works Director in lieu of actual retrofit applications."

At the time of this application we do not have volunteers for retrofit of facilities within the community. The city does offer a Water Conservation and Rebates program that asks for volunteers for such retrofits. We respectfully request the City to share any known entities who are in need of such retrofits to offset our proposed consumption and if no entities are known, please advise as to how you would like us to proceed with compliance of the policy.

Thank you for your time and consideration of the project. We look forward to our discourse at the scheduled design review hearing.

Sincerely,

Joshua Parke
Zwischen Studio

Code Analysis:

Chapter 17.112 General Site Design and Development Standards.

Regarding Existing Parcel 009-311-005 platted February 24, 1933

17.112.020 Frontage Requirement.
"Any lot of record existing prior to January 28, 1956, or thereafter legally created pursuant to the State Subdivision Map Act and the subdivision ordinance shall be considered a legal building site."

17.112.030 Front of lot/setbacks and yards in unusual situations.

> A. "Normally, the front of a lot shall be the narrow dimension which abuts a public or private right-of-way opposite the rear of a lot. In unusual cases, however, where the location and relationship of the lot to abutting public or private right-of-way (i.e., double frontage, narrow dimension located on local street while wide dimension located on arterial or collector, flag lot, etc.) make it difficult to establish the front of the lot, *the planning director shall make a determination as to the front of the lot. The planning director's decision shall be reviewed and approved by the planning commission."*

Proposed: As requested, Front Yard along Allyn Street.

Unusual case: Front yard of subject lot abuts rear yard of adjacent lot.

B. "All required setbacks and yards shall be determined by their relationship to the front of a lot. However, in unusual cases (i.e. a rear lot line abuts a side lot line of an adjoining lot) *the planning director shall have the authority to establish the location of the setback and yard standards in relation to any existing or proposed buildings or structures."*

Proposed: As requested existing barn footprint sets the side yard setback 1'9" from the south property line. Side yard along the north property line will be 10' and rear yard will be approximately 10'

Reasoning: Existing building footprint and adverse lot conditions on established building parcel.

Note: Evaluation of existing barn rehabilitation within the context of the neighborhood performed by Juliana Inman, architect specializing in historical architecture, CEQA and discretionary permitting in Napa County prioritizes keeping the existing footprint of the structure.

"Conclusions: recommends maintaining the barn in its current location but allowing design flexibility on the rehabilitation and addition." See full letter attached.

Medium Density Residential (MR) District.

17.40.010 Purpose.

"The MR district is established for consistency with the medium density residential general plan designation. The district provides for single-family detached homes, accessory dwelling units, . . .

17.40.020 Permitted uses.

B. "New construction of one single-family dwelling on parcels where the minimum density is 1.99 units or less."

G. "One second unit, as defined in Section 17.04.160 and consistent with the provisions of Section 17.116.030."

Proposed: New single family residence with one second unit as defined in Section 17.04.160 and consistent with the provisions of Section 17.116.030. Existing barn structure will be rehabilitated with new structure in same relationship to south property line as existing structure.

17.40.060 Development Standards.

"The following standards and requirements shall apply in the MR medium density residential district, *except as otherwise provided in this title:*"

A. Maximum Standards:

A2. Lot Coverage:	45%
A3. Height of principal building	30 feet
A4. Height of accessory building:	15 feet
A5. Floor Area Ratio:	As regulated in Section 17.40.070

Section 17.40.070 A.1. “The maximum gross floor area is the product of the parcel area multiplied by the floor area ration (F.A.R.) shown on the table below:

Net Parcel Area (S.F.): 4999 and less
Maximum Gross Floor Area (S.F.) = 1800

B. Minimum Standards: Set by Planning Director.

B. The maximum gross floor area may be increased by four hundred 400 square feet per parcel for construction of a second unit, duplex or triplex.

Proposed: New single family residence with one second unit with lot coverage of 35%. Existing height is 25’ 4 7/8” with proposed height of 27’ 5 1/4”. Covered parking accessory building height of 15’ maximum. Per the F.A.R. chart in section 17.40.070 the maximum gross floor area allowed for parcel areas under 5000 S.F. is 1800 S.F. Existing gross floor area is 1816 S.F., with proposed gross floor area of 1740 (includes 2nd unit exemption).

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Juliana Inman
ARCHITECT

20 June 2017

Noah Housh, Planning Director
Aaron Hecock, Planner
Planning and Building Department
1480 Main Street
St. Helena, CA 94574

Re: 1301 Allyn Ave.
Historical Review
St. Helena, CA

Via email to: aaronh@cityofsthelena.org

Dear Mr. Housh and Mr. Hecock,

I was requested by Joshua Parke to review plans for alterations to a barn/carriage house located at 1301 Allyn Ave. in St. Helena and to determine whether the property retains integrity under the California Environmental Quality Act (CEQA) regulations and if the work meets the Secretary of the Interior Standards. Below is a discussion of the Standards, the barn "integrity", and the California Environmental Quality Act. I reviewed resources at Napa County Landmarks, Inc. (1978 Survey), and City of St. Helena Historic Resource Inventory and General Plans (Appendix A for the 1993 General Plan and Historical Resource Element for the current General Plan). This barn is not listed in the Historic Resources Inventory.

This gable end two-story redwood-sided barn is located in the Spring Street District identified in the 1978 Historic Resources Inventory prepared by Napa County Landmarks, Inc. Judith Munns wrote the district descriptions included in Appendix A of the 1993 St. Helena General Plan and prepared many of the resource inventory forms in the 1978 county-wide inventory.

The barn or "carriage house" dates from the turn of the 20th century. It is a two-story linear wood framed building with a cross gable dormer on one side providing a "hay hood" for the upper level hay door access. Sliding barn doors allow entrance to the first floor, and a small gable end window on the second floor lights that space. A large open shed addition has been added to one end of the building to cover equipment or vehicles. The condition of the barn is fair to poor. It has received minimal maintenance over the last 4 or 5 decades, and remains standing due to the fact that it is covered with vertical redwood board siding. There are no battens on the exterior vertical board siding, so the building is open to vermin. It's use as a carriage house was obsolete by the 1920's, so the building has been used for garage and storage since then.

The barn has not been greatly altered except for the open shed addition on one end.

Rehabilitation plans for the barn include changing the use to residential and modification of the building to provide additional ceiling height, new foundations, additional framing to carry the required loads, additional windows, additional doors, new internal building systems, new interior finishes, new insulation, and a contemporary addition.

2133 FIRST STREET, NAPA, CALIFORNIA 94559 (707) 226-5304
email: juliaia@comcast.net

page 2
1301 Allyn Ave
20 June 2017

Figure 1. Front elevation showing cross gable dormer & barn doors.

Figure 2. Front elevation showing shed addition.

Figure 3. Gable end visible from adjacent parcel.

Figure 4. Gable end showing cross gable dormer.

Figure 5. Second floor hayloft interior showing open gaps between siding boards.

Supporting information

California Environmental Quality Act (CEQA):
The California Register regulations define "integrity" as "the authenticity of an historic resource's physical identity, evidenced by the survival of characteristics that existed during the resource's period of significance" (State Office of Historic Preservation, 1997). These regulations specify that integrity is a quality that applies to historic resources in seven ways: **location, design, setting, materials, workmanship, feeling and association**. A property must retain **most** of these qualities to possess integrity.

The barn on this site retains integrity of **location.** There has been a diminution of integrity of design, workmanship, feeling and association. **The barn still retains integrity of location, setting, materials.**

Overall the barn does not retain integrity. This reviewer would not recommend adding the barn to the historic resource inventory since the property has been severed from its original associated home, has been altered, and is in poor condition.

According to current CEQA regulation:
Title 14. California Code of Regulations, Chapter 3. Guidelines for Implementation of the California Environmental Quality Act Article 5. Preliminary Review of Projects and Conduct of Initial Study, Section 15064.5. Determining the Significance of Impacts to Archeological and Historical Resources:

(3) Generally, a project that follows the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings or the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (1995), Weeks and Grimmer, shall be considered as mitigated to a level of less than a significant impact on the historical resource.

Secretary of the Interior Standards:
The City of St. Helena references compliance with The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, (the "Standards") in the design review conditions and/or negative declaration for projects containing historic resources. Compliance with these guidelines avoids any negative impacts on the existing building.

Work done in prior modifications to the property do not conform to *The Secretary of the Interior's Standards and Guidelines for Rehabilitating Historic Buildings*.

Conclusions:
Instead of analyzing the project compliance with the Standards since the building retains little integrity, my recommendations are as follows:

1. The barn is visible from adjacent properties and forms a part of the historic fabric of the neighborhood and the setting of the adjacent historical properties.
2. I recommend retaining the barn in its current location, but allowing design flexibility on the rehabilitation and addition.
3. I recommend keeping the two-story redwood-sided form. Battens or other methods to provide a weather proof exterior are recommended.

4. A one-story addition will not damage the visual character of the building as seen from nearby properties.
5. As much of the historical fabric of the building as possible should be retained or re-used in the rehabilitated structure.
6. For the purposes of building code compliance, the barn in its new use should conform to the prevailing code, and does not qualify for use of the California Historical Building Code.

Regards,

Juliana Inman

zwischen

Water Neutrality Analysis

Project: APN 009-311-005
Date: October 5, 2017

Existing Baseline Demand:

The baseline water use for the property refers to existing water use from the City of St. Helena Municipal Water System for both domestic (internal) and irrigation (external) uses. Internal water use includes water usage from any on-site structure. The external water use for development includes water used for irrigation for landscaping.

The existing structure has no domestic water use. All existing external demand is provided by an onsite well.

The existing property has a zero baseline with respect to City of St. Helena water usage.

Proposed Internal Demand:

2 bedrooms = 4 total occupants

	Flow Rate (gal/min or gal/flush)	Flow Duration* (min, flush, load, etc)	Daily Uses Per Occupant*	Number of Occupants	Gallons per Day
Showerheads	1	8	1	4	32
Sink Faucets	1.5	0.25	3	4	4.5
Kitchen Faucet	1.5	4	1	4	24
Toilet	1.28	1	3	4	15.36
Dishwasher	4	1	0.37	4	5.92
					81.78

* Demand rates provided by St. Helena Water Neutral Policy for Development.

Proposed External Demand:

Irrigation for the proposed landscaping would continue to be provided by the existing onsite well resulting in zero external demand with respect to City of St. Helena water usage.

Total Proposed Demand:

The combined total for proposed internal and external demand is 81.78 gallons per day.

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Off-Site Retrofits:

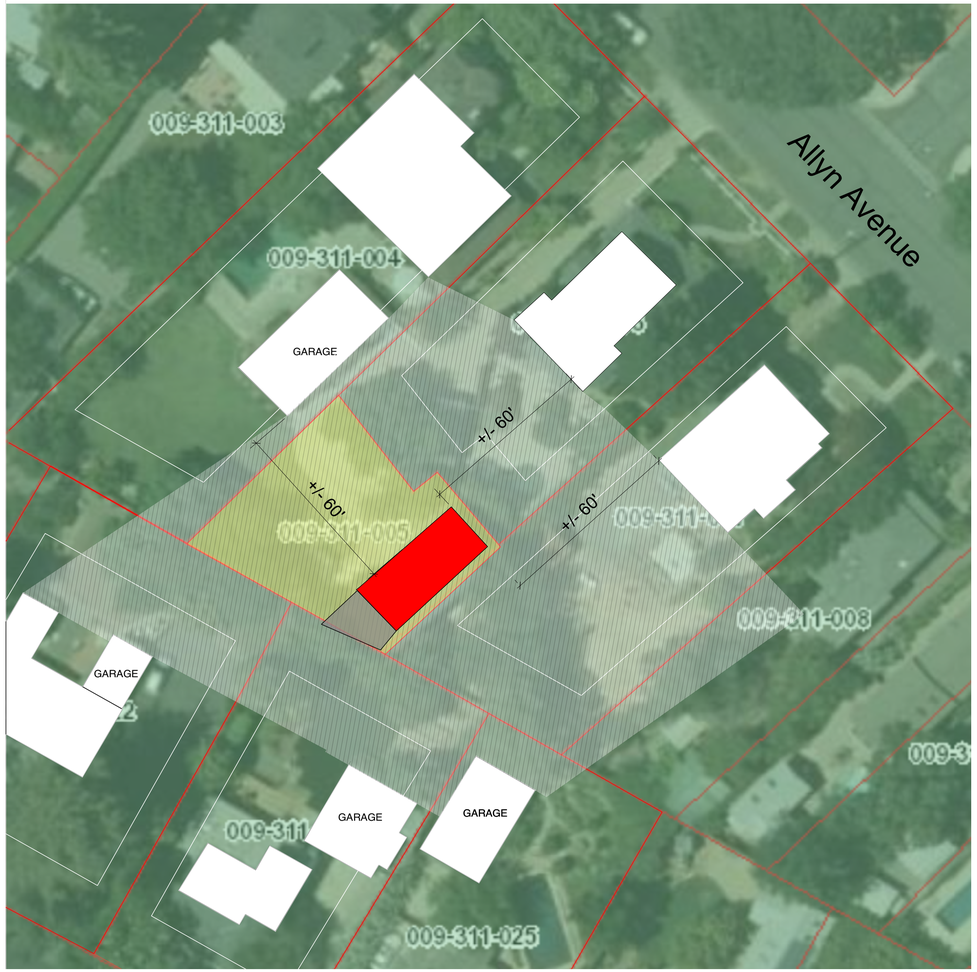
As the existing property has no baseline water usage, the project will be required to provide off-site retrofits to offset the estimated water usage of 81.78 gallons per day.

According to the Department of Housing and Urban Development, older shower heads deliver a flow rate of 5 to 10 gallons per minute. A proposed efficient shower head would limit the flow to 1 gallon per minute creating a net savings of 4 to 9 gallons per minute.

See chart below for demand impact based upon the conservative estimate of 4 gallons per minute reduction in water flow (differential flow rate):

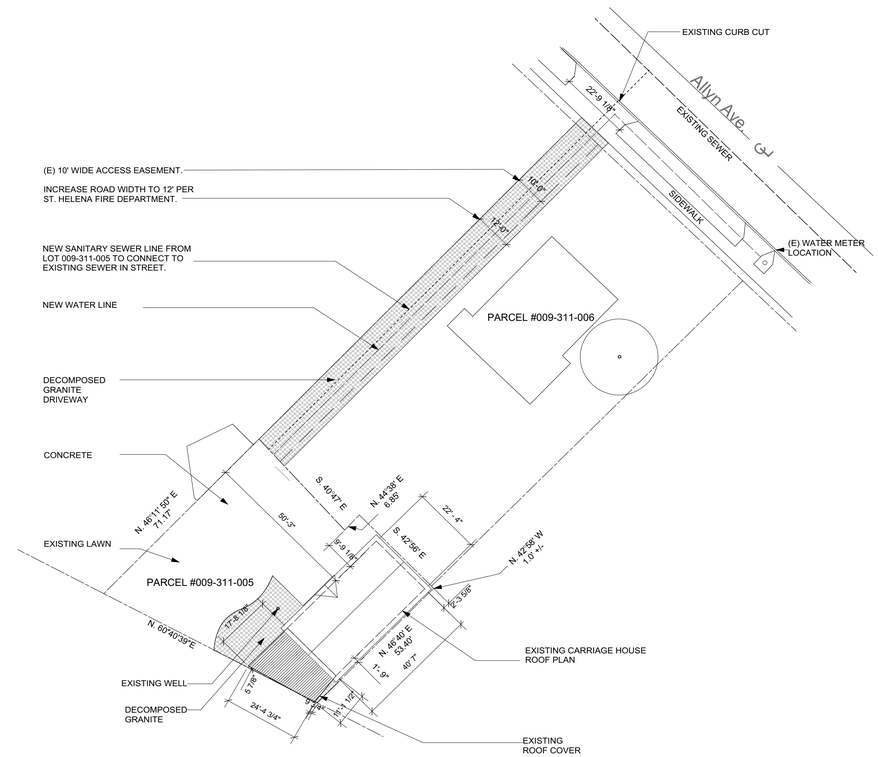
	Differential Flow Rate* (gal/min or gal/flush)	Flow Duration (min, flush, load, etc)	Daily Uses Per Occupant	Number of Occupants	Gallons per Day
Showerheads	4	8	1	4	128
					128

The above calculations indicate that by completing a retrofit of existing shower heads within one 2-bedroom residence the proposed project will result in a theoretical net decrease in water demand of 46.22 gallons per day (128 gpd - 81.78 gpd).



N

Existing Site Plan Showing Driveway Easement to Allyn
Scale: 1" = 20 ft



NOTE: SITE FEATURES SHOWN BASED ON SURVEY PREPARED BY TERRA FIRMA SURVEYS, INC. 9.11.2015

BOUNDARY LINES AND BEARINGS TAKEN FROM NAPA COUNTY ASSESSOR'S MAP BK. 9 PAGE 31.

N

Allyn Avenue Neighborhood Plan Showing Yards
Scale: 1" = 20 ft

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p 206.218.5615
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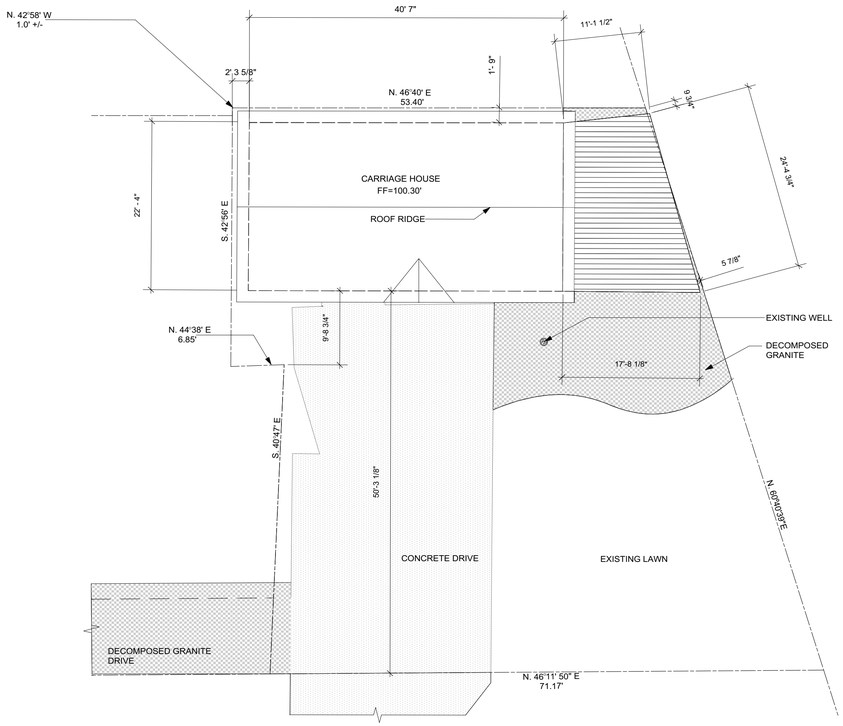
Allyn Avenue Parcel 009-311-005
St. Helena

A1.0

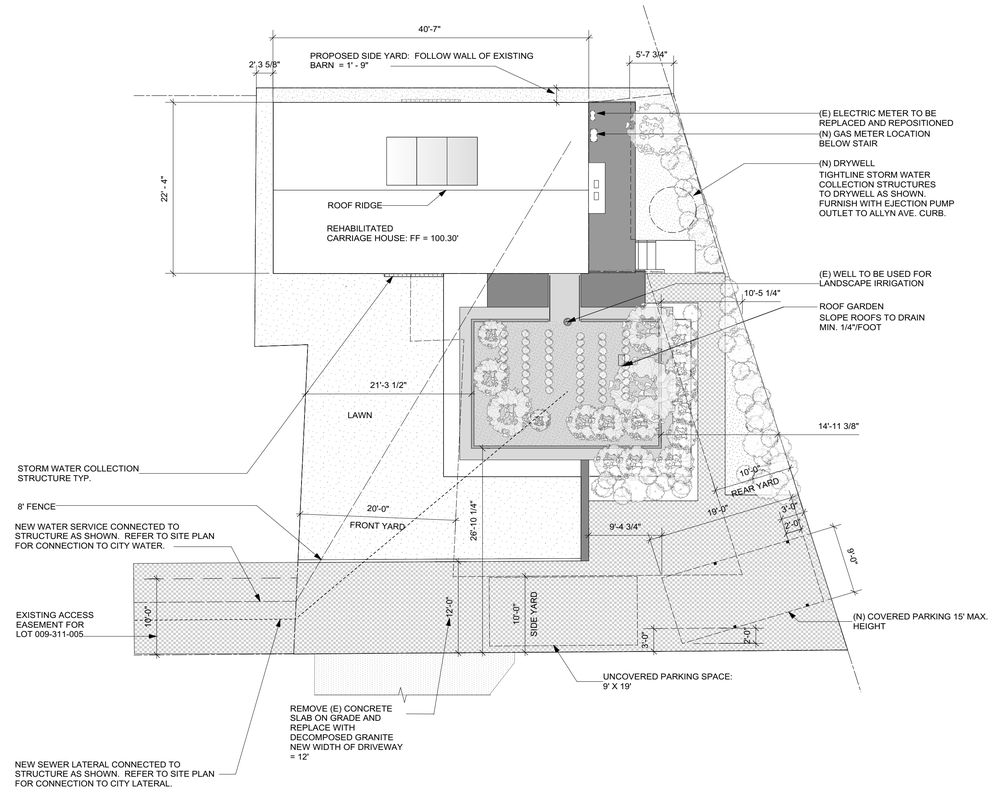
Neighborhood Plan
Existing Site Plan

Design Review
Date: July 28, 2017
Revised: October 5, 2017
Revised: November 14, 2017



Existing Site Plan - Roof Plan Parcel #009-311-005
Scale: 1/8" = 1'-0"

Lot Area:	4570 SF
Gross Floor Area	1812 SF
Lot Coverage:	
Building Area: 1241 SF	
Lot Area: 4570 SF	= 27%



Proposed Site Plan - Roof Plan Parcel #009-311-005
Scale: 1/8" = 1'-0"

Lot Area:	4570 SF
Gross Floor Area (includes 2nd unit exemption)	1718 SF
Gross Floor Area Allowed:	1800 SF
Lot Coverage:	
Building Area: 1755 SF	= 38%
Lot Area: 4570 SF	
Lot Coverage Allowed:	45%
Total Proposed Landscape:	1915 SF

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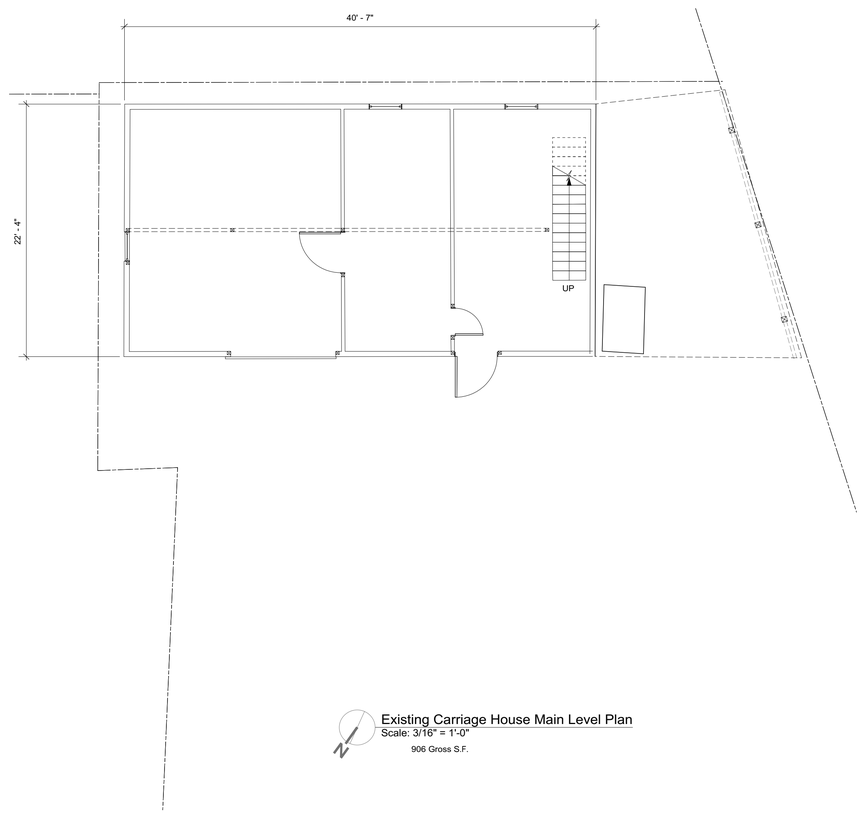
PO Box 984
St. Helena, CA
94574
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

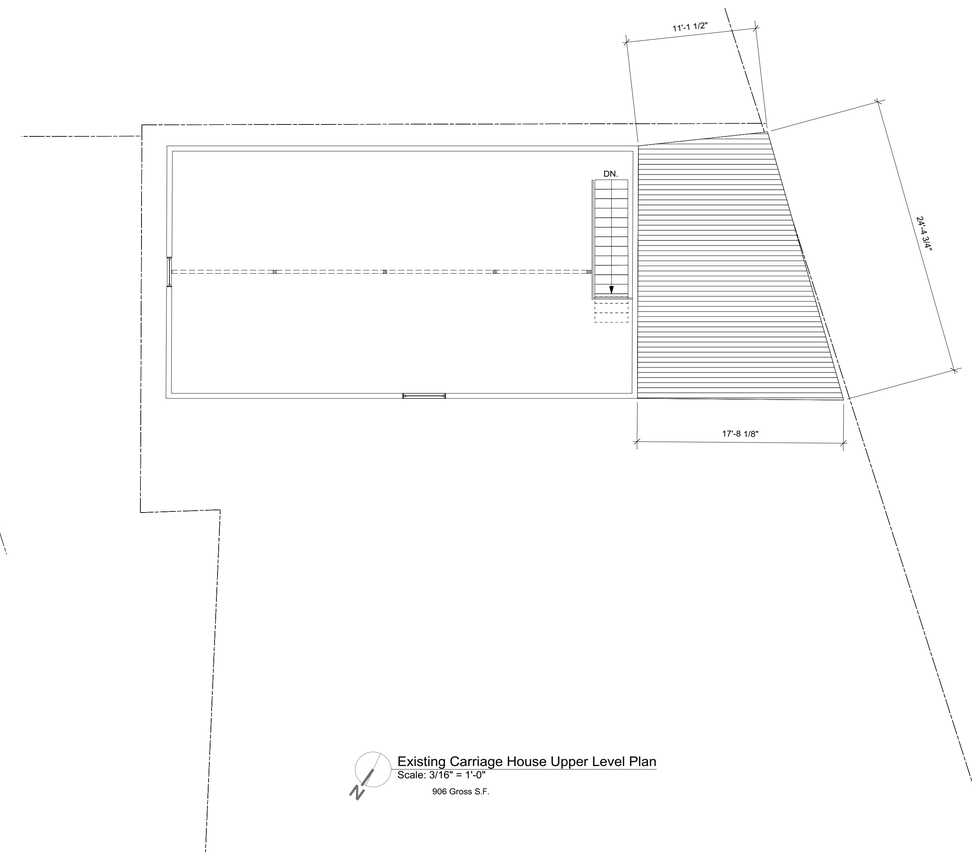
A1.1

Proposed Site Plan Plan

Design Review
Date: July 28, 2017
Revised: October 5, 2017
Revised: November 14, 2017



Existing Carriage House Main Level Plan
Scale: 3/16" = 1'-0"
906 Gross S.F.



Existing Carriage House Upper Level Plan
Scale: 3/16" = 1'-0"
906 Gross S.F.

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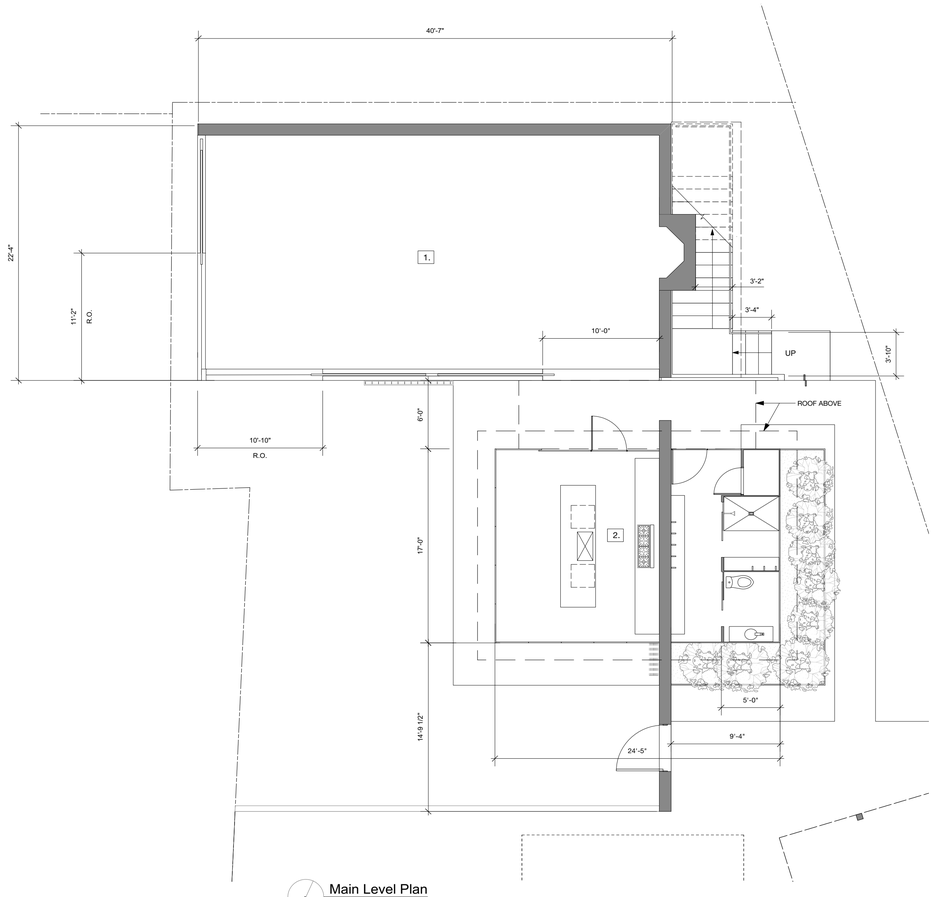
PO Box 984
St. Helena, CA
94574
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

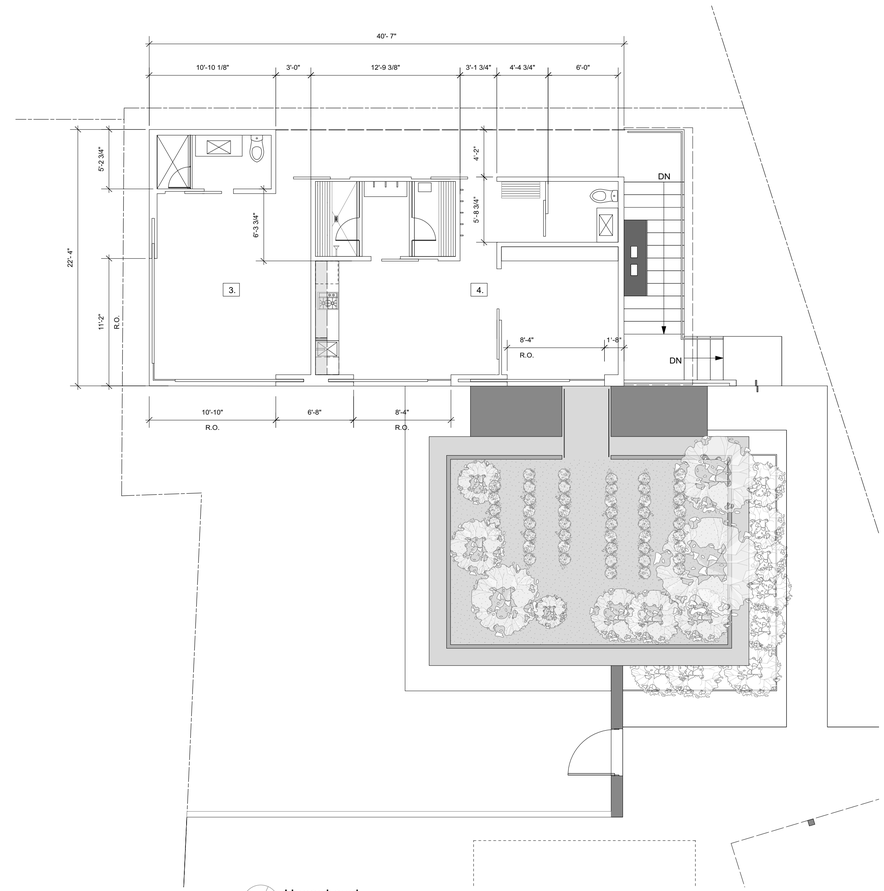
A2.0

Plans: Existing Building

Design Review
Date: July 28, 2017



Main Level Plan
Scale: 3/16" = 1'-0"



Upper Level
Scale: 3/16" = 1'-0"

1. Living/Dining
2. Kitchen
3. Bedroom
4. ADU

Primary Residence
1626 S.F.
ADU
492 S.F.

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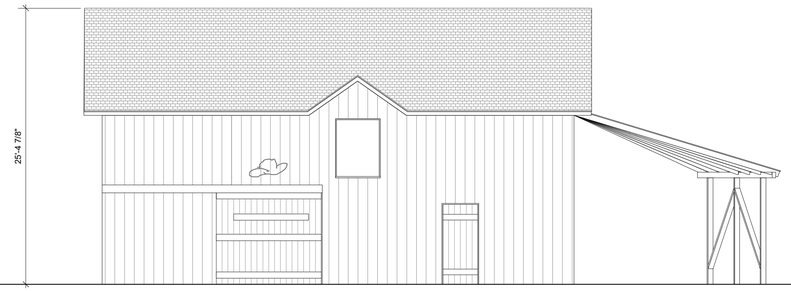
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

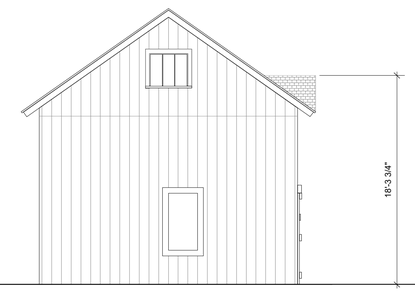
A2.1

Plans: Proposed

Design Review
Date: July 28, 2017
Revised: October 5, 2017
Revised: November 14, 2017



Existing North Elevation
Scale: 3/16" = 1'-0"



Existing East Elevation
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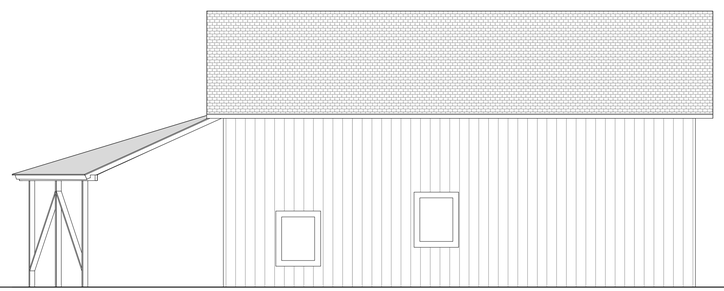

Existing South Elevation
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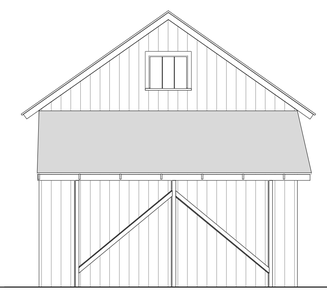

Existing West Elevation
Scale: 3/16" = 1'-0"

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St. Helena, CA
94574

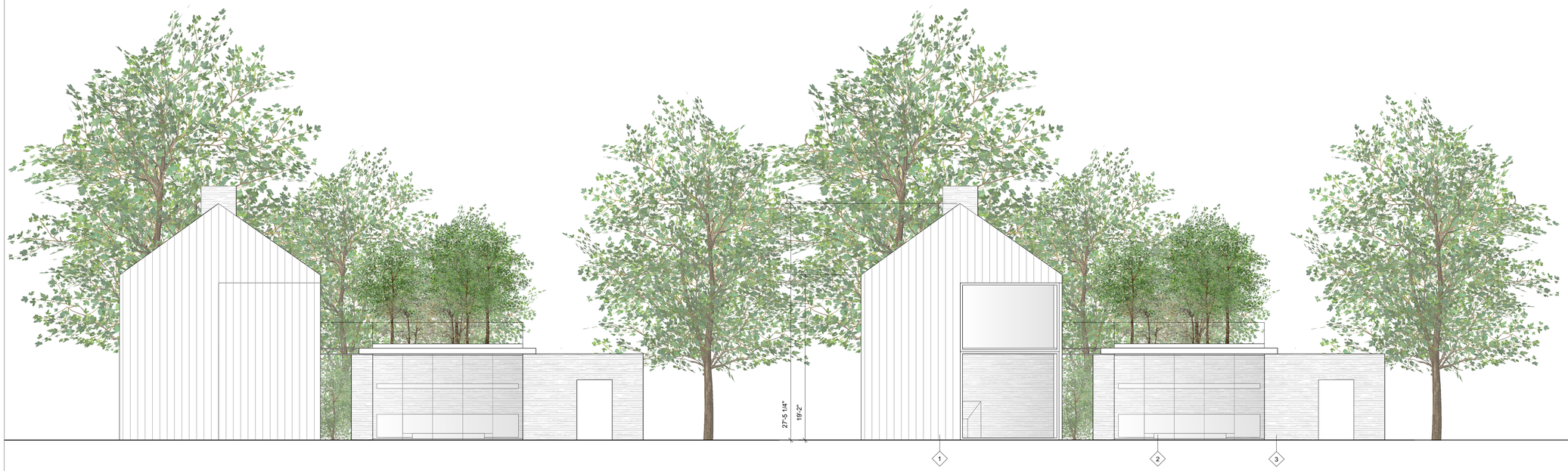
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.0

Existing
Building Elevations

Design Review
Date: July 28, 2017



Proposed East Elevation
Scale: 3/16" = 1'-0"

1 Redwood Siding
2 Glass
3 Stone
4 Metal

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

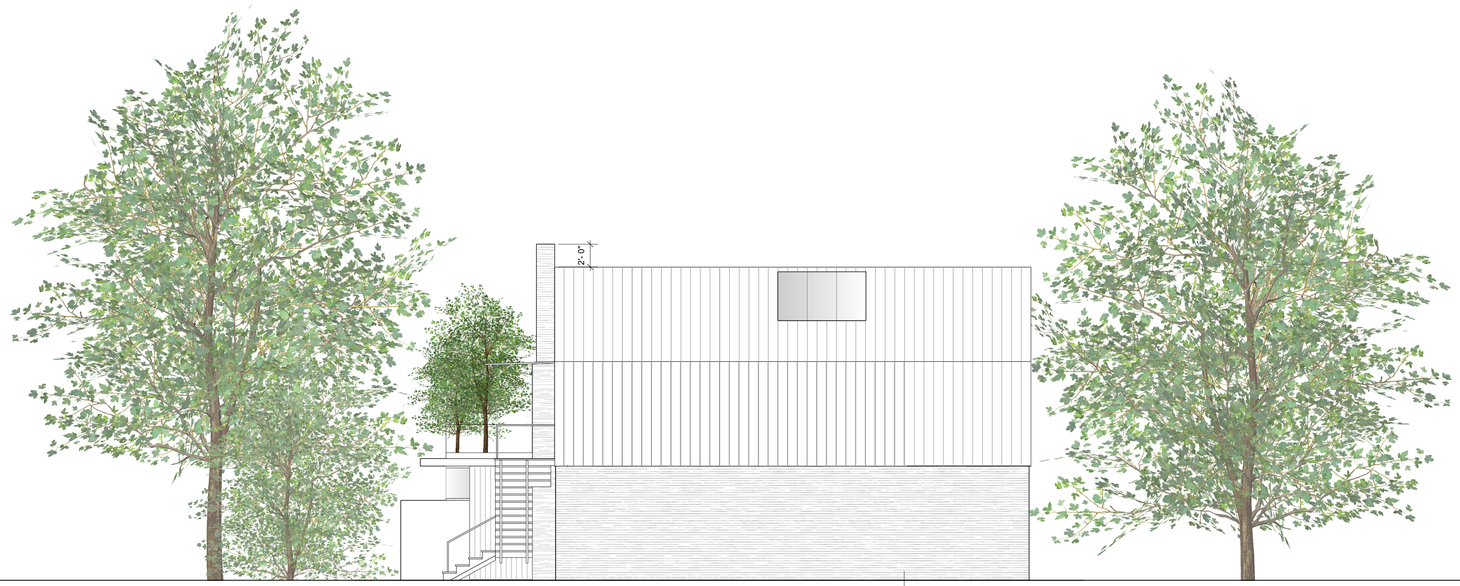
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.1

Proposed
Building Elevations

Design Review
Date: July 28, 2017
Revised: November 14, 2017



3

Proposed South Elevation
Scale: 3/16" = 1'-0"

1 Redwood Siding
2 Glass
3 Stone
4 Metal

zwischen

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

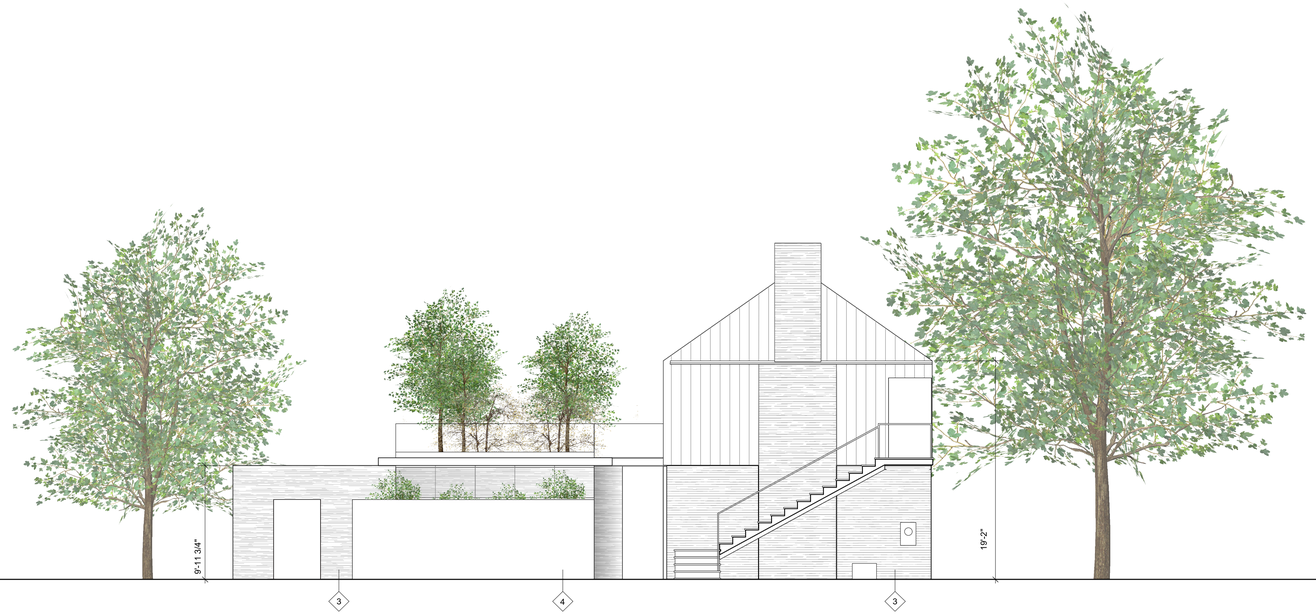
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.2

Proposed
Building Elevations

Design Review
Date: July 28, 2017
Revised: November 14, 2017



Proposed West Elevation
Scale: 3/16" = 1'-0"

1 Redwood Siding
2 Glass
3 Stone
4 Metal

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.3

Proposed
Building Elevations

Design Review
Date: July 28, 2017
Revised: November 14, 2017

Proposed North Elevation
Scale: 3/16" = 1'-0"

1 Redwood Siding
2 Glass
3 Stone
4 Metal

zwischen

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

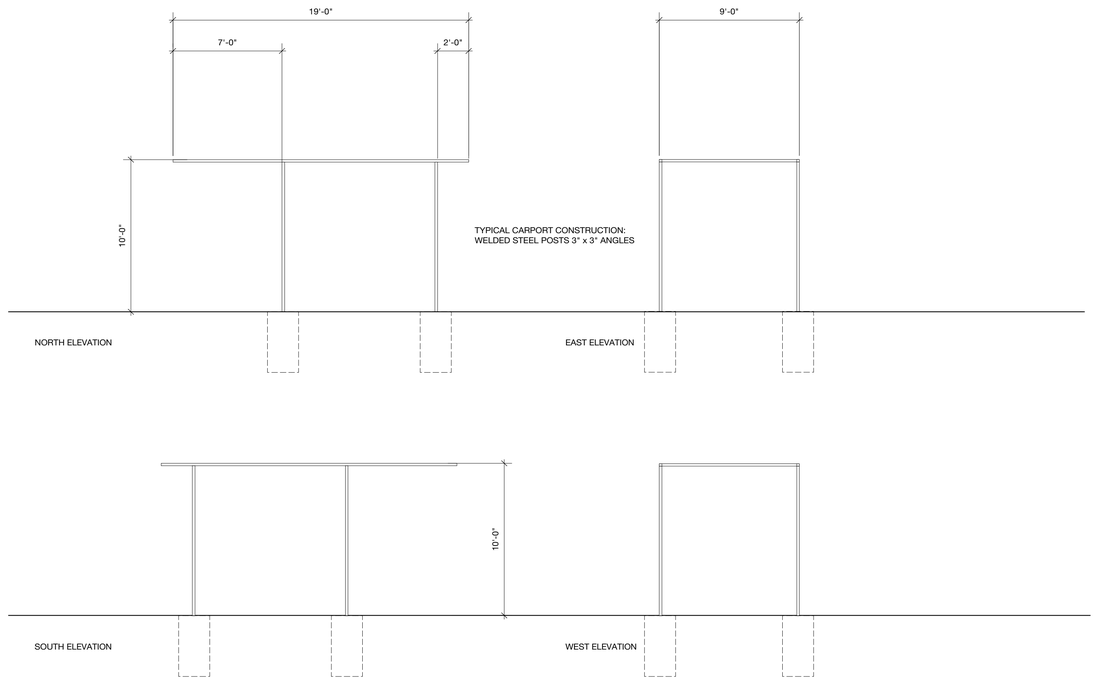
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.4

Proposed
Building Elevations

Design Review
Date: July 28, 2017
Revised: November 18, 2017



Carport Elevations
Scale: 1/4" = 1'-0"

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

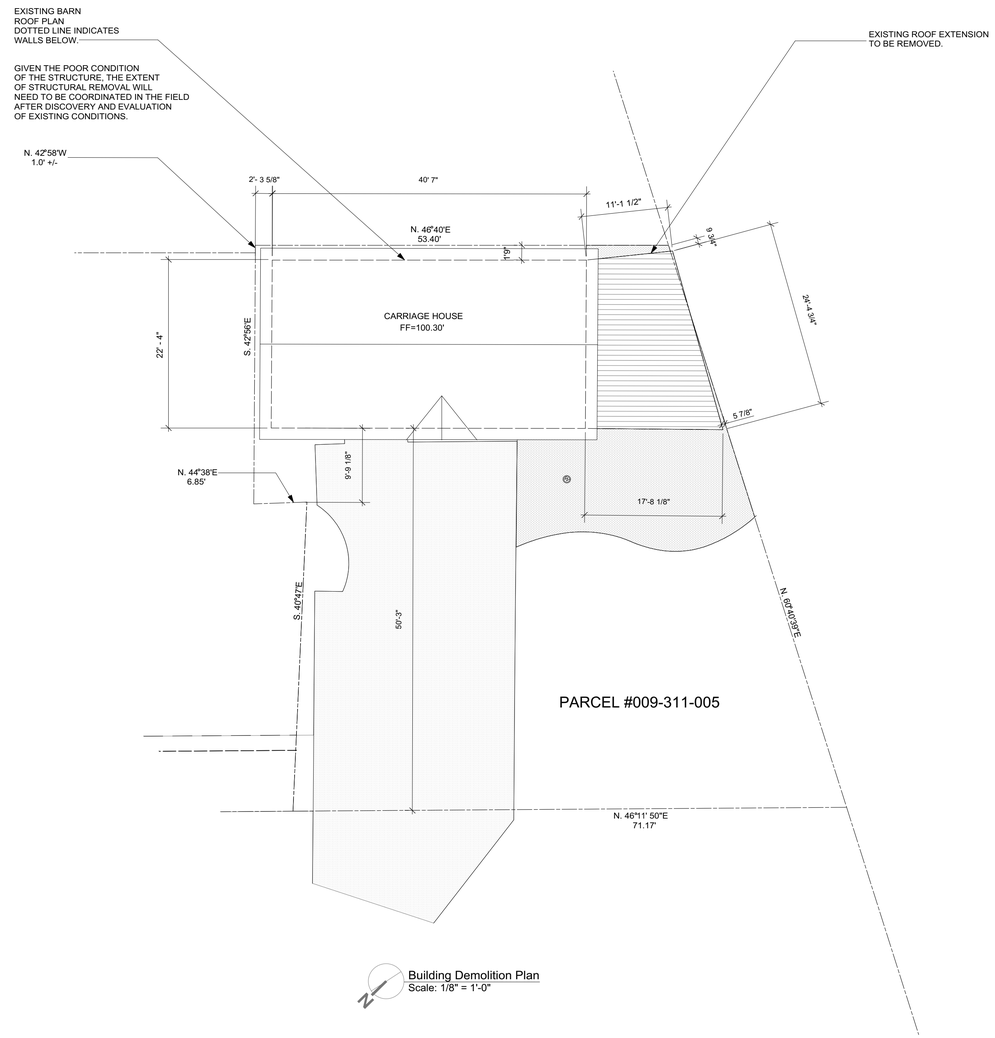
p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

A3.5

Proposed
Carport Elevations

Design Review
Date: July 28, 2017
Revised: October 5, 2017



zwischen

ZWISCHEN STUDIO
PO Box 984
St. Helena, CA
94574

p 206.218.5615
f 206.299.3349

Allyn Avenue Parcel 009-311-005
St. Helena

D1.0

Demolition Plan

Design Review
Date: July 28, 2017

Xinia Gamero

From: Robert D. Torres <btorres@tfewines.com>
Sent: Monday, February 05, 2018 9:46 AM
To: Cindy Tzafopoulos; Noah Housh; Aaron Hecock; Xinia Gamero; Grace Kistner; Lester Hardy; David Knudsen; Bobbi Monnette; John Ponte
Cc: 'Kimberly Phinney'; Anthony R. Torres
Subject: Phinney Project

Members of the Planning Commission and staff

I am the owner of the parcel (1296 Hudson Ave, APN 009-311-024) directly behind the proposed Phinney project. I have reviewed their application and staff report and fully support the Phinney's request to demolish and replace the carriage house per the plans submitted. I believe this will be an enhancement to the neighborhood and a great repurposing of the building site.

Sincerely

Robert D. Torres | Principal, Vice Chairman & Director
Trinchero Family Estates
Office: 1-707-963-3104 ext. 2820 | Fax: 1-707-963-3829
btorres@tfewines.com

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Xinia Gamero

From: Heather Jordan <hmjordan@gmail.com>
Sent: Monday, February 05, 2018 4:07 PM
To: John Ponte; Bobbi Monnette; David Knudsen; Lester Hardy; Grace Kistner; Xinia Gamero; Aaron Hecock; Noah Housh; Cindy Tzafopoulos
Cc: Robert Fisher
Subject: Phinney Carriage House

To Whom It May Concern:

We are the property owners on the property line of the Phinney Carriage House project (South side, 1279 Allyn Ave). We purchased our property knowing that the barn was on our shared property line. We are in support of the Phinney project to resurrect the Carriage house, ultimately making it a safer and more aesthetically pleasing structure, while keeping the overall look and feel.

The Phinney's have been wonderful neighbors over many years. We feel fortunate to have such good-hearted, active members of our community next door.

Many thanks,
Heather & Rob Fisher

Xinia Gamero

From:	Cynthia Warren <cynthiawarren1@gmail.com>
Sent:	Monday, February 05, 2018 4:08 PM
To:	Bobbi Monnette; John Ponte; David Knudsen; Lester Hardy; Grace Kistner; Xinia Gamero; Aaron Hecock; Noah Housh; Cindy Tzafopoulos
Subject:	Phinney Project at 1301 Allyn

City of St. Helena and Planning Commission:

I am writing in reference to the Phinney project at 1301 Allyn Ave. The Phinneys have lived next to us for 16 years and we share a common driveway. We owned the barn parcel for 23 years and sold it to the Phinneys six years ago.

It was always our intention to restore the barn. The barn has no foundation, loose boards and is not sturdy. Our fear was that it would become a hazard should it collapse. The Phinney project brings the barn/carriage house back to it's orginal condition, with improvements in keeping with the surrounding neighborhood. The use of the orignal barn materials will create a beautiful building that the city should be proud of.

We have shared a common driveway with the Phinneys for 14 years and have never had an issue. They have been wonderful neighbors who continue to give back to our community. I strongly urge to you approve this project .

Sincerely,
Cynthia Warren
1317 Allyn Ave.
St. Helena, CA

--
Cindy Warren

cynthiawarren1@gmail.com
(707)483-7008

Xinia Gamero

From: Jeffrey Earl Warren <jeffearlwarren@gmail.com>
Sent: Tuesday, February 06, 2018 11:50 AM
To: Bobbi Monnette; John Ponte; David Knudsen; Lester Hardy; Grace Kistner; Xinia Gamero; Aaron Hecock; Noah Housh; Cindy Tzafopoulos
Subject: Phinney Project 1301 Allyn Ave.

Members of the Planning Commission,

As I will be out of town and unable to attend the planning commission meeting tonight, I would like to comment via e-mail on the Phinney Project at 1301 Allyn Ave.

As direct, contiguous neighbors we would like you to know that we support their project whole heartedly.

As you are aware, the parcel in question is a separate legal lot.

The Phinneys have lived next to us for 16 years and we share a common driveway. We owned the "thatparcel" for 23 years, but as it was a "flag lot" to us, and a natural extension of their property, we sold it to the Phinneys six years ago.

It was always our intention to restore the barn. Due to its age and decrepit condition, we feared that it would become a hazard should it collapse. The Phinney project brings the barn/carriage house back to it's orginal condition, with improvements in keeping with the surrounding neighborhood. The use of the orignal barn materials will create a beautiful building that the city should be proud of.

We have shared a common driveway with the Phinneys for 16 years and have never had an issue. They have been wonderful neighbors who continue to give back to our community. I strongly urge to you approve this project.

Respectfully,
Jeffrey Earl Warren

James Warren & Son
Jeffrey Earl Warren
Broker

707.486.1025

jeffearlwarren@gmail.com
www.jeffreyearlwarren.com

License # 00981449

PLANNING COMMISSION REPORT

Planning Commission Meeting of February 6, 2018

AGENDA SECTION: Scheduled Matters

SUBJECT: Consideration of Amendments to the City's Zoning Ordinance, St. Helena Municipal Code ("SHMC") Title 17, Potentially Eliminating Certain Floor Area Ratio Exemptions in the Low, Medium, and High Density Residential Districts, as deemed appropriate by the Planning Commission.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:08/22/17

LOCATION OF PROPERTY: Citywide

APN: Citywide

GENERAL PLAN/ZONING: All Residential Designations and Districts

APPLICANT: City of St Helena **PHONE:** 707-968-2740

BACKGROUND

City staff, the Planning Commission, City Council and project applicants regularly find challenges with the existing Zoning Code, including incomplete requirements, antiquated policies and a general lack of consistent regulations. In the spring of 2017, City staff worked with the Planning Commission to prioritize an on-going list of potential citywide projects of interest to the Commission. One of the leading priorities identified at this time was initiation of a comprehensive Zoning Code update in order to address a number of problematic issues and inconsistencies with the Code.

On August 22, 2017, the City Council and the Planning Commission prioritized an update of the zoning code as a top priority to both address these on-going issues, as

well as provide an efficient method to tackle a number of other priorities identified by the Planning Commission and City Council. In addition to addressing the inconsistencies and improving the usability of the code, the list of code improvements includes:

1. Review of the Floor Area Ratio (F.A.R.) allowances and exemptions;
2. Review of the sign standards;
3. Review of the Use Permit requirements in the Service Commercial and Central Business Zoning Districts;
4. Review of the small lot zoning standards;
5. Review, clarify and improve the applicability of the non-conforming zoning standards, with particular focus on large industrial users;
6. Review the Demolition permit process and potential increases in limitations on Demolition permit approval
7. Food Truck Ordinance
8. Temporary Use Permit process
9. Update the Daycare regulations to be consistent with State law
10. Update Telecommunication regulations to be consistent with State and Federal law

Separate from these Zoning Code "clean-up" efforts, adoption of the draft 2035 General Plan (likely to occur in late 2018) will trigger a comprehensive Zoning Code update to implement the direction of this policy document. It is important to make the distinction between the comprehensive changes the General Plan update will trigger, and the code “clean-up” envisioned through this process. This effort is intended to consist of minor revisions and modifications to existing policy, not whole-sale policy changes the scope of which were not anticipated or covered in existing adopted policy documents and therefore past California Environmental Quality Act (CEQA) analysis and determinations.

On December 19, 2017 the Planning Commission reviewed this topic at a regularly scheduled and noticed meeting. Unfortunately the Chair was not in attendance and, after a brief discussion of the issue, the Commission voted to continue the discussion to the next available meeting to allow input from the full Commission. In their brief discussion, the Commission identified concerns over the size and scale of some of the newly constructed single-family homes; requested staff provide information regarding the number of ADUs which have been recently constructed in St Helena; and asked staff to seek to provide information regarding how these ADUs are being utilized (essentially seeking to determine if they were being rented as separate units, or utilized as an extension of the primary dwelling space).

This topic was scheduled for review again at the January 16, 2018 meeting of the Planning Commission. At this time the Commission expressed a desire to continue the item due to the absence of the Vice-chair, however, the Commission ultimately held some limited discussion and provided staff with direction as how to proceed. The Commission directed staff to continue the item to the February 6, 2018 meeting so that the Vice-chair could participate in the discussion but to eliminate consideration of the

400-sf F.A.R. exemption for ADUs from the discussion until a housing survey is conducted as part of the City Council directed Housing Strategy process. This survey combined with other information and data gained through the Housing Strategy process will better inform the Commission and Council on potential impacts that could result from eliminating the 400-sf ADU exemption.

PROJECT DESCRIPTION

Review of the Floor Area Ratio (F.A.R.)

The topic of F.A.R. has been of interest to the Planning Commission for quite some time as many residential projects are proposing F.A.R.s at or near the maximum allowed by the Zoning Code. The Planning Commission's concern is that projects which maximize the allowable F.A.R. may not be in keeping with the character and scale of the surrounding development and therefore have the potential to negatively impact the appearance and character of St Helena's residential neighborhoods. This is of particular concern in the Medium Density residential district as a majority of the City's housing stock lies within this district, and therefore a majority of the residential development activity is as well.

ANALYSIS

DISCUSSION

To address this concern, staff has scheduled a discussion with the Planning Commission to gain input and direction on potentially amending the City's Zoning Code to eliminate certain Floor Area Ratio Exemptions, or make other modifications to the zoning code to ensure the Floor Area Ratios of approved residential development is of a scale and character in keeping with existing development patterns and neighborhoods.

Staff is requesting the Planning Commission provide input to staff on the Commission's interest and/or support to:

1. Eliminate one or more of the allowable exemptions to the calculated maximum gross floor areas in the Medium Density Residential District and possibly the Low and High Density Residential Districts as well.

Currently, the items listed below are exempt from F.A.R. maximums in the Low, Medium and High residential districts:

- The maximum gross floor area of a residential structure may be increased by 400 square feet per parcel for construction of an accessory dwelling unit;
- One covered parking space of 200 square feet in size;
- Non-habitable accessory buildings less than 120 square feet in size;
- A non-habitable basement or attic; and
- A balcony, porch, deck or other structure where at least one of the longest dimensions is unenclosed.

Staff Response:

400 square foot F.A.R. exemption for the construction of an accessory dwelling unit. *The Commission has directed staff to remove discussion regarding the potential elimination of this exemption until a housing survey can be completed. In response, staff has begun the process to draft and conduct such a survey and will bring the results of this process back to the Commission for review and discussion as information is available. he timing of this is likely to be early spring, 2018.* ~~*While removal of this exemption would certainly impact scale and massing for any proposed construction containing an ADU, it could have the unintended result of fewer accessory dwelling units being constructed. Furthermore, this exemption is repeatedly cited in the City's 2015-2023 Housing Element Update Housing Needs Assessment as being a significant incentive in encouraging the development of 37 market rate second units in the 2007-2013 planning period. Specifically, the exemption is used in support of Implementing Actions HE2.I, HE2.J and HE2.K; these Actions are as follows:~~

- ~~HE2.I: Review and revise development standards pertaining to second units. Ensure that the development of second units is physically and financially feasible in targeted areas. Give particular attention to parking standards, setbacks, and impact fees.~~
- ~~HE2.J Provide financial incentives for second unit development. Incentives might include low interest loans or fee waivers.~~
- ~~HE2.K Target specific areas for second unit incentives. Create incentives to construct second units in the medium density areas near downtown. Incentives to adopt as appropriate include, but are not restricted to, fast tracking development applications, deferred development fees, and reduced parking and/or other city standards.~~

~~*As a result, elimination of this exemption could prove problematic when the City is attempting to maintain compliance with the current adopted Housing Element policies and in getting the next Housing Element certified by the California Department of Housing and Community Development (HCD).*~~

~~ADUs in St. Helena~~

- ~~Six (6) ADUs were approved and constructed as part of the Magnolia Oaks Subdivision (Resolution #2007-129) as affordable housing units; and~~
- ~~Since 2010, approximately 22 additional ADUs have been built or are in the process of being built in St. Helena.~~

200 square foot F.A.R. exemption for covered parking. *From the staff perspective, eliminating the 200-sf exemption for covered parking would result in minimal impacts to future development and architectural design other than the intended goal of reducing the overall floor area of newly constructed homes. Eliminating this exemption would essentially reduce the maximum floor area that can be built on any residential parcel by 200-sf, as one covered off-street parking space is required to be provided per unit.*

120 square foot F.A.R. exemption for non-habitable accessory buildings. *Per the California Building Code, accessory structures under 120 square feet in size do not require a building permit to construct, and therefore similarly do not require Design Review approval. Given no review is required for the construction of a shed, (from the staff perspective) this exemption essentially serves no purpose and can be eliminated without consequence. Furthermore, maintaining or eliminating this exemption will have no effect on the scale and massing of the primary dwelling unit on-site. In addition, the F.A.R. limitations identified in the zoning code (Section 17.40.070 for example) are identified as pertaining to the construction of single family- duplex and triplex units only.*

Exemption for non-habitable basement or attic space. *The City of St. Helena Municipal Code definitions for "attic" and "basement" are as follows:*

- *"Attic" means a room or space immediately below the roof of a building that is not habitable and is utilized only for storage. The area must be unconditioned, unfinished area less than seven feet at its highest point with an average height not exceeding four feet.*
- *"Basement" means any floor level below the first story in a building in which the finished floor level directly above is less than four feet above finished grade on all sides. If the finished floor level directly above a basement is more than six feet above grade for more than fifty percent (50%) of the total perimeter or is more than twelve (12) feet above grade, as defined herein, at any point such basement shall be considered a story.*

As defined, non-habitable attic or basement space would not be counted toward F.A.R. maximums. The issue to consider here is the potential conversion of non-habitable space to habitable space at a later date and time. By definition, attics are limited in ceiling height and must be unconditioned. Therefore, attics cannot be living space and should not count against F.A.R. maximums. Basements however can result in a home being 4 feet taller above grade in height and have no prohibition about being converted into living space. It seems that in many cases it would be quite easy for a homeowner to convert unconditioned basement space into fully habitable living space. That said, not all basements will require the first floor to start above grade and a basement is a good way for a homeowner to add usable floor area in a minimally impactful way.

Elimination of this exemption would have no impact relating to the size and scale of a home with respect to attic space because per the definition, attic space cannot be converted into living space. However, it could have the intended effect of reducing the massing of a home with respect to basement space if all basement space was considered when calculating F.A.R. maximums, due to the additional height a "basement" can add to the height of a home. Conversely, a true basement, with no additional foundation height added could allow a property owner to capture additional living space, without contributing to the appearance or massing and height identified as a concern by the Commission.

Exemption for balconies, porches, decks or other structures where at least one of the longest dimensions is unenclosed.*Elimination of this exemption has the potential for broad impacts to the architecture and design of single family homes in this District. Balconies, porches and covered decks provide additional useable outdoor space as well as providing architectural interest and building articulation. Additionally, these features are key elements of the historic architecture that characterizes many St. Helena neighborhoods in the Medium Density Residential Zoning District.*

From a design standpoint, balconies and porches provide important character defining elements and physical articulation in building massing, thereby helping to make individual structures more unique. Further, the incorporation of a porch or covered entry feature is often in keeping with the historic character and design aesthetic common of so many of St Helena's neighborhoods. Eliminating the exemption for covered balconies, porches and deck space from F.A.R. maximums could result in developers dedicating more square footage for living space (a key defining element of the homes value), creating less aesthetically appealing and historically appropriate designs. Eliminating this exemption could result in bland architecture and less consistency with historic architectural context, given that historic homes typically incorporate porches, balconies and decks which architectural interest and character. This potential is important for the Commission to consider in reviewing the proposed revisions to the allowable F.A.R. exemptions. It should be noted, in January 2016, the City Council rejected the idea of eliminating this exemption.

*NOTE: Per Municipal Code Section 17.112.060 (Projections into required yards and setbacks), open floor space areas (open decks, unenclosed porches, unenclosed balconies, fire escapes, landings, steps) may extend into any required front setback or side setback for a distance of not more than six feet. Open floor space areas not exceeding eighteen (18) inches in height may extend into the required yard for a distance of not more than one-half the width of the yard required by the zoning district requirements. These limitations shall not apply to patios, walks, or other similar types of surfaced areas when constructed at grade.

2. Another separate method to address the concerns over scale and massing expressed by the Planning Commission may be to simply reduce the allowable Floor Area Ratio in some or all zoning districts. This has not been a topic previously discussed, and therefore staff has not fully vetted the implications of this option, however it as an option available for the consideration by the Commission and may be a relatively simple method to reduce overall square footage of newly constructed homes, and proposed additions to homes.

CEQA

An action to adopt an Ordinance to amend Chapter 17 of the St. Helena Municipal Code is exempt from the provisions of the California Environmental Quality Act (Public Resources Code Section 21000, et seq.). Specifically, pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the “General Rule” Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant

effect on the environment, projects are exempt from the requirements of CEQA. Furthermore, these changes are in accordance with the adopted 1993 General Plan Environmental Impact Report (EIR) and 2015 Housing Element Mitigated Negative Declaration (MND).

ISSUES

This report is the first of several where staff is requesting Planning Commission input on individual issues they have expressed an interest in addressing. Staff will be bringing approximately one code "clean-up" topic before the Commission each month on the subjects identified above (i.e., the sign ordinance, small lot standards, temporary use permits, etc.). Staff may also bring draft code amendment language before the Commission for review on an occasional basis in an effort to finalize the code amendment language.

CORRESPONDENCE

As this is a discussion item, staff has received no correspondence regarding this item at this time. However, comments received at prior Planning Commission meetings regarding the elimination of certain F.A.R. exemptions expressed concern over the impacts to the design of residential architecture if the porch, balcony and/or deck exemption was removed.

STAFF RECOMMENDATION

It is recommended by the Planning and Community Improvement Department that the Planning Commission review the existing F.A.R. exemptions described above and provide direction to staff regarding which of the existing exemptions, if any, they would like eliminated and in what residential zoning districts (High, Medium, and Low).

ATTACHMENTS

Critics question St. Helena's housing policies _ St. Helena News _ napavalleyregister

http://napavalleyregister.com/star/news/local/critics-question-st-helena-s-housing-policies/article_019ef652-d08e-11e3-8761-001a4bcf887a.html

Critics question St. Helena's housing policies

JESSE DUARTE and JASON ENRIQUEZ Apr 30, 2014

A community forum called to discuss St. Helena's housing policies was dominated by critics who said the city has failed to provide enough affordable housing.

Residents chided the city for not meeting its most recent housing targets, for counting second units as full-fledged housing, and for proposing a list of potential development sites that critics say is unrealistic.

"We've had numerous proposals presented for (developing) property in designated areas, but the political will has not been there," Sandy Ericson said.

The more than 40 people in attendance said the city needs more housing for local employees, farmworkers and seniors, as well as young families who make too much to qualify for subsidized housing but not enough to break into St. Helena's pricey real estate market.

"I worry that my kids and other family's kids, will never be able to afford to live in St. Helena," Mark Smithers said.

Tuesday's meeting was related to the update of St. Helena's Housing Element, a state-mandated component of the General Plan.

Unlike the rest of the plan, which has to be updated every 20 years, cities and counties have to adopt a new Housing Element every eight years. Like other Bay Area jurisdictions, the city has until Jan. 31 to adopt a new Housing Element and get it approved by the state.

A major component of the Housing Element is a list of "opportunity sites" demonstrating that the city has enough land that's appropriately zoned and available for development during the next eight-year cycle, said Christine O'Rourke, who's overseeing the Housing Element update for the city.

"The city is not required to build any of that housing," O'Rourke said. "The city is just required to make sure that the zoning is in place and that there aren't any constraints on the development of that housing."

The city's goal is to meet its Regional Housing Needs Allocation. Since the 2014-2022 RHNA focuses on providing housing in already urbanized areas, St. Helena's RHNA is just 31 units, down sharply from 121 units in the last cycle.

Of those 31 units, 18 must be affordable for people making less than 120 percent of the county's median income of $86,100 for a family of four. Those affordable units are split up into moderate, low and very low income categories.

Second units

In the 2007-2014 cycle, 77 housing units were developed in the city, 64 percent of the city's RHNA target. But housing advocates criticized the city for counting 43 second units — also known as granny units — toward that total.

Second units, typically one-bedroom or studio-sized, might be adequate for one person or a couple, but not for families, said John Sales of the housing advocacy group Our Town St. Helena.

When the city surveyed owners of second-units, only four of the 13 owners who responded said their second unit was available for rent, Sales said. The others were reserving the space for family members or guests.

"Aren't we fudging the numbers a little bit when we start including all these personal use studios?" Sales said. "The intent of the law is to produce livable units that people … can rent."

O'Rourke said the city can't regulate who lives in second units, or whether they're occupied at all. In order to count legally toward the city's RHNA, a second unit only has to be intended for occupancy, she said.

"Just because it's legal doesn't mean it's right," Smithers said.

Josefina Hurtado said she helped tenants of a condemned Pope Street property look for adequate housing, and second units weren't feasible.

"In reality they are designated for family or individuals that (the owners) care for, and are not really for our community needs," Hurtado said.

Mary Stephenson, a member of Our Town St. Helena, questioned why the city was taking credit for working with the owner of Woodbridge Apartments to renew the property's regulatory agreement to continue providing 50 affordable units for the next 30 years.

Those units were already part of the city's housing stock, so the city didn't count them toward their last RHNA allocation. But Stephenson questioned why they were even being mentioned alongside new units.

"You're saying we preserved 50, but we lost 48," Stephenson said, referring to the rental units that were eliminated to make way for the Grandview hotel project.

Mike Hardy defended the city, saying it had no control over the housing market crash that occurred during the last cycle.

"If the developer … says. 'I don't want to build it,' then what's the city supposed to do?" Hardy said.

Future housing options

O'Rourke described a few ways the city could work toward its next RHNA target of 18 affordable units, including eight units approved at the previously condemned Pope Street property, eight second units that are part of the second phase of the Magnolia Oaks project, and a possible nine to 12 units at a half-acre lot on McCorkle Avenue purchased by the city last May.

Calistoga Affordable Housing is overseeing the Pope Street project. CAH President Larry Kromann cautioned the city not to depend on the eight units being developed according to the affordability rates the city envisions.

"Right now, it's almost impossible to make that work financially," Kromann said.

When asked about the financial feasibility of the McCorkle project, O'Rourke and Interim Planning Director Greg Desmond declined to provide details.

"It's in process. I can't tell you anything more than that," O'Rourke said.

The city also proposed a list of 12 opportunity sites where housing could be developed.

Stephenson questioned the inclusion of a few sites on the east side of town where development is contingent upon street extensions that the council has removed from the latest draft of the General Plan.

Critics also questioned why the list includes vineyards and other sites that aren't likely to be developed, especially after the City Council added policies to the draft General Plan discouraging the development of agricultural land.

"We have to cease being disingenuous with our opportunity sites," said Paul Dohring.

Chuck Vondra recommended removing the 17-acre Hunter property, located past the eastern terminus of Adams Street, from the city's list. The city is processing an application for 87 housing units on the site, but its location behind the new levee makes it unsuitable for housing, Vondra said.

Taking on the liability of allowing construction behind the levee "would be very dangerous," Vondra said.

Tentative Planning Commission Agenda
Updated: September 14, 2017

CURRENT AND PENDING MATTERS

September/October Planning Commission (PC) and City Council (CC) Likely Items:
1. PL17-037 1508 Spring St- DR for new SFD-Result of Code Enforcement- Aaron Hecock-Continued from 9-5-17 Meeting
2. PL17-027 2800 Main St DR for Exterior Accessory Structure-Aaron Hecock
3. PL17-050 1309 Main St-UP for Winery Business Office and Tasting Room-Lilly Bianco
4. PL17-031 1711 Pine St Demo and DR for New SFD-Lilly Bianco
5. Planning Commission Protocol and By-Law Discussion
6. Annual Housing Allocation Ordinance Update-October 10 CC Meeting
7. PL17-049 917 Charter Oak Ave-Demolition of Existing Accessory Structure-Intern Joseph Brockhoff October 3, 2017 Meeting
8. Design Guidelines draft Work Plan October 17 PC Meeting
Active/Pending Projects In Process
1. TSM 2010-40 Vacant Parcel-2010-40 Hunter Subdivision and EIR-Noah Housh
2. PL14-041 741 McCorkle-Tentative Map and Use Permit-Under Review-Aaron Hecock
3. PL14-10 1701 Madrona-Final Map and Tentative Map Extension-Frozen by Applicant
4. PL16-012 633 Main St-UP to convert existing SFD into 2-room Hotel-Frozen by Applicant-Noah Housh
5. PL16-018 & PL16-094 890 Dowdell Ln and 420 Lafata St. Mitigated Negative Declaration, UP and DR for a new custom crush winemaking facility-Noah Housh
6. PL16-081 thru -083 1003 Charter Oak Subdivision and 2 SFDs; Under Review -Aaron Hecock
7. PL16-097 563 Main St Admin Determination; Frozen by Applicant-Noah Housh
8. PL16-025 661 Main St LLA-Frozen by Applicant-Noah Housh
9. PL16-048 576 Pope St-DR for new SFD-Frozen by Applicant
10. PL17-006 1000 Mills Ln Use Permit, LLA and Design Review for a new Farmstead Hotel-Application under review and CEQA in process-Aaron Hecock
11. PL17-007 1178 Hudson Design Review Aaron Hecock
12. PL17-015 1136 Main TPM Extension
13. PL17-017 995 Vintage Ave, Suite 100 Use Permit
14. PL17-019 Design Review, Demo and CUP for demolition and re-construction of a new SFD on a small lot at 1734 Scott St-Continued-Date Uncertain-Lilly Bianco
15. PL17-020 1727 Scott St DR & Demolition for New SFD and Second Unit-Lilly Bianco
16. PL17-021 1764 Spring St New Short Term Rental-Aaron Hecock
17. PL17-022 1351 Main St Use Permit Amendment-
18. PL17-023 1237 Main St New Short Term Rental Renewal
19. PL17-024 1830 Main St Remodel and Addition to a Historic Home-Lilly Bianco
20. PL17-026 STR Permit Renewal-Aaron Hecock

21. PL17-030 APN 009-362-015 LLA-Aaron Hecock
22. PL17-035 940 Brown St STR Renewal-In Process-Aaron Hecock
23. PL17-036 738 Main St Farmstead UP Amendment In Process-Aaron Hecock
24. PL17-038 880 College DR for New Montessori School Building-In Process-Aaron Hecock
25. PL17-040 1030 Fulton Ln DR for 2 new Office Buildings (9290 sq ft and x 4000 sq ft) with related site improvements-Review In Process-Noah Housh
26. PL17-043 CIA Use Permit and Design Review 2555 Main St-Request to increase the total number of students enrolled at the Greystone Facility to 300-Review in process-Lilly Bianco
27. PL17-044 1761 Stockton St DR for Residential Remodel and Addition-Under Review-Aaron Hecock
28. PL17-046-627 Harvest Ln, Demolition of an Existing Barn –Aaron Hecock Oct. 3 PC Meeting
29. PL17-047-1916 Vineyard Ave-Demo and DR requesting to demolish existing SFD and construct a new SFD-Under Review -Aaron Hecock
30. PL17-048 1843 Spring Mt Ct-DR for Exterior Building and Site Modifications-Lilly Bianco
31. PL17-052 1335 Sulphur Springs-Final Map for Approved Subdivision-Noah Housh
32. PL17-053 1301 Allyn Ave-DR for Remodel of Existing Accessory Structure for Residential Use-Noah Housh
33. PL17-054 1407 Kearney St-STR Renewal –Aaron Hecock
34. PL17-055 1380 Main St-Sign Permit-Aaron Hecock
35. PL17-056 1915 Main St-Appeal of DR Approval for Las Alcobas Pedestrian Bridge-Lilly Bianco
36. PL17-057 1152 Church St-DR for Exterior Modifications to Existing Structure
Citywide PC/CC Assignments Prioritized by Staff and Planning Commission 9-5-17:
Tier 1 Priorities-2017-2018
1. General Plan Update and General Plan EIR-On Going
2. Initiate Creation of Design Guidelines
3. Comprehensive Zoning Code Update
3a. F.A.R. Review-To be conducted with Zoning Code Update
3b. Demolition Permit Review/ Limit on Demolition Permits
3c. Temporary Use Permit-Create Process-Ordinance and ZC Amendments
3d. Update Daycare Zoning Regs-Consistent with State Law
3e. Food Truck Ordinance
3f. Review Permitted/Conditional Uses in SC and CB Zoning Districts (CC Assigned 8/22/17)
3g. Review process for existing winery changes (PC assigned 8/22/17)
4. Pre-Application/Concept Design Review Meeting prior to Submittal (CC Assigned 3/28/17)
Tier 2 Priorities 2018 +
1. Housing Strategic Plan-“Housing First” and Workforce Housing Study and Determine What Uses Generate Housing Needs (CC Assigned 8/22/17)

2. Review and Update Noise Ordinance
3. Code Enforcement Policy and Procedures Update
4. Pools-Drought Policy Changes. Phase 1?
Other PC/CC Assignments for Planning Department
1. Facilities Assessment RFP (CC Assigned 7-11-17) **RFP Issued 8-31-17**
2. Water Update/Report from PW
Other Items of Interest to Planning Commission
1. Lot Line Adjustment Code Update-Potential
Required & On Going Items and Issues of Interest to Staff
1. Calderon Settlement Agreement Implementation and Monitoring-On Going
3. Short-Term Rental Ordinance Enforcement-On Going
4. Code Enforcement-On Going
5. PG&E Parking Lot Negotiation-On Going-Noah Housh
6. Cell Towers Ordinance-Update Current Code -State and Fed Laws
7. Growth Management Code Language Update and Annual Review (Sept)-Noah Housh
8. Fee Study-Pending
9. Review and Comment-Draft Tree Ordinance
10. AB 52 CEQA Process Implementation-Native American Consultation-On Going
12. PW & Planning - Ordinance to Amend Municipal Code Related to Exterior Fire Sprinklers
13. Affordable Housing Assistance; Contract Review; Term Negotiation; Etc-On Going Noah Housh
Recent Actions
1. PL17-003 1335 Main Street- “Richie Building” Design Review-Lilly Bianco-Approved 5-2-17
2. 1764 Spring St STR Permit-Aaron Hecock May 16, 2017 PC Review-Approved 05-02-17
3. Discretionary Review Process Discussion with PC-Noah Housh, May 16, 2017
4. Review of Tentative Agenda to Prioritize PC/CC Assignments to Staff-PC Reviewed and gave direction May 2, 2017
5. PL17-018 1050 Charter Oak Sign Permit-PC Approved
6. PL16-074 Money Way Bathrooms-Aaron Hecock/Tobias Barr PC Review May 16, 2017-PC Approved
7. Zoning Code Update to address changes in State Law-Recreational Marijuana-In Process-Noah Housh CC to Review May 9, 2017 (PC Recommended-April 28, 2017) May 29, 2017-CC Approved
8. PL16-043 830 Pratt Ave CIA DR, Variance and CUP for Dormitory Expansion-PC Review date Feb 21, 2017-Lilly Bianco-Denied by PC; Appealed to CC Continued to May 23, 2017-Council Denied Appeal
9. PL17-009 1380 Main St Sign Permit-Approved Aaron Hecock
10. PL17-010 609 McCorkle DR for Pool House-PC Approved-Aaron Hecock

11.	PL17-011 2140 Dean York DR for Bathroom Addition-PC Approved-Aaron Hecock
12.	PL17-012 1230 Allyn Avenue DR for Addition to Existing Home-PC Approved-Aaron Hecock
13.	Turley Flats Final Loan Document Review by CC-June 13, 2017-Noah Housh-Approved
14.	1351 Main St Use Permit-Eating and Drinking Establishment Aaron Hecock, May 16, 2017 PC-Approved, Pending CC Review June 13, 2017-Noah Housh-Approved
15.	PL17-014 1000 Pratt Ave, DR for Beringer Winery Production Modifications April 18, 2017 Lilly Bianco-Approved- DR Appealed to the City Council 5-3-17 (PL17-032 1000 Pratt Ave) CC Review June 13, 2017-Appeal Denied by CC-Lilly Bianco
16.	Zoning Code Update to Address Changes in State Law-Second Dwelling Units-Noah Housh- CC Pending for June 13, 2017 (PC Recommended May 2, 2017)-Approved
17.	PL17-021 STR Permit 1764 Spring Street-Aaron Hecock-PC Approved
18.	OTSH Concept for Affordable Housing on Railroad Property (CC Assigned 3/28/17) Presented to the CC
19.	RFP Selection Committee Recommendation on Adams Street RFP responses. Presented to the CC June 27, 2017.
20.	PL17-045-1380 Main St-Sign Permit for New West Knife Works-Staff Approved-Aaron Hecock
21.	PL17-039 1427 Kearney St DR for SFD Remodel + Addition –PC Approved-Lilly Bianco
22.	PL17-019 1734 Scott St DR for Home and Second Unit Remodel-PC approved June 20, 2017 Lilly Bianco
23.	PL17-028 1660 Kearney St DR for Residential Remodel + 455 Sq ft Addition-PC approved June 20, 2017Lilly Bianco
24.	Joint PC/CC Meeting-August 22-Land Use 101CC and PC Reviewed 8-22-17
25.	City Facilities Assessment RFP-CC to Review and Direct staff-Noah Housh CC Reviewed 8-22-17
26.	HOME Grant Acceptance and Administration Contract-CC to Review and Act-Noah Housh-CC Approved 8-22-17
27.	OTSH Fee Waiver Request-CC To Review and Provide Direction to Staff-Noah Housh-CC Approved 8-8-17
28.	PL17-013 1915 Main St DR for Pedestrian Bridge over York Creek extending from Las Alcobas Hotel to Historic Beringer winery (2000 Main St)-Lilly Bianco-Approved 8-15-17
29.	PL16-055 1045 Pratt Avenue-DR for new SFD on existing undeveloped flag lot. Lilly Bianco-Continued for Re-Approved 9-5-17
30.	PL17-051 1057 Pratt Ave Second Extension for approved DR and Demo-Approved 9-5-17

*This document is intended as a courtesy and is only updated periodically. Therefore it may not reflect the most current project status. Please contact planning staff with questions about specific projects or properties at 707-967-2792.