



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, July 3, 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 four minutes.

Page

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

Chairperson: Vacant

Vice Chair: Lester Hardy

Commissioners: David Knudsen, Bobbi Monnette and John Ponte

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

3. PUBLIC FORUM:

This is an opportunity for the public to address the Commission on items of interest to the public that are NOT listed on the agenda. Because of restrictions imposed by the Brown Act, the Commission may not engage in discussion nor take action on matters not described on the agenda. **Please observe the time limit of four 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: June 5, 2018 and June 19, 2018

7 - 16

[Commission Minutes 6.5.18](#)

[Commission Minutes 6.19.18](#)

4.2. Request for a Design Review Exemption to expand the existing accessory structure by 358 sq-ft in order to accommodate a storage and exercise area on an existing single family property at 1734 Vineyard Avenue in the Medium Density Residential Zoning District

17 - 47

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to CEQA Section 15301 as the minor addition to an existing structure

Prepared By: Lilly Bianco, Contract Planner

Recommendation:

1. The project is exempt from the requirements of CEQA pursuant to CEQA Section 15301 as the minor addition to an existing structure, and
2. Accept the required findings and approve the Design Review Exemption for the proposed addition to an existing accessory structure at 1734 Vineyard Avenue.

[Staff Report- 1734 Vineyard Ave.](#)

- 4.3. Request for a Design Review Exemption to perform a 111 sq-ft addition to the existing residence located at 1650 Chardonnay Way in the Low Density Residential Zoning District. 49 - 81

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 approve the Design Review Exemption for the modifications to 1650 Chardonnay Way.

[Staff Report - 1650 Chardonnay Way](#)

- 4.4. Request by Jay M. Behmke on behalf of 929 Main Street, LLC for approval of a resolution granting a sign permit for new signage at Yao Family Wines located at 929 Main Street in the Service Commercial (SC) district. 83 - 107

CEQA Determination: Exempt from the requirements of CEQA pursuant to Section 15311.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

Staff finds that the proposed signage is in compliance with all required standards and therefore recommends that the Planning Commission:

1. Determine that the signs are exempt from the requirements of CEQA pursuant to Section 15311; and
2. Approve a resolution granting a sign permit for new signage on the property located at 929 Main Street.

[Staff Report - 929 Main Street](#)

5. PUBLIC HEARINGS

- 5.1. *This item is a continued item from the June 19, 2018 meeting and will be again continued to the July 17, 2018 Planning Commission meeting.* 109

Request by Brian Moore on behalf of Verizon Wireless for adoption of a resolution granting design review approval in order to place a 12 foot high addition on an existing PG&E tower to accommodate 6 new panel antennas and associated equipment on the property located near the 1600 block of Grayson Avenue in the A-20 zoning district.

CEQA Determination: The project is exempt from the requirements of

CEQA pursuant to Section 15301 and 15303.

Prepared By: Aaron Hecock, Senior Planner

[Staff Report - Continued Item](#)

6. SCHEDULED MATTERS

- 6.1. Review of Planning Commission By-Laws in light of recent changes to the City Council Standards of Conduct and Rules of Procedure for the Conduct of Council Meetings 111 - 160

CEQA Determination: Not a CEQA Project

Prepared By: Noah Housh, Planning & Community Improvement Director

Recommendation:

It is recommended that the Planning Commission review and vote to approve the Council initiated changes to the meeting protocols and that the Commission review and vote on the other staff recommended changes to update the Planning Commission By-Laws.

[Staff Report - By Laws Update](#)

- 6.2. Nomination and election of a new Planning Commission Chair and Vice Chair and designation of the Commission Secretary. 161

CEQA Determination: Not a CEQA Project

Prepared By: Noah Housh, Planning & Community Improvement Director

Recommendation:

It is recommended that the Commission nominate and vote to elect a new Chairperson and Vice Chairperson, and designate the Commission Secretary, as identified in Rule 1 of the Planning Commission By-Laws.

[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.

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for July 17, 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 June 28, 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://cityofstheleena.org> and will be available for public review at the respective meeting.

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, June 5, 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, Vice-Chair Lester Hardy, Commissioner David Knudsen, Commissioner Bobbi Monnette, and Commissioner John Ponte

Absent: None

Staff Present: Noah Housh, Planning & Community Improvement Director, Erica Ahmann Smithies, Public Works Director and City Engineer, Aaron Hecock, Senior Planner, Xinia Gamero, Administrative Assistant, and Joseph Brockhoff, Planning Intern

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No public comment received.

4. CONSENT ITEMS

Commissioner Monnette pulled the minutes from the May 15, 2018 meeting on the Consent Calendar.

It was the consensus of the Planning Commission to individually vote on the Consent Items.

4.1 Approval of Minutes: May 15, 2018

Commissioner John Ponte moved to approve the Minutes of May 15, 2018 as amended. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

AYES: Grace Kistner, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: Lester Hardy and David Knudsen

RECUSE: None

4.2 *This item was continued from the meeting of May 15, 2018.*

Request for Design Review Exemption to expand the floor area of the primary residence by a total of 218 sq-ft in order to introduce a master closet (189 sq-ft) and construct an addition to the master bath (29 sq-ft) at the existing residence at 468 Hollis Lane - project continued from May 15, 2018 meeting

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 the minor addition to an existing structure , and

2. Accept the required findings and approve the Design Review Exemption for the proposed addition at 468 Hollis Lane.

Commissioner John Ponte moved to approve staff recommendation. The motion was seconded by Vice-Chair Lester Hardy and on roll call carried by the following vote:

AYES: Lester Hardy, David Knudsen, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: Grace Kistner

RECUSE: None

4.3 Request for a Use Permit to operate a Green Biotics “beauty shop” in an existing tenant space at 1309 Main Street, Suite B in the Central Business Zoning District

CEQA Determination: CEQA does not apply to projects which a public agency rejects or disapproves.

Commissioner Bobbi Monnette moved to deny the Use Permit by resolution for Green Biotics "beauty shop". The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

AYES: Grace Kistner, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: Lester Hardy and David Knudsen

RECUSE: None

- 4.4 Request for a Design Review Exemption to replace an existing 762 square foot shade structure located at 2070 Spring St. with an approximately 366 square foot shade structure suitable for supporting solar panels.

CEQA Determination: Exempt

Recommendation:

Staff finds that the proposed shade enclosure raises no substantial design problems and therefore recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15303, category 1 which exempts the new construction of small structures including garages, carports, patios, swimming pools, etc.; and
2. Find that the project is exempt from design review and approve the shade enclosure located at 2070 Spring Street.

Vice-Chair Lester Hardy moved to approve staff recommendation. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

AYES: Grace Kistner, Lester Hardy, David Knudsen, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

- 5.1 *This item was continued from the meeting of May 15, 2018 and re-noticed as a public hearing.*

Tentative Parcel Map and Design Review applications requesting approval of a Parcel Map to allow the subdivision of an existing 14.75 acre parcel currently developed with one single family home, into two new parcels, 14.25 and 0.5 acres respectively. No development on the newly created 0.5 acre parcel is proposed at this time. This action further proposes finding that the project is exempt from the requirements of CEQA under a Class 32 Categorical Exemption.

CEQA Determination: The project has been determined to qualify for a Class 32 Categorical Exemption under Section 15332 of the California Environmental Quality Act.

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 under Section 15332 as a Class 32 "In-Fill" Categorical Exemption, and further find that the proposed project is within the scope of the findings and analysis of the 1993 General Plan and Zoning Code Environmental Impact Report, where by the allowances for such a proposed subdivision are expressly identified and allowed.
2. Accept the required findings and approve the requested Tentative Parcel Map and Design Review for the proposal to subdivide an existing 14.75 acre parcel into two lots, a 0.5 acre Parcel 1 and 14.25 acre designated remainder. No development on the newly created 0.5 acre parcel is proposed or approved with this action.

Planning and Community Improvement Director Noah Housh reported on the item and provided a presentation to the Planning Commission.

Applicant, Brian Heim, addressed the Commission.

Chair Kistner opened public comment.

Anthony Pilati and Joel Toller addressed the Commission.

Chair Kistner closed public comment.

Vice-Chair Lester Hardy moved to approve staff recommendation as amended. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

AYES: Grace Kistner, Lester Hardy, David Knudsen, and Bobbi Monnette

NOES: John Ponte

ABSENT: None

ABSTAIN: None

RECUSE: None

- 5.2 Request by Greg and Christin Fowler for adoption of a resolution approving a demolition permit and design review in order to demolish an existing single-family residence and associated structures to accommodate the construction of a new single-family home and garage on the property located at 2600 Sulphur Springs Avenue in the A-20 zoning district.

CEQA Determination: Exempt pursuant to Section 15301 and 15303 of the CEQA Guidelines.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

For the reasons described above, staff concludes that required findings can be made and recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301 and Section 15303; and
2. Accept the required findings and approve a resolution granting demolition permit and design review approval for the proposed demolition and new construction on the property located at 2600 Sulphur Springs Avenue.

Senior Planner Aaron Hecock reported on the item.

Kevin Blocke addressed the Commission.

No public comment received.

Vice-Chair Lester Hardy moved to approve staff recommendation as amended. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

AYES: Grace Kistner, Lester Hardy, David Knudsen, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

Planning and Community Improvement Director Noah Housh reported on the item.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Kistner adjourned the meeting at **7:43 P.M.**

The June 5, 2018 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

To be Determined, Chair

Noah Housh, Planning and Community Improvement Director

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, June 19, 2018 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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Present: Chair Grace Kistner, Commissioner David Knudsen (late 6:09 p.m.), Commissioner Bobbi Monnette, and Commissioner John Ponte

Absent: Vice-Chair Lester Hardy

Staff Present: Noah Housh, Planning & Community Improvement Director, Thomas B. Brown, City Attorney, Aaron Hecock, Senior Planner, and Xinia Gamero, Administrative Assistant

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER AND ROLL CALL**
- 3. PUBLIC FORUM:**

Chair Kistner opened public comment.

Councilmember Jeff Ellsworth, Councilmember Mary Koberstein, Tom Belt, Pat Dell and Councilmember Paul Dohring recognized and express gratitude for Chair Kistner's years of service serving on the Planning Commission.

Chair Kistner closed public comment.

4. CONSENT ITEMS

- 4.1 Request by Steve Robertson on behalf of CH-Smokey J.V., L.P. for approval of a resolution granting a sign permit for new signage at the St. Helena Plaza located at 1136 - 1154 Main Street in the Central Business (CB) district.

CEQA Determination: Exempt pursuant to Section 15311 of the CEQA Guidelines.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

Staff finds that the proposed signage is in compliance with all required standards and therefore recommends that the Planning Commission:

1. Determine that the signs are exempt from the requirements of CEQA pursuant to Section 15311; and
2. Approve a resolution granting a sign permit for new signage on the property located at 1136 - 1154 Main Street.

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

AYES: Grace Kistner, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: Lester Hardy and David Knudsen

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

- 5.1 Request by Brian Moore on behalf of Verizon Wireless for adoption of a resolution granting design review approval in order to place a 12 foot high addition on an existing PG&E tower to accommodate 6 new panel antennas and associated equipment on the property located near the 1600 block of Grayson Avenue in the A-20 zoning district.

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to Section 15301.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

For the reasons described above, staff recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301; and
2. Accept the required findings and approve a resolution granting design review approval for the proposed addition of wireless antennas on the existing PG&E tower located near the 1600 block of Grayson Avenue.

Senior Planner, Aaron Hecock reported on the item.

Brian Moore, applicant addressed the Planning Commission.

No public comment received.

Commissioner Bobbi Monnette moved to continue item to a date certain of July 3, 2018. 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

- 5.2 Consideration of amendments to the City's Zoning Ordinance, St. Helena Municipal Code ("SHMC") Title 17, potentially revising Floor Area Ratio (F.A.R.) exemptions and maximums in Sections 17.32 (Low Density Residential District), 17.36 (Low Density Residential One Acre Minimum District), 17.40 (Medium Density Residential District), and 17.44 (High Density Residential District) 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:

Staff recommends that the Planning Commission review the Draft Ordinance and proposed text amendments related to F.A.R. in residential zoning districts and:

1. Determine that the proposed text amendments are in keeping with the analysis and findings of the Mitigated Negative Declaration adopted for the 2015 Housing Element,, the analysis and findings of the 1993 General Plan and Zoning Code EIR, and/or are exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15061; and
2. Recommend that the City Council approve the proposed Ordinance in order to update and modify existing zoning code regulations related to F.A.R. in residential zoning districts.

Senior Planner, Aaron Hecock and Planning and Community Improvement Director, Noah Housh reported on the item.

Chair Kistner opened public comment.

Pat Dell and Tom Belt addressed the Planning Commission.

Chair Kistner closed public comment.

Commissioner Grace Kistner moved to continue the item to a date uncertain. The motion was seconded by Commissioner Bobbi Monnette 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

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

Planning and Community Improvement Director Noah Housh reported on the following:

- Voting for Planning Commission Chair, Vice-Chair and Secretary to take place at the meeting of July 3, 2018.
- City Council adopted new boards and committees protocols. Rules that govern meetings.
- Staff to update Planning Commission By-Laws
- City Council announced study of St. Helena downtown retail uses.
- ADU survey raffle drawing.

City Clerk, Cindy Black presented Chair Kistner with a ceremonial resolution.

Mayor Galbraith presented Chair Kistner with a commemorative plaque and words of gratitude for her service on the Planning Commission.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Kistner adjourned the meeting at **7:31 p.m.**

The June 19, 2018 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

To Be Determined, Chair

Noah Housh, Planning and Community
Improvement Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-035

SUBJECT: Request for a Design Review Exemption to expand the existing accessory structure by 358 sq-ft in order to accommodate a storage and exercise area on an existing single family property at 1734 Vineyard Avenue in the Medium Density Residential Zoning District

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:05/02/18

ACCEPTED AS COMPLETE:06/19/18

LOCATION OF PROPERTY: 1734 Vineyard Avenue

APN: 009-172-013

GENERAL PLAN/ZONING: Medium Density Residential: MR

APPLICANT: Luke and Cheryl Rainville

PHONE: (707) 318-3984

BACKGROUND

The subject property is a 0.21 acres (9390 sq-ft) parcel at 1734 Vineyard Avenue and within the Medium Density Residential zoning district. At present, the property is improved with a single family residence (1,373 sq-ft) and accessory building (252sq-ft).

PROJECT DESCRIPTION

Applicant, Luke and Cheryl Rainville, are requesting a Design Review Exemption to expand the existing accessory structure by 358 sq-ft (per project plans) in order to

accommodate a storage and exercise area. The additions would be consistent with the exterior materials and treatments as currently exist on the accessory structure (t-11 siding, comp shingle roof, wood window/doors). Due to the locations of the additions at property rear, the proposed changes would not be visible from any public right of way.

ANALYSIS

GENERAL PLAN

The subject property exhibits a general plan land use designation of Medium Density Residential. This land use designation allows single family detached and attached homes, secondary residential units, public and semi-public uses, and other compatible uses. The Medium density residential land use designation serves as the predominant residential land use designation and is intended to perpetuate the existing development patterns exhibited by St. Helena's established neighborhoods.

Relevant General Plan policies include:

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.

4.3.4 Strengthen community identity by appropriate building design, size, and site landscaping.

ZONING

Consistent with the GP land use designation, 1734 Vineyard Avenue exhibits a zoning designation of MR: Medium Density Residential. The MR zoning district allows for single-family detached homes, accessory dwelling units and other compatible uses insofar as they conform to the development standards prescribed by Municipal Code Section 17.40.060.

Review of the project indicates the project meets all applicable development standards; the proposed 358 sq- ft addition would result in a net F.A.R of .211 or 1,983 sq-ft which is within the allowable 0.318 or 2,986 sq-ft.

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. Consistent with Zoning Code Section 17.164.060, the Commission may approve a design review exemption insofar as the project raises no substantial design problems of the sort enumerated in sections 17.164.010 to 17.164.030.

Design Review Criteria.

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 Analysis

The proposed expansion would be consistent with the exterior treatment of the existing accessory structure and would also not be visible from any public right of way given the location of the proposed work. Accordingly, there is no expectation that the proposed work would raise any substantial design issues or would otherwise conflict with any of the required design review findings enumerated, below. Pursuant to St. Helena Zoning Code, Section Sec. 17.164.060, it is found that the project poses no substantial design

problems and meets the criteria for an exemption pursuant to Municipal Code Section 17.164.030 and as described, above.

CEQA

The project is 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 impact historic resources or otherwise generate or contribute to any potentially significant impacts.

ISSUES

No issues identified.

CORRESPONDENCE

No comments have been received at the writing of this staff report.

STAFF RECOMMENDATION

1. The project is exempt from the requirements of CEQA pursuant to CEQA Section 15301 as the minor addition to an existing structure , and
2. Accept the required findings and approve the Design Review Exemption for the proposed addition to an existing accessory structure at 1734 Vineyard Avenue.

ATTACHMENTS

[1734 Vineyard Attch 1. Draft Resolution](#)

[1734 Vineyard Attch 2. APN Map](#)

[1734 Vineyard Attch 3. Aerial View](#)

[1734 Vineyard Attch 4. Plan set](#)

[1734 Vineyard Attch 5. Site Photos](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC20xx-xx

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A DESIGN REVIEW EXEMPTION
FOR THE RAINVILLE ADDITION LOCATED AT 1734 VINEYARD AVENUE
(File No. PL18-035)**

PROPERTY OWNER: Luke and Cheryl Rainville

APN: 009-127-013

Recitals

1. On May 2, 2018 Luke and Cheryl Rainville submitted an application for a Design Review Exemption to construct a 358 sq-ft addition to an existing 252 sq- ft accessory structure at 1734 Vineyard Avenue in the Medium Density Residential District; and
2. A staff report dated July 3, 2018 and incorporated herein by reference analyzed the projects consistency with the Design Criteria enumerated in Section 17.164.030 of the Municipal Code, and
3. On July 3, 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.
4. Now, therefore let it be found that, the Planning Commission approves the requested Design Review Exemption on the following basis:

Resolution

A. The project is 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 impact historic resources or otherwise generate or contribute to any potentially significant impacts.

B. The Planning Commission has considered the Design Review criteria identified in Municipal Code Section 17.164.030 to support the motion to approve the Design Review Exemption given that the project has been found to be consistent with the current exterior treatment of the existing accessory structure and would also not be visible from any public right of way given the location of the proposed work. Accordingly, there is no expectation that the proposed work would raise any substantial design issues or would otherwise conflict with any of the required design review findings enumerated, below:

:

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 Agriculture designation;
2. Compatibility of design with the immediate environment of the site given that the design maintains historic design features and materials;
3. Relationship of the design to the site given the scale of the addition, the proposed setbacks and the context of the neighborhood;
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;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land use given the surrounding agricultural properties;
6. Compatibility with future construction both on and off the site given the access, context and historic nature of the surrounding neighborhood;
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;
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;
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;
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, pool and rear yard arbor 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 and maintenance 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;
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;

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;
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;
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 proposed;
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, based on the significant energy and water saving requirements of the California Building Code and City of St Helena development criteria.

E. Now therefore be it further resolved that, the Design Review Exemption 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.

Conditions of Approval

1. The Design Review permit shall be vested within one (1) year from the date of approval. A building permit for the design allowed under this approval shall have been obtained within one (1) year from the effective date of the Design Review decision or these approvals shall expire; provided however that the approved 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 change substantial change in design.
3. The Design Review 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 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 permittee 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.

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. 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 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.
9. 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.
10. This Design Review 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. Construction documents shall be in compliance with approved plans and exhibits.
13. All conditions of approval shall be clearly identified and included on all plans submitted for building permit review and issuance.
14. Where the Medium Density Residential District adjoins agricultural districts, there exists a right-to-farm the adjoining property. There is a good faith expectation that no complaints will occur regarding legal, normal agricultural activities on the adjacent land. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.

Public Works Department Conditions of Approval

15. 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.
16. 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.
17. 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.
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. 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.
21. 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.
22. 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.
23. An encroachment permit shall be required for any work performed in the public right of way.

Fire Department Conditions of Approval

24. 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.
25. 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

26. A building permit is required for all onsite demolition, construction and/or change of occupancy.
27. 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.
28. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
29. The applicant shall provide a construction waste management plan with the building permit application.
30. 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.
31. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
32. 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.
33. 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.
34. 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.

I HEREBY CERTIFY that the foregoing Design Review Exemption 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 July 3,2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

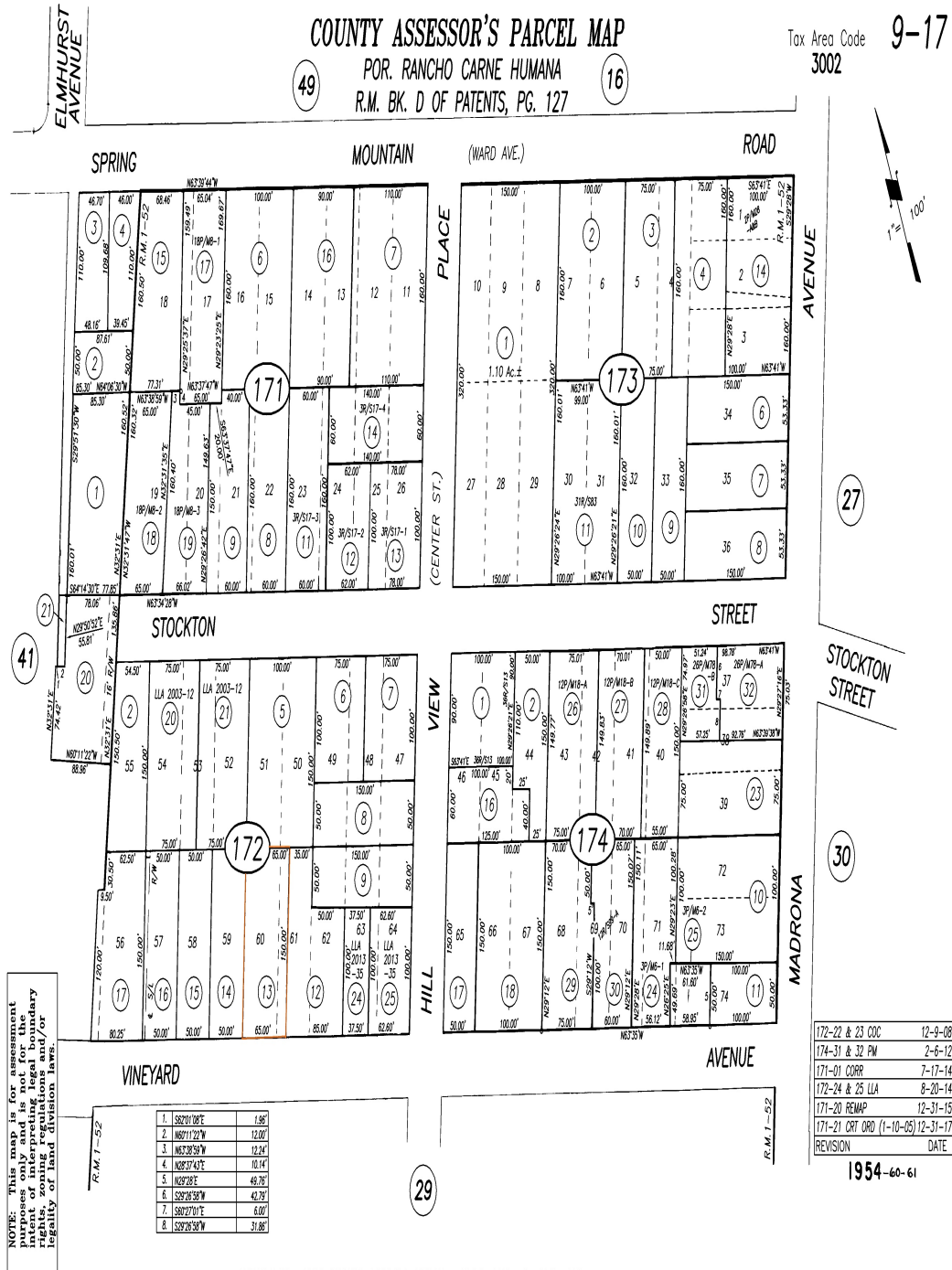
ABSTAIN:

APPROVED:

ATTEST:

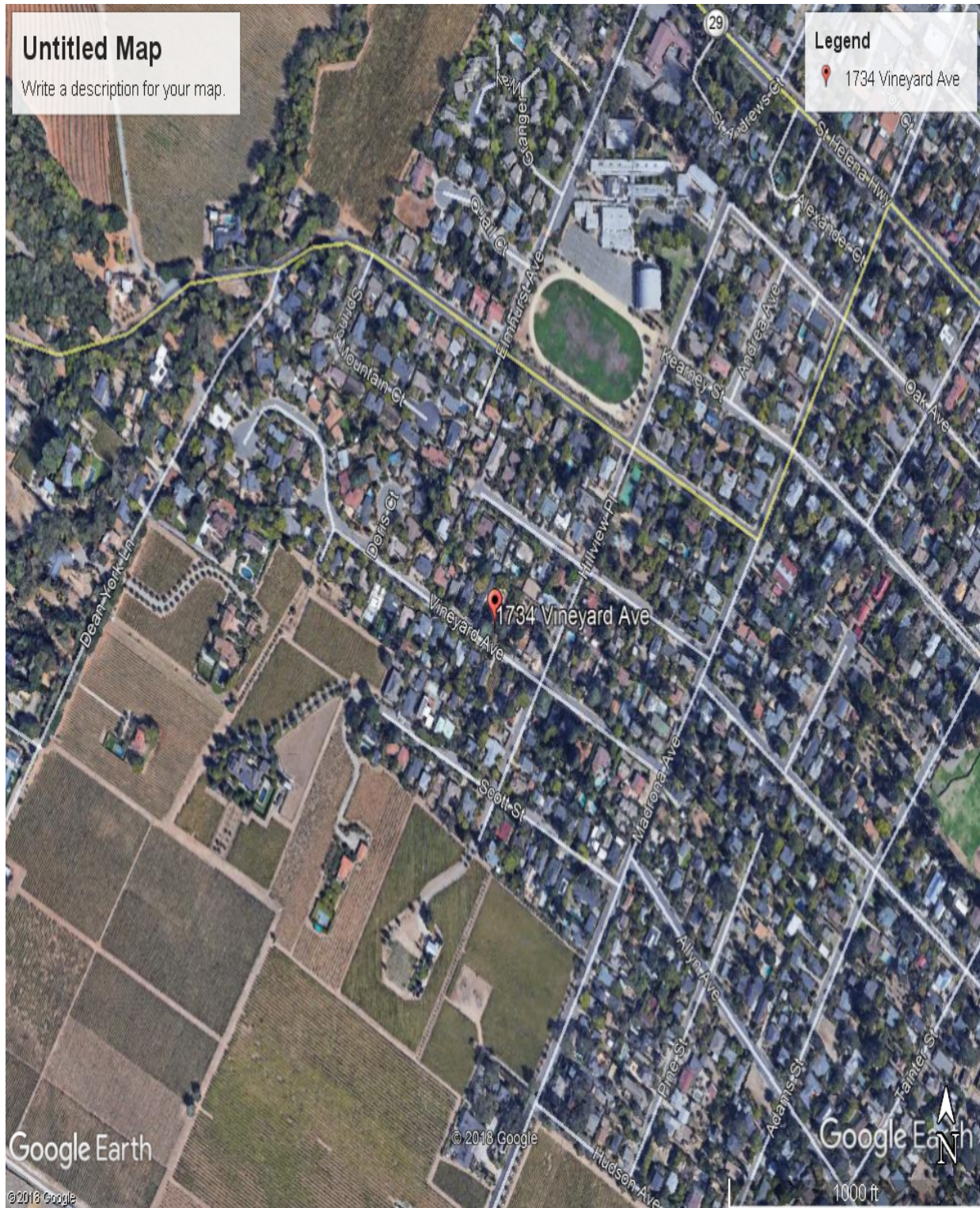
Lester Hardy
Vice Chair, Planning Commission

Noah Housh,
Planning and Community
Improvement Director



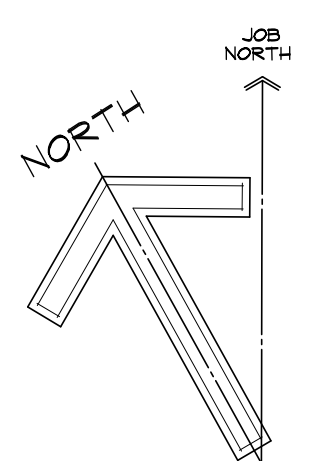
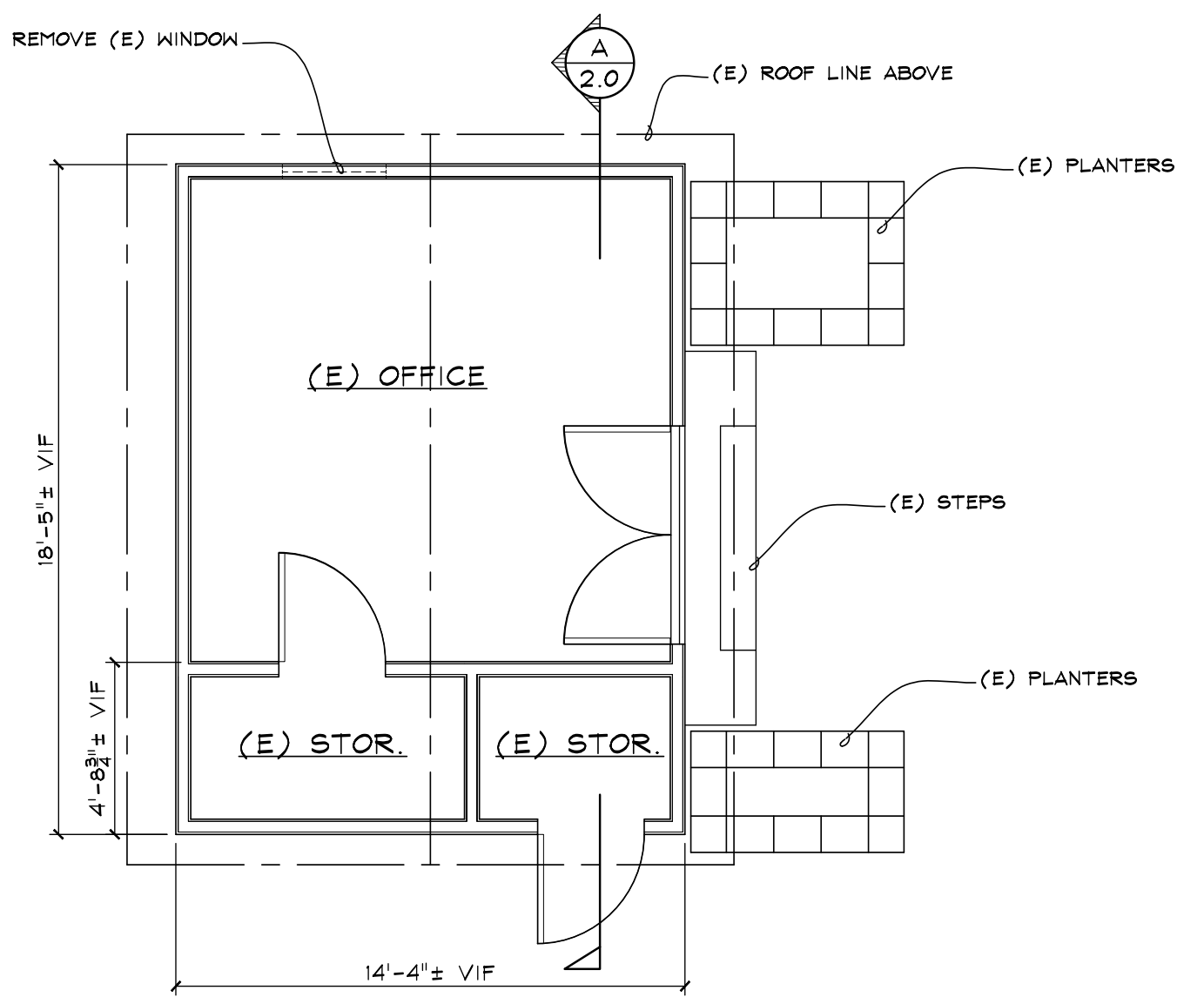
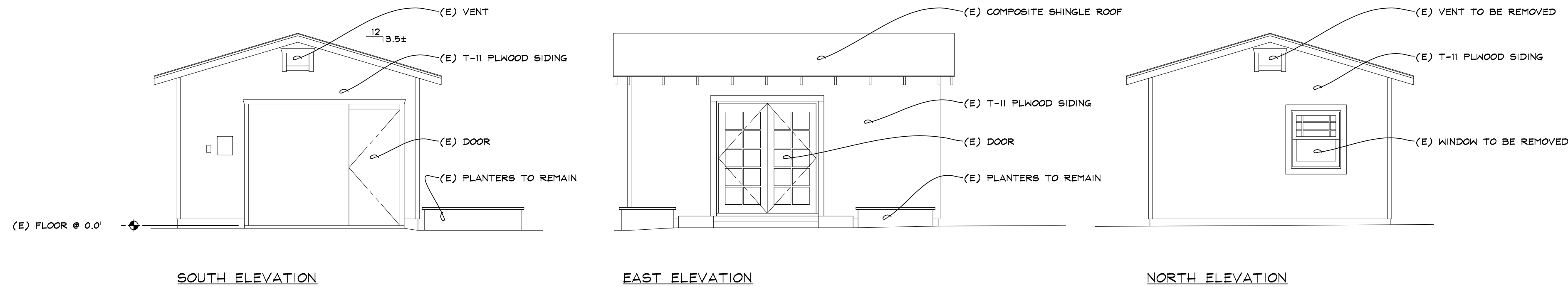
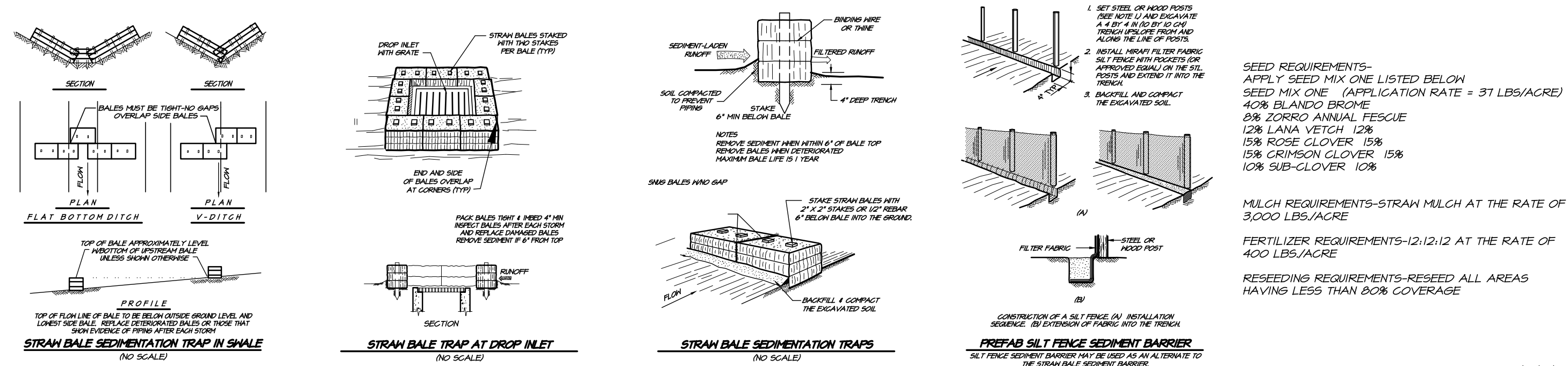
WORRELL AND WARD TRACT SUBD., R.M. BK. 1, PG. 52

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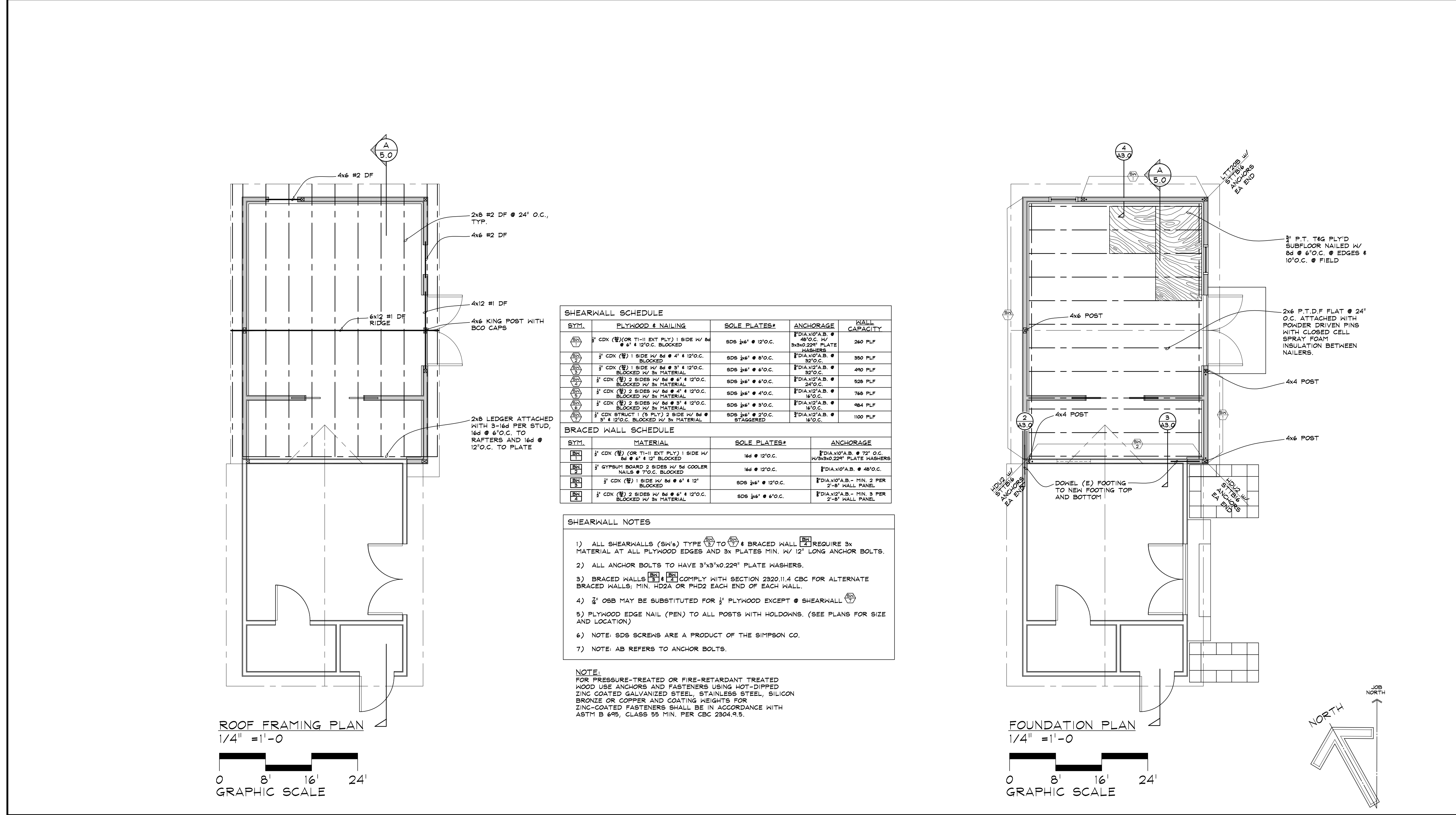


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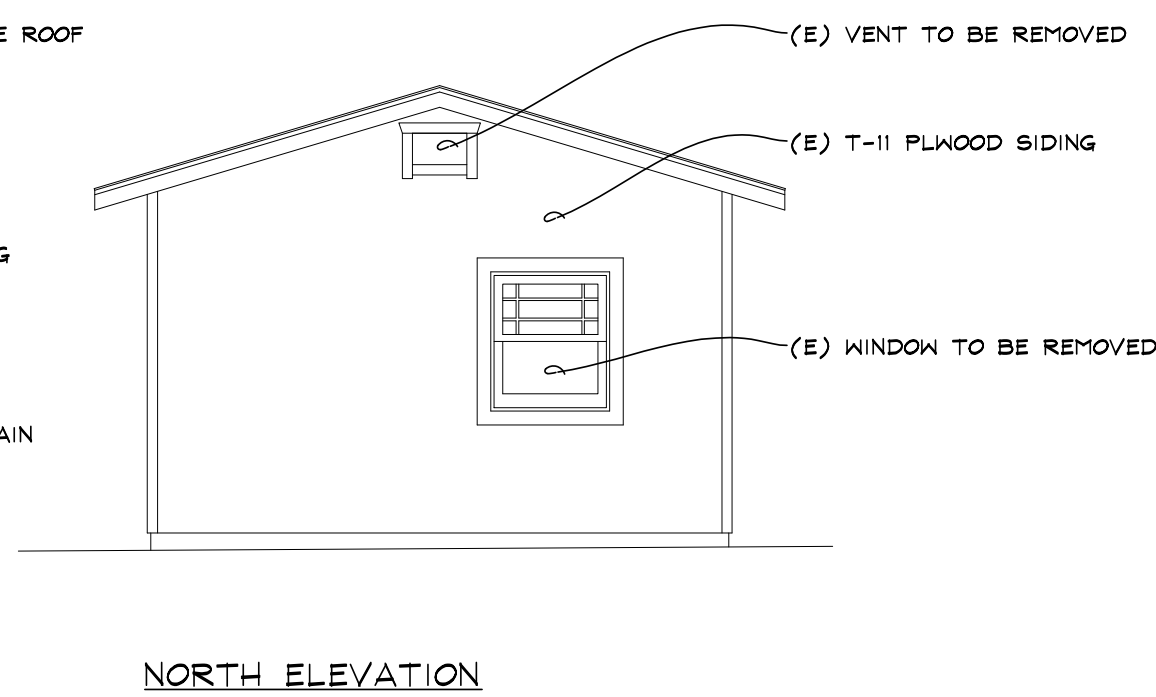
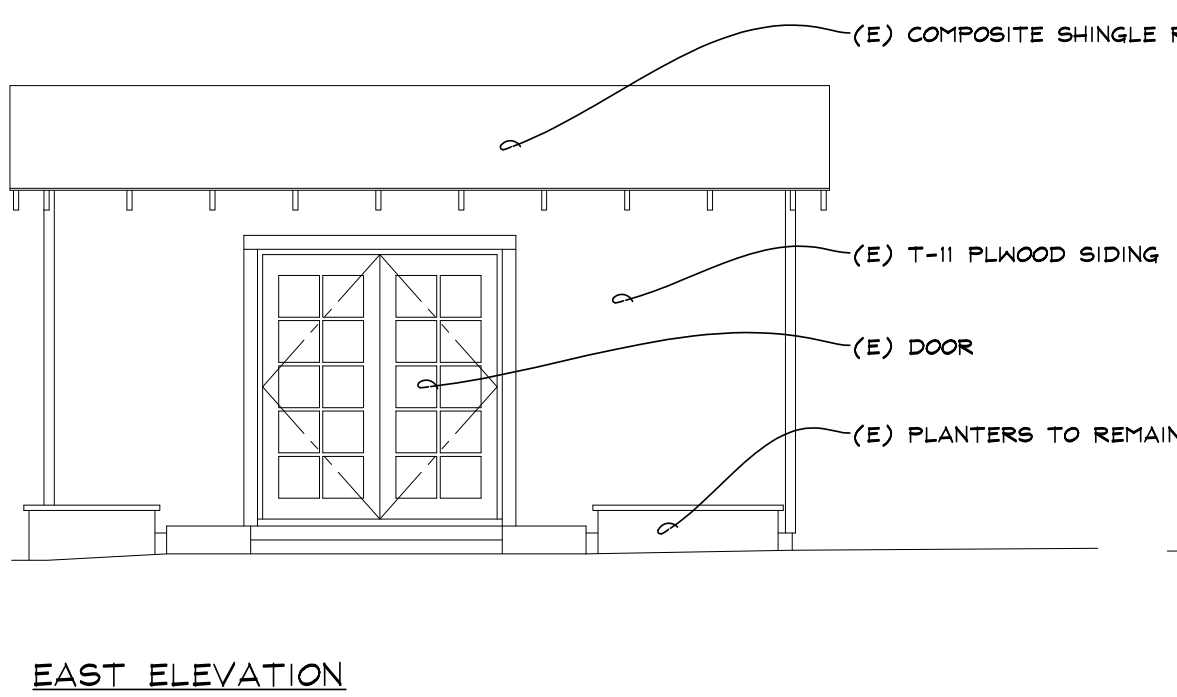
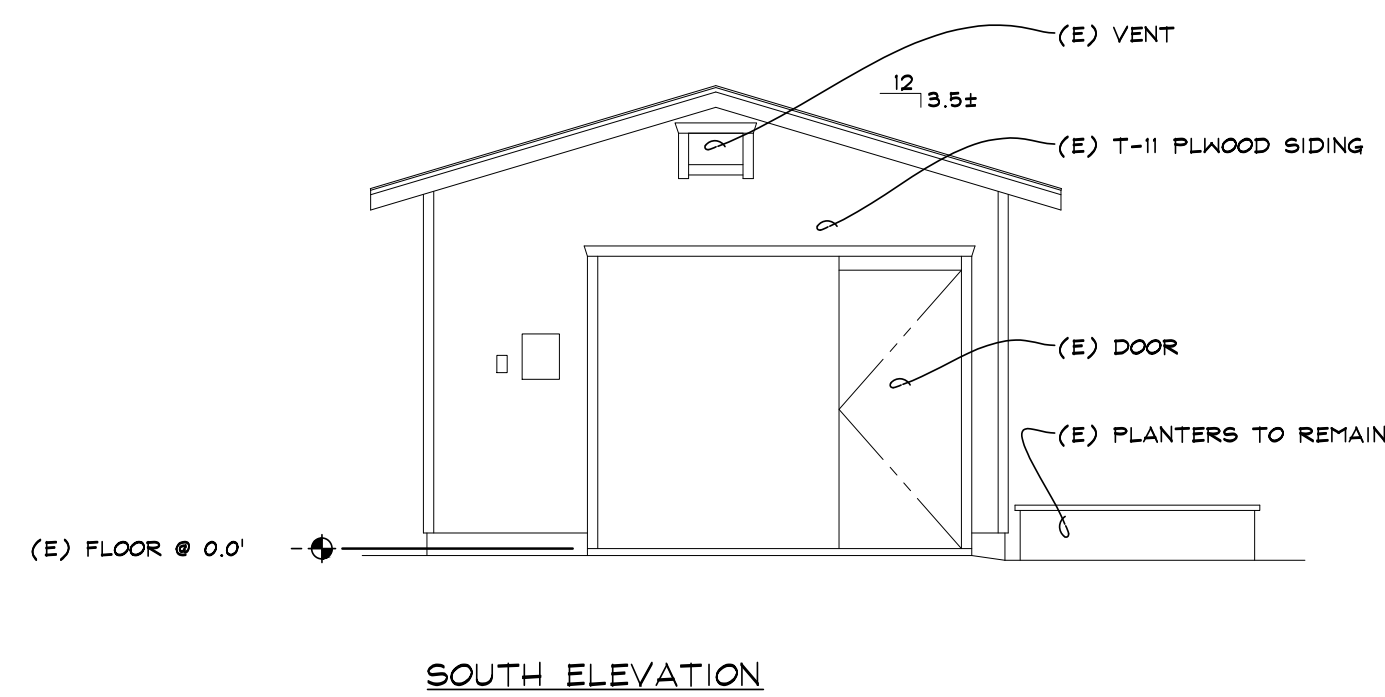
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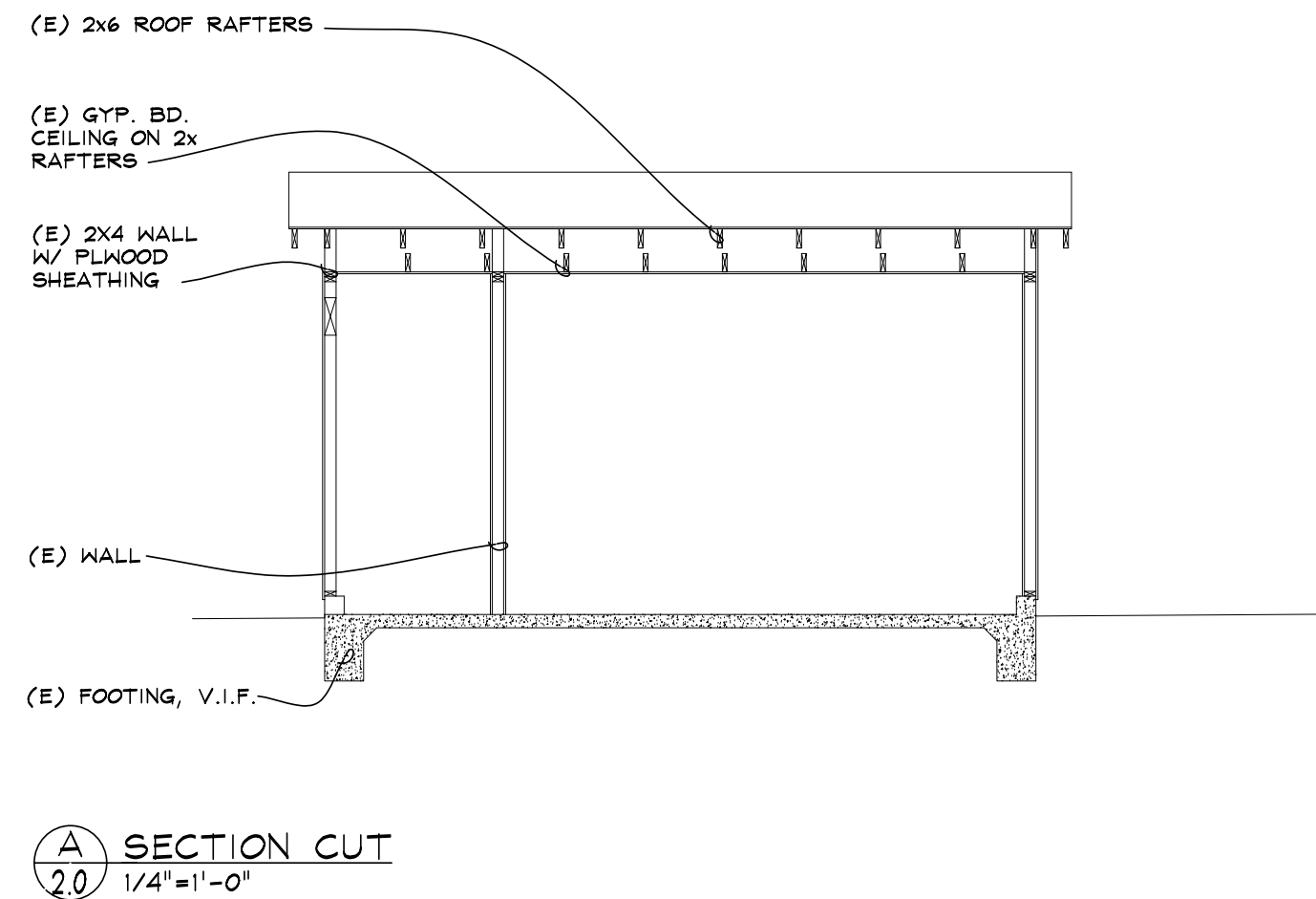
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				ARCHITECT:					
RAINVILLE GARAGE ADDITION		A.P.N.: 009-172-013 1734 VINEYARD AVE. ST. HELENA, CA	EXISTING PLAN & EXTERIOR ELEVATIONS	MARY SIKES & ASSOC. 1461 RAILROAD AVE. #200 ST. HELENA, CA 94574 VOICE 707.963-8063 FAX 707.963-1066		VAL PIZZINI, ENG. 1400 GUERNEVILLE RD. STE. 12 SANTA ROSA, CA. 95403 VOICE 707.527-9802 FAX 707.527-9801		FEBRUARY 16, 2018 JUNE 6, 2018	
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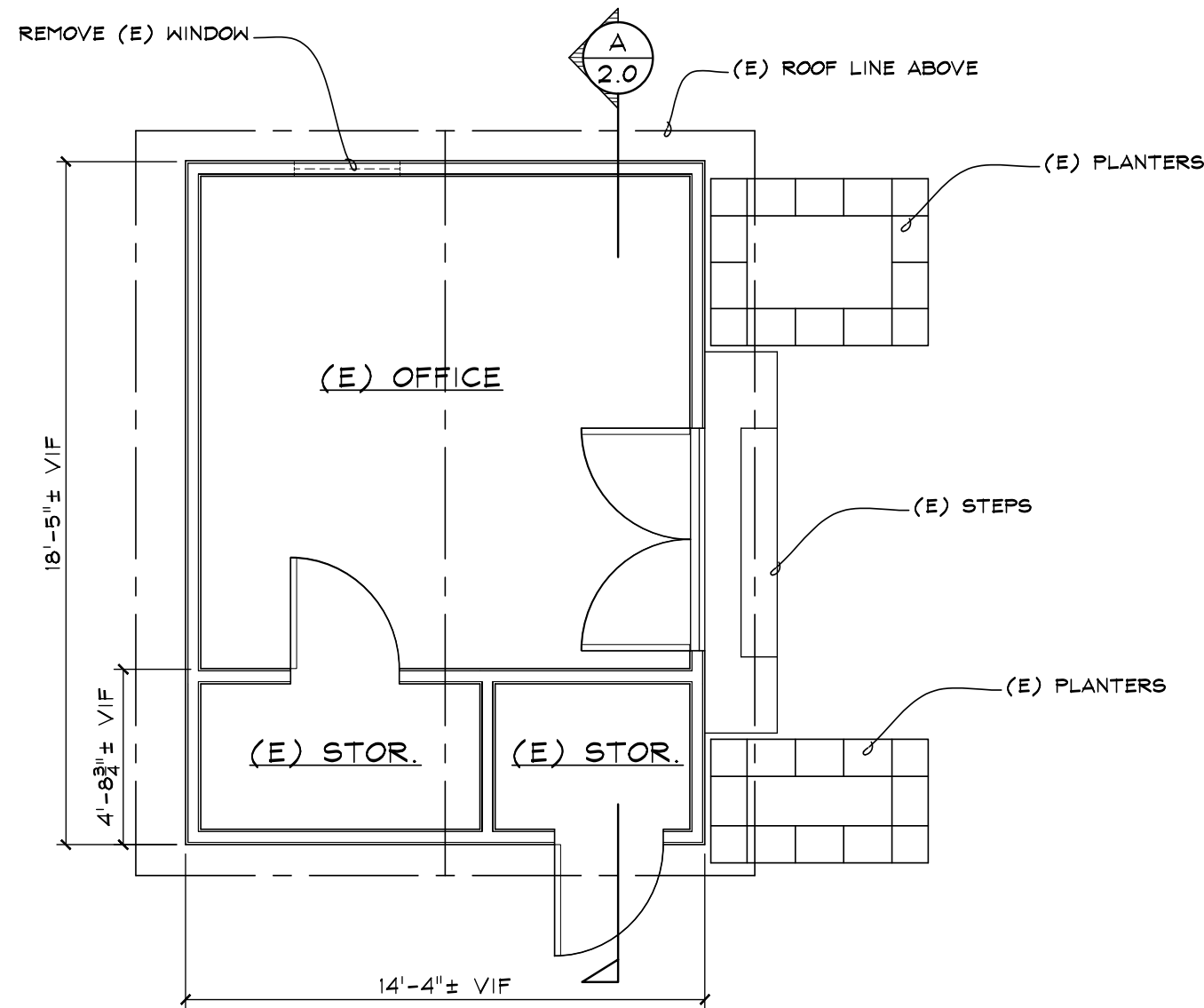
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RAINVILLE		A.P.N.: 009-172-013		FOUNDATION & ROOF FRAMING PLAN,		VAL PIZZINI, ENG.		MARY SIKES & ASSOC.	
GARAGE ADDITION		1734 VINEYARD AVE.		SHEAR WALL SCHEDULE		1400 GUERNEVILLE RD., STE. 12		1461 RAILROAD AVE. #200	
		ST. HELENA, CA		& DETAIL		SANTA ROSA, CA 95403		ST. HELENA, CA 94574	
				DRAWN BY:		A/H		VOICE 707-963-8063 FAX 707-963-1066	



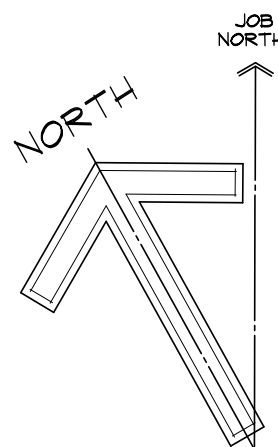
EXISTING EXTERIOR ELEVATIONS
1/4" = 1'-0"
0 8' 16' 24'
GRAPHIC SCALE



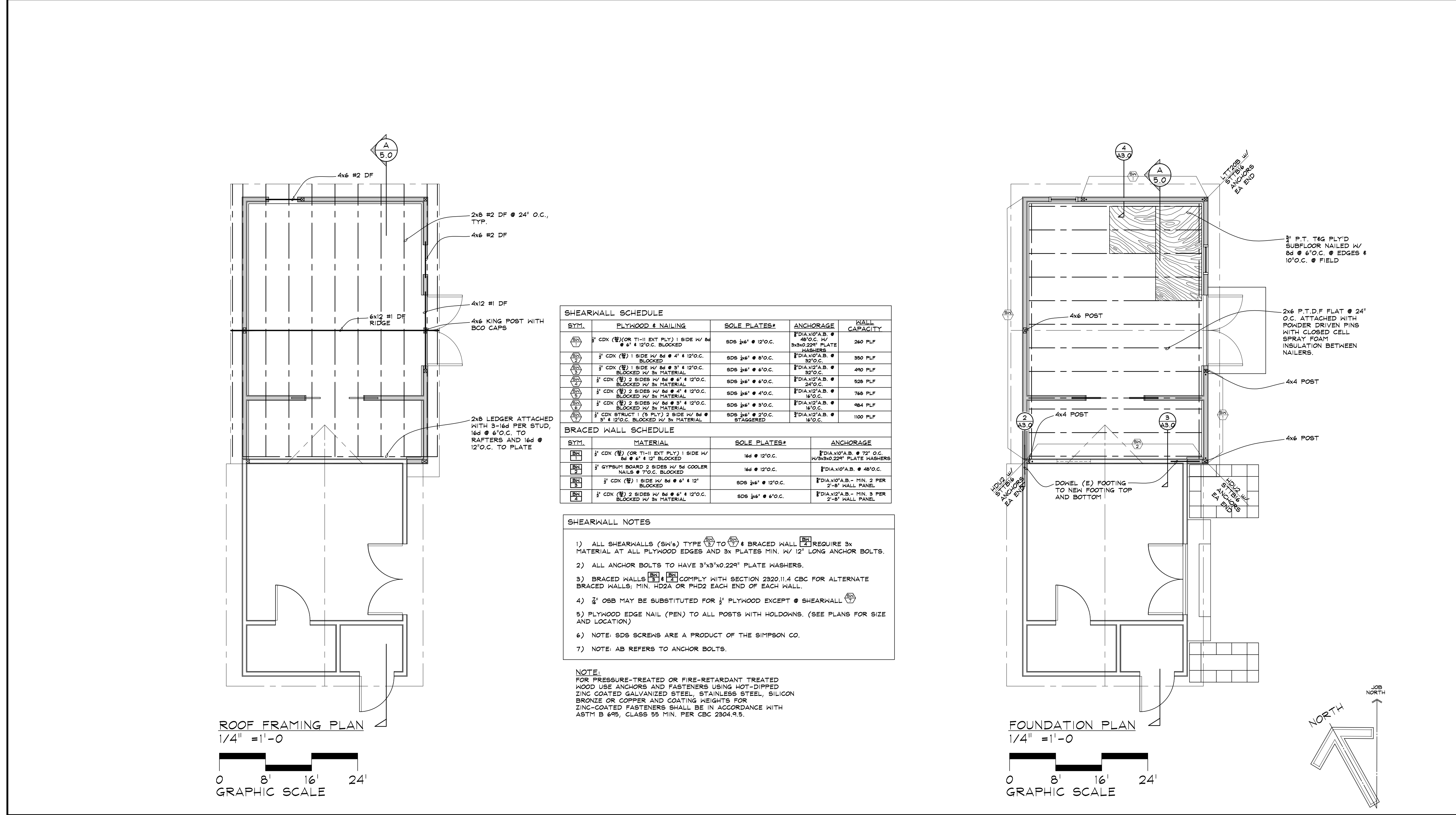
A SECTION CUT
2.0 1/4" = 1'-0"



EXISTING PLAN
1/4" = 1'-0"
0 8' 16' 24'
GRAPHIC SCALE

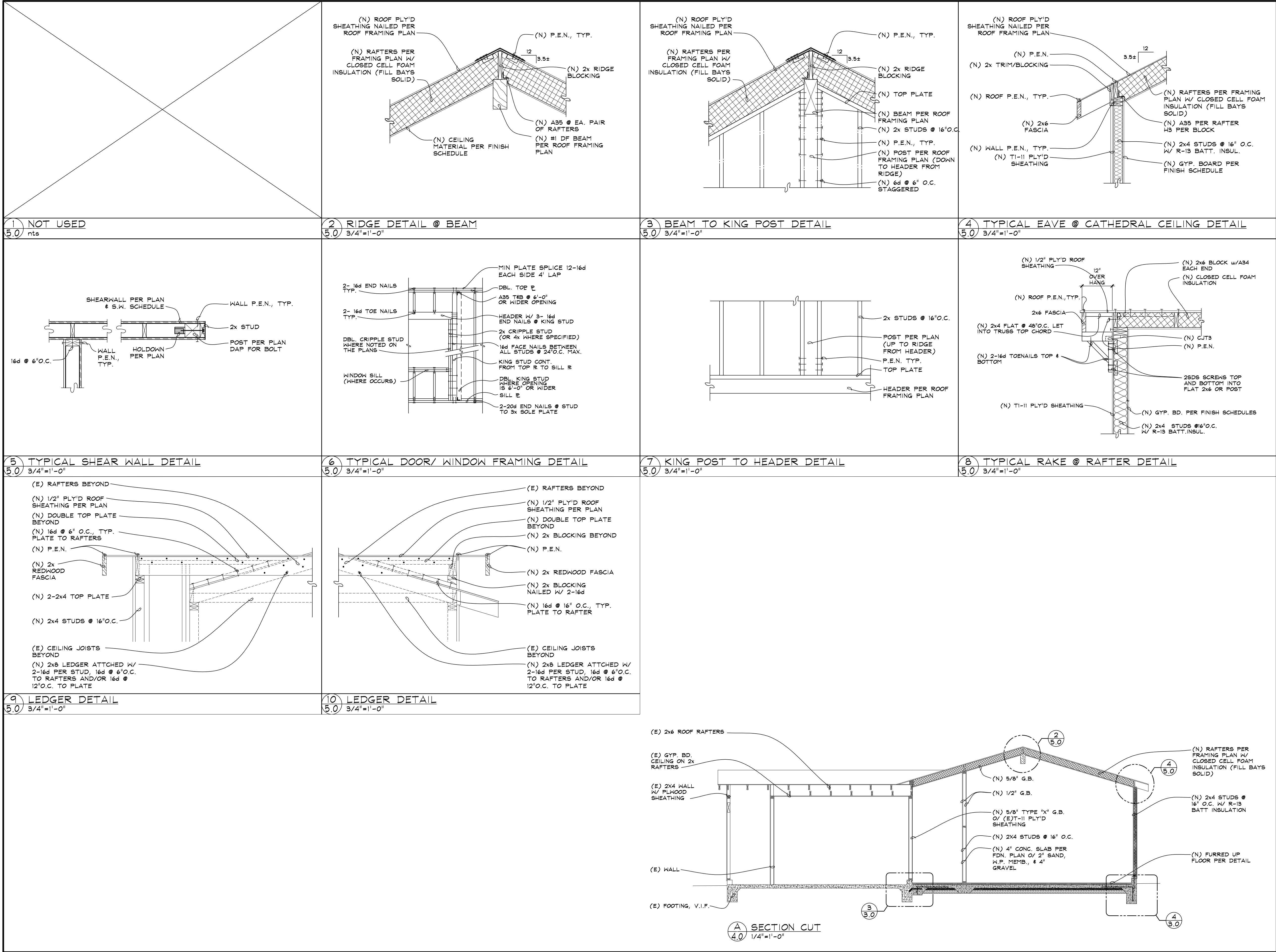


PROJECT:		SITE LOCATION:		SHEET DESCRIPTION:		PROJECT ENGINEER:		ARCHITECT:	
RAINVILLE GARAGE ADDITION		A.P.N.: 009-172-013 1734 VINEYARD AVE. ST. HELENA, CA		EXISTING PLAN & EXTERIOR ELEVATIONS		DATE: FEBRUARY 16, 2018		VAL PIZZINI, ENG. 1400 GUERNEVILLE RD., STE. 12 SANTA ROSA, CA 95403 VOICE 707.527-9802 FAX 707.527-9801	
						DRAWN BY:			
						A/H			
SHEET NUMBER:		MARY SIKES & ASSOC. 1461 RAILROAD AVE. #200 ST. HELENA, CA 94574 VOICE 707.963-8063 FAX 707.963-1066							



3.0 SHEET NUMBER:	RAINVILLE GARAGE ADDITION	SITE LOCATION: A.P.N.: 009-172-013 1734 VINEYARD AVE. ST. HELENA, CA	SHEET DESCRIPTION: FOUNDATION & ROOF FRAMING PLAN, SHEAR WALL SCHEDULE & DETAIL	DATE: FEBRUARY 16, 2018	PROJECT ENGINEER: VAL PIZZINI, ENG.	ARCHITECT: MARY SIKES & ASSOC.
				DRAWN BY: AH	1400 GUERNEVILLE RD., STE. 12 SANTA ROSA, CA 95403 VOICE 707.527-9802 FAX 707.527-9801	14611 RAILROAD AVE. #200 ST. HELENA, CA 94574 VOICE 707.963-8065 FAX 707.963-1066

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PROJECT:	SHEET NUMBER:	5.0	RAINVILLE GARAGE ADDITION	SITE LOCATION: A.P.N.: 009-172-013 1734 VINEYARD AVE. ST. HELENA, CA	SHEET DESCRIPTION: SECTION & DETAILS	DATE:	PROJECT ENGINEER:	ARCHITECT:
						FEBRUARY 16, 2018	VAL PIZZINI, ENG. 1400 GUERNEVILLE RD., STE. 12 SANTA ROSA, CA. 95403 VOICE 707.527.9802 FAX 707.527.9801	MARY SIKES & ASSOC. 1461 RAILROAD AVE. #200 ST. HELENA, CA 94574 VOICE 707.963.8063 FAX 707.963.1066
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GENERAL STRUCTURAL DESIGN NOTES:

1. DESIGN CRITERIA: 2016 CALIFORNIA BUILDING CODE; WIND LOADS: 110 MPH, EXPOSURE "C" (ENCLOSED); SEISMIC DESIGN CATEGORY-D; UNO.
2. REFER TO SHEET "S-1" FOR STANDARD DETAILS OF CONSTRUCTION. REFER TO THE PROJECT SPECIFICATIONS FOR MATERIALS AND METHODS.
3. BUILDING DIMENSIONS SHOWN ARE FOR GENERAL REFERENCE ONLY. SEE ARCHITECTURAL DRAWINGS (S.A.D.) FOR ALL ACTUAL BUILDING DIMENSIONS. ANY DISCREPANCIES TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/DRAFTSPERSON AND THE ENGINEER SO CLARIFICATION CAN BE MADE. ALL DIMENSIONS RELATED TO EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR AND SUBMITTED IN WRITING TO THE ARCH./ DRAFTSPERSON AND THE ENGINEER FOR REVIEW PRIOR TO CONSTRUCTION.
4. DETAILS NO FULLY SHOWN SHALL BE OF THE SAME NATURE AS OTHER SIMILAR CONDITIONS.
5. REFER TO THE ARCHITECTURAL DRAWINGS FOR SIDEWALK SLABS AND DIMENSIONS.
6. ELEVATIONS ON PLANS AND DETAILS " " ARE TO HEIGHTS ABOVE FINISHED SLAB ELEVATION. REFERENCE 0'-0"
7. DESIGN OF STAIR SHALL BE PROVIDED BY THE FABRICATOR'S CALIFORNIA LICENSED CIVIL ENGINEER USING 100 PSF. LIVE LOAD, 300 LB. CONCENTRATED LOAD AND CODE REQUIRED LATERAL LOADS.

WOOD FRAMING NOTES:

1. HEADERS, BEAMS AND ETC., ARE PER  AND  WHERE NOT NOTED ON PLAN AND DETAILS.
2. ALL BEAMS AND JOISTS SHALL BE SEAT CUT FOR FULL UNIFORM BEARING AT SUPPORTS, BEAM SEATS AND COLUMN CAPS.
3. THE GENERAL CONTRACTOR SHALL MEASURE GLU-LAM BEAM SIZES AND CAMBERS AS DELIVERED TO THE JOB SITE AND SHALL REPORT HIS FINDINGS TO THE ENGINEER PRIOR TO ERECTION. NO CAMBER SHOWN MEANS NO CAMBER TO BE PROVIDED " R " INDICATES CAMBER.
4. TYPICAL FLOOR SHEATHING: 3/4" T&G PLY (48/24) CDX WITH 10d @ 6" O.C. EDGES (P.E.N.) AND 10" O.C. FIELD. LAY PERPENDICULAR TO AND GLUE TO FRAMING MEMBERS. BLOCK WITH 2X4 LAID FLAT WHERE SO NOTED ON PLANS AND DETAILS.
5. TYPICAL ROOF SHEATHING: 1/2" PLY (32/16) CDX WITH 8d @ 6" O.C. (P.E.N.) AND 12" O.C. FIELD. ALL UNSUPPORTED PLYWOOD EDGES TO BE BLOCKED WITH 2X4 LAID FLAT. NO PANEL LESS THAN 24" WIDE SHALL BE USED. PLY CLIPS AT UNLOCKED EDGES AT PITCHED ROOF ONLY.
6. ALL PLYWOOD NAILS TO BE COMMON WIRE WITH FULL ROUND HEADS. NAIL LENGTH TO BE SUFFICIENT TO MEET UBC. PENETRATION REQUIREMENTS. NAIL MUST NOT BE OVERDRIVEN.
7. SPLICE DOUBLE TOP PLATES PER  U.N.O. ON PLANS
8. STUDWALLS ARE 2X6 @ 16" O.C. U.N.O.
9. FOR ROOF DRAINAGE, TOP OF FRAMING BETWEEN NOTED POINTS IS A STRAIGHT LINE.
10. ALL MECHANICAL SUPPLY AND RETURN OPENING TO BE BETWEEN FRAMING.
11. VERIFY WEIGHTS AND LOCATIONS OF MECHANICAL UNITS WITH THE MECHANICAL ENGINEER PRIOR TO PLACEMENT. UNITS VARYING OVER 10% IN WEIGHT SHALL BE REVIEWED BY THE STRUCTURAL ENGINEER PRIOR TO INSTALLATION. (MECHANICAL WEIGHTS, IF SHOWN, ARE APPROXIMATE.) CONTRACTOR TO VERIFY MECHANICAL UNIT SIZES PRIOR TO INSTALLATION OF SPECIAL FRAMING TO ENSURE CORRECT PLACEMENT DIRECTLY UNDER CURBS ETC.
12. SLOTTED HOLES IN STEEL PLATES SHALL BE 1/16" WIDER THAN THE BOLT DIAMETER AND HAVE A LENGTH OF 2 TIMES THE BOLT DIAMETER. THE DIRECTION OF THE SLOTTED LENGTH IS INDICATED ON THE DETAILS. INSTALL BOLT @ CENTERLINE OF HOLE.
13. ALL BOLTED OR NAILED STRAP CONNECTIONS SHALL HAVE AN EQUAL NUMBER OF BOLTS OR NAILS EACH SIDE OF SPLICE. THE FIRS BOLT OR NAIL FROM EACH SIDE OF THE SPLICED OR STRAPPED MEMBER SHALL BE EQUIDISTANT FROM THE SPLICE.

GLUE LAMINATED BEAMS:

1. ALL GLUE LAMINATED BEAMS SHALL BE D.F., COMBINATION 24-F-V-4 FOR SIMPLE SPANS; COMBINATION 24-F-V-8 FOR CONTINUOUS BEAMS AND CANTILEVERS. APPEARANCE TO BE INDUSTRIAL, WITH EXTERIOR GLUE CONFORMING TO THE CURRENT CBC AND CBC STANDARDS. PROVIDE AISC CERTIFICATE OF INSPECTION OR EQUIVALENT TO ARCHITECT/ DRAFTSPERSON AND BUILDING DEPARTMENT PRIOR TO ERECTION. GLU-LAMINATED BEAM CAMBERS ARE AS SPECIFIED ON DRAWINGS. NO CAMBER SHOWN MEANS NO CAMBER PROVIDED

PREFABRICATED WOOD TRUSSES AND/OR COMPOSITE WOOD AND METAL TRUSSES:

1. MANUFACTURER SHALL SUBMIT SHOP DRAWINGS AND CALCULATIONS PREPARED AND SIGNED BY A LICENSED CIVIL ENGINEER. (STATE OF CALIFORNIA) SUBMIT SHOP DRAWINGS AND CALCULATIONS TO BUILDING OFFICIAL, ARCHITECT/DRAFTSPERSON AND ENGINEER PRIOR TO FABRICATION. CALCULATIONS SHALL BE BASED ON THE SPECIFIED LOADING CONDITIONS HEREIN. GENERAL CONTRACTOR SHALL REVIEW AND APPROVE DIMENSION AND DETAIL SHOWN ON THE SHOP DRAWINGS PRIOR TO SUBMITTAL TO THE ENGINEER FOR REVIEW AND COMMENT.

PLYWOOD SHEATHING:

1. STRUCTURAL PLYWOOD SHALL CONFORM TO PSI-83, CURRENT EDITION, STAMPED AND GRADED BY APA, WITH EXTERIOR GLUE. PLYWOOD SHEETS SHALL ABUT ALONG CENTERLINE OF FRAMING MEMBER WITH NAILING SPACED NOT LESS THAN 3/8" FROM EDGE OF SHEETS. GUN NAILING AND NAILS TO BE APPROVED BY THE ENGINEER PRIOR TO USE. PLYWOOD NAILS OF COMMON WIRE WITH FULL ROUND HEADS ARE REQUIRED.

FOUNDATION NOTES:

1. USE 5/8" DIAMETER X 10", (18" @ CURBS) ANCHOR BOLTS @ 48" O.C. WHERE NOT OTHERWISE NOTED. ANCHOR BOLTS ARE TO BE TIED IN PLACE PRIOR TO PLACEMENT OF CONCRETE.
2. TYPICAL SLAB: 4" CONCRETE REINFORCED WITH #3 BARS @ 18" O.C. EA. WAY MID-DEPTH OVER 2" SAND 10 MIL. WATERPROOF MEMBRANE AND 4" MINIMUM BASEROCK ON UNDISTURBED SUBGRADE.
3. PROVIDE DOWEL JOINT PER PLAN (15' O.C. MAX. U.N.O.). POUR SLAB IN ALTERNATE STRIPS BETWEEN DOWEL JOINTS. ALLOW 24 HOURS MIN. BETWEEN POUR OF ALTERNATE STRIPS AND CLOSING STRIP. INSTALL DOWEL JOINTS AT THE FACE OF STUDS OF WALL WHERE POSSIBLE. PROVIDE CONTROL JOINTS.
4. S.W.  REFERS TO SHEARWALL. SEE SHEARWALL SCHEDULE AND NOTES FOR SPECIFIC REQUIREMENTS. AND THE PLAN FOR LOCATION.

S.W. SHEARWALL. NOTES:

1. P.E.N. = PLYWOOD EDGE NAILING. BLOCK ALL UNSUPPORTED EDGES WITH 2X MATERIAL U.N.O.
2. FIELD NAILING TO BE 12" O.C. U.N.O.
3. SEE PLAN FOR NAILING REQUIREMENTS.
4. ALL EXTERIOR WALLS NOT DESIGNATED AS S.W.  ARE TO BE SHEATHED WITH 1/2" PLY (32/16) CD OR 7/16" OSB AND NAILED WITH 8d @ 6" O.C. EDGES AND 12" O.C. IN FIELD.
5. SHEARWALLS LENGTHS, WHERE NOTED, ARE MINIMUM. DO NOT LOCATE HOLD- DOWNS FROM THESE DIMENSIONS. S.A.D. FOR ACTUAL WALL LENGTHS.
6.  HD REFERS TO SIMPSON COMPANY HOLDDOWNS. INSTALL PER  .
7. EDGE NAIL WALL PLY TO STUDS OR POSTS WITH HOLDDOWNS.
8. PORTIONS OF INTERIOR WALL SURFACES ADJACENT TO SPECIFIED SHEARWALLS SHALL BE SHEATHED FOR THE FULL, UNINTERRUPTED LENGTH PER NOTE #4 OR WITH GYPSUM BOARD SHEATHING OF THE SAME THICKNESS TO PROVIDE AN EVEN WALL SURFACE FOR FINISH MATERIALS.

MASONRY CONSTRUCTION NOTES:

1. CONCRETE MASONRY CONSTRUCTION SHALL BE GRADE N. USE DOUBLE OPEN END WHERE POSSIBLE AND SINGLE OPEN END OTHERWISE. ALL CELLS TO BE GROUTED SOLID. ALL CMU TO BE LAID IN RUNNING BOND.
2. ALL INVERTED BOND UNIT IS TO BE PLACED AT THE FOUNDATION LEVEL AND AT THE BOTTOM OF EACH LIFT TO FACILITATE CLEAN OUT. CLEAN OUTS SHALL BE PROVIDED AS NECESSARY IN THE BOND UNIT LEVEL.
3. DOWELS FROM FOUNDATION ARE TO MATCH SIZE AND ALIGNMENT WITH THE VERTICAL REINFORCEMENT. EXTEND DOWELS FROM FOUNDATION INTO WALL TO PROVIDE MINIMUM LAP WITH THE WALL VERTICAL REINFORCEMENT. INSTALL 4 DOWEL BARS PER PLAN AND ALL DOWELS TO EXTEND TO THE LOWEST FOUNDATION REINFORCEMENT, END WITH STANDARD HOOK.
4. WALL REINFORCING SHALL BE PER  U.N.O.
5. PROVIDE 2-#4 IN BOND BEAM UNITS @ TOPS OF WALLS, U.N.O.
6. REINFORCING STEEL SHALL BE BENT AND LAPPED AT ALL CORNERS AND INTERSECTIONS. ALL STEEL SHALL BE POSITIONED AND TIED PRIOR TO GROUTING THE MINIMUM SPLICE SHALL BE 24" U.N.O.
7. PROVIDE SASH UNITS AT ALL OPENINGS TYPICAL U.N.O.
8. SET ALL LEDGER AND CONNECTOR BOLTS WITH TEMPLATES. 1" GROUT AROUND BOLT REQUIREMENTS.
9. MASONRY UNITS WITH A "STANDARD" FINISH ARE TO BE PROVIDED WHERE NOT EXPOSED TO VIEW AT EXTERIOR. SPLIT FACE UNITS WHERE EXPOSED. S.A.D. FOR LOCATION, COLOR, ETC..
10. GROUT SHALL BE 2000 PSI MINIMUM IN 28 DAYS AND SHALL BE 7 SACK MIX MINIMUM.
11. MORTAR SHALL BE TYP M OR S PROPORTIONED PER THE LATEST CBC CHAPTER 21.
12. GROUT SHALL BE PLACED IN 32" LIFTS MAXIMUM WITHOUT CLEANOUTS. MAXIMUM LIFT IS 8'-0" WITH CLEANOUTS. GROUT FOR EACH POUR SHALL BE STOPPED 1 1/2" BELOW TOP OF THE LAST COURSE OF BLOCK. ALL GROUT TO BE THOROUGHLY CONSOLIDATED BY VIBRATING IMMEDIATELY AFTER PLACEMENT.

CONCRETE CONSTRUCTION:

1. CONCRETE SHALL BE HARD ROCK CEMENT-5 SACK MIN. MIX + 1 SACK FLY ASH (MIN 20% OF TOTAL CEMENT) AND MEET THE FOLLOWING MINIMUM COMPRESSIVE STRENGTHS @ 28 DAYS:

LOCATION	MIN. STRENGTH 28 DAYS PSI	MAX. AGGREGATE SIZE - INCHES	SLUMP, INCHES	TOLERANCE
SLAB ON GRADE	2500	1"	3-1/2"	+1/2"
FOUNDATIONS	2500	1-1/2"	3-1/2"	+1/2"
PIER AND GRADE BEAMS	3000	1-1/2"	3-1/2"	+1/2"

2. ALL SOILS WORK SHALL BE DONE IN ACCORDANCE WITH THE SPECIFICATIONS, THE REQUIREMENTS OF THE SOIL REPORT NOTED BELOW AND CHAPTER 18 OF THE CURRENT UBC. FOUNDATION DESIGN PRESSURES ARE 1500 PSF DL + LL. ALL FOUNDATIONS SHALL BEAR ON FIRM, UNDISTURBED, NATIVE SOILS OR ENGINEERED FILL AT OR EXCEEDING DEPTHS SHOWN ON DRAWINGS. INCREASE DEPTH AS REQUIRED BY SOILS ENGINEER. ALL FOOTING EXCAVATIONS SHALL BE AS NEAT AS PRACTICABLE. OVER- EXCAVATIONS IN DEPTH SHALL BE FILLED IN CONCRETE, AND N WIDTH MAY BE FILLED WITH LEAN CONCRETE OR APPROVED BACKFILL. ALL LOOSE SOILS SHALL BE REMOVED FROM THE EXCAVATIONS PRIOR TO PLACEMENT OF REINFORCING OR CONCRETE.
3. USE 5/8" DIAMETER X 10", (18" @ CURBS) ANCHOR BOLTS @ 48" O.C. WHERE NOT OTHERWISE NOTED. ANCHOR BOLTS ARE TO BE TIED IN PLACE PRIOR TO PLACEMENT OF CONCRETE.
4. TYPICAL SLAB: 4" CONCRETE REINFORCED WITH #3 REBAR @ 18" ON CENTER EA. WAY @ MID-DEPTH OVER 2" SAND, 10 MIL. WATERPROOF MEMBRANE AND 4" MINIMUM BASEROCK ON UNDISTURBED SUBGRADE.
5. PROVIDE DOWEL JOINT PER PLAN (15' O.C. MAX. U.N.O.). POUR SLAB IN ALTERNATE STRIPS BETWEEN DOWEL JOINTS. ALLOW 24 HOURS MIN. BETWEEN POUR OF ALTERNATE STRIPS AND CLOSING STRIP. INSTALL DOWEL JOINTS AT THE FACE OF STUDS OF WALL WHERE POSSIBLE. PROVIDE CONTROL JOINTS.
6. S.W.  REFERS TO SHEARWALL. SCHEDULE AND NOTES FOR SPECIFIC REQUIREMENTS. AND THE PLAN FOR LOCATION.
7. CONCRETE MIX DESIGN AND TESTING SHALL MEET THE REQUIREMENTS OF SECTION 1903, 1905 & 1701 OF THE CURRENT CBC AND THESE SPECIFICATIONS.
8. REINFORCING STEEL SHALL CONFORM TO ASTM A-615, GRADE 60 FOR #6 AND LARGER BARS, GRADE 40 FOR #5 BARS AND SMALLER . DOWELS AND TIES. STEEL SHALL BE KEPT CLEAN AND FREE OF RUST. SUBMIT SHOP DRAWINGS FOR REVIEW PRIOR TO INSTALLATION.
9. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A-185, AND SHALL BE LAPPED A MINIMUM OF 12"

10. SLABS, BEAMS, WALLS AND OTHER CONCRETE SHALL BE KEPT CONTINUOUSLY WET FOR 48 HOURS, AFTER PLACEMENT, AND SHALL BE KEPT DAMP FOR 7 DAYS AFTER PLACEMENT. SLABS SHALL HAVE CURE/ SEALER APPLIED IMMEDIATELY AFTER FINISHING IF OTHER FINISHES ARE NOT AFFECTED. CURE SHALL BE OF A TYPE THAT WILL NOT BE DETRIMENTAL TO SEALERS TO BE APPLIED LATER.

STRUCTURAL STEEL:

1. STEEL GRADES:
SHAPES, PLATES AND ANCHOR BOLTSASTM A-36
TUBESASTM A-500, GRADE B
PIPEASTM A-53
MACHINE BOLTSASTM A-307 (M.B.)
HIGH STRENGTH BOLTSASTM A-325 (H.S.B.)
2. BOLT HOLES SHALL BE 1/16" LARGER IN DIAMETER THAN THE BOLT.
3. WELDING ELECTRODES SHALL MEET AWS REQUIREMENTS AND ELECTRODES SHALL BE E70XX FO SHIELDED METAL ARC, F7XX-EXX FOR SUBMERGED ARC, AND E70-X FOR GAS METAL ARC. (UNLESS NOTED OTHERWISE).
4. ALL STRUCTURAL WELDS SHALL BE INSPECTED AND CERTIFIED BY A QUALIFIED TESTING AGENCY. CERTIFICATION SHALL BE SUBMITTED TO THE ARCHITECT/DRAFTSPERSON AND THE BUILDING DEPARTMENT.
5. GROUT UNDER COLUMN BASE PLATES TO BE MASTER BUILDERS EMBCO #713. DRILLED EXPANSION CONCRETE BOLTS ARE BY WEJ-IT CORP. SELF DRILLING ANCHORS ARE PHILLIPS RED-HEAD. CONCRETE INSERTS AND FERRULE LOOP INSERTS ARE BURKE CONCRETE COMPANY.

WOOD CONSTRUCTION (CARPENTRY):

1. MINIMUM GRADES OF SAWN LUMBER (UNLESS NOTED OTHERWISE.):
POSTS AND BEAMS, 4X AND LARGER, JOISTS AND RAFTERSD.F. #1
JOISTS, PLATES AND 2X6 STUDSD.F. #2
2X4 STUDSCONSTRUCTION GRADE
(BEAMS AND POSTS TO BE FREE OF HEART CENTER)(F.O.H.C.)
2. NAILS TO BE COMMON WIRE WHERE NAILING IS SPECIFIED ON DRAWINGS. CEMENT COATED SINKER NAILS MAY BE SUBSTITUTED FOR 16d COMMON NAILS. NAILS USED IN EXTERIOR APPLICATIONS TO BE GALVANIZED. PRE-DRILL NAIL HOLES WHERE WOOD TENDS TO SPLIT.
3. METAL FRAMING CLIPS, HANGERS, ETC. ARE TO BE SIMPSON STRONG TIE, P.O. BOX 1568, SAN LEANDRO, CA., CATALOG 2015-2016 OR MOST RECENT REPLACEMENT. NAILING SHALL BE IN ACCORDANCE WITH THE MANUFACTURERS INSTRUCTIONS WITH A NAIL PROVIDED FOR EACH PUNCHED HOLE.
4. BOLTS SHALL BE UNFINISHED MACHINE BOLTS PER ASTM-A307. LENGTH SHALL BE SUCH THAT THE BOLT PROJECTION IS NOT LESS THAN 1/16" NOR MORE THAN 1/2" PAST THE END OF THE NUT. (U.N.O.) PROVIDE WASHERS UNDER HEAD AND NUT WHERE BOLT HEAD WILL BEAR ON WOOD. NUTS SHALL BE TIGHTENED WHEN PLACED AND RETIGHTENED BEFORE CLOSING IN OF WALLS OR OTHER CONSTRUCTION. DO NOT CRUSH WOOD WHEN TIGHTENING.
5. WOOD AGAINST BLOCK OR CONCRETE SHALL BE PRESSURE TREATED D.F. FOR PRESSURE-TREATED OR FIRE RETARDANT TREATED WOOD SPECIFY ANCHORS AND FASTENERS USING HOT-DIPPED ZINC COATED GALVINIZED STEEL, STAINLESS STEEL, SILICON BRONZE OR COPPER COATING WEIGHTS FOR ZINC-COATED FASTENERS SHALL BE IN ACCORDANCE WITH ASTM B 695, CLASS 55 MINIMUM. CBC 2304.9.5.
6. PROVIDE DOUBLE JOISTS AT ALL PARALLEL PARTITION WALLS AND BLOCKING AT PERPENDICULAR BEARING PARTITION WALLS.
7. FRAMING LUMBER TO HAVE A MAXIMUM OF 19% MOISTURE CONTENT AT TIME OF INSTALLATION.

PROJECT:	SITE LOCATION:	SHEET DESCRIPTION: STRUCTURAL ENGINEERING SPECIFICATIONS	DATE: 2018	PROJECT ENGINEER: VAL PIZZINI, ENG. 1400 GUERNEVILLE RD., STE. 12 SANTA ROSA, CA. 95403 VOICE 707.527-9802 FAX 707.527-9801	ARCHITECT: MARY SIKES & ASSOC. 1461 RAILROAD AVE. #200 ST. HELENA, CA 94574 VOICE 707.963-8063 FAX 707.963-1066
SHEET NUMBER:					

2016 CALIFORNIA GREEN BUILDING STANDARDS CODE

RESIDENTIAL MANDATORY MEASURES, SHEET 1 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF CHAPTER 3 GREEN BUILDING SECTION 301 GENERAL 301.1 SCOPE. Buildings shall be designed to include the green building measures specified as mandatory in the application checklists contained in this code. Voluntary green building measures are also included in the application checklists and may be included in the design and construction of structures covered by this code, but are not required unless adopted by a city, county, or city and county as specified in Section 101.7. 301.1.1 Additions and alterations. [HCD] The mandatory provisions of Chapter 4 shall be applied to additions or alterations of existing residential buildings where the addition or alteration increases the building's conditioned area, volume, or size. The requirements shall apply only to and/or within the specific area of the addition or alteration. Note: On and after January 1, 2014, residential buildings undergoing permitted alterations, additions, or improvements shall replace noncompliant plumbing fixtures with water-conserving plumbing fixtures. Plumbing fixture replacement is required prior to issuance of a certificate of final completion, certificate of occupancy or final permit approval by the local building department. See Civil Code Section 1101.1, et seq., for the definition of a noncompliant plumbing fixture, types of residential buildings affected and other important enactment dates. 301.2 LOW-RISE AND HIGH-RISE RESIDENTIAL BUILDINGS. [HCD] The provisions of individual sections of CALGreen may apply to either low-rise residential buildings high-rise residential buildings, or both. Individual sections will be designated by banners to indicate where the section applies specifically to low-rise only (LR) or high-rise only (HR). When the section applies to both low-rise and high-rise buildings, no banner will be used. SECTION 302 MIXED OCCUPANCY BUILDINGS 302.1 MIXED OCCUPANCY BUILDINGS. In mixed occupancy buildings, each portion of a building shall comply with the specific green building measures applicable to each specific occupancy. ABBREVIATION DEFINITIONS: HCD Department of Housing and Community Development BSC California Building Standards Commission DSA-SS Division of the State Architect, Structural Safety OSHDP Office of Statewide Health Planning and Development LR Low Rise HR High Rise AA Additions and Alterations N New CHAPTER 4 RESIDENTIAL MANDATORY MEASURES DIVISION 4.1 PLANNING AND DESIGN SECTION 4.102 DEFINITIONS 4.102.1 DEFINITIONS The following terms are defined in Chapter 2 (and are included here for reference) FRENCH DRAIN. A trench, hole or other depressed area loosely filled with rock, gravel, fragments of brick or similar porous material used to collect or channel drainage or runoff water. WATTLES. Wattles are used to reduce sediment in runoff. Wattles are often constructed of natural plant materials such as hay, straw or similar material shaped in the form of tubes and placed on a downflow slope. Wattles are also used for perimeter and inlet controls. 4.106 SITE DEVELOPMENT 4.106.1 GENERAL. Preservation and use of available natural resources shall be accomplished through evaluation and careful planning to minimize negative effects on the site and adjacent areas. Preservation of soils, management of storm water drainage and erosion controls shall comply with this section. 4.106.2 STORM WATER DRAINAGE AND RETENTION DURING CONSTRUCTION. Projects which disturb less than one acre of soil and are not part of a larger common plan of development which in total disturbs one acre or more, shall manage storm water drainage during construction. In order to manage storm water drainage during construction, one or more of the following measures shall be implemented to prevent flooding of adjacent property, prevent erosion and retain soil runoff on the site. 1. Retention basins of sufficient size shall be utilized to retain storm water on the site. 2. Where storm water is conveyed to a public drainage system, collection point, gutter or similar disposal method, water shall be filtered by use of a barrier system, wattle or other method approved by the enforcing agency. 3. Compliance with a lawfully enacted storm water management ordinance. 4.106.3 GRADING AND PAVING. Construction plans shall indicate how the site grading or drainage system will manage all surface water flows to keep water from entering buildings. Examples of methods to manage surface water include, but are not limited to, the following: 1. Swales 2. Water collection and disposal systems 3. French drains 4. Water retention gardens 5. Other water measures which keep surface water away from buildings and aid in groundwater recharge. Exception: Additions and alterations not altering the drainage path. 4.106.4 Electric vehicle (EV) charging for new construction. New construction shall comply with Sections 4.106.4.1 and 4.106.4.2 to facilitate future installation and use of EV chargers. Electric vehicle supply equipment (EVSE) shall be installed in accordance with the California Electrical Code, Article 625. Exceptions: On a case-by-case basis, where the local enforcing agency has determined EV charging and infrastructure are not feasible based upon one or more of the following conditions: 1. Where there is no commercial power supply. 2. Where there is evidence substantiating that meeting the requirements will alter the local utility infrastructure design requirements on the utility side of the meter so as to increase the utility side cost to the homeowner or developer by more than \$400.00 per unit. 4.106.4.1 New one- and two-family dwellings and townhouses with attached private garages. For each dwelling unit, install a listed raceway to accommodate a dedicated 208/240-volt branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or other enclosure in close proximity to the proposed location of an EV charger. Raceways are required to be continuous at enclosed, inaccessible or concealed areas and spaces. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device. 4.106.4.1.1 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging as "EV CAPABLE". The raceway termination location shall be permanently and visibly marked as "EV CAPABLE". 4.106.4.2 New multifamily dwellings. Where 17 or more multifamily dwelling units are constructed on a building site, 3 percent of the total number of parking spaces provided for all types of parking facilities, but in no case less than one, shall be electric vehicle charging stations (EV spaces) capable of supporting future EVSE. Calculations for the number of EV spaces shall be rounded up to the nearest whole number. Note: Construction documents are intended to demonstrate the project's capability and capacity for facilitating future EV charging. There is no requirement for EV spaces to be constructed or available until EV chargers are installed for use. 4.106.4.2.1 Electric vehicle charging space (EV space) locations. Construction documents shall indicate the location of proposed EV spaces. At least one EV space shall be located in common use areas and available for use by all residents. When EV chargers are installed, EV spaces required by Section 4.106.2.2, Item 3, shall comply with at least one of the following options: 1. The EV space shall be located adjacent to an accessible parking space meeting the requirements of the California Building Code, Chapter 11A, to allow use of the EV charger from the accessible parking space. 2. The EV space shall be located on an accessible route, as defined in the California Building Code, Chapter 2, to the building.	INSPECTOR SIGNOFF 4.106.4.2.2 Electric vehicle charging space (EV space) dimensions. The EV space shall be designed to comply with the following: 1. The minimum length of each EV space shall be 18 feet (5486 mm). 2. The minimum width of each EV space shall be 9 feet (2743 mm). 3. One in every 25 EV spaces, but not less than one EV space, shall have an 8-foot (2438 mm) wide minimum aisle. A 5-foot (1524 mm) wide minimum aisle shall be permitted provided the minimum width of the EV space is 12 feet (3658 mm). a. Surface slope for this EV space and the aisle shall not exceed 1 unit vertical in 48 units horizontal (2.083 percent slope) in any direction. 4.106.4.2.3 Single EV space required. Install a listed raceway capable of accommodating a 208/240-volt dedicated branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or enclosure in close proximity to the proposed location of the EV spaces. Construction documents shall identify the raceway termination point. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device. 4.106.4.2.4 Multiple EV spaces required. Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EV chargers. Construction documents shall also provide information on empagement of future EVSE, raceway methods), wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformer(s), have sufficient capacity to simultaneously charge all EVs at all required EV spaces at the full rated ampereage of the EVSE. Plan design shall be based upon a 40-ampere minimum branch circuit. Raceways and related components that are planned to be installed underground, enclosed, inaccessible or in concealed areas and spaces shall be installed at the time of original construction. 4.106.4.2.5 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as "EV CAPABLE" in accordance with the California Electrical Code. Notes: 1. The California Department of Transportation adopts and publishes the "California Manual on Uniform Traffic Control Devices (California MUTCD)" to provide uniform standards and specifications for all official traffic control devices in California. Zero Emission Vehicle Signs and Pavement Markings can be found in the New Policies & Directives Number 13-01. Website: www.dot.ca.gov/hq/traffic/policy/13-01.pdf 2. See Vehicle Code Section 22511 for EV charging space signage in off-street parking facilities and for use of EV charging space. 3. The Governor's Office of Planning and Research (OPR) published a "Zero-Emission Vehicle Community Readiness Guidebook" which provides helpful information for local governments, residents and businesses. Website: http://opr.ca.gov/docs/ZEV_Guidebook.pdf. DIVISION 4.2 ENERGY EFFICIENCY 4.201 GENERAL 4.201.1 SCOPE. For the purposes of mandatory energy efficiency standards in this code, the California Energy Commission will continue to adopt mandatory standards. DIVISION 4.3 WATER EFFICIENCY AND CONSERVATION 4.303 INDOOR WATER USE 4.303.1 WATER CONSERVING PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the following: 4.303.1.1 Water Closets. The effective flush volume of all water closets shall not exceed 1.28 gallons per flush. Tank-type water closets shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Tank-type Toilets. Note: The effective flush volume of dual flush toilets is defined as the composite, average flush volume of two reduced flushes and one full flush. 4.303.1.2 Urinals. The effective flush volume of wall mounted urinals shall not exceed 0.125 gallons per flush. The effective flush volume of all other urinals shall not exceed 0.5 gallons per flush. 4.303.1.3 Showerheads. 4.303.1.3.1 Single Showerhead. Showerheads shall have a maximum flow rate of not more than 2.0 gallons per minute at 80 psi. Showerheads shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Showerheads. 4.303.1.3.2 Multiple showerheads serving one shower. When a shower is served by more than one showerhead, the combined flow rate of all the showerheads and/or other shower outlets controlled by a single valve shall not exceed 2.0 gallons per minute at 80 psi, or the shower shall be designed to only allow one shower outlet to be in operation at a time. Note: A hand-held shower shall be considered a showerhead. 4.303.1.4 Faucets. 4.303.1.4.1 Residential Lavatory Faucets. The maximum flow rate of residential lavatory faucets shall not exceed 1.2 gallons per minute at 60 psi. The minimum flow rate of residential lavatory faucets shall not be less than 0.8 gallons per minute at 20 psi. 4.303.1.4.2 Lavatory Faucets in Common and Public Use Areas. The maximum flow rate of lavatory faucets installed in common and public use areas (outside of dwellings or sleeping units) in residential buildings shall not exceed 0.5 gallons per minute at 60 psi. 4.303.1.4.3 Metering Faucets. Metering faucets when installed in residential buildings shall not deliver more than 0.25 gallons per cycle. 4.303.1.4.4 Kitchen Faucets. The maximum flow rate of kitchen faucets shall not exceed 1.8 gallons per minute at 60 psi. Kitchen faucets may temporarily increase the flow above the maximum rate, but not to exceed 2.2 gallons per minute at 60 psi, and must default to a maximum flow rate of 1.8 gallons per minute at 60 psi. Note: Where complying faucets are unavailable, aerators or other means may be used to achieve reduction. 4.303.2 STANDARDS FOR PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures and fittings shall be installed in accordance with the California Plumbing Code, and shall meet the applicable standards referenced in Table 1701.1 of the California Plumbing Code. NOTE: THIS TABLE COMPILES THE DATA IN SECTION 4.303.1, AND IS INCLUDED AS A CONVENIENCE FOR THE USER. TABLE - MAXIMUM FIXTURE WATER USE <table><tr><th>FIXTURE TYPE</th><th>FLOW RATE</th></tr><tr><td>SHOWER HEADS (RESIDENTIAL)</td><td>2.0 GPM @ 80 PSI</td></tr><tr><td>LAVATORY FAUCETS (RESIDENTIAL)</td><td>MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI</td></tr><tr><td>LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS</td><td>0.5 GPM @ 60 PSI</td></tr><tr><td>KITCHEN FAUCETS</td><td>1.8 GPM @ 60 PSI</td></tr><tr><td>METERING FAUCETS</td><td>0.25 GAL/CYCLE</td></tr><tr><td>WATER CLOSET</td><td>1.28 GAL/FLUSH</td></tr><tr><td>URINALS</td><td>0.125 GAL/FLUSH</td></tr></table>	FIXTURE TYPE	FLOW RATE	SHOWER HEADS (RESIDENTIAL)	2.0 GPM @ 80 PSI	LAVATORY FAUCETS (RESIDENTIAL)	MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI	LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS	0.5 GPM @ 60 PSI	KITCHEN FAUCETS	1.8 GPM @ 60 PSI	METERING FAUCETS	0.25 GAL/CYCLE	WATER CLOSET	1.28 GAL/FLUSH	URINALS	0.125 GAL/FLUSH	INSPECTOR SIGNOFF 4.304 OUTDOOR WATER USE 4.304.1 IRRIGATION CONTROLLERS. Automatic irrigation system controllers for landscaping provided by the builder and installed at the time of final inspection shall comply with the following: 1. Controllers shall be weather- or soil moisture-based controllers that automatically adjust irrigation in response to changes in plants' needs as weather conditions change. 2. Weather-based controllers without integral rain sensors or communication systems that account for local rainfall shall have a separate wired or wireless rain sensor which connects or communicates with the controller(s). Soil moisture-based controllers are not required to have rain sensor input. Note: More information regarding irrigation controller function and specifications is available from the Irrigation Association. DIVISION 4.4 MATERIAL CONSERVATION AND RESOURCE EFFICIENCY 4.406 ENHANCED DURABILITY AND REDUCED MAINTENANCE 4.406.1 RODENT PROOFING. Annular spaces around pipes, electric cables, conduits or other openings in solebottom plates at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or a similar method acceptable to the enforcing agency. 4.408 CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING 4.408.1 CONSTRUCTION WASTE MANAGEMENT. Recycle and/or salvage for reuse a minimum of 65 percent of the non-hazardous construction and demolition waste in accordance with either Section 4.408.2, 4.408.3 or 4.408.4, or meet a more stringent local construction and demolition waste management ordinance. Exceptions: 1. Excavated soil and land-clearing debris. 2. Alternate waste reduction methods developed by working with local agencies if diversion or recycle facilities capable of compliance with this item do not exist or are not located reasonably close to the jobsite. 3. The enforcing agency may make exceptions to the requirements of this section when isolated jobsite are located in areas beyond the haul boundaries of the diversion facility. 4.408.2 CONSTRUCTION WASTE MANAGEMENT PLAN. Submit a construction waste management plan in conformance with Items 1 through 5. The construction waste management plan shall be updated as necessary and shall be available during construction for examination by the enforcing agency. 1. Identify the construction and demolition waste materials to be diverted from disposal by recycling, reuse on the project or salvage for future use or sale. 2. Specify if construction and demolition waste materials will be sorted on-site (source separated) or bulk mixed (single stream). 3. Identify diversion facilities where the construction and demolition waste material collected will be taken. 4. Identify construction methods employed to reduce the amount of construction and demolition waste generated. 5. Specify that the amount of construction and demolition waste materials diverted shall be calculated by weight or volume, but not by both. 4.408.3 WASTE MANAGEMENT COMPANY. Utilize a waste management company, approved by the enforcing agency, which can provide verifiable documentation that the percentage of construction and demolition waste material diverted from the landfill complies with Section 4.408.1. Note: The owner or contractor may make the determination if the construction and demolition waste materials will be diverted by a waste management company. 4.408.4 WASTE STREAM REDUCTION ALTERNATIVE [LR]. Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 3.4 lbs./sq.ft. of the building area shall meet the minimum 65% construction waste reduction requirement in Section 4.408.1. 4.408.4.1 WASTE STREAM REDUCTION ALTERNATIVE. Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 2 lbs./sq.ft. of the building area, shall meet the minimum 65% construction waste reduction requirement in Section 4.408.1. 4.408.5 DOCUMENTATION. Documentation shall be provided to the enforcing agency which demonstrates compliance with Section 4.408.2, Items 1 through 5, Section 4.408.3 or Section 4.408.4. Notes: 1. Sample forms found in "A Guide to the California Green Building Standards Code (Resources)" located at www.hcd.ca.gov/CALGreen.html may be used to assist in documenting compliance with this section. 2. Mixed construction and demolition debris (C & D) processors can be located at the California Department of Resources Recycling and Recovery (CalRecycle). 3. Information from local utility, water and waste recovery providers on methods to further reduce resource consumption, including recycling programs and locations. 4. Public transportation and/or carpool options available in the area. 5. Educational material on the positive impacts of an interior relative humidity between 30-60 percent and what methods an occupant may use to maintain the relative humidity level in that range. 6. Information about water-conserving landscape and irrigation design and controllers which conserve water. 7. Instructions for maintaining gutters and downspouts and the importance of diverting water at least 5 feet away from the foundation. 8. Information on required routine maintenance measures, including, but not limited to, caulking, painting, grading around the building, etc. 9. Information about state solar energy and incentive programs available. 10. A copy of all special inspections verifications required by the enforcing agency or this [California Green Building Standards] code. 4.410.2 RECYCLING BY OCCUPANTS. Where 5 or more multifamily dwelling units are constructed on a building site, provide readily accessible area(s) that serves all buildings on the site and is identified for the depositing, storage and collection of non-hazardous materials for recycling, including (at a minimum) paper, corrugated cardboard, glass, plastic, organic waste, and metals, or meet a lawfully enacted local recycling ordinance, or more restrictive. DIVISION 4.5 ENVIRONMENTAL QUALITY SECTION 4.501 GENERAL 4.501.1 Scope The provisions of this chapter shall outline means of reducing the quality of air contaminants that are odorous, irritating and/or harmful to the comfort and well being of a building's installers, occupants and neighbors. SECTION 4.502 DEFINITIONS 5.102.1 DEFINITIONS The following terms are defined in Chapter 2 (and are included here for reference) AGRIFIBER PRODUCTS. Agrifiber products include wheatboard, strawboard, panel substrates and door cores, not including furniture, fixtures and equipment (FF&E) not considered base building elements. COMPOSITE WOOD PRODUCTS. Composite wood products include hardwood plywood, particleboard and medium density fiberboard. "Composite wood products" does not include hardwood, structural plywood, structural panels, structural composite lumber, oriented strand board, glued laminated timber, prefabricated wood I-joists or finger-jointed lumber, all as specified in California Code of regulations (CCR), title 17, Section 93120.1. DIRECT-VENT APPLIANCE. A fuel-burning appliance with a sealed combustion system that draws all air for combustion from the outside atmosphere and discharges all flue gases to the outside atmosphere. MAXIMUM INCREMENTAL REACTIVITY (MIR). The maximum change in weight of ozone formed by adding a compound to the "Base Reactive Organic Gas (ROG) Mixture" per weight of compound added, expressed to hundredths of a gram (g O₃/g ROG). Note: MIR values for individual compounds and hydrocarbon solvents are specified in CCR, Title 17, Sections 94700 and 94701. MOISTURE CONTENT. The weight of the water in wood expressed in percentage of the weight of the oven-dry wood. PRODUCT-WEIGHTED MIR (PWMIR). The sum of all weighted-MIR for all ingredients in a product subject to this article. The PWMIR is the total product reactivity expressed to hundredths of a gram of ozone formed per gram of product (excluding container and packaging). Note: PWMIR is calculated according to equations found in CCR, Title 17, Section 94521(a). REACTIVE ORGANIC COMPOUND (ROC). Any compound that has the potential, once emitted, to contribute to ozone formation in the troposphere. VOC. A volatile organic compound (VOC) broadly defined as a chemical compound based on carbon chains or rings with vapor pressures greater than 0.1 millimeters of mercury at room temperature. These compounds typically contain hydrogen and may contain oxygen, nitrogen and other elements. See CCR Title 17, Section 94508(a). 4.503 FIREPLACES 4.503.1 GENERAL. Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed woodstove or pellet stove shall comply with U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable, and shall have a permanent label indicating they are certified to meet the emission limits. Woodstoves, pellet stoves and fireplaces shall also comply with applicable local ordinances. 4.504 POLLUTANT CONTROL 4.504.1 COVERING OF DUCT OPENINGS & PROTECTION OF MECHANICAL EQUIPMENT DURING CONSTRUCTION. At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal or other methods acceptable to the enforcing agency to reduce the amount of water, dust or debris which may enter the system. 4.504.2 FINISH MATERIAL POLLUTANT CONTROL. Finish materials shall comply with this section. 4.504.2.1 Adhesives, Sealants and Caulks. Adhesives, sealant and caulk used on the project shall meet the requirements of the following standards unless more stringent local or regional air pollution or air quality management district rules apply: 1. Adhesives, adhesive bonding primers, adhesive primers, sealants, sealant primers and caulks shall comply with local or regional air quality management district rules where applicable or SCAQMD Rule 1168 VOC limits, as shown in Table 4.504.1 or 4.504.2, as applicable. Such products also shall comply with the Rule 1168 prohibition on the use of certain toxic compounds (chloroform, ethylene dichloride, methylene chloride, perchloroethylene and trichloroethylene), except for aerosol products, as specified in Subsection 2 below. 2. Aerosol adhesives, and smaller unit sizes of adhesives, and sealant or caulking compounds (in units of product, less packaging, which do not weigh more than 1 pound and do not consist of more than 16 fluid ounces) shall comply with statewide VOC standards and other requirements, including prohibitions on use of certain toxic compounds, of California Code of Regulations, Title 17, commencing with section 94507. 4.504.2.2 Paints and Coatings. Architectural paints and coatings shall comply with VOC limits in Table 1 of the ARB Architectural Suggested Control Measure, as shown in Table 4.504.3, unless more stringent local limits apply. The VOC content limit for coatings that do not meet the definitions for the specialty coatings categories listed in Table 4.504.3 shall be determined by classifying the coating as a Flat, Nonflat or Nonflat-High Gloss coating, based on its gloss, as defined in subsections 4.21, 4.36, and 4.37 of the 2007 California Air Resources Board, Suggested Control Measure, and the corresponding Flat, Nonflat or Nonflat-High Gloss VOC limit in Table 4.504.3 shall apply. 4.504.2.3 Aerosol Paints and Coatings. Aerosol paints and coatings shall meet the Product-weighted MIR Limits for ROC in Section 94522(a)(2) and other requirements, including prohibitions on use of certain toxic compounds and ozone depleting substances, in Sections 94522(e)(1) and (f)(1) of California Code of Regulations, Title 17, commencing with Section 94520; and in areas under the jurisdiction of the Bay Area Air Quality Management District additionally comply with the percent VOC by weight of product limits of Regulation 8, Rule 49. 4.504.2.4 Verification. Verification of compliance with this section shall be provided at the request of the enforcing agency. Documentation may include, but is not limited to, the following: 1. Manufacturer's product specification. 2. Field verification of on-site product containers.	INSPECTOR SIGNOFF MAXIMUM INCREMENTAL REACTIVITY (MIR). The maximum change in weight of ozone formed by adding a compound to the "Base Reactive Organic Gas (ROG) Mixture" per weight of compound added, expressed to hundredths of a gram (g O₃/g ROG). Note: MIR values for individual compounds and hydrocarbon solvents are specified in CCR, Title 17, Sections 94700 and 94701. MOISTURE CONTENT. The weight of the water in wood expressed in percentage of the weight of the oven-dry wood. PRODUCT-WEIGHTED MIR (PWMIR). The sum of all weighted-MIR for all ingredients in a product subject to this article. The PWMIR is the total product reactivity expressed to hundredths of a gram of ozone formed per gram of product (excluding container and packaging). Note: PWMIR is calculated according to equations found in CCR, Title 17, Section 94521(a). REACTIVE ORGANIC COMPOUND (ROC). Any compound that has the potential, once emitted, to contribute to ozone formation in the troposphere. VOC. 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HELENA, CA 94574 VOICE 707.963-8063 FAX 707.963-1066 PROJECT ENGINEER: VAL PIZZINI, ENG. 1400 GUERNEVILLE RD., STE. 12 SANTA ROSA, CA 95407 VOICE 707.527-9802 FAX 707.527-9801 DATE: FEBRUARY 16, 2018 DRAWN BY: A-H SHEET DESCRIPTION: GREEN BUILDING CODE SITE LOCATION: A.P.N.: 009-172-017 1734 VINEYARD AVE. ST. HELENA, CA PROJECT: RAINVILLE GARAGE ADDITION SHEET NUMBER: G1
FIXTURE TYPE	FLOW RATE																			
SHOWER HEADS (RESIDENTIAL)	2.0 GPM @ 80 PSI																			
LAVATORY FAUCETS (RESIDENTIAL)	MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI																			
LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS	0.5 GPM @ 60 PSI																			
KITCHEN FAUCETS	1.8 GPM @ 60 PSI																			
METERING FAUCETS	0.25 GAL/CYCLE																			
WATER CLOSET	1.28 GAL/FLUSH																			
URINALS	0.125 GAL/FLUSH																			

DISCLAIMER: THIS DOCUMENT IS PROVIDED AND INTENDED TO BE USED AS A MEANS TO INDICATE AREAS OF COMPLIANCE WITH THE 2016 CALIFORNIA GREEN BUILDING STANDARDS (CALGREEN) CODE. DUE TO THE VARIABLES BETWEEN BUILDING DEPARTMENT JURISDICTIONS, THIS CHECKLIST IS TO BE USED ON AN INDIVIDUAL PROJECT BASIS AND MAY BE MODIFIED BY THE END USER TO MEET THOSE INDIVIDUAL NEEDS. THE END USER ASSUMES ALL RESPONSIBILITY ASSOCIATED WITH THE USE OF THIS DOCUMENT, INCLUDING VERIFICATION WITH THE FULL CODE.

2016 CALIFORNIA GREEN BUILDING STANDARDS CODE
RESIDENTIAL MANDATORY MEASURES, SHEET 2 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF

TABLE 4.504.2 - SEALANT VOC LIMIT
(Less Water and Less Exempt Compounds In Grams per Liter)

SEALANTS	CURRENT VOC LIMIT
ARCHITECTURAL	250
MARINE DECK	760
NONMEMBRANE ROOF	300
ROADWAY	250
SINGLE-PLY ROOF MEMBRANE	450
OTHER	420
SEALANT PRIMERS	
ARCHITECTURAL	
NON-POROUS	250
POROUS	775
MODIFIED BITUMINOUS	500
MARINE DECK	760
OTHER	750

TABLE 4.504.3 - VOC CONTENT LIMITS FOR ARCHITECTURAL COATINGS^{1,3}
GRAMS OF VOC PER LITER OF COATING, LESS WATER & LESS EXEMPT COMPOUNDS

COATING CATEGORY	CURRENT VOC LIMIT
FLAT COATINGS	50
NON-FLAT COATINGS	100
NONFLAT-HIGH GLOSS COATINGS	150
SPECIALTY COATINGS	
ALUMINUM ROOF COATINGS	400
BASEMENT SPECIALTY COATINGS	400
BITUMINOUS ROOF COATINGS	50
BITUMINOUS ROOF PRIMERS	350
BOND BREAKERS	350
CONCRETE CURING COMPOUNDS	350
CONCRETE/MASONRY SEALERS	100
DRIVEWAY SEALERS	50
DRY FOG COATINGS	150
FAUX FINISHING COATINGS	350
FIRE RESISTIVE COATINGS	350
FLOOR COATINGS	100
FORM-RELEASE COMPOUNDS	250
GRAPHIC ARTS COATINGS (SIGN PAINTS)	500
HIGH TEMPERATURE COATINGS	420
INDUSTRIAL MAINTENANCE COATINGS	250
LOW SOLIDS COATINGS ¹	120
MAGNESITE CEMENT COATINGS	450
MASTIC TEXTURE COATINGS	100
METALLIC PIGMENTED COATINGS	500
MULTICOLOR COATINGS	250
PRETREATMENT WASH PRIMERS	420
PRIMERS, SEALERS, & UNDERCOATERS	100
REACTIVE PENETRATING SEALERS	350
RECYCLED COATINGS	250
ROOF COATINGS	50
RUST PREVENTATIVE COATINGS	250
SHELLACS	
CLEAR	730
OPAQUE	550
SPECIALTY PRIMERS, SEALERS & UNDERCOATERS	100
STAINS	250
STONE CONSOLIDANTS	450
SWIMMING POOL COATINGS	340
TRAFFIC MARKING COATINGS	100
TUB & TILE REFINISH COATINGS	420
WATERPROOFING MEMBRANES	250
WOOD COATINGS	275
WOOD PRESERVATIVES	350
ZINC-RICH PRIMERS	340

1. GRAMS OF VOC PER LITER OF COATING, INCLUDING WATER & EXEMPT COMPOUNDS
2. THE SPECIFIED LIMITS REMAIN IN EFFECT UNLESS REVISED LIMITS ARE LISTED IN SUBSEQUENT COLUMNS IN THE TABLE.
3. VALUES IN THIS TABLE ARE DERIVED FROM THOSE SPECIFIED BY THE CALIFORNIA AIR RESOURCES BOARD, ARCHITECTURAL COATINGS SUGGESTED CONTROL MEASURE, FEB. 1, 2008. MORE INFORMATION IS AVAILABLE FROM THE AIR RESOURCES BOARD.

INSPECTOR SIGNOFF

TABLE 4.504.5 - FORMALDEHYDE LIMITS¹

PRODUCT	CURRENT LIMIT
HARDWOOD PLYWOOD VENEER CORE	0.05
HARDWOOD PLYWOOD COMPOSITE CORE	0.05
PARTICLE BOARD	0.09
MEDIUM DENSITY FIBERBOARD	0.11
THIN MEDIUM DENSITY FIBERBOARD ²	0.13

1. VALUES IN THIS TABLE ARE DERIVED FROM THOSE SPECIFIED BY THE CALIF. AIR RESOURCES BOARD, AIR TOXICS CONTROL MEASURE FOR COMPOSITE WOOD AS TESTED IN ACCORDANCE WITH ASTM E 1333. FOR ADDITIONAL INFORMATION, SEE CALIF. CODE OF REGULATIONS, TITLE 17, SECTIONS 93120 THROUGH 93120.12.
2. THIN MEDIUM DENSITY FIBERBOARD HAS A MAXIMUM THICKNESS OF 5/16" (8 MM).

DIVISION 4.5 ENVIRONMENTAL QUALITY (continued)

4.504.3 CARPET SYSTEMS. All carpet installed in the building interior shall meet the testing and product requirements of at least one of the following:

1. Carpet and Rug Institute's Green Label Plus Program.
2. California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers" Version 1.1, February 2010 (also known as Specification 01350).
3. NSF/ANSI 140 at the Gold level.
4. Scientific Certifications Systems Indoor Advantage Gold.

4.504.3.1 Carpet cushion. All carpet cushion installed in the building interior shall meet the requirements of the Carpet and Rug Institute's Green Label program.
4.504.3.2 Carpet adhesive. All carpet adhesive shall meet the requirements of Table 4.504.1.

4.504.4 RESILIENT FLOORING SYSTEMS. Where resilient flooring is installed, at least 80% of floor area receiving resilient flooring shall comply with one or more of the following:

1. Products compliant with the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers," Version 1.1, February 2010 (also known as Specification 01350), certified as a CHPS Low-Emitting Material in the Collaborative for High Performance Schools (CHPS) High Performance Products Database.
2. Products certified under UL GREENGUARD Gold (formerly the Greenguard Children & Schools program).
3. Certification under the Resilient Floor Covering Institute (RFCI) FloorScore program.
4. Meet the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers," Version 1.1, February 2010 (also known as Specification 01350).

4.504.5 COMPOSITE WOOD PRODUCTS. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the buildings shall meet the requirements for formaldehyde as specified in ARB's Air Toxics Control Measure for Composite Wood (17 CCR 93120 et seq.), by or before the dates specified in those sections, as shown in Table 4.504.5.
4.504.5.1 Documentation. Verification of compliance with this section shall be provided as requested by the enforcing agency. Documentation shall include at least one of the following:

1. Product certifications and specifications.
2. Chain of custody certifications.
3. Product labeled and invoiced as meeting the Composite Wood Products regulation (see CCR, Title 17, Section 93120, et seq.).
4. Exterior grade products marked as meeting the PS-1 or PS-2 standards of the Engineered Wood Association, the Australian AS/NZS 2269, European 636 35 standards, and Canadian CSA 0121, CSA 0151, CSA 0153 and CSA 0305 standards.
5. Other methods acceptable to the enforcing agency.

4.505 INTERIOR MOISTURE CONTROL
4.505.1 General. Buildings shall meet or exceed the provisions of the California Building Standards Code.
4.505.2 CONCRETE SLAB FOUNDATIONS. Concrete slab foundations required to have a vapor retarder by California Building Code, Chapter 19, or concrete slab-on-ground floors required to have a vapor retarder by the California Residential Code, Chapter 5, shall also comply with this section.
4.505.2.1 Capillary break. A capillary break shall be installed in compliance with at least one of the following:

1. A 4-inch (101.6 mm) thick base of 1/2 inch (12.7mm) or larger clean aggregate shall be provided with a vapor barrier in direct contact with concrete and a concrete mix design, which will address bleeding, shrinkage, and curling, shall be used. For additional information, see American Concrete Institute, ACI 302.2R-06.
2. Other equivalent methods approved by the enforcing agency.
3. A slab design specified by a licensed design professional.

4.505.3 MOISTURE CONTENT OF BUILDING MATERIALS. Building materials with visible signs of water damage shall not be installed. Wall and floor framing shall not be enclosed when the framing members exceed 19 percent moisture content. Moisture content shall be verified in compliance with the following:

1. Moisture content shall be determined with either a probe-type or contact-type moisture meter. Equivalent moisture verification methods may be approved by the enforcing agency and shall satisfy requirements found in Section 101.8 of this code.
2. Moisture readings shall be taken at a point 2 feet (610 mm) to 4 feet (1219 mm) from the grade stamped end of each piece verified.
3. At least three random moisture readings shall be performed on wall and floor framing with documentation acceptable to the enforcing agency provided at the time of approval to enclose the wall and floor framing.

Insulation products which are visibly wet or have a high moisture content shall be replaced or allowed to dry prior to enclosure in wall or floor cavities. Wet-applied insulation products shall follow the manufacturers' drying recommendations prior to enclosure.
4.506 INDOOR AIR QUALITY AND EXHAUST
4.506.1 Bathroom exhaust fans. Each bathroom shall be mechanically ventilated and shall comply with the following:

1. Fans shall be ENERGY STAR compliant and be ducted to terminate outside the building.
2. Unless functioning as a component of a whole house ventilation system, fans must be controlled by a humidity control.

a. Humidity controls shall be capable of adjustment between a relative humidity range less than or equal to 50% to a maximum of 80%. A humidity control may utilize manual or automatic means of adjustment.
b. A humidity control may be a separate component to the exhaust fan and is not required to be integral (i.e., built-in)

Notes:

1. For the purposes of this section, a bathroom is a room which contains a bathtub, shower or tub/shower combination.
2. Lighting integral to bathroom exhaust fans shall comply with the California Energy Code.

4.507 ENVIRONMENTAL COMFORT
4.507.2 HEATING AND AIR-CONDITIONING SYSTEM DESIGN. Heating and air conditioning systems shall be sized, designed and have their equipment selected using the following methods:

1. The heat loss and heat gain is established according to ANSI/ACCA 2 Manual J - 2011 (Residential Load Calculation), ASHRAE handbooks or other equivalent design software or methods.
2. Duct systems are sized according to ANSI/ACCA 1 Manual D - 2014 (Residential Duct Systems), ASHRAE handbooks or other equivalent design software or methods.
3. Select heating and cooling equipment according to ANSI/ACCA 3 Manual S - 2014 (Residential Equipment Selection), or other equivalent design software or methods.

Exception: Use of alternate design temperatures necessary to ensure the system functions are edacceptable.

INSPECTOR SIGNOFF

CHAPTER 7
INSTALLER & SPECIAL INSPECTOR QUALIFICATIONS

702 QUALIFICATIONS

702.1 INSTALLER TRAINING. HVAC system installers shall be trained and certified in the proper installation of HVAC systems including ducts and equipment by a nationally or regionally recognized training or certification program. Uncertified persons may perform HVAC installations when under the direct supervision and responsibility of a person trained and certified to install HVAC systems or contractor licensed to install HVAC systems. Examples of acceptable HVAC training and certification programs include but are not limited to the following:

1. State certified apprenticeship programs.
2. Public utility training programs.
3. Training programs sponsored by trade, labor or statewide energy consulting or verification organizations.
4. Programs sponsored by manufacturing organizations.
5. Other programs acceptable to the enforcing agency.

702.2 SPECIAL INSPECTION [HC5]. When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition to other certifications or qualifications acceptable to the enforcing agency, the following certifications or education may be considered by the enforcing agency when evaluating the qualifications of a special inspector.

1. Certification by a national or regional green building program or standard publisher.
2. Certification by a statewide energy consulting or verification organization, such as HERS raters, building performance contractors, and home energy auditors.
3. Successful completion of a third party apprentice training program in the appropriate trade.
4. Other programs acceptable to the enforcing agency.

Notes:

1. Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code.
2. HERS raters are special inspectors certified by the California Energy Commission (CEC) to rate homes in California according to the Home Energy Rating System (HERS).

[BSC] When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition, the special inspector shall have a certification from a recognized state, national or international association, as determined by the local agency. The area of certification shall be closely related to the primary job function, as determined by the local agency.
Note: Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code.

703 VERIFICATIONS

703.1 DOCUMENTATION. Documentation used to show compliance with this code shall include but is not limited to, construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the enforcing agency which demonstrate substantial conformance. When specific documentation or special inspection is necessary to verify compliance, that method of compliance will be specified in the appropriate section or identified applicable checklist.

INSPECTOR SIGNOFF

INSPECTOR SIGNOFF

PROJECT:

RAINVILLE
GARAGE ADDITION

SHEET NUMBER:
G2

SITE LOCATION:

A.P.N.: 009-172-013
1734 VINEYARD AVE.
ST. HELENA, CA

SHEET DESCRIPTION:

GREEN BUILDING CODE

DATE:

FEBRUARY 16, 2018

DRAWN BY:

A-H

PROJECT ENGINEER:

VAL PIZZINI, ENG.
1400 GUERNEVILLE RD., STE. 12
SANTA ROSA, CA 95403
VOICE 707.527.9802 FAX 707.527.9801

ARCHITECT:

MARY SIKES & ASSOC.
1461 RAILROAD AVE. #200
ST. HELENA, CA 94574
VOICE 707.963-8063 FAX 707.963-1066

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Page 44 of 161

Agenda Item #4.2

2016 CALIFORNIA GREEN BUILDING STANDARDS CODE

RESIDENTIAL MANDATORY MEASURES, SHEET 1 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF CHAPTER 3 GREEN BUILDING SECTION 301 GENERAL 301.1 SCOPE. Buildings shall be designed to include the green building measures specified as mandatory in the application checklists contained in this code. Voluntary green building measures are also included in the application checklists and may be included in the design and construction of structures covered by this code, but are not required unless adopted by a city, county, or city and county as specified in Section 101.7. 301.1.1 Additions and alterations. [HCD] The mandatory provisions of Chapter 4 shall be applied to additions or alterations of existing residential buildings where the addition or alteration increases the building's conditioned area, volume, or size. The requirements shall apply only to and/or within the specific area of the addition or alteration. Note: On and after January 1, 2014, residential buildings undergoing permitted alterations, additions, or improvements shall replace noncompliant plumbing fixtures with water-conserving plumbing fixtures. Plumbing fixture replacement is required prior to issuance of a certificate of final completion, certificate of occupancy or final permit approval by the local building department. See Civil Code Section 1101.1, et seq., for the definition of a noncompliant plumbing fixture, types of residential buildings affected and other important enactment dates. 301.2 LOW-RISE AND HIGH-RISE RESIDENTIAL BUILDINGS. [HCD] The provisions of individual sections of CALGreen may apply to either low-rise residential buildings/high-rise residential buildings, or both. Individual sections will be designated by banners to indicate where the section applies specifically to low-rise only (LR) or high-rise only (HR). When the section applies to both low-rise and high-rise buildings, no banner will be used. SECTION 302 MIXED OCCUPANCY BUILDINGS 302.1 MIXED OCCUPANCY BUILDINGS. In mixed occupancy buildings, each portion of a building shall comply with the specific green building measures applicable to each specific occupancy. ABBREVIATION DEFINITIONS: HCD Department of Housing and Community Development BSC California Building Standards Commission DSA-SS Division of the State Architect, Structural Safety OSHDP Office of Statewide Health Planning and Development LR Low Rise HR High Rise AA Additions and Alterations N New CHAPTER 4 RESIDENTIAL MANDATORY MEASURES DIVISION 4.1 PLANNING AND DESIGN SECTION 4.102 DEFINITIONS 4.102.1 DEFINITIONS The following terms are defined in Chapter 2 (and are included here for reference) FRENCH DRAIN. A trench, hole or other depressed area loosely filled with rock, gravel, fragments of brick or similar porous material used to collect or channel drainage or runoff water. WATTLES. Wattles are used to reduce sediment in runoff. Wattles are often constructed of natural plant materials such as hay, straw or similar material shaped in the form of tubes and placed on a downflow slope. Wattles are also used for perimeter and inlet controls. 4.106 SITE DEVELOPMENT 4.106.1 GENERAL. Preservation and use of available natural resources shall be accomplished through evaluation and careful planning to minimize negative effects on the site and adjacent areas. Preservation of soils, management of storm water drainage and erosion controls shall comply with this section. 4.106.2 STORM WATER DRAINAGE AND RETENTION DURING CONSTRUCTION. Projects which disturb less than one acre of soil and are not part of a larger common plan of development which in total disturbs one acre or more, shall manage storm water drainage during construction. In order to manage storm water drainage during construction, one or more of the following measures shall be implemented to prevent flooding of adjacent property, prevent erosion and retain soil runoff on the site. 1. Retention basins of sufficient size shall be utilized to retain storm water on the site. 2. Where storm water is conveyed to a public drainage system, collection point, gutter or similar disposal method, water shall be filtered by use of a barrier system, wattle or other method approved by the enforcing agency. 3. Compliance with a lawfully enacted storm water management ordinance. 4.106.3 GRADING AND PAVING. Construction plans shall indicate how the site grading or drainage system will manage all surface water flows to keep water from entering buildings. Examples of methods to manage surface water include, but are not limited to, the following: 1. Swales 2. Water collection and disposal systems 3. French drains 4. Water retention gardens 5. Other water measures which keep surface water away from buildings and aid in groundwater recharge. Exception: Additions and alterations not altering the drainage path. 4.106.4 Electric vehicle (EV) charging for new construction. New construction shall comply with Sections 4.106.4.1 and 4.106.4.2 to facilitate future installation and use of EV chargers. Electric vehicle supply equipment (EVSE) shall be installed in accordance with the California Electrical Code, Article 625. Exceptions: On a case-by-case basis, where the local enforcing agency has determined EV charging and infrastructure are not feasible based upon one or more of the following conditions: 1. Where there is no commercial power supply. 2. Where there is evidence substantiating that meeting the requirements will alter the local utility infrastructure design requirements on the utility side of the meter so as to increase the utility side cost to the homeowner or developer by more than \$400.00 per unit. 4.106.4.1 New one- and two-family dwellings and townhouses with attached private garages. For each dwelling unit, install a listed raceway to accommodate a dedicated 208/240-volt branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or other enclosure in close proximity to the proposed location of an EV charger. Raceways are required to be continuous at enclosed, inaccessible or concealed areas and spaces. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device. 4.106.4.1.1 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging as "EV CAPABLE". The raceway termination location shall be permanently and visibly marked as "EV CAPABLE". 4.106.4.2 New multifamily dwellings. Where 17 or more multifamily dwelling units are constructed on a building site, 3 percent of the total number of parking spaces provided for all types of parking facilities, but in no case less than one, shall be electric vehicle charging stations (EV spaces) capable of supporting future EVSE. Calculations for the number of EV spaces shall be rounded up to the nearest whole number. Note: Construction documents are intended to demonstrate the project's capability and capacity for facilitating future EV charging. There is no requirement for EV spaces to be constructed or available until EV chargers are installed for use. 4.106.4.2.1 Electric vehicle charging space (EV space) locations. Construction documents shall indicate the location of proposed EV spaces. At least one EV space shall be located in common use areas and available for use by all residents. When EV chargers are installed, EV spaces required by Section 4.106.2.2, Item 3, shall comply with at least one of the following options: 1. The EV space shall be located adjacent to an accessible parking space meeting the requirements of the California Building Code, Chapter 11A, to allow use of the EV charger from the accessible parking space. 2. The EV space shall be located on an accessible route, as defined in the California Building Code, Chapter 2, to the building. INSPECTOR SIGNOFF	INSPECTOR SIGNOFF 4.106.4.2.2 Electric vehicle charging space (EV space) dimensions. The EV space shall be designed to comply with the following: 1. The minimum length of each EV space shall be 18 feet (5486 mm). 2. The minimum width of each EV space shall be 9 feet (2743 mm). 3. One in every 25 EV spaces, but not less than one EV space, shall have an 8-foot (2438 mm) wide minimum aisle. A 5-foot (1524 mm) wide minimum aisle shall be permitted provided the minimum width of the EV space is 12 feet (3658 mm). a. Surface slope for this EV space and the aisle shall not exceed 1 unit vertical in 48 units horizontal (2.083 percent slope) in any direction. 4.106.4.2.3 Single EV space required. Install a listed raceway capable of accommodating a 208/240-volt dedicated branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or enclosure in close proximity to the proposed location of the EV spaces. Construction documents shall identify the raceway termination point. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device. 4.106.4.2.4 Multiple EV spaces required. Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EV chargers. Construction documents shall also provide information on emporage of future EVSE, raceway methods), wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformer(s), have sufficient capacity to simultaneously charge all EVs at all required EV spaces at the full rated ampereage of the EVSE. Plan design shall be based upon a 40-ampere minimum branch circuit. Raceways and related components that are planned to be installed underground, enclosed, inaccessible or in concealed areas and spaces shall be installed at the time of original construction. 4.106.4.2.5 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as "EV CAPABLE" in accordance with the California Electrical Code. Notes: 1. The California Department of Transportation adopts and publishes the "California Manual on Uniform Traffic Control Devices (California MUTCD)" to provide uniform standards and specifications for all official traffic control devices in California. Zero Emission Vehicle Signs and Pavement Markings can be found in the New Policies & Directives Number 13-01. Website: www.dot.ca.gov/hq/traffic/policy/13-01.pdf 2. See Vehicle Code Section 22511 for EV charging space signage in off-street parking facilities and for use of EV charging space. 3. The Governor's Office of Planning and Research (OPR) published a "Zero-Emission Vehicle Community Readiness Guidebook" which provides helpful information for local governments, residents and businesses. Website: http://opr.ca.gov/docx/ZEV_Guidebook.pdf. DIVISION 4.2 ENERGY EFFICIENCY 4.201 GENERAL 4.201.1 SCOPE. For the purposes of mandatory energy efficiency standards in this code, the California Energy Commission will continue to adopt mandatory standards. DIVISION 4.3 WATER EFFICIENCY AND CONSERVATION 4.303 INDOOR WATER USE 4.303.1 WATER CONSERVING PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the following: 4.303.1.1 Water Closets. The effective flush volume of all water closets shall not exceed 1.28 gallons per flush. Tank-type water closets shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Tank-type Toilets. Note: The effective flush volume of dual flush toilets is defined as the composite, average flush volume of two reduced flushes and one full flush. 4.303.1.2 Urinals. The effective flush volume of wall mounted urinals shall not exceed 0.125 gallons per flush. The effective flush volume of all other urinals shall not exceed 0.5 gallons per flush. 4.303.1.3 Showerheads. 4.303.1.3.1 Single Showerhead. Showerheads shall have a maximum flow rate of not more than 2.0 gallons per minute at 80 psi. Showerheads shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Showerheads. 4.303.1.3.2 Multiple showerheads serving one shower. When a shower is served by more than one showerhead, the combined flow rate of all the showerheads and/or other shower outlets controlled by a single valve shall not exceed 2.0 gallons per minute at 80 psi, or the shower shall be designed to only allow one shower outlet to be in operation at a time. Note: A hand-held shower shall be considered a showerhead. 4.303.1.4 Faucets. 4.303.1.4.1 Residential Lavatory Faucets. The maximum flow rate of residential lavatory faucets shall not exceed 1.2 gallons per minute at 80 psi. The minimum flow rate of residential lavatory faucets shall not be less than 0.8 gallons per minute at 20 psi. 4.303.1.4.2 Lavatory Faucets in Common and Public Use Areas. The maximum flow rate of lavatory faucets installed in common and public use areas (outside of dwellings or sleeping units) in residential buildings shall not exceed 0.5 gallons per minute at 60 psi. 4.303.1.4.3 Metering Faucets. Metering faucets when installed in residential buildings shall not deliver more than 0.25 gallons per cycle. 4.303.1.4.4 Kitchen Faucets. The maximum flow rate of kitchen faucets shall not exceed 1.8 gallons per minute at 60 psi. Kitchen faucets may temporarily increase the flow above the maximum rate, but not to exceed 2.2 gallons per minute at 60 psi, and must default to a maximum flow rate of 1.8 gallons per minute at 60 psi. Note: Where complying faucets are unavailable, aerators or other means may be used to achieve reduction. 4.303.2 STANDARDS FOR PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures and fittings shall be installed in accordance with the California Plumbing Code, and shall meet the applicable standards referenced in Table 1701.1 of the California Plumbing Code. NOTE: THIS TABLE COMPILES THE DATA IN SECTION 4.303.1, AND IS INCLUDED AS A CONVENIENCE FOR THE USER. TABLE - MAXIMUM FIXTURE WATER USE <table><tr><th>FIXTURE TYPE</th><th>FLOW RATE</th></tr><tr><td>SHOWER HEADS (RESIDENTIAL)</td><td>2.0 GMP @ 80 PSI</td></tr><tr><td>LAVATORY FAUCETS (RESIDENTIAL)</td><td>MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI</td></tr><tr><td>LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS</td><td>0.5 GPM @ 60 PSI</td></tr><tr><td>KITCHEN FAUCETS</td><td>1.8 GPM @ 60 PSI</td></tr><tr><td>METERING FAUCETS</td><td>0.25 GAL/CYCLE</td></tr><tr><td>WATER CLOSET</td><td>1.28 GAL/FLUSH</td></tr><tr><td>URINALS</td><td>0.125 GAL/FLUSH</td></tr></table> INSPECTOR SIGNOFF	FIXTURE TYPE	FLOW RATE	SHOWER HEADS (RESIDENTIAL)	2.0 GMP @ 80 PSI	LAVATORY FAUCETS (RESIDENTIAL)	MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI	LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS	0.5 GPM @ 60 PSI	KITCHEN FAUCETS	1.8 GPM @ 60 PSI	METERING FAUCETS	0.25 GAL/CYCLE	WATER CLOSET	1.28 GAL/FLUSH	URINALS	0.125 GAL/FLUSH	INSPECTOR SIGNOFF 4.304 OUTDOOR WATER USE 4.304.1 IRRIGATION CONTROLLERS. Automatic irrigation system controllers for landscaping provided by the builder and installed at the time of final inspection shall comply with the following: 1. Controllers shall be weather- or soil moisture-based controllers that automatically adjust irrigation in response to changes in plants' needs as weather conditions change. 2. Weather-based controllers without integral rain sensors or communication systems that account for local rainfall shall have a separate wired or wireless rain sensor which connects or communicates with the controller(s). Soil moisture-based controllers are not required to have rain sensor input. Note: More information regarding irrigation controller function and specifications is available from the Irrigation Association. DIVISION 4.4 MATERIAL CONSERVATION AND RESOURCE EFFICIENCY 4.406 ENHANCED DURABILITY AND REDUCED MAINTENANCE 4.406.1 RODENT PROOFING. Annular spaces around pipes, electric cables, conduits or other openings in solebottom plates at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or a similar method acceptable to the enforcing agency. 4.408 CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING 4.408.1 CONSTRUCTION WASTE MANAGEMENT. Recycle and/or salvage for reuse a minimum of 65 percent of the non-hazardous construction and demolition waste in accordance with either Section 4.408.2, 4.408.3 or 4.408.4, or meet a more stringent local construction and demolition waste management ordinance. Exceptions: 1. Excavated soil and land-clearing debris. 2. Alternate waste reduction methods developed by working with local agencies if diversion or recycle facilities capable of compliance with this item do not exist or are not located reasonably close to the jobsite. 3. The enforcing agency may make exceptions to the requirements of this section when isolated jobsite are located in areas beyond the haul boundaries of the diversion facility. 4.408.2 CONSTRUCTION WASTE MANAGEMENT PLAN. Submit a construction waste management plan in conformance with Items 1 through 5. The construction waste management plan shall be updated as necessary and shall be available during construction for examination by the enforcing agency. 1. Identify the construction and demolition waste materials to be diverted from disposal by recycling, reuse on the project or salvage for future use or sale. 2. Specify if construction and demolition waste materials will be sorted on-site (source separated) or bulk mixed (single stream). 3. Identify diversion facilities where the construction and demolition waste material collected will be taken. 4. Identify construction methods employed to reduce the amount of construction and demolition waste generated. 5. Specify that the amount of construction and demolition waste materials diverted shall be calculated by weight or volume, but not by both. 4.408.3 WASTE MANAGEMENT COMPANY. Utilize a waste management company, approved by the enforcing agency, which can provide verifiable documentation that the percentage of construction and demolition waste material diverted from the landfill complies with Section 4.408.1. Note: The owner or contractor may make the determination if the construction and demolition waste materials will be diverted by a waste management company. 4.408.4 WASTE STREAM REDUCTION ALTERNATIVE (LR). Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 3.4 lbs./sq.ft. of the building area shall meet the minimum 65% construction waste reduction requirement in Section 4.408.1. 4.408.4.1 WASTE STREAM REDUCTION ALTERNATIVE. Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 2 lbs./sq.ft. of the building area, shall meet the minimum 65% construction waste reduction requirement in Section 4.408.1. 4.408.5 DOCUMENTATION. Documentation shall be provided to the enforcing agency which demonstrates compliance with Section 4.408.2, Items 1 through 5, Section 4.408.3 or Section 4.408.4. Notes: 1. Sample forms found in "A Guide to the California Green Building Standards Code (Resources)" located at www.hcd.ca.gov/CALGreen.html may be used to assist in documenting compliance with this section. 2. Mixed construction and demolition debris (C & D) processors can be located at the California Department of Resources Recycling and Recovery (CalRecycle). 3. Information from local utility, water and waste recovery providers on methods to further reduce resource consumption, including recycle programs and locations. 4. Public transportation and/or carpool options available in the area. 5. Educational material on the positive impacts of an interior relative humidity between 30-60 percent and what methods an occupant may use to maintain the relative humidity level in that range. 6. Information about water-conserving landscape and irrigation design and controllers which conserve water. 7. Instructions for maintaining gutters and downspouts and the importance of diverting water at least 5 feet away from the foundation. 8. Information on required routine maintenance measures, including, but not limited to, caulking, painting, grading around the building, etc. 9. Information about state solar energy and incentive programs available. 10. A copy of all special inspections verifications required by the enforcing agency or this [California Green Building Standards] code. 4.410.2 RECYCLING BY OCCUPANTS. Where 5 or more multifamily dwelling units are constructed on a building site, provide readily accessible area(s) that serves all buildings on the site and is identified for the depositing, storage and collection of non-hazardous materials for recycling, including (at a minimum) paper, corrugated cardboard, glass, plastic, organic waste, and metals, or meet a lawfully enacted local recycling ordinance, or more restrictive. DIVISION 4.5 ENVIRONMENTAL QUALITY SECTION 4.501 GENERAL 4.501.1 Scope The provisions of this chapter shall outline means of reducing the quality of air contaminants that are odorous, irritating and/or harmful to the comfort and well being of a building's installers, occupants and neighbors. SECTION 4.502 DEFINITIONS 5.102.1 DEFINITIONS The following terms are defined in Chapter 2 (and are included here for reference) AGRIFIBER PRODUCTS. Agrifiber products include wheatboard, strawboard, panel substrates and door cores, not including furniture, fixtures and equipment (FF&E) not considered base building elements. COMPOSITE WOOD PRODUCTS. Composite wood products include hardwood plywood, particleboard and medium density fiberboard. "Composite wood products" does not include hardwood, structural plywood, structural panels, structural composite lumber, oriented strand board, glued laminated timber, prefabricated wood I-joists or finger-jointed lumber, all as specified in California Code of regulations (CCR), title 17, Section 93120.1. DIRECT-VENT APPLIANCE. A fuel-burning appliance with a sealed combustion system that draws all air for combustion from the outside atmosphere and discharges all flue gases to the outside atmosphere. MAXIMUM INCREMENTAL REACTIVITY (MIR). The maximum change in weight of ozone formed by adding a compound to the "Base Reactive Organic Gas (ROG) Mixture" per weight of compound added, expressed to hundredths of a gram (g O₃/g ROG). Note: MIR values for individual compounds and hydrocarbon solvents are specified in CCR, Title 17, Sections 94700 and 94701. MOISTURE CONTENT. The weight of the water in wood expressed in percentage of the weight of the oven-dry wood. PRODUCT-WEIGHTED MIR (PWMIR). The sum of all weighted-MIR for all ingredients in a product subject to this article. The PWMIR is the total product reactivity expressed to hundredths of a gram of ozone formed per gram of product (excluding container and packaging). Note: PWMIR is calculated according to equations found in CCR, Title 17, Section 94521(a). REACTIVE ORGANIC COMPOUND (ROC). Any compound that has the potential, once emitted, to contribute to ozone formation in the troposphere. VOC. A volatile organic compound (VOC) broadly defined as a chemical compound based on carbon chains or rings with vapor pressures greater than 0.1 millimeters of mercury at room temperature. These compounds typically contain hydrogen and may contain oxygen, nitrogen and other elements. See CCR Title 17, Section 94508(a). 4.503 FIREPLACES 4.503.1 GENERAL. Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed woodstove or pellet stove shall comply with U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable, and shall have a permanent label indicating they are certified to meet the emission limits. Woodstoves, pellet stoves and fireplaces shall also comply with applicable local ordinances. 4.504 POLLUTANT CONTROL 4.504.1 COVERING OF DUCT OPENINGS & PROTECTION OF MECHANICAL EQUIPMENT DURING CONSTRUCTION. At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal or other methods acceptable to the enforcing agency to reduce the amount of water, dust or debris which may enter the system. 4.504.2 FINISH MATERIAL POLLUTANT CONTROL. Finish materials shall comply with this section. 4.504.2.1 Adhesives, Sealants and Caulks. Adhesives, sealant and caulk used on the project shall meet the requirements of the following standards unless more stringent local or regional air pollution or air quality management district rules apply: 1. Adhesives, adhesive bonding primers, adhesive primers, sealants, sealant primers and caulks shall comply with local or regional air pollution control or air quality management district rules where applicable or SCAQMD Rule 1168 VOC limits, as shown in Table 4.504.1 or 4.504.2, as applicable. Such products also shall comply with the Rule 1168 prohibition on the use of certain toxic compounds (chloroform, ethylene dichloride, methylene chloride, perchloroethylene and trichloroethylene), except for aerosol products, as specified in Subsection 2 below. 2. Aerosol adhesives, and smaller unit sizes of adhesives, and sealant or caulking compounds (in units of product, less packaging, which do not weigh more than 1 pound and do not consist of more than 16 fluid ounces) shall comply with statewide VOC standards and other requirements, including prohibitions on use of certain toxic compounds, of California Code of Regulations, Title 17, commencing with section 94507. 4.504.2.2 Paints and Coatings. Architectural paints and coatings shall comply with VOC limits in Table 1 of the ARB Architectural Suggested Control Measure, as shown in Table 4.504.3, unless more stringent local limits apply. The VOC content limit for coatings that do not meet the definitions for the specialty coatings categories listed in Table 4.504.3 shall be determined by classifying the coating as a Flat, Nonflat or Nonflat-High Gloss coating, based on its gloss, as defined in subsections 4.21, 4.36, and 4.37 of the 2007 California Air Resources Board, Suggested Control Measure, and the corresponding Flat, Nonflat or Nonflat-High Gloss VOC limit in Table 4.504.3 shall apply. 4.504.2.3 Aerosol Paints and Coatings. Aerosol paints and coatings shall meet the Product-weighted MIR Limits for ROC in Section 94522(a)(2) and other requirements, including prohibitions on use of certain toxic compounds and ozone depleting substances, in Sections 94522(e)(1) and (f)(1) of California Code of Regulations, Title 17, commencing with Section 94520; and in areas under the jurisdiction of the Bay Area Air Quality Management District additionally comply with the percent VOC by weight of product limits of Regulation 8, Rule 49. 4.504.2.4 Verification. Verification of compliance with this section shall be provided at the request of the enforcing agency. Documentation may include, but is not limited to, the following: 1. Manufacturer's product specification. 2. Field verification of on-site product containers. TABLE 4.504.1 - ADHESIVE VOC LIMIT^{1,2} (Less Water and Less Exempt Compounds in Grams per Liter) <table><tr><th>ARCHITECTURAL APPLICATIONS</th><th>CURRENT VOC LIMIT</th></tr><tr><td>INDOOR CARPET ADHESIVES</td><td>50</td></tr><tr><td>CARPET PAD ADHESIVES</td><td>50</td></tr><tr><td>OUTDOOR CARPET ADHESIVES</td><td>150</td></tr><tr><td>WOOD FLOORING ADHESIVES</td><td>100</td></tr><tr><td>RUBBER FLOOR ADHESIVES</td><td>60</td></tr><tr><td>SUBFLOOR ADHESIVES</td><td>50</td></tr><tr><td>CERAMIC TILE ADHESIVES</td><td>65</td></tr><tr><td>VCT & ASPHALT TILE ADHESIVES</td><td>50</td></tr><tr><td>DRYWALL & PANEL ADHESIVES</td><td>50</td></tr><tr><td>COVE BASE ADHESIVES</td><td>50</td></tr><tr><td>MULTIPURPOSE CONSTRUCTION ADHESIVE</td><td>70</td></tr><tr><td>STRUCTURAL GLAZING ADHESIVES</td><td>100</td></tr><tr><td>SINGLE-PLY ROOF MEMBRANE ADHESIVES</td><td>250</td></tr><tr><td>OTHER ADHESIVES NOT LISTED</td><td>50</td></tr><tr><td colspan="2">SPECIALTY APPLICATIONS</td></tr><tr><td>PVC WELDING</td><td>510</td></tr><tr><td>CPVC WELDING</td><td>490</td></tr><tr><td>ABS WELDING</td><td>325</td></tr><tr><td>PLASTIC CEMENT WELDING</td><td>250</td></tr><tr><td>ADHESIVE PRIMER FOR PLASTIC</td><td>550</td></tr><tr><td>CONTACT ADHESIVE</td><td>80</td></tr><tr><td>SPECIAL PURPOSE CONTACT ADHESIVE</td><td>250</td></tr><tr><td>STRUCTURAL WOOD MEMBER ADHESIVE</td><td>140</td></tr><tr><td>TOP & TRIM ADHESIVE</td><td>250</td></tr><tr><td colspan="2">SUBSTRATE SPECIFIC APPLICATIONS</td></tr><tr><td>METAL TO METAL</td><td>30</td></tr><tr><td>PLASTIC FLOMS</td><td>50</td></tr><tr><td>POROUS MATERIAL (EXCEPT WOOD)</td><td>50</td></tr><tr><td>WOOD</td><td>30</td></tr><tr><td>FIBERGLASS</td><td>80</td></tr></table> 1. IF AN ADHESIVE IS USED TO BOND DISSIMILAR SUBSTRATES TOGETHER, THE ADHESIVE WITH THE HIGHEST VOC CONTENT SHALL BE ALLOWED. 2. FOR ADDITIONAL INFORMATION REGARDING METHODS TO MEASURE THE VOC CONTENT SPECIFIED IN THIS TABLE, SEE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT RULE 1168. INSPECTOR SIGNOFF	ARCHITECTURAL APPLICATIONS	CURRENT VOC LIMIT	INDOOR CARPET ADHESIVES	50	CARPET PAD ADHESIVES	50	OUTDOOR CARPET ADHESIVES	150	WOOD FLOORING ADHESIVES	100	RUBBER FLOOR ADHESIVES	60	SUBFLOOR ADHESIVES	50	CERAMIC TILE ADHESIVES	65	VCT & ASPHALT TILE ADHESIVES	50	DRYWALL & PANEL ADHESIVES	50	COVE BASE ADHESIVES	50	MULTIPURPOSE CONSTRUCTION ADHESIVE	70	STRUCTURAL GLAZING ADHESIVES	100	SINGLE-PLY ROOF MEMBRANE ADHESIVES	250	OTHER ADHESIVES NOT LISTED	50	SPECIALTY APPLICATIONS		PVC WELDING	510	CPVC WELDING	490	ABS WELDING	325	PLASTIC CEMENT WELDING	250	ADHESIVE PRIMER FOR PLASTIC	550	CONTACT ADHESIVE	80	SPECIAL PURPOSE CONTACT ADHESIVE	250	STRUCTURAL WOOD MEMBER ADHESIVE	140	TOP & TRIM ADHESIVE	250	SUBSTRATE SPECIFIC APPLICATIONS		METAL TO METAL	30	PLASTIC FLOMS	50	POROUS MATERIAL (EXCEPT WOOD)	50	WOOD	30	FIBERGLASS	80
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DATE:	FEBRUARY 16, 2018 JUNE 6, 2018
DRAWN BY:	AH
SHEET DESCRIPTION:	GREEN BUILDING CODE A.P.N.: 009-172-017 1734 VINEYARD AVE. ST. HELENA, CA
SITE LOCATION:	RAINVILLE GARAGE ADDITION
PROJECT:	
SHEET NUMBER:	G1

2016 CALIFORNIA GREEN BUILDING STANDARDS CODE
RESIDENTIAL MANDATORY MEASURES, SHEET 2 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF

SEALANTS	CURRENT VOC LIMIT
ARCHITECTURAL	250
MARINE DECK	760
NONMEMBRANE ROOF	300
ROADWAY	250
SINGLE-PLY ROOF MEMBRANE	450
OTHER	420
SEALANT PRIMERS	
ARCHITECTURAL	
NON-POROUS	250
POROUS	775
MODIFIED BITUMINOUS	500
MARINE DECK	760
OTHER	750

COATING CATEGORY	CURRENT VOC LIMIT
FLAT COATINGS	50
NON-FLAT COATINGS	100
NONFLAT-HIGH GLOSS COATINGS	150
SPECIALTY COATINGS	
ALUMINUM ROOF COATINGS	400
BASEMENT SPECIALTY COATINGS	400
BITUMINOUS ROOF COATINGS	50
BITUMINOUS ROOF PRIMERS	350
BOND BREAKERS	350
CONCRETE CURING COMPOUNDS	350
CONCRETE/MASONRY SEALERS	100
DRIVEWAY SEALERS	50
DRY FOG COATINGS	150
FAUX FINISHING COATINGS	350
FIRE RESISTIVE COATINGS	350
FLOOR COATINGS	100
FORM-RELEASE COMPOUNDS	250
GRAPHIC ARTS COATINGS (SIGN PAINTS)	500
HIGH TEMPERATURE COATINGS	420
INDUSTRIAL MAINTENANCE COATINGS	250
LOW SOLIDS COATINGS ¹	120
MAGNESITE CEMENT COATINGS	450
MASTIC TEXTURE COATINGS	100
METALLIC PIGMENTED COATINGS	500
MULTICOLOR COATINGS	250
PRETREATMENT WASH PRIMERS	420
PRIMERS, SEALERS, & UNDERCOATERS	100
REACTIVE PENETRATING SEALERS	350
RECYCLED COATINGS	250
ROOF COATINGS	50
RUST PREVENTATIVE COATINGS	250
SHELLACS	
CLEAR	730
OPAQUE	550
SPECIALTY PRIMERS, SEALERS & UNDERCOATERS	100
STAINS	250
STONE CONSOLIDANTS	450
SWIMMING POOL COATINGS	340
TRAFFIC MARKING COATINGS	100
TUB & TILE REFINISH COATINGS	420
WATERPROOFING MEMBRANES	250
WOOD COATINGS	275
WOOD PRESERVATIVES	350
ZINC-RICH PRIMERS	340

INSPECTOR SIGNOFF

PRODUCT	CURRENT LIMIT
HARDWOOD PLYWOOD VENEER CORE	0.05
HARDWOOD PLYWOOD COMPOSITE CORE	0.05
PARTICLE BOARD	0.09
MEDIUM DENSITY FIBERBOARD	0.11
THIN MEDIUM DENSITY FIBERBOARD ²	0.13

DIVISION 4.5 ENVIRONMENTAL QUALITY (continued)

4.504.3 CARPET SYSTEMS. All carpet installed in the building interior shall meet the testing and product requirements of at least one of the following:

1. Carpet and Rug Institute's Green Label Plus Program.
2. California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers" Version 1.1, February 2010 (also known as Specification 01350).
3. NSF/ANSI 140 at the Gold level.
4. Scientific Certifications Systems Indoor Advantage Gold.

4.504.3.1 Carpet cushion. All carpet cushion installed in the building interior shall meet the requirements of the Carpet and Rug Institute's Green Label program.

4.504.3.2 Carpet adhesive. All carpet adhesive shall meet the requirements of Table 4.504.1.

4.504.4 RESILIENT FLOORING SYSTEMS. Where resilient flooring is installed, at least 80% of floor area receiving resilient flooring shall comply with one or more of the following:

1. Products compliant with the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers," Version 1.1, February 2010 (also known as Specification 01350), certified as a CHPS Low-Emitting Material in the Collaborative for High Performance Schools (CHPS) High Performance Products Database.
2. Products certified under UL GREENGUARD Gold (formerly the Greenguard Children & Schools program).
3. Certification under the Resilient Floor Covering Institute (RFCI) FloorScore program.
4. Meet the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers," Version 1.1, February 2010 (also known as Specification 01350).

4.504.5 COMPOSITE WOOD PRODUCTS. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the buildings shall meet the requirements for formaldehyde as specified in ARB's Air Toxics Control Measure for Composite Wood (17 CCR 93120 et seq.), by or before the dates specified in those sections, as shown in Table 4.504.5

4.504.5.1 Documentation. Verification of compliance with this section shall be provided as requested by the enforcing agency. Documentation shall include at least one of the following:

1. Product certifications and specifications.
2. Chain of custody certifications.
3. Product labeled and invoiced as meeting the Composite Wood Products regulation (see CCR, Title 17, Section 93120, et seq.).
4. Exterior grade products marked as meeting the PS-1 or PS-2 standards of the Engineered Wood Association, the Australian AS/NZS 2269, European 636 35 standards, and Canadian CSA 0121, CSA 0151, CSA 0153 and CSA 0305 standards.
5. Other methods acceptable to the enforcing agency.

4.505 INTERIOR MOISTURE CONTROL

4.505.1 General. Buildings shall meet or exceed the provisions of the *California Building Standards Code*.

4.505.2 CONCRETE SLAB FOUNDATIONS. Concrete slab foundations required to have a vapor retarder by California Building Code, Chapter 19, or concrete slab-on-ground floors required to have a vapor retarder by the California Residential Code, Chapter 5, shall also comply with this section.

4.505.2.1 Capillary break. A capillary break shall be installed in compliance with at least one of the following:

1. A 4-inch (101.6 mm) thick base of 1/2 inch (12.7mm) or larger clean aggregate shall be provided with a vapor barrier in direct contact with concrete and a concrete mix design, which will address bleeding, shrinkage, and curing, shall be used. For additional information, see American Concrete Institute, ACI 302.2R-06.
2. Other equivalent methods approved by the enforcing agency.
3. A slab design specified by a licensed design professional.

4.505.3 MOISTURE CONTENT OF BUILDING MATERIALS. Building materials with visible signs of water damage shall not be installed. Wall and floor framing shall not be enclosed when the framing members exceed 19 percent moisture content. Moisture content shall be verified in compliance with the following:

1. Moisture content shall be determined with either a probe-type or contact-type moisture meter. Equivalent moisture verification methods may be approved by the enforcing agency and shall satisfy requirements found in Section 101.8 of this code.
2. Moisture readings shall be taken at a point 2 feet (610 mm) to 4 feet (1219 mm) from the grade stamped end of each piece verified.
3. At least three random moisture readings shall be performed on wall and floor framing with documentation acceptable to the enforcing agency provided at the time of approval to enclose the wall and floor framing.

Insulation products which are visibly wet or have a high moisture content shall be replaced or allowed to dry prior to enclosure in wall or floor cavities. Wet-applied insulation products shall follow the manufacturers' drying recommendations prior to enclosure.

4.506 INDOOR AIR QUALITY AND EXHAUST

4.506.1 Bathroom exhaust fans. Each bathroom shall be mechanically ventilated and shall comply with the following:

1. Fans shall be ENERGY STAR compliant and be ducted to terminate outside the building.
2. Unless functioning as a component of a whole house ventilation system, fans must be controlled by a humidity control.
 - a. Humidity controls shall be capable of adjustment between a relative humidity range less than or equal to 50% to a maximum of 80%. A humidity control may utilize manual or automatic means of adjustment.
 - b. A humidity control may be a separate component to the exhaust fan and is not required to be integral (i.e., built-in)

Notes:

1. For the purposes of this section, a bathroom is a room which contains a bathtub, shower or tub/shower combination.
2. Lighting integral to bathroom exhaust fans shall comply with the California Energy Code.

4.507 ENVIRONMENTAL COMFORT

4.507.2 HEATING AND AIR-CONDITIONING SYSTEM DESIGN. Heating and air conditioning systems shall be sized, designed and have their equipment selected using the following methods:

1. The heat loss and heat gain is established according to ANSI/ACCA 2 Manual J - 2011 (Residential Load Calculation), ASHRAE handbooks or other equivalent design software or methods.
2. Duct systems are sized according to ANSI/ACCA 1 Manual D - 2014 (Residential Duct Systems), ASHRAE handbooks or other equivalent design software or methods.
3. Select heating and cooling equipment according to ANSI/ACCA 3 Manual S - 2014 (Residential Equipment Selection), or other equivalent design software or methods.

Exception: Use of alternate design temperatures necessary to ensure the system functions are edacceptable.

INSPECTOR SIGNOFF

INSPECTOR SIGNOFF

**CHAPTER 7
INSTALLER & SPECIAL INSPECTOR QUALIFICATIONS**

702 QUALIFICATIONS

702.1 INSTALLER TRAINING. HVAC system installers shall be trained and certified in the proper installation of HVAC systems including ducts and equipment by a nationally or regionally recognized training or certification program. Uncertified persons may perform HVAC installations when under the direct supervision and responsibility of a person trained and certified to install HVAC systems or contractor licensed to install HVAC systems. Examples of acceptable HVAC training and certification programs include but are not limited to the following:

1. State certified apprenticeship programs.
2. Public utility training programs.
3. Training programs sponsored by trade, labor or statewide energy consulting or verification organizations.
4. Programs sponsored by manufacturing organizations.
5. Other programs acceptable to the enforcing agency.

702.2 SPECIAL INSPECTION [HC5]. When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition to other certifications or qualifications acceptable to the enforcing agency, the following certifications or education may be considered by the enforcing agency when evaluating the qualifications of a special inspector:

1. Certification by a national or regional green building program or standard publisher.
2. Certification by a statewide energy consulting or verification organization, such as HERS raters, building performance contractors, and home energy auditors.
3. Successful completion of a third party apprentice training program in the appropriate trade.
4. Other programs acceptable to the enforcing agency.

Notes:

1. Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code.
2. HERS raters are special inspectors certified by the California Energy Commission (CEC) to rate homes in California according to the Home Energy Rating System (HERS).

[BSC] When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition, the special inspector shall have a certification from a recognized state, national or international association, as determined by the local agency. The area of certification shall be closely related to the primary job function, as determined by the local agency.

Note: Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code.

703 VERIFICATIONS

703.1 DOCUMENTATION. Documentation used to show compliance with this code shall include but is not limited to, construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the enforcing agency which demonstrate substantial conformance. When specific documentation or special inspection is necessary to verify compliance, that method of compliance will be specified in the appropriate section or identified applicable checklist.

INSPECTOR SIGNOFF

DISCLAIMER: THIS DOCUMENT IS PROVIDED AND INTENDED TO BE USED AS A MEANS TO INDICATE AREAS OF COMPLIANCE WITH THE 2016 CALIFORNIA GREEN BUILDING STANDARDS (CALGREEN CODE). DUE TO THE VARIABLES BETWEEN BUILDING DEPARTMENT JURISDICTIONS, THIS CHECKLIST IS TO BE USED ON AN INDIVIDUAL PROJECT BASIS AND MAY BE MODIFIED BY THE END USER TO MEET THOSE INDIVIDUAL NEEDS. THE END USER ASSUMES ALL RESPONSIBILITY ASSOCIATED WITH THE USE OF THIS DOCUMENT, INCLUDING VERIFICATION WITH THE FULL CODE.

PROJECT:

RAINVILLE
GARAGE ADDITION

SHEET NUMBER:

G2

SITE LOCATION:

A.P.N.: 009-172-013
1734 VINEYARD AVE.
ST. HELENA, CA

SHEET DESCRIPTION:

GREEN BUILDING CODE

DATE:

FEBRUARY 16, 2018
JUNE 6, 2018

DRAWN BY:

AH

PROJECT ENGINEER:

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PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-036

SUBJECT: Request for a Design Review Exemption to perform a 111 sq-ft addition to the existing residence located at 1650 Chardonnay Way in the Low Density Residential Zoning District.

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 05/11/18

ACCEPTED AS COMPLETE: 06/12/18

LOCATION OF PROPERTY: 1650 Chardonnay Way

APN: 009-543-024

GENERAL PLAN/ZONING: Low Density Residential: LR

APPLICANT: Rick Kelley

PHONE: (916) 247-6007

BACKGROUND

The subject property is located in the Sylvaner Estates subdivision. It is a corner lot of 9,494 sq-ft and exhibits frontage on Chardonnay Way and Colombard Ct. The property is currently developed with a 2,561 sq-ft home and 400 sq-ft garage.

PROJECT DESCRIPTION

Property Owner, Rick Kelley, is requesting approval of a Design Review exemption to perform a 111 sq-ft addition to an existing single family residence located at 1650 Chardonnay Way. Specifically, the applicant requests to add approximately 79 sq-ft of

conditioned space and 32 sq-ft of non-conditioned space to accommodate a small expansion of the kitchen and master bath and allow for a new ½ bath accessible to the pool area (pool under separated permit application).

ANALYSIS

GENERAL PLAN

The subject property exhibits a General Plan Land Use designation of Low Density Residential. This land use designation allows single family detached and attached homes, secondary residential units, public and semi-public uses, and other compatible uses. The Low density residential land use designation is largely limited to areas of the City where large residentially subdivided parcels already exist, particularly near the City's perimeter.

Relevant General Plan policies include:

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.*

4.3.4 *Strengthen community identity by appropriate **building design**, size, and site landscaping.*

4.3.26 *Encourage residential building siting and **design that is similar to that found in the older neighborhoods** in town. In these areas consistent setbacks, porches, and generously landscaped front yards add to community enjoyment by all. Restrict location of driveways and garages to minimize their visual impact on the street.*

ZONING

Consistent with the GP land use designation, 1650 Chardonnay Way exhibits a zoning designation of LR: Low Density Residential. The LR zoning district allows for single-family detached homes, accessory dwelling units and other compatible uses insofar as they conform to the development standards prescribed by Municipal Code Section 17.36.060

Review of the project indicates that it meets all applicable development standards in that the proposed additions would continue to meet or exceed the required setbacks (minimum setbacks of additions are 23.5 and 27, respectively and the proposed height of the additions would be 10-12 feet, which is within the maximums allowed for the LR Zoning District. Also, with the proposed additions, the property would continue to meet FAR maximums as detailed, below:

FLOOR AREA RATIO

NET FLOOR AREA:

LIVING AREA	2561 sq-ft
GARAGE	400 sq-ft
GARAGE EXEMPTION	- 200 sq-ft
TOTAL	2761 sq-ft

FLOOR AREA RATIO: $2761 / 9494 = 0.290$ (Max allowable is 0.306)

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. Consistent with Zoning Code Section 17.164.060, the Commission may approve a design review exemption insofar as the project raises no substantial design problems of the sort enumerated in sections 17.164.010 to 17.164.030. The project therefore must be obviously consistent with 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.

Design Review Criteria.

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 Findings

The project is limited in scope as the proposed work consists of small expansions to the rear/side of the building which will not be readily visible from the Public Way. The proposed additions will be consistent with the existing exterior treatment and would not significantly alter the form or footprint of the residence. Given the very limited alterations to areas visible to the public, staff finds the proposed modifications to be appropriate with the existing residence and in respect to the surrounding setting. As such, the project appears to meet all applicable Design Review findings and pursuant to St. Helena Zoning Code, Section Sec. 17.164.060, poses no substantial design problems and meets the criteria for an exemption pursuant to Municipal Code Section 17.164.030.

CEQA

The project is 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 impact historic resources or otherwise generate or contribute to any potentially significant impacts.

ISSUES

No issues have been identified.

CORRESPONDENCE

No comments have been received at the writing of this staff report.

STAFF 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 approve the Design Review Exemption for the modifications to 1650 Chardonnay Way.

ATTACHMENTS

[1650 Chardonnay Attch 1. Resolution](#)

[1650 Chardonnay Attch 2. APN Map](#)

[1650 Chardonnay Attch 3. Aerial View](#)

[1650 Chardonnay Attch 4. Project Narrative](#)

[1650 Chardonnay Attch 5. Project Plans](#)

[1650 Chardonnay Attch 6. Photos of Areas of Work](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A DESIGN REVIEW EXEMPTION
FOR THE KELLEY RESIDENCE LOCATED AT 1650 CHARDONNAY WAY**

PROPERTY OWNER: Rick Kelley **APN:** 009-543-024

Recitals

1. Property Owner, Rick Kelley, submitted an application for a Design Review Exemption to perform minor additions, totally 111 sq-ft, to the existing residence at 1650 Chardonnay Way in the LR: Low Density Residential District, and
2. A staff report dated July 3, 2018 and incorporated herein by reference analyzed the projects consistency with the Design Criteria enumerated in Section 17.164.030 of the Municipal 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 July 3, 2018, and
4. **Now, therefore** let it be found that, the Planning Commission approves the Design Review Exemption 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 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 impact historic resources or otherwise generate or contribute to any potentially significant impacts
- B. The Planning Commission has considered the Design Review design criteria identified in Municipal Code Section 17.164.030 to support the motion to approve the 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 Agriculture designation;
2. Compatibility of design with the immediate environment of the site given that the design maintains historic design features and materials;
3. Relationship of the design to the site given the scale of the addition, the proposed setbacks and the context of the neighborhood;
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;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land use given the surrounding agricultural properties;
6. Compatibility with future construction both on and off the site given the access, context and historic nature of the surrounding neighborhood;
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;
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;
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;
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, pool and rear yard arbor 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 and maintenance 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;
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;

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;
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;
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 proposed;
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, based on the significant energy and water saving requirements of the California Building Code and City of St Helena development criteria.

The project is consistent with the design review criteria prescribed by Municipal Code Section 17.164.030 in that the proposed project is limited in scope to minor additions totaling 111 sq- ft which are confined to areas not readily visible from the public way and which would be consistent with the existing exterior treatment. Given the very limited scope and that the proposed modifications appear to be appropriate for the subject residence and compatible with the existing exterior treatment and site surroundings, the proposed project is determined to meet all applicable Design Review criteria.

Conditions of Approval

1. Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit.
2. The Design Review approval shall be vested within one (1) year from the date of the decision. A building permit for the project allowed under this approval shall have been obtained within one (1) year from the effective date of the Design Review decision or these approvals shall expire; provided however that the approved 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.
3. This permit is valid for this design only. New permits must be applied for any change in use. These permits will expire if the use is discontinued pursuant to then existing ordinances and regulations.

4. The Design Review 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.
5. Any request for an extension of the Design Review 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. 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 permittee 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.

8. 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.
9. 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 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. 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.
11. This Design Review 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.
12. 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.
13. Construction documents shall be in compliance with approved plans and exhibits.
14. Where the Low Density Residential District adjoins agricultural districts, there exists a right-to-farm the adjoining property. There is a good faith expectation that no

complaints will occur regarding legal, normal agricultural activities on the adjacent land. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.

Public Works Department Conditions of Approval

15. 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.
16. 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.
17. 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.
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. 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.
21. 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.
22. 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.

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

Fire Department Conditions of Approval

24. Installation of approved interior fire sprinkler system is required, unless waived by the Fire Chief.
25. One hour minimum fire resistant construction on all exterior walls within 10' of property boundary is required. Fire resistant construction of interior walls shall be determined by type of occupancy.
26. 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

27. A building permit is required for all onsite demolition, construction and/or change of occupancy.
28. 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.
29. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
30. The applicant shall provide a construction waste management plan with the building permit application.
31. 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.
32. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
33. 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.

34. 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.
35. 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.

I HEREBY CERTIFY that the foregoing Design Review Exemption 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 July 3, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh,
Planning and Community
Improvement Director



9-54
9-39
Tax Area Code
3002

9-54

Sylvan Ests. Unit No. 5 R.M. Bk. II, Pg. 38
Sylvan Ests. Unit No. 6 R.M. Bk. II, Pg. 73
Sylvan Ests. Unit No. 7 R.M. Bk. II, Pg. 7

Assessor of Napa County
REVISIONS 1977



Kelley Residence
1650 Chardonnay Way
St Helena, CA
APN# 009-543-024

RECEIVED
PLANNING DEPARTMENT
MAY 11 2018
City of St. Helena

We are proposing a remodel plan that allows for a more open living, dining and kitchen area. This plan also opens up for a better indoor-outdoor living connection. In order to balance the size and shape of the kitchen area we have proposed adding to the footprint a 4'4" x 2'6" space. This will allow the kitchen cabinets to extend defining the kitchen space.

We are also creating a walk-in closet at the master bathroom area and increased the size of the master bath. When we changed the location of the bathroom entry we added 11'4"x 6'0" to the footprint creating the new area to enter the bath and a larger tub shower area.

We are also proposing adding to the footprint a 7'6" x 4'4" non-conditioned pool bath area. We have already filed for a separate pool permit and would like a ½ bath accessible to that area.

The total footage added of conditioned space is 79 sq feet and non-conditioned space added is 32 sq feet. This should summarize the changes we are proposing to the exterior of the remodel. I have included in my package exterior pictures of the three areas. I want to thank you for helping us with this stage of our project.

Rick Kelley

GENERAL NOTES:

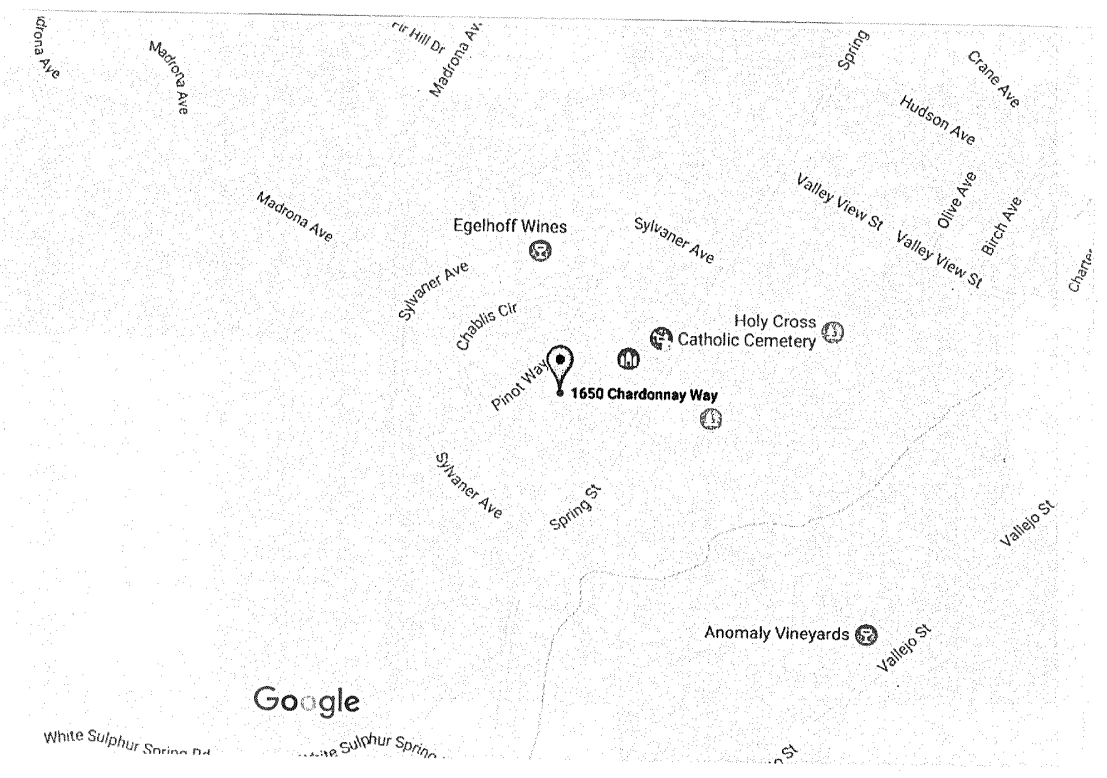
1. WATER HEATERS SHALL BE ANCHORED OR STRAPPED TO RESIST HORIZONTAL DISPLACEMENT. STRAPPING SHALL BE AT POINTS WITHIN THE UPPER ONE-THIRD AND LOWER TWO-THIRDS OF ITS VERTICAL DIMENSION. TO THE LOWER POINT, A MINIMUM DISTANCE OF FOUR (4) INCHES SHALL BE MAINTAINED ABOVE THE CONTROLS WITH THE STRAPPIERS.
2. POTABLE WATER OUTLETS WITH HOSE ATTACHMENTS, OTHER THAN WATER HEATER DRAINS, BOILER DRAINS AND CLOTHES WASHER CONNECTIONS SHALL BE PROTECTED BY NON-REMOVABLE HOSE-BIB TYPE BACKFLOW PREVENTER, A NON-REMOVABLE HOSE-BIB TYPE VACUUM BREAKER OR BY ATMOSPHERIC VACUUM BREAKER INSTALLED AT LEAST 1" ABOVE THE HIGHEST POINT OF USE LOCATED ON THE DISCHARGE SIDE OF THE LAST VALVE. MAXIMUM ALLOWABLE WATER TEMPERATURE TO BE 120 DEGREES F.
3. SHOWERS AND TUB/SHOWER COMBINATIONS SHALL BE PROVIDED WITH INDIVIDUAL CONTROL VALVES OF THE PRESSURE BALANCE, THERMOSTATIC, OR COMBINATION PRESSURE BALANCE/THERMOSTATIC MIXING VALVE TYPE THAT PROVIDE SCALD AND THERMAL SHOCK PROTECTION WITH A MAXIMUM ALLOWABLE WATER TEMP. OF 120 DEGREES F.
4. ANY WATER SYSTEM CONTAINING STORAGE WATER HEATING EQUIPMENT SHALL BE PROVIDED, WITH AN APPROVED, LISTED, ADEQUATELY SIZED COMBINATION PRESSURE AND TEMPERATURE RELIEF VALVE, EXCEPT FOR LISTED NON-STORAGE INSTANTANEOUS HEATERS HAVING AN INSIDE DIAMETER OF NOT MORE THAN 3 INCHES. [PER C.P.C.]
5. DOMESTIC CLOTHES DRYER MOISTURE EXHAUST DUCTS SHALL BE OF METAL AND SHALL HAVE SMOOTH INTERIOR SURFACES. SHALL TERMINATE ON THE OUTSIDE OF THE BUILDING AND SHALL BE EQUIPPED WITH A BACK-DRAFT DAMPER. SCREENS SHALL NOT BE INSTALLED AT THE DUCT TERMINATION. DUCTS FOR EXHAUSTING CLOTHES DRYERS SHALL NOT BE CONNECTED OR INSTALLED WITH SHEET METAL SCREWS OR OTHER FASTENERS WHICH WILL OBSTRUCT THE FLOW. [PER C.M.C.]
6. SHOWERS AND TUB/SHOWER COMBINATIONS SHALL BE PROVIDED WITH A SMOOTH, HARD, NON-ABSORBENT SURFACE (TILE) OVER A MOISTURE RESISTANT UNDERLAYMENT TO A HEIGHT OF NOT LESS THAN 72 INCHES ABOVE THE DRAIN INLET. [PER C.P.C.]
7. GLAZING AT SHOWERS AND TUB ENCLOSURES AND ADJACENT WALL OPENINGS WITHIN 60 INCHES ABOVE A STANDING SURFACE AND DRAIN INLET SHALL BE FULLY TEMPERED, LAMINATED OR SAFETY GLASS, OR APPROVED PLASTICS. [PER C.R.C.]
8. ESCAPE OR RESCUE WINDOWS SHALL HAVE A NET CLEAR OPENING AREA OF 5.7 SQUARE FEET. THE MINIMUM NET CLEAR OPENABLE HEIGHT DIMENSION SHALL BE 24 INCHES. THE MINIMUM NET CLEAR OPENABLE WIDTH DIMENSION SHALL BE 20 INCHES. WHEN WINDOWS ARE PROVIDED AS A MEANS OF ESCAPE OR RESCUE THEY SHALL HAVE THE BOTTOM OF THE CLEAR OPENING NOT MORE THAN 44 INCHES ABOVE THE FLOOR. [PER C.R.C.]
9. EACH PANE OF SAFETY GLAZING MATERIAL INSTALLED IN HAZARDOUS LOCATIONS AS DEFINED SHALL BE IDENTIFIED BY A PERMANENT MANUFACTURERS DESIGNATION SPECIFYING WHO APPLIED THE DESIGNATION, THE MANUFACTURE OR INSTALLER AND THE SAFETY GLAZING STANDARD WITH WHICH IT COMPLIES AS WELL AS THE INFORMATION SPECIFIED SHALL BE ACID ETCHED, SAND BLASTED OR CERAMIC FRED, LASER ETCHED, EMBOSSED OR OF A TYPE THAT ONCE APPLIED CANNOT BE REMOVED WITHOUT BEING DESTROYED.
10. WHEN A CLOSET IS DESIGNATED FOR THE INSTALLATION OF A CLOTHES DRYER A MINIMUM OPENING OF 100 SQUARE INCHES FOR MAKE-UP AIR SHALL BE PROVIDED IN THE DOOR OR BY OTHER APPROVED MEANS. [PER C.M.C.]
11. INSTALLATION OF LISTED MICROWAVE OVEN OVER A COUNTER. THE INSTALLATION OF A LISTED MICROWAVE OVEN SHALL CONFORM TO THE CONDITIONS OF THE LISTING. CLEARANCES OF LISTED APPLIANCES FROM COMBUSTIBLE MATERIALS SHALL BE AS SPECIFIED ON THE LABEL. THE MAXIMUM HEAT SOURCE FROM THE COOKING TOP SHALL BE SPECIFIED ON THE LABEL OF THE APPLIANCE IN BTU OR KILOWATT. [PER C.E.C.]
12. UNLESS OTHERWISE PERMITTED OR REQUIRED BY THE DRYER MANUFACTURERS INSTALLATION INSTRUCTIONS, AND APPROVED BY THE BUILDING OFFICIAL, DOMESTIC CLOTHES DRYER EXHAUST DUCTS SHALL NOT EXCEED A TOTAL COMBINED HORIZONTAL AND VERTICAL LENGTH OF 14 FEET, INCLUDING TWO 90 DEGREE ELBOWS. TWO FEET SHALL BE DEDUCTED FOR EACH 90 DEGREE ELBOW IN EXCESS OF TWO. [PER C.M.C.]
13. RELIEF VALVES LOCATED INSIDE A BUILDING SHALL BE PROVIDED WITH A DRAIN NOT SMALLER THAN THE RELIEF VALVE OUTLET OF GALVANIZED STEEL, HARD-DRAWN COPPER PIPING AND FITTINGS, CPVC OR LISTED RELIEF VALVE DRAIN TUBE WITH FITTINGS THAT WILL NOT REDUCE THE INTERNAL BORE OF THE PIPE OR TUBING (STRAIGHT LENGTHS AS OPPOSED TO COLS) AND SHALL EXTEND FROM THE VALVE TO THE OUTSIDE OF THE BUILDING WITH THE END OF THE PIPE NOT MORE THAN TWO (2) FEET NOR LESS THAN SIX (6) INCHES ABOVE GROUND OR THE FLOOD LEVEL OF THE AREA AND POINTING DOWNWARD. SUCH DRAINS MAY TERMINATE AT OTHER APPROVED LOCATIONS. RELIEF VALVE DRAINS SHALL NOT TERMINATE IN A BUILDINGS CRAWL SPACE. NO PART OF SUCH DRAIN PIPE SHALL BE TRAPPED OR SUBJECT TO FREEZING. THE TERMINAL END OF THE DRAIN PIPE SHALL NOT BE THREADED.
14. SMOKE DETECTORS SHALL BE INSTALLED IN , REGARDLESS OF OCCUPANT LOAD, AT THE FOLLOWING LOCATIONS: -ON THE CEILING OR WALL OUTSIDE OF EACH SEPARATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF BEDROOMS, IN EACH ROOM USED FOR SLEEPING PURPOSE AND IN EACH STORY WITHIN A DWELLING UNIT, INCLUDING BASEMENTS BUT NOT INCLUDING CRAWL SPACES AND UNINHABITABLE ATTICS, IN DWELLING OR DWELLING UNITS WITH SPLIT LEVELS AND WITHOUT AN INTERVENING DOOR BETWEEN ADJACENT LEVELS, THE SMOKE DETECTOR INSTALLED ON THE UPPER LEVEL SHALL SUFFICE FOR THE ADJACENT LOWER LEVEL PROVIDED THAT THE LOWER LEVEL IS LESS THAN ONE FULL STORY BELOW THE UPPER LEVEL. [PER C.R.C.]
15. IN NEW CONSTRUCTION, REQUIRED SMOKE DETECTORS SHALL RECEIVE THEIR PRIMARY POWER FROM THE BUILDING WIRING WHEN SUCH WIRING IS SERVED FROM A COMMERCIAL SOURCE AND SHALL BE EQUIPPED WITH A BATTERY BACK-UP. SMOKE DETECTOR SHALL HAVE A SIGNAL WHEN THE BATTERIES ARE LOW. WIRING SHALL BE PERMANENT AND WITHOUT A DISCONNECTING SWITCH OTHER THAN IS REQUIRED FOR OVERCURRENT PROTECTION. [PER C.E.C.]
16. GARAGE SEPARATION: THE PRIVATE GARAGE SHALL BE SEPARATED FROM THE DWELLING UNIT AND ITS ATTIC AREA BY MEANS OF A MINIMUM 1 1/2" GYPSUM BOARD APPLIED TO THE GARAGE SIDE. GARAGES BENEATH HABITABLE ROOMS SHALL BE SEPARATED FROM ALL HABITABLE ROOMS ABOVE BY NOT LESS THAN A 5/8" TYPE 1 GYPSUM BOARD OR EQUIVALENT. DOOR OPENINGS BETWEEN A PRIVATE GARAGE AND THE DWELLING UNIT SHALL BE EQUIPPED WITH EITHER SOLID WOOD DOORS OR HONEYCOMB CORE STEEL DOORS NOT LESS THAN 1-3/8" THICK, OR DOORS IN COMPLIANCE WITH SECTION 715-4.3.

- OPENINGS FROM A PRIVATE GARAGE DIRECTLY INTO A ROOM USED FOR SLEEPING PURPOSES SHALL NOT BE PERMITTED. DOORS SHALL BE SELF-CLOSING AND SELF-LATCHING. [PER C.R.C.]
17. PROVIDE ADEQUATE LIGHT AND VENTILATION IN HABITABLE ROOMS WITHIN A DWELLING UNIT. [PER C.R.C.]
18. BATHROOMS, WATER CLOSETS, COMPARTMENTS, LAUNDRY ROOMS AND SIMILAR ROOMS SHALL BE PROVIDED WITH NATURAL OR MECHANICAL VENTILATION. [PER C.R.C.]
19. THE WALLS AND SOFFITS UNDER WITHIN USABLE SPACES UNDER ENCLOSED AND UNENCLOSED STAIRWAYS SHALL BE PROTECTED BY 1-HOUR FIRE-RESISTANCE-RATED CONSTRUCTION OR THE FIRE-RESISTANCE RATING OF THE STAIRWAY ENCLOSURE, WHICHEVER IS GREATER. ACCESS TO THE ENCLOSED SPACE SHALL NOT BE DIRECTLY FROM WITHIN THE STAIR ENCLOSURE. [PER C.R.C.] EXCEPTION: SPACES UNDER STAIRWAYS SERVING AND CONTAINED WITHIN A SINGLE RESIDENTIAL DWELLING UNIT IN GROUP R-2 OR R-3 SHALL BE PERMITTED TO BE PROTECTED ON THE ENCLOSED SIDE WITH 1/2" GYPSUM BOARD. [PER C.R.C.]
20. NO WATER CLOSET OR BIDET SHALL BE SET CLOSER THAN FIFTEEN INCHES FROM ITS CENTER TO ANY SIDE WALL OR OBSTRUCTION OR CLOSER THAN 30 INCHES CENTER TO CENTER TO ANY SIMILAR FIXTURE.
21. FACTORY BUILT CHIMNEYS AND FACTORY BUILT FIREPLACES SHALL BE LISTED AND INSTALLED IN ACCORDANCE WITH THE TERMS OF THEIR LISTING AND THE MANUFACTURER'S INSTRUCTIONS. [PER C.R.C.]
22. NO DOMESTIC DISHWASHER SHALL BE DIRECTLY CONNECTED TO A DRAINAGE SYSTEM OR FOOD WASTE DISPOSER WITHOUT THE USE OF AN APPROVED AIR GAP FITTING ON THE DISCHARGE SIDE OF THE DISHWASHER MACHINE. LISTED AIR GAPS SHALL BE INSTALLED WITH THE FLOOD LEVEL MARKING AT OR ABOVE THE FLOOD LEVEL OF THE SINK OR DRAIN BOARD, WHICHEVER IS HIGHER. [PER C.P.C.]
23. ALL PIPING PENETRATIONS OF FIRE-RESISTANCE RATED WALLS, PARTITIONS, FLOORS, FLOOR/CEILING ASSEMBLIES, ROOFING ASSEMBLIES OR SHAFT ENCLOSURES SHALL BE PROTECTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE BUILDING CODE. IAMPO INSTALLATION STANDARDS, AND CHAPTER 15, FORESTOP PROTECTION. [PER C.P.C.]
24. NO UNDERFLOOR CLEANOUT SHALL BE LOCATED MORE THAN 20 FEET FROM AN ACCESS DOOR, TRAP DOOR OR CRAWL HOLE. [PER C.P.C.]
25. ALL GAS UTILIZATION EQUIPMENT SHALL BE LOCATED WITH RESPECT TO BUILDING CONSTRUCTION AND OTHER EQUIPMENT SO AS TO PERMIT ACCESS TO THE GAS UTILIZATION EQUIPMENT. SUFFICIENT CLEARANCE SHALL BE MAINTAINED TO PERMIT CLEANING OF HEATING SURFACES, THE REPLACEMENT OF FILTERS, BLOWERS, MOTORS, BURNERS, CONTROLS AND ELECTRICAL CONNECTORS PLUS THE LUBRICATION OF MOVING PARTS WHERE NECESSARY AND THE ADJUSTMENT AND CLEANING OF BURNERS AND PILOTS AND THE PROPER FUNCTIONING OF VALVE MEMBERS. IF PROVIDED, FOR ATTIC INSTALLATION, THE INSTALLATION, THE PASSAGEWAY AND SERVING AREA ADJACENT TO THE EQUIPMENT SHALL BE FLOORED. [PER C.P.C.]
26. ALL GAS UTILIZATION EQUIPMENT CONNECTED TO A PIPING SYSTEM SHALL HAVE AN ACCESSIBLE, APPROVED MANUAL SHUTOFF VALVE WITH A NO DISPLACEABLE VALVE MEMBER, OR LISTED GAS CONVENIENCE OUTLET LOCATED WITHIN 6 FEET OF THE EQUIPMENT IT SERVES, WHERE A CONNECTOR IS USED, THE VALVE SHALL BE INSTALLED UPSTREAM OF THE CONNECTING UNION OR FLANGED CONNECTION SHALL BE PROVIDED. DOWNSTREAM FROM THIS VALVE TO PERMIT REMOVAL OF CONTROLS. SHUTOFF VALVES SERVING DECORATIVE GAS APPLIANCES SHALL BE PERMITTED TO BE INSTALLED IN FIREPLACES IF LISTED FOR SUCH USE.
27. GAS VENTS SHALL TERMINATE NOT LESS THAN 2 FEET ABOVE THE HIGHEST POINT WHERE THEY PASS THROUGH THE ROOF AND AT LEAST 2 FEET HIGHER THAN ANY PORTION OF A BUILDING WITHIN 10 FEET. GAS VENTS SMALLER THAN 12 INCHES IN DIAMETER MAY TERMINATE AT LEAST 1 FOOT ABOVE THE ROOF. IF THE VENT TOP IS AT LEAST 8 FEET FROM ANY PORTION OF THE BUILDING, FOR HIGHER ROOF TYPES REFER TO FIGURE R-3 C.M.C. 602.2.
28. SINGLE WALL METAL PIPE SHALL NOT ORIGINATE IN ANY ATTIC OR CONCEALED SPACES AND SHALL NOT PASS THROUGH AN ATTIC, INSIDE WALL OR CONCEALED SPACE OR FLOOR.
29. GAS UTILIZATION EQUIPMENT IN RESIDENTIAL GARAGES AND IN ADJACENT SPACES THAT OPEN TO THE GARAGE AND ARE NOT A PART OF THE LIVING SPACE OF A DWELLING UNIT SHALL BE INSTALLED SO THAT ALL BURNERS AND BURNER-IGNITION DEVICES ARE LOCATED NOT LESS THAN 18" ABOVE THE FLOOR UNLESS LISTED AS FLAME-ARRESTOR IGNITION RESISTANT. SUCH EQUIPMENT SHALL BE LOCATED OR PROTECTED SO IT IS NOT SUBJECT TO PHYSICAL DAMAGE BY A MOVING VEHICLE. [PER C.P.C.]
30. GLAZING ADJACENT TO AND WITHIN 24" OF EITHER EDGE OF A DOOR SHALL BE TEMPERED. [PER C.R.C.]
31. LAUNDRY CHUTE (IF APPLICABLE) TO HAVE FIRE-RESISTIVE INNER LINING OF NOT LESS THAN 26 GAUGE GALVANIZED SHEET METAL WITH ALL JOINTS LOCK LAPPED. ALL OPENINGS INTO CHUTE SHALL BE PROTECTED BY NOT LESS THAN A SELF-CLOSING SOLID-WOOD DOOR 1-3/4" THICK [PER C.R.C.]
32. GLAZING IN ALL FIXED AND OPERABLE PANELS OF SWINGING, SLIDING AND BI-FOLD DOORS SHALL BE DESIGNATED AS TEMPERED. THERE SHALL BE A MANUFACTURERS DESIGNATION SPECIFYING WHO APPLIED THE DESIGNATION, DESIGNATING THE TYPE OF GLASS AND THE SAFETY GLAZING STANDARD WITH WHICH IT COMPLIES, WHICH IS VISIBLE IN THE FINAL INSTALLATION. DRAFTSTOPPING SHALL BE INSTALLED WHERE THERE IS USABLE SPACE BOTH ABOVE AND BELOW IN FLOOR/CEILING ASSEMBLIES AND INSTALLED SO THAT THE AREA OF A CONCEALED SPACE DOES NOT EXCEED 1000 SQ. FT. IN WALLS AT STAIR STRINGERS (TOP & BM.). AT SOFFITS, DROP CEILINGS, COVE CEILINGS AND AT OPENINGS AROUND DUCTS, VENTS AND FLUE CHASES. FIRE BLOCKING SHALL BE PROVIDED VERTICALLY AT THE CEILING AND FLOOR LEVELS AND HORIZONTALLY AT INTERVALS NOT EXCEEDING 10 FEET.
34. THERE SHALL BE A LANDING OR FLOOR ON EACH SIDE OF EACH EXTERIOR DOOR. THE WIDTH SHALL BE NOT LESS THAN THE DOOR SERVED AND THE LENGTH OF LANDINGS SHALL BE MIN. 36" IN THE DIRECTION OF TRAVEL. EXTERIOR LANDINGS MAY BE PERMITTED TO SLOPE NOT TO EXCEED 1/4 UNITS VERTICAL ON THE SIDE OF THE GARAGE.
35. ALL PLASTIC PIPE AND FITTINGS, OTHER THAN THOSE USED FOR GAS, SHALL MEET THE REQUIREMENTS OF NATIONAL SANITATION FOUNDATION 14.
36. ALL PIPE, TUBE, FITTINGS, SOLVENT, CEMENT, THREAD SEALANT, SOLDER, AND/OR FLUX USED IN POTABLE WATER SYSTEMS INTENDED TO SUPPLY DRINKING WATER SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF NATIONAL SANITATION FOUNDATION 61.
37. GAS LINE PRESSURE TESTING IS NOW 10 PSI FOR 15 MINUTES AND WELDED PIPING IS 60 PSI FOR 30 MINUTES.

STAIRWAYS, HANDRAILS AND GUARDS

1. IN GROUP R-3 AND GROUP U OCCUPANCIES THAT ARE ACCESSORY TO A GROUP R-3 OCCUPANCY, THE MAXIMUM RISE HEIGHT SHALL BE 7'-3 3/4", THE MINIMUM TREAD DEPTH SHALL BE 10", THE MINIMUM WINDER TREAD DEPTH AT THE WALK LINE SHALL BE 10" AND THE MINIMUM WINDER TREAD DEPTH SHALL BE 6". A NOSING NOT LESS THAN 3/4" BUT NOT MORE THAN 1-1/4" SHALL BE PROVIDED ON STAIRWAYS WITH SOLID RISERS WHERE THE TREAD DEPTH IS LESS THAN 11" [PER C.R.C.]
2. STAIRWAYS SERVING AN OCCUPANT LOAD OF LESS THAN 50 SHALL HAVE A WIDTH OF NOT LESS THAN 36" [PER C.R.C.]
3. STAIRWAYS SHALL HAVE A MINIMUM HEADROOM CLEARANCE OF 80" MEASURED VERTICALLY FROM A SLOPED LINE ADJOINING THE TREAD NOSING [PER C.R.C.]
4. STAIR TREADS AND RISERS SHALL BE OF UNIFORM SIZE AND SHAPE. THE TOLERANCE BETWEEN THE LARGEST AND SMALLEST RISES HEIGHT OR THE LARGEST AND SMALLEST TREAD DEPTHS SHALL NOT EXCEED 3/8" IN ANY FLIGHT OF STAIRS. THE GREATEST WINDER TREAD DEPTH AT THE 12" FLOOR LEVEL MARKING AT OR ABOVE THE FLOOD LEVEL OF THE SINK OR DRAIN BOARD, WHICHEVER IS HIGHER, EXCEED THE SMALLEST BY MORE THAN 3/8" MEASURED AT A RIGHT ANGLE TO THE TREAD'S LEADING EDGE. [PER C.R.C.]
5. TREADS SHALL BE A FLOOR OR LANDING AT THE BOTTOM AND TOP OF EACH STAIRWAY. THE WIDTH OF LANDINGS SHALL NOT BE LESS THAN THE WIDTH OF THE STAIRWAYS THEY SERVE. EVERY LANDING SHALL HAVE A MINIMUM CLEARANCE OF TRAVEL EQUAL TO THE STAIRWAY. A STAIRWAY, SUCH DIMENSION NEED NOT EXCEED 48" WHERE THE STAIRWAY HAS A STRAIGHT RUN. [PER C.R.C.]
6. DOORS OPENING OUT TO A LANDING SHALL NOT REDUCE THE CLEARANCE OF TRAVEL. THE DOOR SHALL NOT BE OPENED WHEN FULLY OPEN AND THE DOOR SHALL NOT PROJECT MORE THAN 7" INTO THE LANDING. [PER C.R.C.]
7. THE WALLS AND SOFFITS WITHIN ENCLOSED USABLE SPACES UNDER STAIRWAYS SERVING AND CONTAINED WITHIN A SINGLE RESIDENTIAL DWELLING UNIT IN GROUP R-2 OR R-3 SHALL BE PERMITTED TO BE PROTECTED ON THE ENCLOSED SIDE WITH 1/2" GYPSUM BOARD.
8. CURVED STAIRWAYS WITH WINDER TREADS SHALL HAVE TREADS AND RISERS WITH THE SMALLEST RADIUS NOT LESS THAN TWICE THE REQUIRED WIDTH OF THE STAIRWAY.
9. HANDRAIL HEIGHT, MEASURED ABOVE STAIR TREAD NOSING OR FINISH SURFACE OF RAMP SLOPE SHALL BE UNIFORM, NOT LESS THAN 34" AND NOT MORE THAN 38". [PER C.R.C.]
10. HANDRAILS WITH A CIRCULAR CROSS-SECTION SHALL HAVE AN OUTSIDE DIAMETER OF AT LEAST 1-1/4" AND NOT GREATER THAN 2" OR SHALL PROVIDE EQUIVALENT GRASPABILITY. IF THE HANDRAIL IS NOT CIRCULAR IT SHALL HAVE A PERIMETER DIMENSION OF AT LEAST 4" AND NOT GREATER THAN 6-1/4" WITH A MAXIMUM CROSS-SECTION DIMENSION OF 2-1/4". EDGES SHALL HAVE A MINIMUM RADIUS OF .04". [PER C.R.C.]
11. HANDRAIL GRIPPING SURFACES SHALL BE CONTINUOUS WITHOUT INTERRUPTION BY NEWEL POSTS OR OTHER OBSTRUCTION. [PER C.R.C.] EXCEPTION: HANDRAIL WITHIN DWELLING UNITS ARE PERMITTED TO BE INTERRUPTED BY A NEWEL POST AT A STAIR OR RAMP LANDING. WITHIN A DWELLING UNIT THE USE OF A VOLUTE, TURNOUT OR TURNING EASING IS ALLOWED ON THE LOWEST TREAD.
12. HANDRAILS SHALL RETURN TO A WALL, GUARD OR THE STARTING SURFACE OR SHALL BE CONTINUOUS TO THE HANDRAIL IF AN ADJACENT STAIR FLIGHT OR RAMP RUN.
13. SURFACES, MEZZANINES, INDUSTRIAL EQUIPMENT PLATFORMS, STAIRWAYS, RAMPS AND LANDINGS THAT ARE LOCATED MORE THAN 30" ABOVE THE FLOOR OR GRADE BELOW. [PER C.R.C.]

VICINITY MAP



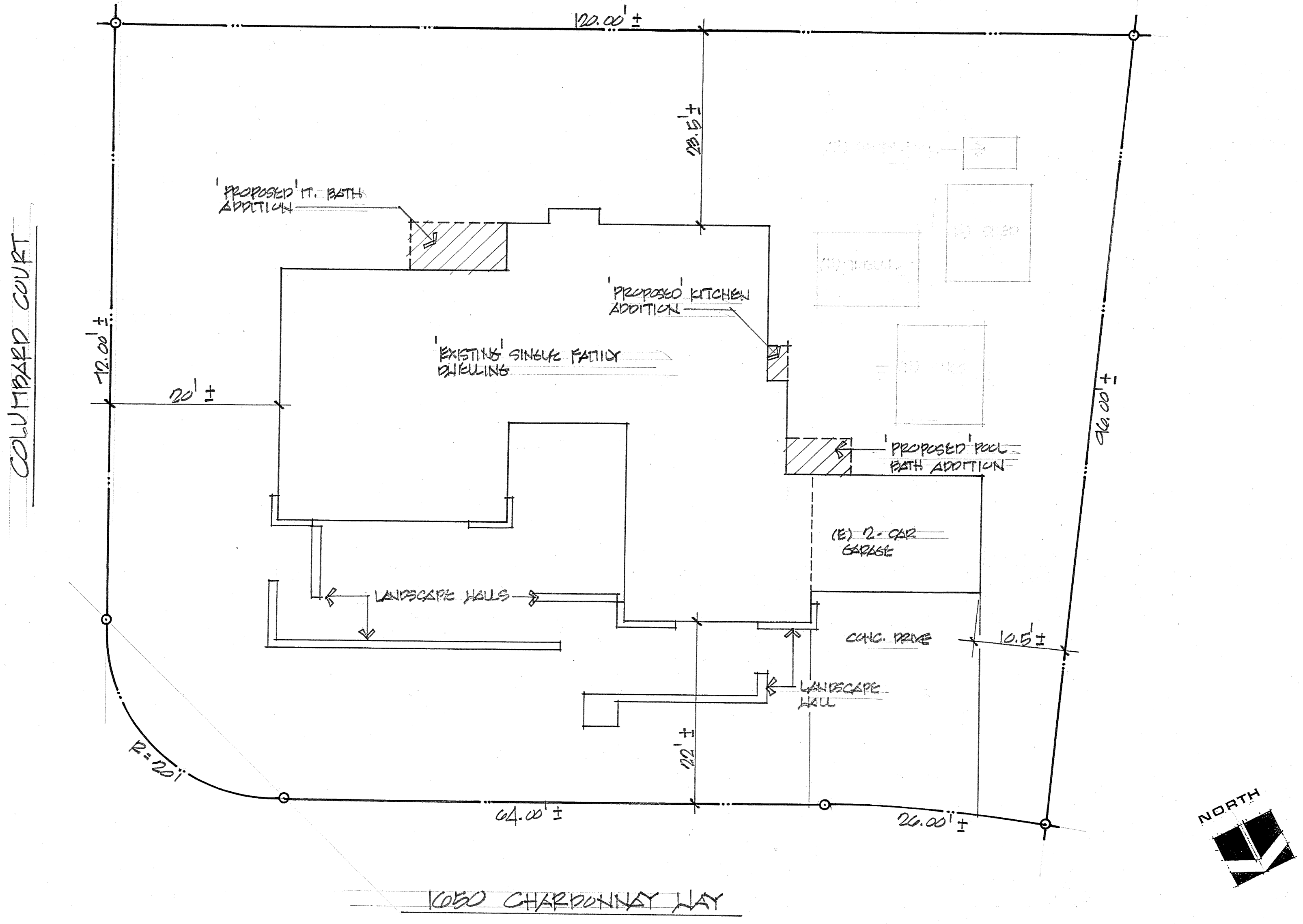
REVISIONS	BY

DRAFTING BY: 773-2884
MARK JOHNSON
 8281 COURTNEY WAY
 ROSEVILLE, CALIF. 95747

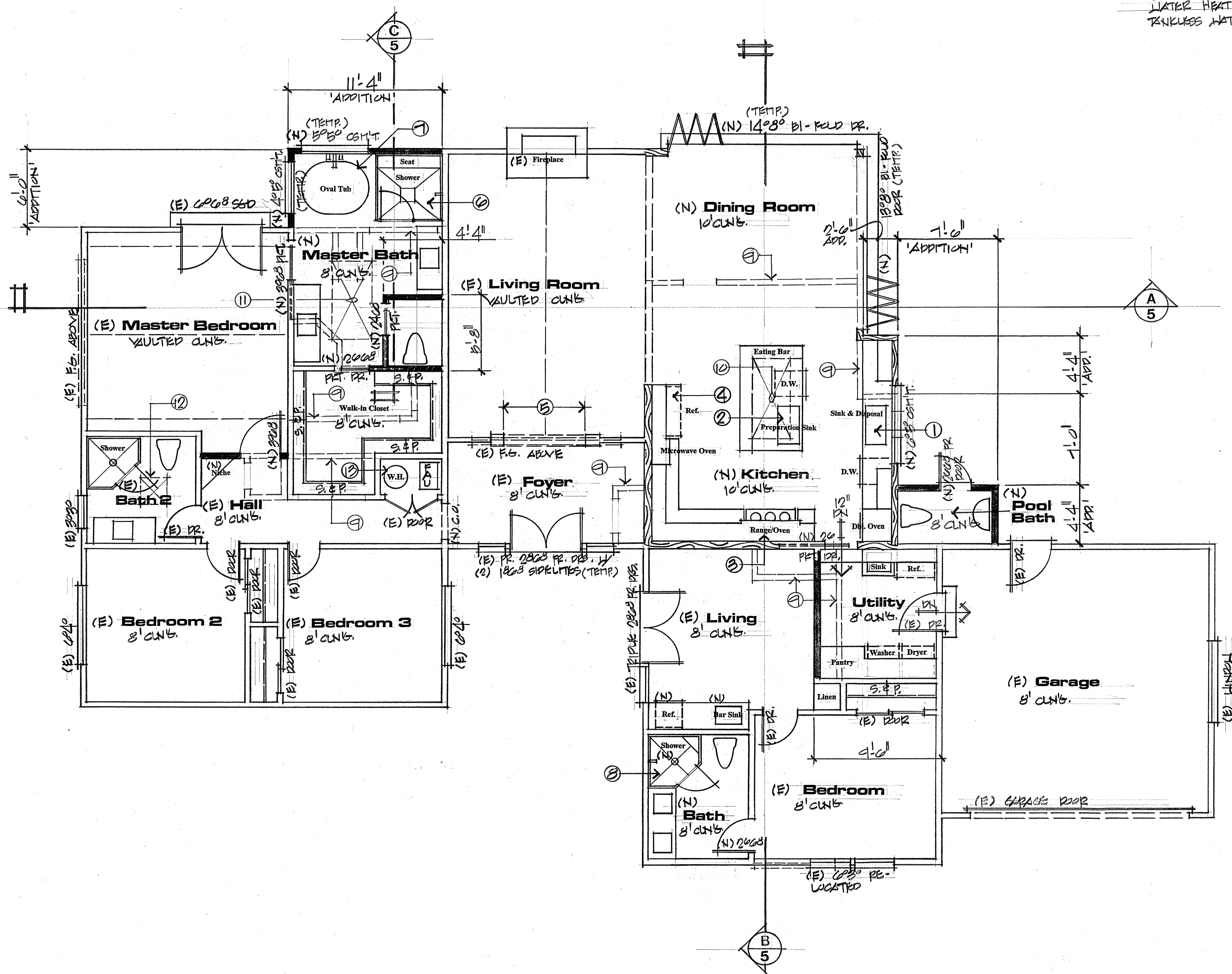
KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
 1650 CHARDONNAY WAY
 ST. HELENA, CA. 94574

SITE PLAN

DRAWN HJ
CHECKED
DATE 1/18/2017
SCALE 1/8" = 1'-0"
JOB NO. KELLEY
SHEET
SP
OF SHEETS



DATE: 1/18/2017



keynotes: (CONT.)

13. REPLACE EXISTING TANKED WATER HEATER W/ NEW TANKLESS WATER HEATER.

keynotes:

1. NEW SINGLE SINK WITH GARBAGE DISPOSAL
2. NEW PREP/PERATION SINK WITH GARBAGE DISPOSAL
3. NEW SLIDE-IN GAS RANGE WITH HOOD OVER
4. NEW REFR. SPACE - RATED PER ICE MAKER
5. HIREN EXISTING CLOUTING - VERIFY IN FIELD
6. NEW TILE SHOWER WITH TEMP. G.S. ENCLOSURE, TUB SEAT & RAINSHOWER HEAD
7. NEW FREE-STANDING TUB
8. NEW TILE SHOWER WITH TEMP. G.S. ENCLOSURE
9. EXISTING HALL - TO BE REMOVED
10. NEW 36" DUAL GLAZED SKYLIGHT
11. REPLACE EXISTING 42" SKY. LIGHT W/ NEW 36" DUAL GLAZED SKYLIGHT
12. EXISTING 20" SKYLIGHT TO RETAIN.

KELLEY RESIDENCE ADDITION - MINIMUM ENERGY FEATURES

EXTERIOR WALL (2x6)	R-21 Batt
DEMISING WALL (2x4)	R-15 Batt
FLOOR	R-21 Floor
RAFTER	R-38 Batt
GLAZING	NFRC Dual Low-E Windows/Doors Operable: Max U-Value = 0.36; Max SHGC = 0.29 Fixed: Max U-Value = 0.30; Max SHGC = 0.37 Sliding Patio Door: Max U-Value = 0.46; Max SHGC = 0.36 Folding Door: Max U-Value = 0.39; Max SHGC = 0.29
HVAC	(1a) Existing Packaged System to Remain (1b) Altered to New Split PAU-A/C Minimum Furnace AFUE = 0.95 Minimum A/C SEER = 14.0 Minimum EER = 11.7 **HERS Refrigerant Charge Test
DUCTS	R-6.0 Ducts in Crawl**Duct Sealing and Leakage Test
WATER HEATER	Gas Instantaneous Minimum EF = 0.96
MANDATORY HERS	Duct Sealing and Leakage Test Return Duct Design or Fan Power, airflow testing and grill sizing New Third Party HERS Verification requirements for Ventilation for Indoor Air Quality, ASHRAE 62.2 Requirements

WALL LEGEND:

- EXISTING WALL TO REMAIN.
- EXISTING WALL TO BE REMOVED
- NEW 2x4 STUD WALL.
- NEW 2x6 STUD WALL.

NOTE: ALL STUDS TO HAVE 16" O.C.

REMODEL AND ADDITION NOTE:

1. EXTERIOR MATERIALS, ROOFING, EAVE/GABLE OVERHANGS, ROOF PITCH, PLANE HEIGHTS ETC. SHALL MATCH EXISTING STRUCTURE AND SUPERCEDES CALLOUTS ON PLANS.
2. ALL DIMENSIONS TO BE VERIFIED ON JOB.
3. ALL ELECTRICAL TO BE VERIFIED AND APPROVED BY OWNER.
4. ANY FUTURE PROBLEMS IN CONSTRUCTION NOT ADDRESSED ON PLANS AS A RESULT IN DEMOLITION SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNER AND BUILDER.
5. CHANGES OR ADDITIONS MAY OCCUR. DESIGNER SHALL BE NOTIFIED OF THESE ITEM(S) TO COORDINATE STRATEGIES FOR CONSTRUCTION AND POSSIBLE FUTURE "CHANGE ORDER" TO CLIENT OR BUILDER. WORK SHOULD NOT BE DONE UNLESS ALL PARTIES ARE IN AGREEMENT (DESIGNER, BUILDER, SUBCONTRACTOR AND OWNER).

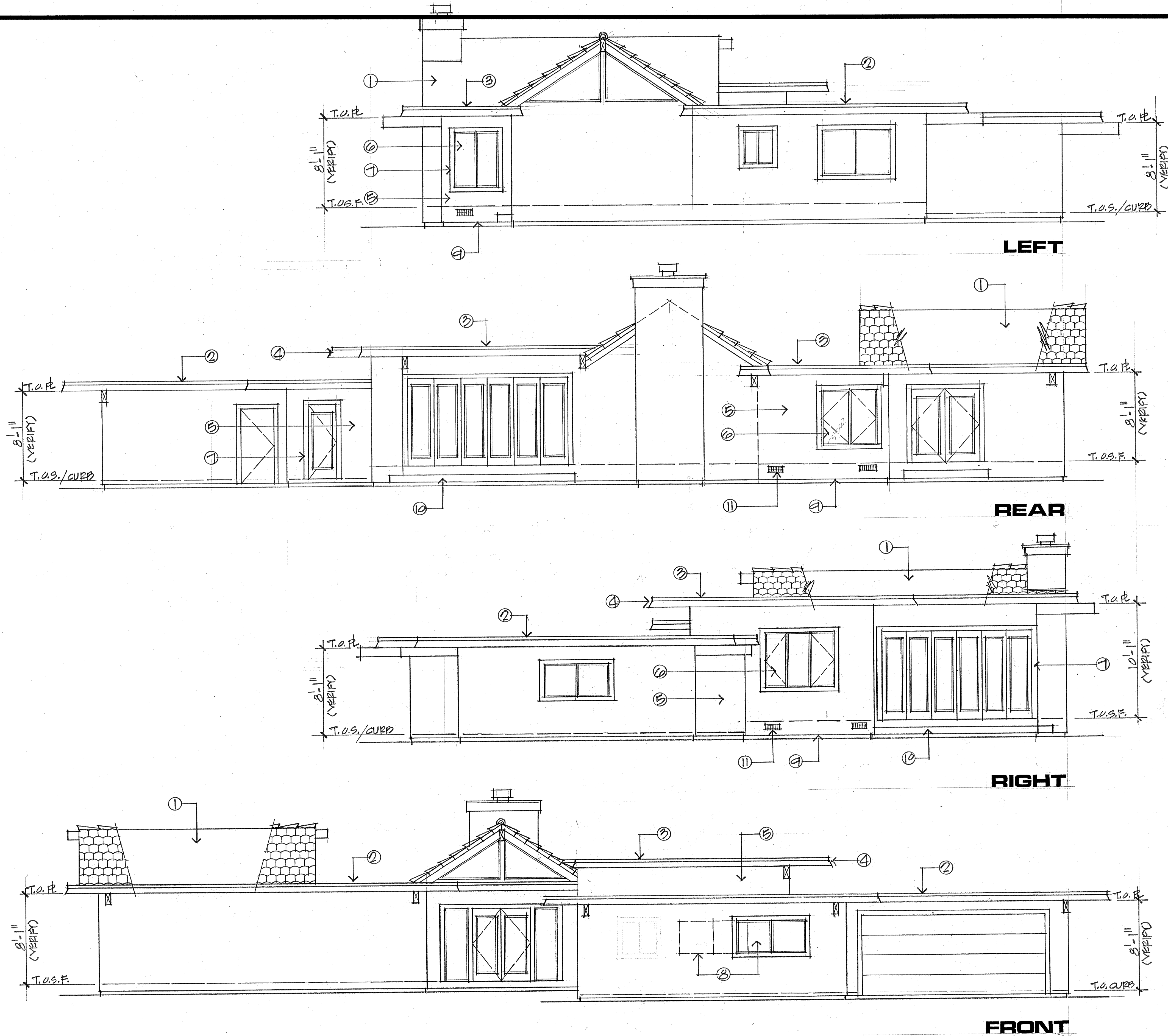
REVISIONS	BY

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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONNAY WAY
ST. HELENA, CA. 94574

FLOOR PLAN

DRAWN	DATE
1	7/18/2017
CHECKED	SCALE
	1/4" = 1'-0"
	JOHN NO
	KELLEY
	SHEET
1	
OF	SHEETS



keynotes:

- EXISTING BARREL TILE ROOFING OVER FELT - TYP. AT SLOPED ROOFS
- EXISTING FLAT ROOFING TO BE REMOVED & REPLACED WITH NEW TPO ROOFING
- NEW FLAT ROOF WITH TPO ROOFING OVER FELT - INSTALL PER MANUF. SPECS.
- 2x BARGE / FASCIA BD. TO MATCH EXISTING
- NEW SIDING OVER J.P. MEMBRANE - (TO MATCH EXIST.)
- NEW DUAL GLAZED WIND-DOORS - TO MATCH EXISTING
- EXTERIOR TRIM TO MATCH EXISTING
- RELOCATE EXISTING HINGED IN SUBST. PORCH
- NEW STUCCO SCREED - TO MATCH EXISTING
- NEW CONCRETE STEP
- FOUNDATION VENTILATION (PER ORD)

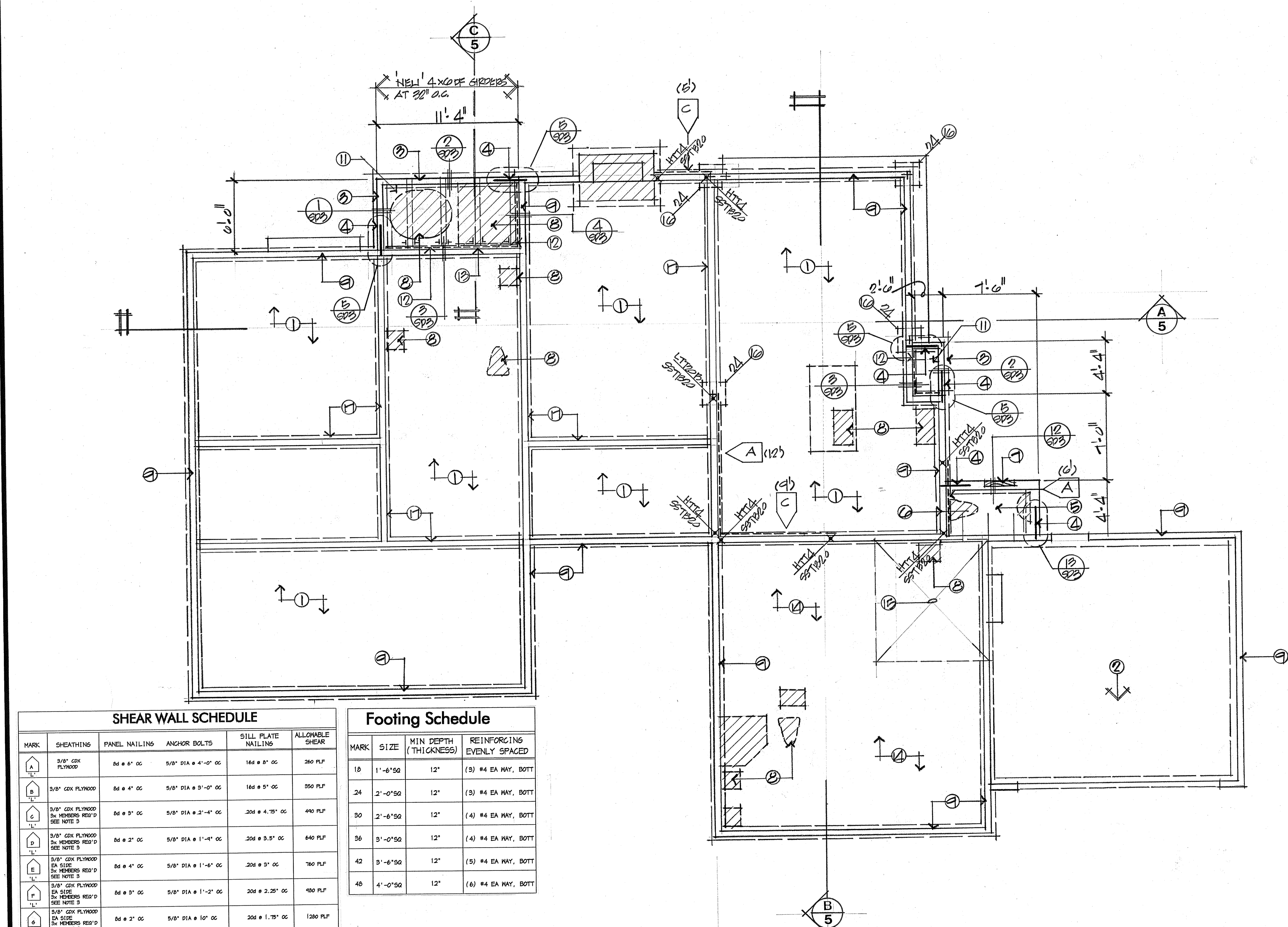
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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
 1650 CHARDONNAY WAY
 ST. HELENA, CA. 94574

EXTERIOR ELEVATIONS

DRAWN HJ	CHECKED
DATE 11/18/2017	SCALE 1/4" = 1'-0"
JOB NO. KELLEY	SHEET
2	OF SHEETS



SHEAR WALL SCHEDULE					
MARK	SHEATHING	PANEL NAILING	ANCHOR BOLTS	SILL PLATE NAILING	ALLOWABLE SHEAR
A	3/8" CDX PLYWOOD	8d @ 6" OC	5/8" DIA @ 4'-0" OC	16d @ 8" OC	260 PLF
B	3/8" CDX PLYWOOD	8d @ 4" OC	5/8" DIA @ 5'-0" OC	16d @ 5" OC	550 PLF
C	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 5" OC	5/8" DIA @ 2'-4" OC	20d @ 4'-75" OC	490 PLF
D	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 2" OC	5/8" DIA @ 1'-4" OC	20d @ 3'-5" OC	640 PLF
E	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 4" OC	5/8" DIA @ 1'-4" OC	20d @ 5" OC	760 PLF
F	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 5" OC	5/8" DIA @ 1'-2" OC	20d @ 2'-25" OC	480 PLF
G	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 2" OC	5/8" DIA @ 10" OC	20d @ 1'-75" OC	1200 PLF

Footing Schedule			
MARK	SIZE	MIN DEPTH (THICKNESS)	REINFORCING EVENLY SPACED
18	1'-6" x 50	12"	(5) #4 EA WAY, BOT
24	2'-0" x 50	12"	(5) #4 EA WAY, BOT
30	2'-6" x 50	12"	(4) #4 EA WAY, BOT
36	3'-0" x 50	12"	(4) #4 EA WAY, BOT
42	3'-6" x 50	12"	(5) #4 EA WAY, BOT
48	4'-0" x 50	12"	(6) #4 EA WAY, BOT

- NOTES:
- FIELD NAILING TO BE 8d @ 12" OC TYPICAL.
 - FRAMING AT ADJOINING PANEL EDGES SHALL BE 5" NOMINAL OR NISER AND NAILS SHALL BE STAGGERED WHERE NAILS ARE SPACED 2' OC.
 - WHERE THE ALLOWABLE SHEAR VALUES EXCEED 2500 PLF, FOUNDATION SILL PLATES AND ALL OTHER FRAMING MEMBERS RECEIVING EDGE NAILING FROM ADJOINING PANELS SHALL NOT BE LESS THAN A SINGLE 5x (NOMINAL) MEMBER.
 - WHERE SHEATHING IS APPLIED TO BOTH FACES AND NAIL SPACING IS LESS THAN 6" O.C. ON EITHER SIDE, PANEL JOINTS SHALL BE OFFSET TO FALL ON DIFFERENT FRAMING MEMBERS OR FRAMING SHALL BE 5x (NOMINAL) MINIMUM AND NAILS ON EACH SIDE SHALL BE STAGGERED.
 - HOLDOWN BOLTS SHALL NOT BE CONSIDERED TO REPLACE (OR NOT AS) ANCHOR BOLTS.
 - A) ANCHOR BOLTS SHALL BE 12" LONG W/ 4" MIN EMBEDMENT. SPACE ANCHOR BOLTS @ 48" OC, UNLESS NOTED OTHERWISE. B) THERE SHALL BE AT LEAST TWO BOLTS PER EACH PIECE OF SILL AND AN ANCHOR BOLT WITHIN 4" OF EACH END OF EACH PIECE OF SILL.
 - IF NOT INDICATED OTHERWISE NAIL 5/8" SP OR PLYWOOD SIDING AT WALLS PER .
 - "L" = REQUIRED LENGTH OF PANEL.

NOTE:
PROVIDE UNDER FLOOR VENTILATION AND FOUNDATION ACCESS PER CRC.

keynotes:

- EXISTING 1st FLOOR FLOOR DETAIL
- EXISTING CONCRETE SLAB AT GARAGE
- NEW 1-STORY CONCRETE FOUNDATION
- (?) #4 BOLLERS X 42' LONG (1-TOP/1-BTM) AT NEW TO (B) FPN. DRILL A MIN. OF 6" INTO (B) CONC. & EPOXY W/ 'SIMPSON' SET EPOXY.
- NEW 4" CONCRETE SLAB W/ #3'S AT 24" O.C. B.W. AT 1710-DEPTH OVER 10 MIL. VAPOR BARRIER & MIN. 4" GRAVEL BASE.
- #4 X 24" LONG BOLLERS AT 24" O.C. - DRILL A MIN. OF 6" INTO (B) CONC. & EPOXY W/ 'SIMPSON' SET EPOXY.
- NEW 2x OF RT. LIFT SET NAILER
- CROSS-HATCHING DENOTES NEW PUMPING LOCATIONS
- EXISTING 1-STORY CONCRETE FOUNDATION
- PROP SUBFLOOR TO MATCH UTILITY ROOM ELEVATION.
- 1/8" T&G SUBFLOOR SHTS. (SWED & NAILED), (TIP AT NEW FLOOR AREAS)
- 2x6 OF LIPSER WITH 1/4" X 3/4" HOOD SCREWS. (SEE P.L. NO'S 3 & 4 373)
- 'SIMPSON' HUDO HNGRS.
- EXISTING 1st FLOOR OVER OLD GARAGE SLAB
- RAISE MUD ROOM FLOOR UP TO CEILING LEVEL
- BLACK FLOOR SOLID AT POST LOCATIONS ABOVE.
- CONCRETE STEEL WALL/ GIRDER & PIERCE AT ALL BEARING LOCATIONS - VERIFY IN FIELD.

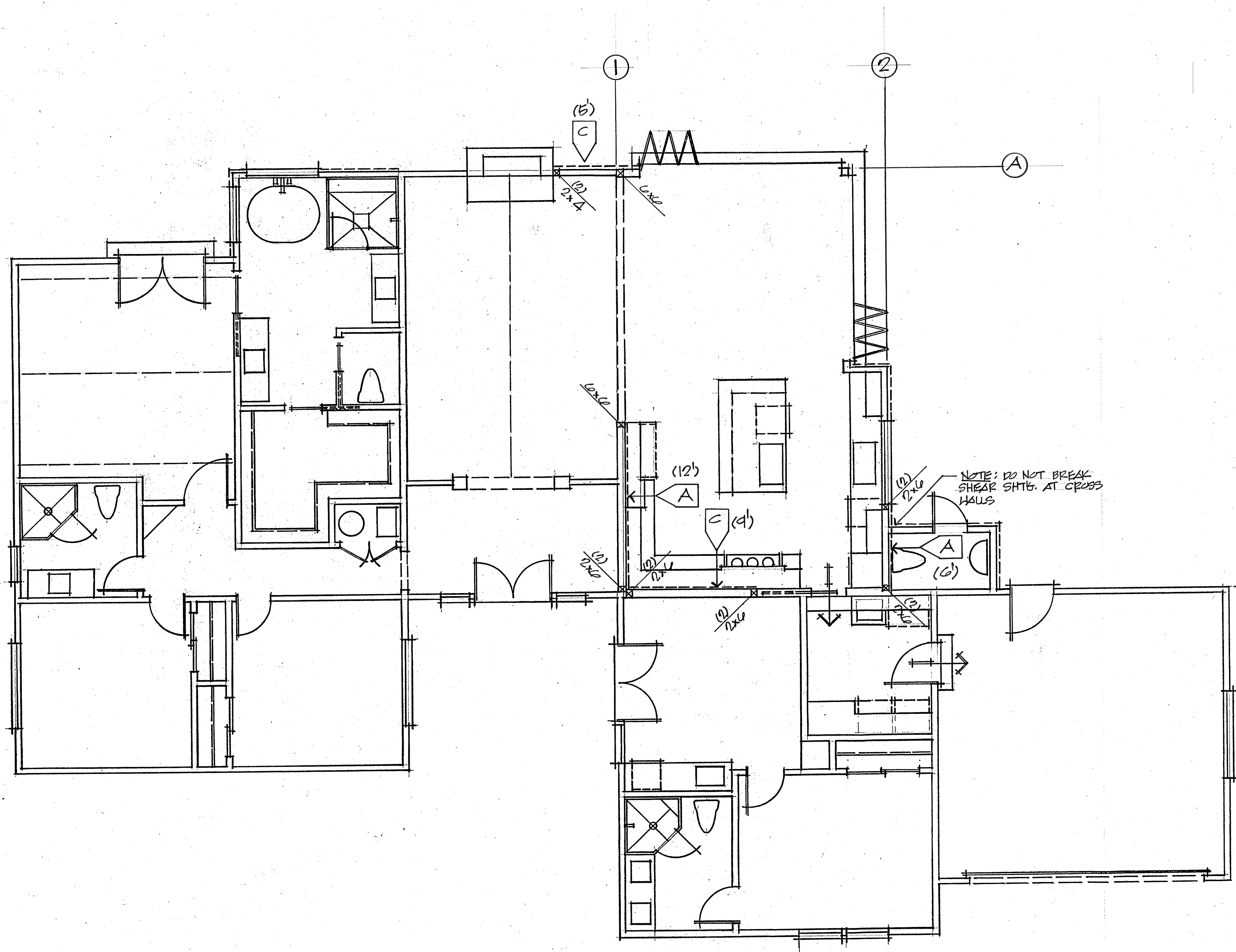
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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONNAY WAY
ST. HELENA, CA. 94574

FOUNDATION PLAN

DRAWN	1/18/2017
CHECKED	1/18/2017
DATE	1/18/2017
SCALE	1/4" = 1'-0"
JOB NO.	KELLEY
SHEET	3
OF	SHEETS



SHEAR WALL SCHEDULE				
MARK	SHEATHING	PANEL NAILING	ANCHOR BOLTS	SILL PLATE NAILING
A	3/8" CDX PLYWOOD	8d @ 6" OC	5/8" DIA @ 4'-0" OC	16d @ 5" OC
B	3/8" CDX PLYWOOD	8d @ 4" OC	5/8" DIA @ 3'-0" OC	16d @ 5" OC
C	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 3" OC	5/8" DIA @ 2'-4" OC	20d @ 4.75" OC
D	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 2" OC	5/8" DIA @ 1'-4" OC	20d @ 3.5" OC
E	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 4" OC	5/8" DIA @ 1'-6" OC	20d @ 3" OC
F	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 3" OC	5/8" DIA @ 1'-2" OC	20d @ 2.25" OC
G	3/8" CDX PLYWOOD 5x MEMBERS REQ'D SEE NOTE 3	8d @ 2" OC	5/8" DIA @ 10" OC	20d @ 1.75" OC

- NOTES:
- FIELD NAILING TO BE 8d @ 12" OC TYPICAL.
 - FRAMING AT ADJOINING PANEL EDGES SHALL BE 3" NOMINAL OR RIDER AND NAILS SHALL BE STAGGERED WHERE NAILS ARE SPACED 2" OC.
 - WHERE THE ALLOWABLE SHEAR VALUES EXCEED 2500 L.F., FOUNDATION SILL PLATES AND ALL OTHER FRAMING MEMBERS RECEIVING EDGE NAILING FROM ADJUTING PANELS SHALL NOT BE LESS THAN A SINGLE 3X (NOMINAL) MEMBER.
 - WHERE SHEATHING IS APPLIED TO BOTH FACES OF WALL AND NAIL SPACING IS LESS THAN 6" O.C. ON EITHER SIDE, PANEL JOINTS SHALL BE OFFSET TO FALL ON DIFFERENT FRAMING MEMBERS OR FRAMING SHALL BE 3X (NOMINAL) MINIMUM AND NAILS ON EACH SIDE SHALL BE STAGGERED.
 - HOLDOWN BOLTS SHALL NOT BE CONSIDERED TO REPLACE (OR ACT AS) ANCHOR BOLTS.
 - A) ANCHOR BOLTS SHALL BE 12" LONG W/ 4" MIN. EMBEDMENT. SPACE ANCHOR BOLTS @ 48" OC, UNLESS NOTED OTHERWISE. B) THERE SHALL BE AT LEAST TWO BOLTS PER EACH PIECE OF SILL AND AN ANCHOR BOLT WITHIN 4" OF EACH END OF EACH PIECE OF SILL.
 - IF NOT INDICATED OTHERWISE NAIL 3/8" 5P OR PLYWOOD SIDING AT WALLS PER
 - "L" = REQUIRED LENGTH OF PANEL.

NOTE: SHEATH ALL 'NEW' EXTERIOR WALLS WITH MIN. 3/8" CDX PLYWOOD - NAIL PER SHEAR SCHEDULE 'A' UNLESS NOTED OTHERWISE.

SHEAR WALL LEGEND

- INDICATES SHEAR WALL. SEE NOTES & SCHEDULE ON SHEET S02.
 - INDICATES VERTICAL TIE DOWN STRAP OR HOLDOWN. SEE SHEET S02 FOR TYPICAL HOLDOWN DETAIL.
- OPTIONAL AT WOOD CRIPPLE WALL BELOW:
HTT4 - USE M5T48 ABOVE W/ HTT4 BELOW
HTT5 - USE M5T60 ABOVE W/ HTT5 BELOW
IN LIEU OF LONG THREADED ROD

SHEAR WALL GENERAL NOTES

- PROVIDE 2X BLOCKING AT WOOD SHEAR PANEL EDGES.
- WHERE PANELS ARE APPLIED ON BOTH FACES OF WALL AND NAIL SPACING IS LESS THAN 6" OC, PANEL JOINTS SHALL BE OFFSET TO FALL ON DIFFERENT FRAMING MEMBERS OR FRAMING MEMBERS SHALL BE 3X OR RIDER AND NAILS SHALL BE STAGGERED ON EACH SIDE.
- WHERE NAILS ARE SPACED AT 2" OC, THEY SHALL BE STAGGERED AND 3X OR RIDER FRAMING MEMBERS SHALL BE USED AT ADJOINING PANEL EDGES.
- WHERE 100 NAILS ARE SPACED AT 3" OC, THEY SHALL BE STAGGERED AND 3X OR RIDER FRAMING MEMBERS SHALL BE USED AT ADJOINING PANEL EDGES.
- ALL NAILS MUST BE COMMON, UNLESS NOTED OTHERWISE ON THE PLANS.
- ALL METAL HARDWARE SPECIFIED SHALL BE SIMPSON STRONG-TIE AND SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
- ALL NAILING SHALL CONFORM TO THE 2015 CBC TABLE 2304.9.1 NAILING SCHEDULE, UNLESS NOTED OTHERWISE.
- SHEATHING USED IN THE CONSTRUCTION OF SHEAR WALLS SHALL BE 4" X 8" MINIMUM, EXCEPT AT BOUNDARIES OR AT CHANGES IN FRAMING WHERE THE MINIMUM WIDTH SHALL BE 24".
- CDX PLYWOOD MAY BE SUBSTITUTED WITH APA RATED OSB SHEATHING 24/0 EXP. 1.
- ALL FOUNDATION ANCHOR BOLTS SHALL NOT BE LESS THAN 1/2" DIAMETER STEEL, EMBEDDED AT LEAST 1" INTO CONCRETE AND SPACED NOT MORE THAN 12" OC. SEE SHEAR WALL SCHEDULE FOR VARIATIONS.
- ALL VISUALLY GRADED LUMBER USED FOR BEAMS AND HEADERS SHALL BE SUPPORTED WITH FULL BEARING. USE #2 D.F. LARCH SUPPORTS UNLESS NOTED OTHERWISE.
- EXCEPT AS NOTED OTHERWISE, ALL DOUBLE TOP PLATES OF BEARING WALLS SHALL BE #2 D.F. LARCH. PROVIDE 12-16d ON EACH SIDE OF PLATE LAP SPLICE UNLESS NOTED OTHERWISE.

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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONWAY WAY
ST. HELENA, CA. 94574

SHEAR WALL PLAN

DRAWN HJ
CHECKED
DATE 7/18/2017
SCALE 1/4" = 1'-0"
JOB NO. KELLEY
SHEET 3.1
OF SHEETS

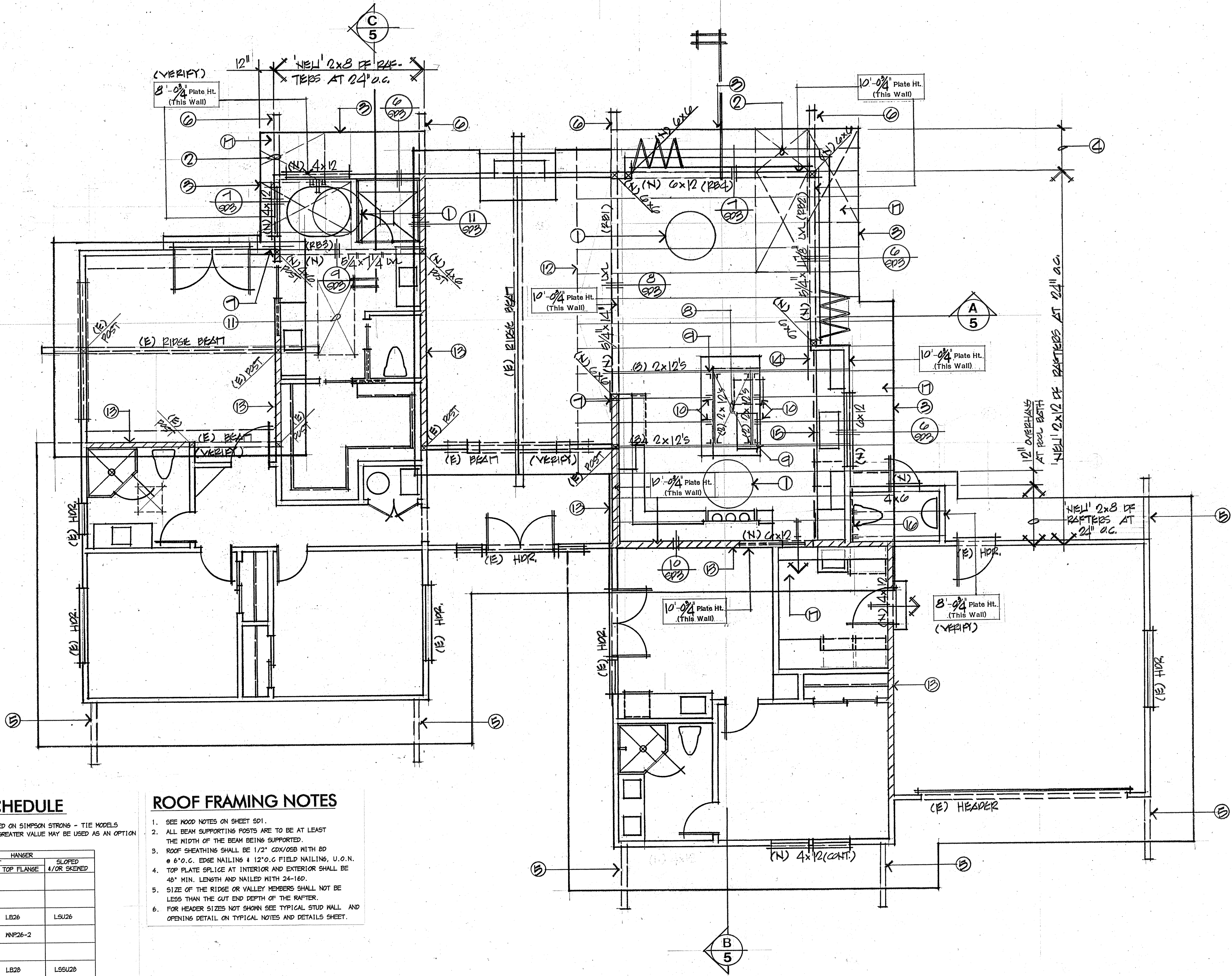
HANGER SCHEDULE

HANGERS SPECIFIED ARE BASED ON SIMPSON STRONG - TIE MODELS
OTHER BRANDS OF EQUAL OR GREATER VALUE MAY BE USED AS AN OPTION

MEMBER	HANGER		
	FLAT FACE MOUNT	TOP FLANGE	SLOPED 4" OR SKewed
2x4	LU524		
2-2x4	LU524-2		
2x6	LU526	LB26	LSU26
2-2x6	LU526-2	NNP26-2	
3-2x6	LU526-3		
2x8	LU528	LB28	LSU28
2-2x8	LU528-2	NNP28-2	
3-2x8	LU528-3		
2x10	LU5210	LB210	LSU210
2-2x10	LU5210-2	NNP210-2	LSU210-2
3-2x10	LU5210-3		
2x12	LU5212	LB212	LSU212
2-2x12	LU5212-2	NNP212-2	LSU212-2
3-2x12	LU5212-3		

ROOF FRAMING NOTES

- SEE WOOD NOTES ON SHEET S01.
- ALL BEAM SUPPORTING POSTS ARE TO BE AT LEAST THE WIDTH OF THE BEAM BEING SUPPORTED.
- ROOF SHEATHING SHALL BE 1/2" CDX/OSB WITH 80 @ 6" O.C. EDGE NAILING & 12" O.C. FIELD NAILING, U.O.N.
- TOP PLATE SPLICE AT INTERIOR AND EXTERIOR SHALL BE 40" MIN. LENGTH AND NAILED WITH 24-160.
- SIZE OF THE RIDGE OR VALLEY MEMBERS SHALL NOT BE LESS THAN THE CUT END DEPTH OF THE RAFTER.
- FOR HEADER SIZES NOT SHOWN SEE TYPICAL STUD WALL AND OPENING DETAIL ON TYPICAL NOTES AND DETAILS SHEET.



keynotes:

- TPO ROOFING - INSTALL PER MANUF. SPECS.
- NEW 1/2" CDX OR OSB ROOF SHEATHING @ 6" O.C.
- NEW 2x BARGE/FASCIA ED. TO MATCH EXISTING
- NEW OVERHANG TO MATCH EXISTING
- EXISTING CANTILEVERED BEAM
- NEW CANTILEVERED BT. TO MATCH EXISTING
- STRAP NEW BEAM TO TOP PLATE W/ SIMPSON CS16 STRAP @ 20" LONG
- NEW 300° SKYLIGHT - BLACK OUT 1/4-TRIPLE 2x12'S
- SIMPSON HUS210-2 HUSERS
- SIMPSON LU5210 HUSERS
- REPLACE EXISTING SKYLIGHT W/ NEW 300° SKYLIGHT
- NEW ROOF TO EXISTING ROOF FLASH AS REQ'D.
- 8 DENOTES BEARING WALL - (VERIFY IN FIELD)
- STRAP NEW TOP PLATES TO 4x4 BULK. BETWEEN 2x12 RAFTERS
- 2x4 FLAT BLOCKING FLUSH WITH TOP OF 2x12'S. EDGE NAIL BKG SHTS. TO BULK. - (FULL LENGTH)
- 2x8 OF LEISER WITH (3) 1/4" x 4" HOOD SCREENS AT 10" O.C. & SIMPSON LU528 HANGERS.
- NEW ROOF SPLITTING TO MATCH EXISTING

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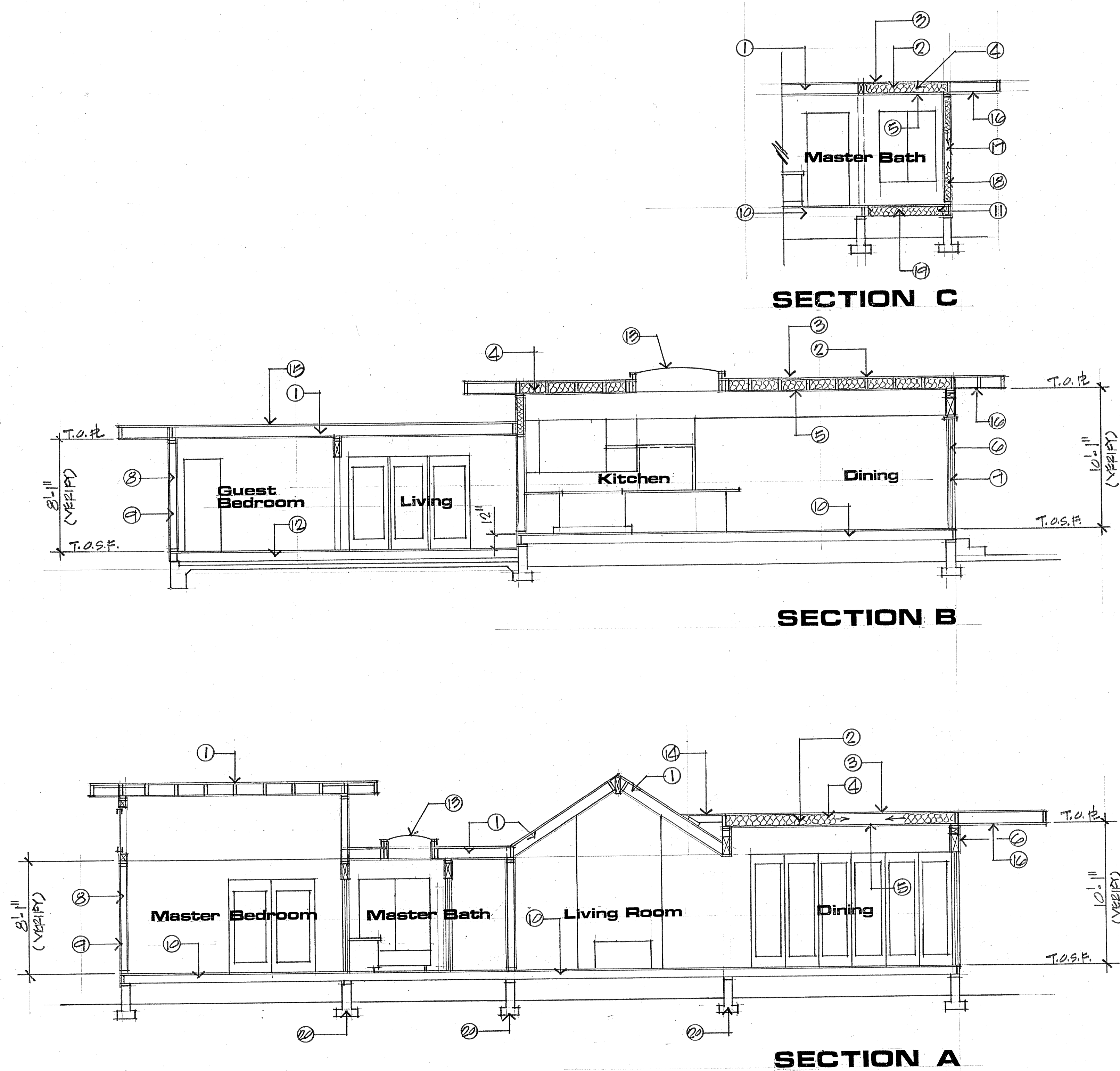
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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONNAY WAY
ST. HELENA, CA. 94574

ROOF PLAN

DRAWN ML
CHECKED
DATE
SCALE 1/4" = 1'-0"
JOB NO. KELLEY
SHEET 4
OF SHEETS

DRAWING CORPORATION, INC.



keynotes:

1. 'EXISTING' 2x8 RF RAFTERS AT 24" O.C.
2. 'NEW' 2x12 DF #2 RAF-TERS AT 24" O.C.
3. 'NEW' 1/2" CDX OR OSB ROOF SHEATHING AT NEW ROOF AREA.
4. 12" F.B. INSULATION AT NEW CEILING (R-33)
5. 1/2" CEILING BOARD-TYP. AT 24" O.C. SUPPORTS
6. 'NEW' EXTERIOR 2x6 STUD HALL
7. 6" F.B. INSULATION AT 2x6 EXT. WALLS (R-21)
8. 'EXISTING' EXTERIOR WALL WITH 2x4 STUDS
9. 3 1/2" F.B. INSULATION AT 2x4 EXTERIOR WALLS (R-)
10. 'EXISTING' HOOD SUBFLOOR
11. 'NEW' HOOD SUBFLOOR TO MATCH 'EXISTING'
12. 'EXISTING' HOOD SUBFLOOR BUILT OVER (E) GARAGE SLAB
13. BLOCK-OUT FOR 'NEW' SKYLIGHTS
14. 'NEW' CRICKET WITH 'TPO' ROOFING
15. 'EXISTING' HOT-MOP ROOF-ING
16. 'NEW' OVERHANG SOFFIT TO MATCH EXISTING
17. 'NEW' EXTERIOR WALL WITH 2x4 STUDS AT 16" O.C.
18. 3 1/2" F.B. INSULATION AT NEW 2x4 EXT. WALLS (R-15)
19. 'NEW' 6" F.B. INSULATION AT NEW SUBFLR. AREAS (R-21)
20. CONCRETE STEP WALL / GIR-DEPS & PIERS AT ALL INT-ERIOR BEARING LOCATIONS. VERIFY IN FIELD.

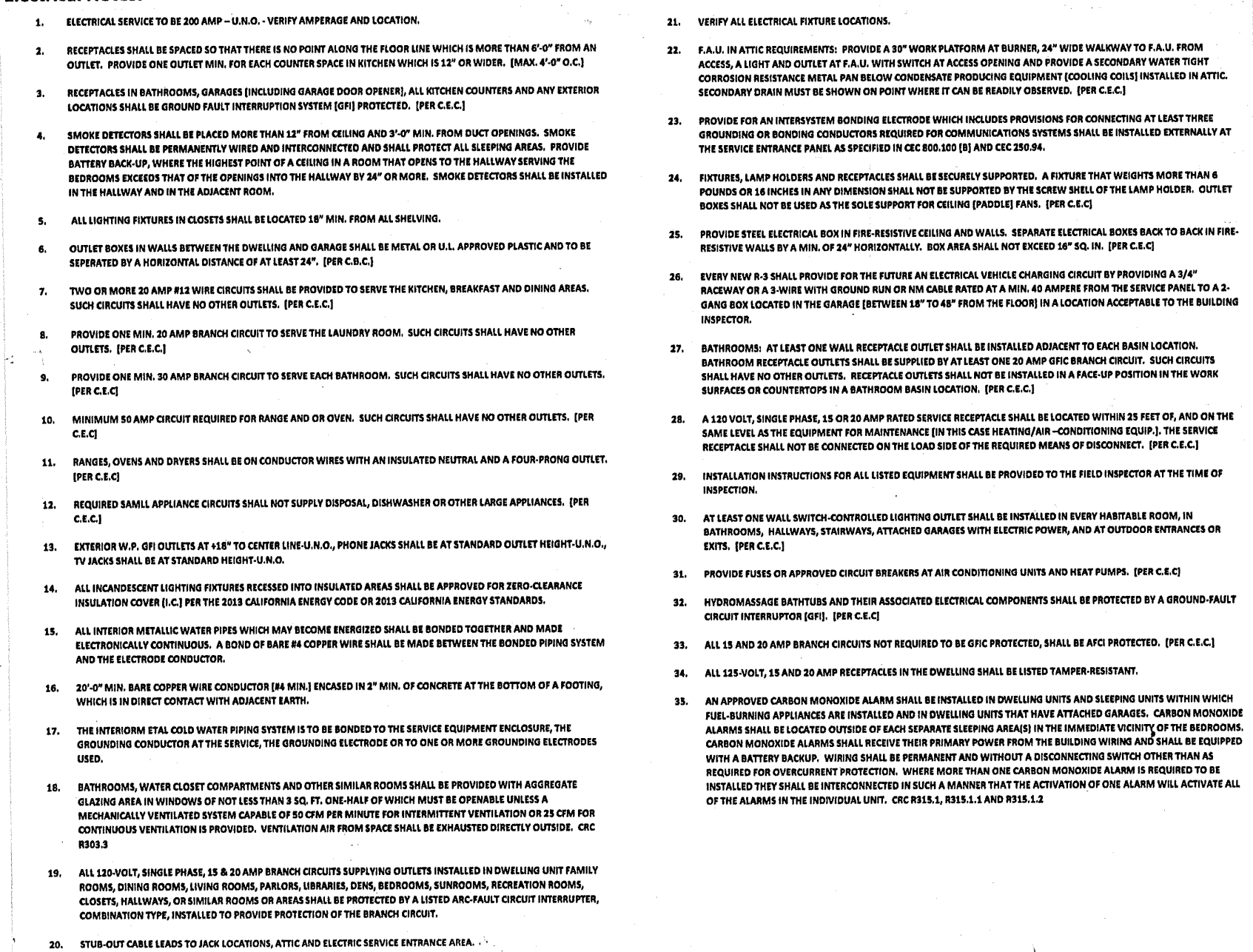
REVISIONS	BY

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KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONNAY WAY
ST. HELENA, CA. 94574

SECTIONS

DRAWN	1
CHECKED	
DATE	
SCALE	1/4" = 1'-0"
DWG NO.	KELLEY
SHEET	
5	
OF	SHEETS



- [illegible]

EXISTING ELECTRICAL PANEL
(TO BE RELOCATED)

	SWITCH
	3-WAY SWITCH
	4-WAY SWITCH
	HALF SWITCH
	10V DUPLEX OUTLET
	10V DUPLEX OUTLET (NEMA 10-30)
	10V DUPLEX OUTLET (RFC WATERPROOF)
	220V OUTLET
	10V DUPLEX OUTLET (FLOOR)
	SMOKE DETECTOR
	GROUND FAULT INTERRUPTER CIRCUIT
	TELEPHONE JACK
	CEILING FAN
	ELECTRICAL SERVICE PANEL
	DOOR BELL BUTTON
	DOOR FRAME
	EXHAUST FAN
	EXHAUST FAN FLUORESCENT LIGHT FIXTURE
	EXHAUST FAN INCANDESCENT LIGHT FIXTURE
	INCANDESCENT LIGHT FIXTURE
	INCANDESCENT LIGHT FIXTURE (RECESSED SPOTLIGHT)
	UNDER CABINET LIGHT FIXTURE
	HALL SCONCE
	INCANDESCENT LIGHT FIXTURE (TRACK SYSTEM)
	2x4 FLUORESCENT LIGHT FIXTURE
	CABLE TV
	THERMOSTAT
	FLOOD LIGHT
	INTERCOM SPEAKER
	GAS KEY

OUTDOOR LIGHTING: In single-family residences, all luminaires mounted to the building [or to other building on the same lot] shall be high efficacy luminaires, or shall be controlled by a motion sensor and also by a photo-control, astronomical time clock, or energy management control system [EMCS]

DRAWN
HJ
CHECKED

DATE

SCALE
 $\frac{1}{4}'' = 1'-0''$

JOB NO.
KEYUEY

SHEET

6

OF SHEETS

[illegible]

KITCHEN / MASTER BATH REMODEL / ADDITION FOR :
KELLEY RESIDENCE
 650 CHARDONNAY WAY
 ST. HELENA, CA. 94574

TITLE	24
DRAWN	
CHECKED	
DATE	
SCALE	
JOB NO.	
SHEET	

OF SHEETS



2016 CALIFORNIA GREEN BUILDING STANDARDS CODE

RESIDENTIAL MANDATORY MEASURES, SHEET 1 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF

**CHAPTER 3
GREEN BUILDING
SECTION 301 GENERAL**
301.1 SCOPE. Buildings shall be designed to include the green building measures specified as mandatory in the application checklists contained in this code. Voluntary green building measures are also included in the application checklists and may be included in the design and construction of structures covered by this code, but are not required unless adopted by a city, county, or city and county as specified in Section 101.7.
301.1.1 Additions and alterations. [HCD] The mandatory provisions of Chapter 4 shall be applied to additions or alterations of existing residential buildings where the addition or alteration increases the building's conditioned area, volume, or area. The requirements shall apply only to and/or within the specific area of the addition or alteration.
Note: On and after January 1, 2014, residential buildings undergoing permitted alterations, additions, or improvements shall replace noncompliant plumbing fixtures with water-conserving plumbing fixtures. Plumbing fixture replacement is required prior to issuance of a certificate of final completion, certificate of occupancy or final permit approval by the local building department. See Civil Code Section 1101.1, et seq., for the definition of a noncompliant plumbing fixture, types of residential buildings affected and other important enactment dates.
301.2 LOW-RISE AND HIGH-RISE RESIDENTIAL BUILDINGS. [HCD] The provisions of individual sections of CALGreen may apply to either low-rise residential buildings (high-rise buildings, or both). Individual sections will be designated by banners to indicate where the section applies specifically to low-rise only (LR) or high-rise only (HR). When the section applies to both low-rise and high-rise buildings, no banner will be used.
SECTION 302 MIXED OCCUPANCY BUILDINGS
302.1 MIXED OCCUPANCY BUILDINGS. In mixed occupancy buildings, each portion of a building shall comply with the specific green building measures applicable to each specific occupancy.
ABBREVIATION DEFINITIONS:
HCD Department of Housing and Community Development
BSC California Building Standards Commission
BSEA-S Office of the State Architect, Structural Safety
OSHPD Office of Statewide Health Planning and Development
LR Low Rise
HR High Rise
IA Additions and Alterations
N New
**CHAPTER 4
RESIDENTIAL MANDATORY MEASURES**
DIVISION 4.1 PLANNING AND DESIGN
SECTION 4.102 DEFINITIONS
4.102.1 DEFINITIONS
The following terms are defined in Chapter 2 (and are included here for reference):
FRENCH DRAIN. A trench, hole or other depressed area locally filled with gravel, rocks, fragments of brick or similar porous material used to collect or channel drainage or runoff water.
WATTLES. Wattles are used to reduce sediment in runoff. Wattles are often constructed of natural materials such as hay, straw or similar material shaped in the form of tubes and placed on a downflow slope. Wattles are also used for perimeter and inlet controls.
4.106 SITE DEVELOPMENT
4.106.1 GENERAL. Preservation and use of available natural resources shall be accomplished through evaluation and careful planning to minimize negative effects on the site and adjacent areas. Preservation of slopes, management of storm water drainage and erosion controls shall comply with this section.
4.106.2 STORM WATER DRAINAGE AND RETENTION DURING CONSTRUCTION. Projects which disturb less than one acre of soil and are not part of a larger common plan of development which in total disturbs one acre or more, shall manage storm water drainage during construction. In order to manage storm water drainage during construction, one or more of the following measures shall be implemented to prevent flooding of adjacent property, prevent erosion and retain soil runoff on the site.
1. Retention basins of sufficient size shall be utilized to retain storm water on the site.
2. Where storm water is conveyed to a public drainage system, collection point, gutter or similar disposal method, water shall be filtered by use of a barrier system, wattle or other method approved by the enforcing agency.
3. Compliance with a lawfully enacted storm water management ordinance.
4.106.3 GRADING AND PAVING. Construction plans shall indicate how the site grading or drainage system will manage all surface water flows to keep water away from entering buildings. Examples of methods to manage surface water include, but are not limited to, the following:
1. Swales
2. Water collection and disposal systems
3. French drains
4. Water retention gardens
5. Other water measures which keep surface water away from buildings and aid in groundwater recharge.
Exception: Additions and alterations not altering the drainage path.
4.106.4 Electric vehicle (EV) charging for new construction. New construction shall comply with Sections 4.106.4.1 and 4.106.4.2 to facilitate future installation and use of EV chargers. Electric vehicle supply equipment (EVSE) shall be installed in accordance with the California Electrical Code, Article 625.
Exceptions: On a case-by-case basis, where the local enforcing agency has determined EV charging and infrastructure are not feasible based on one or more of the following conditions:
1. Where there is no commercial power supply.
2. Where there is evidence substantiating that meeting the requirements will alter the local utility infrastructure design requirements on the utility side of the meter so as to increase the utility side cost to the homeowner or developer by more than \$400.00 per unit.
4.106.4.1 New one- and two-family dwellings and townhouses with attached private garages. For each dwelling unit, install a listed raceway to accommodate a dedicated 208/240-volt branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or other enclosure in close proximity to the proposed location of an EV charger. Raceways are required to be continuous at enclosed, inaccessible or concealed areas and spaces. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device.
4.106.4.1.1 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging as "EV CAPABLE". The raceway termination location shall be permanently and visibly marked as "EV CAPABLE".
4.106.4.2 New multifamily dwellings. Where 17 or more multifamily dwelling units are constructed on a building site, 3 percent of the total number of parking spaces provided for all types of parking facilities, but no less than one, shall be electric vehicle charging stations (EV spaces) capable of supporting future EVSE. Calculations for the number of EV spaces shall be rounded up to the nearest whole number.
Note: Construction documents are intended to demonstrate the project's capability and capacity for facilitating future EV charging. There is no requirement for EV spaces to be constructed or available until EV chargers are installed for use.
4.106.4.2.1 Electric vehicle charging space (EV space) locations. Construction documents shall indicate the location of proposed EV spaces. At least one EV space shall be located in common use areas and available for use by all residents.
When EV chargers are installed, EV spaces required by Section 4.106.4.2.2, Item 3, shall comply with at least one of the following options:
1. The EV space shall be located adjacent to an accessible parking space meeting the requirements of the California Building Code, Chapter 11A, to allow use of the EV charger from the accessible parking space.
2. The EV space shall be located on an accessible route, as defined in the California Building Code, Chapter 2, to the building.

INSPECTOR SIGNOFF

4.106.4.2.2 Electric vehicle charging space (EV space) dimensions. The EV space shall be designed to comply with the following:
1. The minimum length of each EV space shall be 18 feet (5486 mm).
2. The minimum width of each EV space shall be 9 feet (2743 mm).
3. One in every 25 EV spaces, but not less than one EV space, shall have an 8-foot (2438 mm) wide minimum aisle. A 5-foot (1524 mm) wide minimum aisle shall be permitted provided the minimum width of the EV space is 12 feet (3658 mm).
a. Surface slope for this EV space and the aisle shall not exceed 1 unit vertical in 48 units horizontal (2.083 percent slope) in any direction.
4.106.4.2.3 Single EV space required. Install a listed raceway capable of accommodating a 208/240-volt dedicated branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or enclosure in close proximity to the proposed location of the EV space. Construction documents shall identify the raceway termination point. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device.
4.106.4.2.4 Multiple EV spaces required. Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EV chargers. Construction documents shall also provide information on ampacity of future EVSE, raceway methods), wiring schematics and including any on-site distribution transformers), have sufficient capacity to simultaneously charge all EVs at all required EV spaces at the full rated ampacity of the EVSE. Plan design shall be based upon a 40-ampere minimum branch circuit. Raceways and related components that are planned to be installed underground, enclosed, inaccessible or in concealed areas and spaces shall be installed at the time of original construction.
4.106.4.2.5 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as "EV CAPABLE" in accordance with the California Electrical Code.
Notes:
1. The California Department of Transportation adopts and publishes the "California Manual on Uniform Traffic Control Devices (California MUTCD)" to provide uniform standards and specifications for all official traffic control devices in California. Zero Emission Vehicle Signs and Pavement Markings can be found in the New Policies & Directives Number 13-01. Website: www.dot.ca.gov/hq/traffic/policy/13-01.pdf
2. See Vehicle Code Section 22511 for EV charging space signage in off-street parking facilities and for use of EV charging spaces.
3. The Governor's Office of Planning and Research (OPR) published a "Zero-Emission Vehicle Community Readiness Guidebook" which provides helpful information for local governments, residents and businesses. Website: http://opr.ca.gov/res/CEV_Guidebook.pdf.
DIVISION 4.2 ENERGY EFFICIENCY
4.201 GENERAL
4.201.1 SCOPE. For the purposes of mandatory energy efficiency standards in this code, the California Energy Commission will continue to adopt mandatory standards.
DIVISION 4.3 WATER EFFICIENCY AND CONSERVATION
4.303 INDOOR WATER USE
4.303.1 WATER CONSERVING PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the following:
4.303.1.1 Water Closets. The effective flush volume of all water closets shall not exceed 1.28 gallons per flush. Tank-type water closets shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Tank-type Toilets.
Note: The effective flush volume of dual flush toilets is defined as the composite, average flush volume of two reduced flushes and one full flush.
4.303.1.2 Urinals. The effective flush volume of wall mounted urinals shall not exceed 0.125 gallons per flush. The effective flush volume of all other urinals shall not exceed 0.5 gallons per flush.
4.303.1.3 Showerheads.
4.303.1.3.1 Single Showerhead. Showerheads shall have a maximum flow rate of not more than 2.0 gallons per minute at 80 psi. Showerheads shall be certified to the performance criteria of the U.S. EPA WaterSense Specification for Showerheads.
4.303.1.3.2 Multiple showerheads serving one shower. When a shower is served by more than one showerhead, the combined flow rate of all the showerheads and/or other shower outlets controlled by a single valve shall not exceed 2.0 gallons per minute at 80 psi, or the shower shall be designed to only allow one shower outlet to be in operation at a time.
Note: A hand-held shower shall be considered a showerhead.
4.303.1.4 Faucets.
4.303.1.4.1 Residential Lavatory Faucets. The maximum flow rate of residential lavatory faucets shall not exceed 1.2 gallons per minute at 60 psi. The minimum flow rate of residential lavatory faucets shall be not less than 0.8 gallons per minute at 20 psi.
4.303.1.4.2 Lavatory Faucets in Common and Public Use Areas. The maximum flow rate of lavatory faucets installed in common and public use areas (outside of dwellings or sleeping units) in residential buildings shall not exceed 0.5 gallons per minute at 60 psi.
4.303.1.4.3 Metering Faucets. Metering faucets when installed in residential buildings shall not deliver more than 0.25 gallons per cycle.
4.303.1.4.4 Kitchen Faucets. The maximum flow rate of kitchen faucets shall not exceed 1.8 gallons per minute at 60 psi. Kitchen faucets may temporarily increase the flow above the maximum rate, but not to exceed 2.2 gallons per minute at 60 psi, and must default to a maximum flow rate of 1.8 gallons per minute at 60 psi.
Note: Where complying faucets are unavailable, aerators or other means may be used to achieve reduction.
4.303.2 STANDARDS FOR PLUMBING FIXTURES AND FITTINGS. Plumbing fixtures and fittings shall be installed in accordance with the California Plumbing Code, and shall meet the applicable standards referenced in Table 1701.1 of the California Plumbing Code.
TABLE - MAXIMUM FIXTURE WATER USE

FIXTURE TYPE	FLOW RATE
SHOWER HEADS (RESIDENTIAL)	2.0 GPM @ 80 PSI
LAVATORY FAUCETS (RESIDENTIAL)	MAX. 1.2 GPM @ 60 PSI MIN. 0.8 GPM @ 20 PSI
LAVATORY FAUCETS IN COMMON & PUBLIC USE AREAS	0.5 GPM @ 60 PSI
KITCHEN FAUCETS	1.8 GPM @ 60 PSI
METERING FAUCETS	0.25 GAL/CYCLE
WATER CLOSET	1.28 GAL/FLUSH
URINALS	0.125 GAL/FLUSH

NOTE:
THIS TABLE COMPLETES THE DATA IN SECTION 4.303.1, AND IS INCLUDED AS A CONVENIENCE FOR THE USER.
AGRICULTURAL PRODUCTS. Agrifiber products include wheatboard, strawboard, panel substrates and door cores, not including laminate, furniture and equipment (PFAE) not considered base building elements.
COMPOSITE WOOD PRODUCTS. Composite wood products include hardwood plywood, particleboard and medium density fiberboard. "Composite wood products" does not include hardwood, structural plywood, structural panels, structural composite lumber, oriented strand board, glued laminated timber, prefabricated wood joists or finger-jointed lumber, all as specified in California Code of Regulations (CCR), Title 17, Section 93120.1.
DIRECT-VENT APPLIANCE. A fuel-burning appliance with a sealed combustion system that draws all air for combustion from the outside atmosphere and discharges all flue gases to the outside atmosphere.

INSPECTOR SIGNOFF

4.304 OUTDOOR WATER USE
4.304.1 IRRIGATION CONTROLLERS. Automatic irrigation system controllers for landscaping provided by the builder and installed at the time of final inspection shall comply with the following:
1. Controllers shall be weather- or soil moisture-based controllers that automatically adjust irrigation in response to changes in plants' needs as weather conditions change.
2. Weather-based controllers without integral rain sensors or communication systems that account for local rainfall shall have a separate wired or wireless rain sensor which connects or communicates with the controller(s). Soil moisture-based controllers are not required to have rain sensor input.
Note: More information regarding irrigation controller function and specifications is available from the Irrigation Association.
DIVISION 4.4 MATERIAL CONSERVATION AND RESOURCE EFFICIENCY
4.406 ENHANCED DURABILITY AND REDUCED MAINTENANCE
4.406.1 RODENT PROOFING. Annual spaces around pipes, electric cables, conduits or other openings in foundation walls at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or a similar method acceptable to the enforcing agency.
4.406.2 CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING
4.406.1 CONSTRUCTION WASTE MANAGEMENT PLAN. Generate and/or salvage for a minimum of 65 percent of the non-hazardous construction and demolition waste in accordance with either Section 4.406.2, 4.406.3 or 4.406.4, or meet a more stringent local construction and demolition waste management ordinance.
Exceptions:
1. Excavated soil and land-clearing debris.
2. Alternate waste reduction methods developed by working with local agencies if diversion or recycle facilities capable of compliance with this item do not exist or are not located reasonably close to the jobsite.
3. The enforcing agency may make exceptions to the requirements of this section when isolated jobsite are located in areas beyond the local boundaries of the diversion facility.
4.406.2 CONSTRUCTION WASTE MANAGEMENT PLAN. Submit a construction waste management plan in accordance with Items 1 through 5. The construction waste management plan shall be updated as necessary and shall be available during construction for examination by the enforcing agency.
1. Identify the construction and demolition waste materials to be diverted from disposal by recycling, reuse on the project or salvage for future use or sale.
2. Specify if construction and demolition waste materials will be sorted on-site (source separated) or bulk mixed (single stream).
3. Identify diversion facilities where the construction and demolition waste material collected will be taken.
4. Identify construction methods employed to reduce the amount of construction and demolition waste generated.
5. Specify that the amount of construction and demolition waste materials diverted shall be calculated by weight or volume, but not by both.
4.406.3 WASTE MANAGEMENT COMPANY. Utilize a waste management company, approved by the enforcing agency, which can provide verifiable documentation that the percentage of construction and demolition waste material diverted from the landfill complies with Section 4.406.2.
Note: The owner or contractor may make the determination if the construction and demolition waste materials will be diverted by a waste management company.
4.406.4 WASTE STREAM REDUCTION ALTERNATIVE [LR]. Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 3.4 lbs./sq. ft. of the building area shall meet the minimum 65% construction waste reduction requirement in Section 4.406.1.
4.406.4.1 WASTE STREAM REDUCTION ALTERNATIVE. Projects that generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 2 lbs./sq. ft. of the building area, shall meet the minimum 65% construction waste reduction requirement in Section 4.406.1.
4.406.5 DOCUMENTATION. Documentation shall be provided to the enforcing agency which demonstrates compliance with Section 4.406.2, Items 1 through 5, Section 4.406.3 or Section 4.406.4.
Notes:
1. Sample forms found in "A Guide to the California Green Building Standards Code (Residential)" located at www.hcd.ca.gov/CALGreen.html may be used to assist in documenting compliance with this section.
2. Mixed construction and demolition debris (C & D) processors can be located at the California Department of Resources Recycling and Recovery (CalRecycle).
4.410 BUILDING MAINTENANCE AND OPERATION
4.410.1 OPERATION AND MAINTENANCE MANUAL. At the time of final inspection, a manual, compact disc, web-based reference or other media acceptable to the enforcing agency which includes all of the following shall be placed in the building:
1. Directions to the owner or occupant that the manual shall remain with the building throughout the life cycle of the structure.
2. Operation and maintenance instructions for the following:
a. Equipment and appliances, including water-saving devices and systems, HVAC systems, photovoltaic systems, electric vehicle chargers, water-heating systems and other major appliances and equipment.
b. Roof and yard drainage, including gutters and downspouts.
c. Space conditioning systems, including condensers and air filters.
d. Landscape irrigation systems.
e. Water reuse systems.
3. Information from local utility, water and waste recovery providers on methods to further reduce resource consumption, including recycle programs and locations.
4. Public transportation and/or carpool options available in the area.
5. Educational material on the positive impacts of an interior relative humidity between 30-60 percent and what methods an occupant may use to maintain the relative humidity level in that range.
6. Information about water-conserving landscape and irrigation design and controllers which conserve water.
7. Instructions for maintaining gutters and downspouts and the importance of diverting water at least 5 feet away from the foundation.
8. Information on required routine maintenance measures, including, but not limited to, caulking, painting, grading around the building, etc.
9. Information about state solar energy and incentive programs available.
10. A copy of all special inspections verifications required by the enforcing agency which [California Green Building Standards] code.
4.410.2 RECYCLING BY OCCUPANTS. Where 5 or more multifamily dwelling units are constructed on a building site, provide readily accessible area(s) that serves all buildings on the site and is identified for the recycling, storage and collection of non-hazardous materials for recycling, including at a minimum) paper, corrugated cardboard, glass, plastics, organic waste, and metals, or meet a lawfully enacted local recycling ordinance, if more restrictive.
DIVISION 4.5 ENVIRONMENTAL QUALITY
SECTION 4.501 GENERAL
The provisions of this chapter shall outline means of reducing the quality of air contaminants that are odorous, irritating and/or harmful to the comfort and well being of a building's installers, occupants and neighbors.
SECTION 4.502 DEFINITIONS
4.501.1 DEFINITIONS
The following terms are defined in Chapter 2 (and are included here for reference):
AGRICULTURAL PRODUCTS. Agrifiber products include wheatboard, strawboard, panel substrates and door cores, not including laminate, furniture and equipment (PFAE) not considered base building elements.
COMPOSITE WOOD PRODUCTS. Composite wood products include hardwood plywood, particleboard and medium density fiberboard. "Composite wood products" does not include hardwood, structural plywood, structural panels, structural composite lumber, oriented strand board, glued laminated timber, prefabricated wood joists or finger-jointed lumber, all as specified in California Code of Regulations (CCR), Title 17, Section 93120.1.
DIRECT-VENT APPLIANCE. A fuel-burning appliance with a sealed combustion system that draws all air for combustion from the outside atmosphere and discharges all flue gases to the outside atmosphere.

INSPECTOR SIGNOFF

MAXIMUM INCREMENTAL REACTIVITY (MIR). The maximum change in weight of ozone formed by adding a compound to the "Base Reactive Organic Gas (ROG) Mixture" per weight of compound added, expressed to hundredths of a gram (g) (1% ROG).
Note: MIR values for individual compounds and hydrocarbon solvents are specified in CCR, Title 17, Sections 94700 and 94701.
MOISTURE CONTENT. The weight of the water in wood expressed in percentage of the weight of the oven-dry wood.
PRODUCT-WEIGHTED MIR (PWMIR). The sum of all weighted MIR for all ingredients in a product subject to this article. The PWMIR is the total product reactivity expressed to hundredths of a gram of ozone formed per gram of product (including container and packaging).
Note: PWMIR is calculated according to equations found in CCR, Title 17, Section 94521 (a).
REACTIVE ORGANIC COMPOUND (ROC). Any compound that has the potential, once emitted, to contribute to ozone formation in the troposphere.
VOC. A volatile organic compound (VOC) broadly defined as a chemical compound based on carbon chains or rings with vapor pressures greater than 0.1 millimeters of mercury at room temperature. These compounds typically contain hydrogen and may contain oxygen, nitrogen and other elements. See CCR Title 17, Section 94509(a).
4.503 FIREPLACES
4.503.1 GENERAL. Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed woodstove or pellet stove shall comply with U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable, and shall have a permanent label indicating they are certified to meet the emission limits. Woodstoves, pellet stoves and fireplaces shall also comply with applicable local ordinances.
4.504 POLLUTANT CONTROL
4.504.1 COVERING OF DUCT OPENINGS & PROTECTION OF MECHANICAL EQUIPMENT DURING CONSTRUCTION. At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal or other methods acceptable to the enforcing agency to reduce the amount of vapor, dust or debris which may enter the system.
4.504.2 FINISH MATERIAL POLLUTANT CONTROL. Finish materials shall comply with this section.
4.504.2.1 Adhesives, Sealants and Caulks. Adhesives, sealant and caulk used on the project shall meet the requirements of the following standards unless more stringent local or regional air pollution or air quality management district rules apply:
1. Adhesives, adhesive bonding primers, adhesive primers, sealants, sealant primers and caulks shall comply with local or regional air quality management district rules where applicable or SCAQMD Rule 116B VOC limits, as shown in Table 4.504.1 or 4.504.2, as applicable. Such products also shall comply with the Title 116B prohibition on the use of certain toxic compounds (chloroform, ethylene dichloride, methylene chloride, perchloroethylene and trichloroethylene), except for aerosol products, as specified in Subsection 2 below.
2. Aerosol adhesives, and smaller unit sizes of adhesives, and sealant or caulking compounds (in units of product, less packaging, which do not weigh more than 1 pound and do not consist of more than 16 fluid ounces) shall comply with statewide VOC standards and other requirements, including prohibitions on use of certain toxic compounds, of California Code of Regulations, Title 17, commencing with section 94507.
4.504.2.2 Paints and Coatings. Architectural paints and coatings shall comply with VOC limits in Table 1 of the ARB Architectural Suggested Control Measures, as shown in Table 4.504.3, unless more stringent local limits apply. The VOC content limit for coatings that do not meet the definitions for the specialty coatings categories listed in Table 4.504.3 shall be determined by classifying the coating as a Flat, Nonflat or Nonflat-High Gloss coating, based on its gloss, as defined in subsections 4.2.1, 4.2.8, and 4.2.7 of the 2007 California Air Resources Board, Suggested Control Measure, and the corresponding Flat, Nonflat or Nonflat-High Gloss VOC limit in Table 4.504.3 shall apply.
4.504.2.3 Aerosol Paints and Coatings. Aerosol paints and coatings shall meet the Product-weighted MIR Limits for ROC in Section 94522(a)(2) and other requirements, including prohibitions on use of certain toxic compounds and odor-causing substances, in Sections 94522(a)(1) and (b)(1) of California Code of Regulations, Title 17, commencing with Section 94507, and in areas under the jurisdiction of the Bay Area Air Quality Management District additionally comply with the percent VOC by weight of product limits of Regulation 8, Rule 49.
4.504.2.4 Verification. Verification of compliance with this section shall be provided at the request of the enforcing agency. Documentation may include, but is not limited to, the following:
1. Manufacturer's product specification.
2. Field verification of on-site product containers.
TABLE 4.504.1 - ADHESIVE VOC LIMITS
(Less Water and Less Exempt Compounds in Grams per Liter)

ARCHITECTURAL APPLICATIONS	CURRENT VOC LIMIT
INDOOR CARPET ADHESIVES	50
CARPET PAD ADHESIVES	50
OUTDOOR CARPET ADHESIVES	150
WOOD FLOORING ADHESIVES	100
RUBBER FLOOR ADHESIVES	50
SUBFLOOR ADHESIVES	50
CERAMIC TILE ADHESIVES	65
VCT & ASPHALT TILE ADHESIVES	60
DRYWALL & PANEL ADHESIVES	50
COVE BASE ADHESIVES	50
MULTIPURPOSE CONSTRUCTION ADHESIVE	70
STRUCTURAL GLAZING ADHESIVES	100
SINGLE-PLY ROOF MEMBRANE ADHESIVES	250
OTHER ADHESIVES NOT LISTED	50
SPECIALTY APPLICATIONS	
PVC WELDING	510
CPVC WELDING	400
ABS WELDING	325
PLASTIC CEMENT WELDING	250
ADHESIVE PRIMER FOR PLASTIC	550
CONTACT ADHESIVE	60
SPECIAL PURPOSE CONTACT ADHESIVE	250
STRUCTURAL WOOD MEMBER ADHESIVE	140
TOP & TRIM ADHESIVE	250
SUBSTRATE SPECIFIC APPLICATIONS	
METAL TO METAL	30
PLASTIC FOAMS	50
POROUS MATERIAL (EXCEPT WOOD)	50
WOOD	30
FIBERGLASS	80

1. IF AN ADHESIVE IS USED TO BOND DISSIMILAR SUBSTRATES TOGETHER, THE ADHESIVE WITH THE HIGHEST VOC CONTENT SHALL BE ALLOWED.
2. FOR ADDITIONAL INFORMATION REGARDING METHODS TO MEASURE THE VOC CONTENT SPECIFIED IN THIS TABLE, SEE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT RULE 116B.

REVISIONS	BY

DRAFTING BY: 773 - 2884
MARK JOHNSON
9591 COURTNEY WAY
ROSEVILLE, CALIF. 95747

KITCHEN / MASTER BATH REMODEL / ADDITION FOR :
KELLEY RESIDENCE
1650 CHARDONWAY WAY
ST. HELENA, CA. 94574

**CALGREEN
BUILDING
STANDARDS**

DRAWN
10
CHECKED

DATE

SCALE
1/8" = 1'-0"

JOB NO.

SHEET

CS1

OF SHEETS



2016 CALIFORNIA GREEN BUILDING STANDARDS CODE

RESIDENTIAL MANDATORY MEASURES, SHEET 2 (INCLUDING JANUARY 1, 2017 ERRATA)

INSPECTOR SIGNOFF <table><tr><td colspan="2">TABLE 4.504.2 - SEALANT VOC LIMIT</td></tr><tr><td colspan="2">(Less Water and Less Exempt Compounds in Grams per Liter)</td></tr><tr><td>SEALANTS</td><td>CURRENT VOC LIMIT</td></tr><tr><td>ARCHITECTURAL</td><td>250</td></tr><tr><td>MARINE DECK</td><td>760</td></tr><tr><td>NONMEMBRANE ROOF</td><td>300</td></tr><tr><td>ROADWAY</td><td>250</td></tr><tr><td>SINGLE-PLY ROOF MEMBRANE</td><td>450</td></tr><tr><td>OTHER</td><td>420</td></tr><tr><td colspan="2">SEALANT PRIMERS</td></tr><tr><td>ARCHITECTURAL</td><td></td></tr><tr><td>NON-POROUS</td><td>250</td></tr><tr><td>POROUS</td><td>775</td></tr><tr><td>MODIFIED BITUMINOUS</td><td>500</td></tr><tr><td>MARINE DECK</td><td>760</td></tr><tr><td>OTHER</td><td>750</td></tr></table> <table><tr><td colspan="2">TABLE 4.504.3 - VOC CONTENT LIMITS FOR ARCHITECTURAL COATINGS</td></tr><tr><td colspan="2">GRAMS OF VOC PER LITER OF COATING, LESS WATER & LESS EXEMPT COMPOUNDS</td></tr><tr><td>COATING CATEGORY</td><td>CURRENT VOC LIMIT</td></tr><tr><td>FLAT COATINGS</td><td>50</td></tr><tr><td>NON-FLAT COATINGS</td><td>100</td></tr><tr><td>NONFLAT-HIGH GLOSS COATINGS</td><td>150</td></tr><tr><td colspan="2">SPECIALTY COATINGS</td></tr><tr><td>ALUMINUM ROOF COATINGS</td><td>400</td></tr><tr><td>BASEMENT SPECIALTY COATINGS</td><td>400</td></tr><tr><td>BITUMINOUS ROOF COATINGS</td><td>50</td></tr><tr><td>BITUMINOUS ROOF PRIMERS</td><td>350</td></tr><tr><td>BOND BREAKERS</td><td>350</td></tr><tr><td>CONCRETE CURING COMPOUNDS</td><td>350</td></tr><tr><td>CONCRETE/MASONRY SEALERS</td><td>100</td></tr><tr><td>DRIVEWAY SEALERS</td><td>50</td></tr><tr><td>DRY FOG COATINGS</td><td>150</td></tr><tr><td>FAUX FINISHING COATINGS</td><td>350</td></tr><tr><td>FIRE RESISTIVE COATINGS</td><td>350</td></tr><tr><td>FLOOR COATINGS</td><td>100</td></tr><tr><td>FORM-RELEASE COMPOUNDS</td><td>250</td></tr><tr><td>GRAPHIC ARTS COATINGS (SIGN PAINTS)</td><td>500</td></tr><tr><td>HIGH TEMPERATURE COATINGS</td><td>420</td></tr><tr><td>INDUSTRIAL MAINTENANCE COATINGS</td><td>250</td></tr><tr><td>LOW SOLIDS COATINGS</td><td>120</td></tr><tr><td>MAGNESITE CEMENT COATINGS</td><td>450</td></tr><tr><td>MASTIC TEXTURE COATINGS</td><td>100</td></tr><tr><td>METALLIC PIGMENTED COATINGS</td><td>500</td></tr><tr><td>MULTICOLOR COATINGS</td><td>250</td></tr><tr><td>PRETREATMENT WASH PRIMERS</td><td>420</td></tr><tr><td>PRIMERS, SEALERS, & UNDERCOATERS</td><td>100</td></tr><tr><td>REACTIVE PENETRATING SEALERS</td><td>350</td></tr><tr><td>RECYCLED COATINGS</td><td>250</td></tr><tr><td>ROOF COATINGS</td><td>50</td></tr><tr><td>RUST PREVENTATIVE COATINGS</td><td>250</td></tr><tr><td>SHELLACS</td><td></td></tr><tr><td>CLEAR</td><td>730</td></tr><tr><td>OPAQUE</td><td>550</td></tr><tr><td>SPECIALTY PRIMERS, SEALERS & UNDERCOATERS</td><td>100</td></tr><tr><td>STAINS</td><td>250</td></tr><tr><td>STONE CONSOLIDANTS</td><td>450</td></tr><tr><td>SWIMMING POOL COATINGS</td><td>340</td></tr><tr><td>TRAFFIC MARKING COATINGS</td><td>100</td></tr><tr><td>TUB & TILE REFINISH COATINGS</td><td>450</td></tr><tr><td>WATERPROOFING MEMBRANES</td><td>250</td></tr><tr><td>WOOD COATINGS</td><td>275</td></tr><tr><td>WOOD PRESERVATIVES</td><td>350</td></tr><tr><td>ZINC-RICH PRIMERS</td><td>340</td></tr><tr><td colspan="2">1. 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All carpet cushion installed in the building interior shall meet the requirements of the Carpet and Rug Institute's Green Label program. 4.504.3.2 Carpet adhesive. All carpet adhesive shall meet the requirements of Table 4.504.1. 4.504.4 RESILIENT FLOORING SYSTEMS. Where resilient flooring is installed, at least 60% of floor area receiving resilient flooring shall comply with one or more of the following: 1. Products compliant with the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers" Version 1.1, February 2010 (also known as Specification 01350), certified as a CHPS Low-Emitting Material in the Collaborative for High Performance Schools (CHPS) High Performance Products Database. 2. Products certified under UL GREENGUARD Gold (formerly the Greenguard Children & Schools program). 3. Certification under the Resilient Floor Covering Institute (RFC) FloorScore program. 4. Meet the California Department of Public Health, "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers" Version 1.1, February 2010 (also known as Specification 01350). 4.504.5 COMPOSITE WOOD PRODUCTS. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the buildings shall meet the requirements for formaldehyde as specified in ARB's Air Toxics Control Measure for Composite Wood (17 CCR 93120 et seq.), by or before the dates specified in those sections, as shown in Table 4.504.6 4.504.5.1 Documentation. Verification of compliance with this section shall be provided as requested by the enforcing agency. Documentation shall include at least one of the following: 1. Product certifications and specifications. 2. Chain of custody certifications. 3. Product labeled and included as meeting the Composite Wood Products regulation (see CCR, Title 17, Section 93120, et seq.). 4. Exterior grade products marked as meeting the PS-1 or PS-2 standards of the Engineered Wood Association, the Australian AS/NZS 2269, European EN 339 standards, and Canadian CSA 0121, CSA 0151, CSA 0153 and CSA 0325 standards. 5. Other methods acceptable to the enforcing agency. 4.505 INTERIOR MOISTURE CONTROL 4.505.1 General. Buildings shall meet or exceed the provisions of the California Building Standards Code. 4.505.2 CONCRETE SLAB FOUNDATIONS. Concrete slab foundations required to have a vapor retarder by California Building Code, Chapter 19, or concrete slab-on-ground floors required to have a vapor retarder by the California Residential Code, Chapter 5, shall also comply with this section. 4.505.2.1 Capillary break. A capillary break shall be installed in compliance with at least one of the following: 1. A 4-inch (101.6 mm) thick base of 1/2 inch (12.7mm) or larger clean aggregate shall be provided with a vapor barrier in direct contact with concrete and a concrete mix design, which will address bleeding, shrinkage, and curing, shall be used. For additional information, see American Concrete Institute, ACI 302.2R-08. 2. Other equivalent methods approved by the enforcing agency. 3. A slab design specified by a licensed design professional. 4.505.3 MOISTURE CONTENT OF BUILDING MATERIALS. Building materials with visible signs of water damage shall not be installed. Wall and floor framing shall not be enclosed when the framing members exceed 19 percent moisture content. Moisture content shall be verified in compliance with the following: 1. Moisture content shall be determined with either a probe-type or contact-type moisture meter. Equivalent moisture verification methods may be approved by the enforcing agency and shall satisfy requirements found in Section 101.9 of this code. 2. Moisture readings shall be taken at a point 2 feet (610 mm) to 4 feet (1219 mm) from the grade stamped end of each piece verified. 3. At least three random moisture readings shall be performed on wall and floor framing with documentation acceptable to the enforcing agency provided at the time of approval to enclose the wall and floor framing. Insulation products which are visibly wet or have a high moisture content shall be replaced or allowed to dry prior to enclosure in wall or floor cavities. Wet-applied insulation products shall follow the manufacturers' drying recommendations prior to enclosure. 4.506 INDOOR AIR QUALITY AND EXHAUST 4.506.1 Bathroom exhaust fans. Each bathroom shall be mechanically ventilated and shall comply with the following: 1. Fans shall be ENERGY STAR compliant and be ducted to terminate outside the building. 2. Unless functioning as a component of a whole house ventilation system, fans must be controlled by a humidity control. a. Humidity controls shall be capable of adjustment between a relative humidity range less than or equal to 50% to a maximum of 80%. A humidity control may utilize manual or automatic means of adjustment. b. A humidity control may be a separate component to the exhaust fan and is not required to be integral (i.e., built-in) Notes: 1. For the purposes of this section, a bathroom is a room which contains a bathtub, shower or subpower combination. 2. Lighting integral to bathroom exhaust fans shall comply with the California Energy Code. 4.507 ENVIRONMENTAL COMFORT 4.507.2 HEATING AND AIR-CONDITIONING SYSTEM DESIGN. Heating and air conditioning systems shall be sized, designed and have their equipment selected using the following methods: 1. The heat loss and heat gain is established according to ANSI/ACCA 2 Manual J - 2011 (Residential Load Calculation), ASHRAE handbooks or other equivalent design software or methods. 2. Duct systems are sized according to ANSI/ACCA 1 Manual D - 2014 (Residential Duct Systems), ASHRAE handbooks or other equivalent design software or methods. 3. Sizing heating and cooling equipment according to ANSI/ACCA 3 Manual S - 2014 (Residential Equipment Selection), or other equivalent design software or methods. Exception: Use of alternate design temperatures necessary to ensure the system functions are acceptable.	TABLE 4.504.5 - FORMALDEHYDE LIMITS:		MAXIMUM FORMALDEHYDE EMISSIONS IN PARTS PER MILLION		PRODUCT	CURRENT LIMIT	HARDWOOD PLYWOOD VENEER CORE	0.05	HARDWOOD PLYWOOD COMPOSITE CORE	0.05	PARTICLE BOARD	0.09	MEDIUM DENSITY FIBERBOARD	0.11	THIN MEDIUM DENSITY FIBERBOARD:	0.13	1. VALUES IN THIS TABLE ARE DERIVED FROM THOSE SPECIFIED BY THE CALIF. AIR RESOURCES BOARD, AIR TOXICS CONTROL MEASURE FOR COMPOSITE WOOD AS TESTED IN ACCORDANCE WITH ASTM E 1333. FOR ADDITIONAL INFORMATION, SEE CALIF. CODE OF REGULATIONS, TITLE 17, SECTIONS 93120 THROUGH 93120.12.		2. 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Other programs acceptable to the enforcing agency. 702.2 SPECIAL INSPECTION [HCD]. When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition to other certifications or qualifications acceptable to the enforcing agency, the following certifications or education may be considered by the enforcing agency when evaluating the qualifications of a special inspector: 1. Certification by a national or regional green building program or standard publisher. 2. Certification by a statewide energy consulting or verification organization, such as HERS raters, building performance contractors, and home energy auditors. 3. Successful completion of a third party apprentice training program in the appropriate trade. 4. Other programs acceptable to the enforcing agency. Notes: 1. Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code. 2. HERS raters are special inspectors certified by the California Energy Commission (CEC) to rate homes in California according to the Home Energy Rating System (HERS). [BSC] When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed. In addition, the special inspector shall have a certification from a recognized state, national or international association, as determined by the local agency. The area of certification shall be closely related to the primary job function, as determined by the local agency. Note: Special inspectors shall be independent entities with no financial interest in the materials or the project they are inspecting for compliance with this code. 703 VERIFICATIONS 703.1 DOCUMENTATION. Documentation used to show compliance with this code shall include but is not limited to, construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the enforcing agency which demonstrate substantial conformance. When specific documentation or special inspection is necessary to verify compliance, that method of compliance will be specified in the appropriate section or identified applicable checklist.	INSPECTOR SIGNOFF
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REVISIONS	BY

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9891 COURTNEY WAY
ROSEVILLE, CALIF. 95747

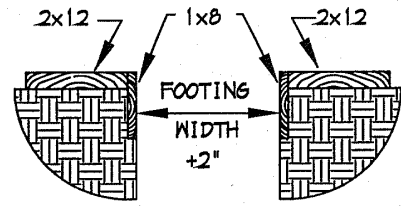
KITCHEN / MASTER BATH REMODEL / ADDITION FOR:
KELLEY RESIDENCE
1650 CHARDONNAY WAY
ST. HELENA, CA. 94574

CALGREEN
BUILDING
STANDARDS

DRAWN BY
CHECKED
DATE
SCALE
JOB NO.
SHEET
CS2
OF SHEETS

FOUNDATIONS

1. ALL FOUNDATION WORK SHALL BE DONE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CALIFORNIA BUILDING CODE.
2. BOTTOMS OF ALL FOUNDATIONS SHALL BE LEVEL. CHANGES IN BOTTOM OF FOUNDATION ELEVATION SHALL BE MADE ACCORDING TO STEEPED FOOTING DETAIL ON THE TYPICAL DETAIL SHEET.
3. ALL PILE CAPS, GRADE BEAMS, TIE BEAMS & OTHER FOOTINGS SHALL BE FORMED UNLESS SPECIFICALLY APPROVED BY THE STRUCTURAL DESIGNER. FOUNDATIONS MAY BE CAST IN SEAT EXCAVATIONS PROVIDED WRITTEN APPROVAL IS OBTAINED AND FOOTINGS ARE INCREASED 2" IN WIDTH. USE 2X12 PLANK AT EDGE OF EXCAVATION TO PROTECT AGAINST SLUFFING, AS REQUIRED.



CONCRETE

1. STRUCTURAL CONCRETE SHALL ATTAIN 28 DAY COMPRESSIVE STRENGTH $f'_c = 2500$ PSI.
2. CONCRETE MIX DESIGN SHALL BE PREPARED BY AN INDEPENDENT LABORATORY. SELECTION OF CONCRETE MIX PROPORTIONS SHALL BE PER THE CALIFORNIA BUILDING CODE.
3. CEMENT SHALL CONFORM TO ASTM C-150 TYPE I OR II.
4. CONCRETE AGGREGATES SHALL CONFORM TO ASTM C-33. AGGREGATES FOR LIGHTWEIGHT CONCRETE SHALL CONFORM TO ASTM C-330.
5. REINFORCING STEEL SHALL CONFORM TO ASTM A615 - GRADE 60 FOR NO. 5 AND LARGER, AND ASTM A615-GRADE 40 FOR NO. 4 AND SMALLER, EXCEPT REINFORCING STEEL TO BE WELDED SHALL CONFORM TO ASTM A706.
6. ALL PREHEATING AND WELDING OF REINFORCING BARS SHALL BE DONE IN ACCORDANCE WITH AWS D1.4 LATEST EDITION AND SHALL BE CONTINUOUSLY INSPECTED BY A QUALIFIED LABORATORY. CONTRACTOR SHALL FURNISH TO THE LABORATORY, REBAR MILL CERTIFICATES.
7. REINFORCING STEEL SHALL BE FABRICATED ACCORDING TO "MANUAL OF STANDARD PRACTICE FOR REINFORCED CONCRETE CONSTRUCTION".
8. WIRE FABRIC SHALL CONFORM TO ASTM A-185.
9. DIMENSIONS SHOWN FOR LOCATION OF REINFORCING ARE TO THE FACE OF MAIN BARS AND DENOTE CLEAR COVERAGE. CONCRETE COVERAGE SHALL BE AS FOLLOWS: CONCRETE DEPOSITED AGAINST GROUND (EXCEPT SLABS) - 3". CONCRETE EXPOSED TO GROUND BUT PLACED IN FORMS - 2". SLABS (ON GROUND) - 2" CLEAR FROM TOP U.N.O.
10. SPLICES IN CONTINUOUS REINFORCEMENT SHALL BE 48 BAR DIAMETERS AND SPLICES IN ADJACENT BARS SHALL BE NOT LESS THAN 5'-0" APART. SPLICE CONTINUOUS BARS IN SPANDRELS, GRADE BEAMS, ETC., AS FOLLOWS: TOP BARS AT MID-SPAN, BOTTOM BARS AT CENTERLINE AT SUPPORT, UNLESS NOTED OTHERWISE OTHERWISE. SPLICES IN W/F SHALL BE 1.5 TIMES BARS.
11. CONSTRUCTION JOINTS SHALL BE MADE ROUGH AND ALL LAITANCE REMOVED FROM THE SURFACE. CONCRETE MAY BE ROUGHENED BY CHIPPING THE ENTIRE SURFACE, SAND BLASTING OR RAKING THE SURFACE TO PRODUCE 1/4" DEEP DEFORMATIONS.
12. REMOVE ALL DEBRIS FROM FORMS BEFORE CASTING ANY CONCRETE.
13. REINFORCING, DOVELS, BOLTS, ANCHORS, SLEEVES, ETC., TO BE EMBEDDED IN CONCRETE SHALL BE TIED SECURELY IN POSITION BEFORE PLACING CONCRETE.
14. MAXIMUM FREE FALL OF CONCRETE SHALL BE 5'-0".
15. CONSOLIDATE CONCRETE PLACED IN FORMS BY MECHANICAL VIBRATING EQUIPMENT SUPPLEMENTED BY HAND-SPADING, RODDING OR TAMPING. USE EQUIPMENT AND PROCEDURES FOR CONSOLIDATION OF CONCRETE IN ACCORDANCE WITH THE RECOMMENDED PRACTICES OF ACI 308 TO SUIT THE TYPE OF CONCRETE AND PROJECT CONDITIONS.
16. NO WOOD SHAKES ALLOWED. NO WOOD STAKES ALLOWED IN AREAS TO BE CONCRETED.
17. ALL SAW CUTTING SHALL BE DONE AFTER INITIAL SET HAS OCCURRED TO AVOID TEARING OR DAMAGE BY THE SHABBED, BUT BEFORE INITIAL SHRINKAGE HAS OCCURRED.
18. DRILL THROUGH STEEL COLUMNS, BEAMS AND PLATES TO PASS CONTINUOUS REINFORCING.
19. ADDITIONAL REINFORCING IN PRECAST OR TILT-UP PANELS REQUIRED FOR LIFTING STRESSES SHALL BE SUPPLIED BY THE CONTRACTOR.
20. PROVIDE 2-NO. 5X4'-0" DIAGONAL REINFORCING AT MID-DEPTH OF SLAB AT ALL REINTRANT CORNERS TYPICAL.

WOOD

1. ALL STRUCTURAL WOOD SHALL CONFORM WITH THE FOLLOWING SPECIFICATION:
DOUGLAS FIR - COAST REGION - NGLB GRADING RULES NO. 17 PF NO. 2, U.N.O.
REDWOOD - CALIFORNIA REDWOOD ASSOCIATION GRADING RULES, LATEST EDITION.
GLUED LAMINATED BEAMS - STANDARD SPEC. FOR STRUCTURAL GLUED LAMINATED TIMBER ATTC 117 LATEST EDITION. SUBMIT SHOP DRAWINGS PRIOR TO FABRICATION OF GLUED-LAMINATED MEMBERS. PLYWOOD - U.S. PRODUCT STANDARD P.S. 2-42 FOR SOFT PLYWOOD STRUCT 1 @ WALLS, G/F & FLOORS AND ROOF. U.N.O.
PRESSURE TREATED DOUGLAS FIR - ANPA (AMERICAN WOOD PRESERVERS' ASSOCIATION) U1.
2. ALL WOOD IN DIRECT CONTACT WITH EARTH OR CONCRETE SHALL BE PRESURE TREATED.
3. BEARING AND SHEAR WALLS SHALL HAVE DOUBLE TOP PLATES, LAPPED AT WALL AND PARTITION INTERSECTION WITH 8-16D NAILS.
4. PROVIDE SOLID BLOCKING BETWEEN JOISTS AND RAFTERS AT ALL SUPPORTS.
5. PROVIDE BLOCKING AT ALL CEILING LEVELS.
6. HOLES FOR BOLTS IN WOOD SHALL BE BORED WITH A BIT OF THE SAME NOMINAL DIAMETER AS THE BOLT PLUS 1/16".
7. HOLES FOR LAG SCREWS SHALL BE FIRST BORED TO THE SAME DIAMETER AND DEPTH AS THE SHANK AND THE REST NO LARGER THAN THE ROOT OF THE THREAD.
8. LAG SCREWS AND WOOD SCREWS SHALL BE SCAWED AND NOT DRIVEN INTO PLACE. SOAP MAY BE USED TO LUBRICATE THE SCREWS.
9. ALL BOLTS AND LAG SCREWS SHALL BE PROVIDED WITH METAL WASHERS UNDER HEADS AND NUTS WHICH BEAR ON WOOD. APPLIES ALSO TO INSERTED EXPANDING FASTENERS, RED HEAD, ETC.

BOLT DIAMETER	MIN WASHER	STEEL WASHER
1/2" DIA.	2" DIA. X 15/16"	3" X 3" X 1/4"
5/8" DIA.	2-3/4" DIA. X 15/16"	3" X 3" X 1/4"
3/4" DIA.	3" DIA. X 7/16"	3" X 3" X 5/16"
7/8" DIA.	3-1/2" DIA. X 7/16"	3-1/2" X 3-1/2" X 3/8"
1" DIA.	4" DIA. X 1/2"	3-3/4" X 3-3/4" X 3/8"

10. ALL BOLTS AND LAG SCREWS SHALL BE TIGHTENED ON INSTALLATION AND RETIGHTENED BEFORE CLOSING IN OR AT COMPLETION OF JOBS.
11. LAY ALL STRUCTURAL PLYWOOD ON ROOF AND FLOORS WITH FACE GRAIN PERPENDICULAR TO SUPPORT UNLESS NOTED OTHERWISE.
12. BLOCK JOINTS WITH 2X4 FLAT BLOCKING WHERE NOTED ON ROOF OR FLOOR FRAMING PLANS AND WITH BLOCKING SAME AS STUDS AT WALLS.
13. CONNECTOR HARDWARE MODEL NUMBER ARE THOSE FOR SIMPSON STRONG-TIE COMPANY. EQUIVALENT CONNECTORS WITH LOGO ACCEPTANCE MAY BE SUBSTITUTED. ALL JOIST HANGERS SHALL BE SIMPSON U SERIES UNLESS NOTED OTHERWISE.
14. FASTENERS FOR PRESERVATIVE TREATED & FIRE RETARDANT TREATED WOOD SHALL BE OF HOT DIPPED ZINC COATED GALVANIZED STEEL, STAINLESS STEEL, SILICON BRONZE OR COPPER. THE COATING HEIGHTS FOR ZINC COATED FASTENERS SHALL BE IN ACCORDANCE WITH ASTM A-153.

ABBREVIATIONS

AB	ANCHOR BOLT	NTS	NOT TO SCALE
BTWN	BETWEEN	OP	OPPOSITE HAND
CC	CENTER TO CENTER	PC	PIECE
CJ	CONSTRUCTION JOINT	PP	PARTIAL PENETRATION
CLR	CLEAR	WD	WOOD SOREY
CONTIN.	CONTINUOUS	SC	SHEAR CONNECTOR(7"φ)
CP	COMPLETE PENETRATION	SP	STRUCTURAL PLYWOOD
C/SK	COUNTERSINK	SPEN	STRUCTURAL PLYWOOD EDGE
DF	DOUGLAS FIR		NAILING
DL	DEAD LOAD	STFR	STIFFENER
DO	DIPLO	STGRD	STAGGERED
(R)	EXISTING	T & B	TOP & BOTTOM
EJ	EXPANSION JOINT	T & G	TONGUE & GROOVE
EN	EDGE NAILING	TN	TOR NAIL
FB	FACE OF BLOCK	TOP	TOP OF FRAMING
FO	FACE OF CONCRETE	TOS	TOP OF STEEL
GA	GANGER	UNO	UNLESS NOTED OTHERWISE
HSB	HIGH STRENGTH BOLT (A-325)	W/O	WITHOUT
HT	HEIGHT	WP	WORK POINT
JH	JOIST HANGER (SIMPSON)	W/F	WELDED WIRE FABRIC
LV	LAVER LOAD	C	CENTERLINE
LS	LAG SCREW	P	PLATE
LT WT	LIGHT WEIGHT	PO	NUMBER OR POUNDS
MI	MALLEABLE IRON	Q	SQUARE
(N)	NEW	φ	ROUND OR DIAMETER
CTJ	CONTROL JOINT	CONTIN.	CONTINUOUS WOOD IN SECTION
SDSTS	SELF DRILLING SELF TAPPING SCREW	WB	WOOD BLOCKING IN SECTION
CONC	CONCRETE	END OF WOOD PIECE	
FLR	FLOOR	FTG	FOOTING
HDR	HEADER	GLB	GLUED-LAMINATED BEAM
MFR	MANUFACTURER	RDWD	REDWOOD
PTDP	PRESSURE TREATED DOUGLAS FIR	PF	FINISH FLOOR
LVL	LAMINATED VENEER LUMBER	LSL	LAMINATED STRAND LUMBER
PSL	PARALLEL STRAND LUMBER		2800FB, 285FV, 1.8E
			2800FB, 280FV, 2.0E

NAILING SCHEDULE

ALL NAILS FOR STRUCTURAL WORK SHALL BE COMMON WIRE NAILS CONFORMING TO THE FOLLOWING MINIMUM SIZES:

8D	0.131"DIA.X2-1/2"
10D	0.148"DIA.X3"
10D SHORTS	0.148"DIA.X1-5/8" PLUS THICKNESS OF S.P.
16D	0.162"DIA.X3-1/2"
20D	0.182"DIA.X4"

HOLES SHALL BE SUB-DRILLED WHERE NECESSARY TO PREVENT SPLITTING. NAILING NOT NOTED BELOW OR ON PLANS SHALL BE A MINIMUM OF TWO NAILS AT EACH CONTACT. 8D NAILS FOR 1" MATERIAL AND 16D NAILS FOR 2" MATERIAL.

1. JOISTS TO SILL OR GIRDER, TOENAIL ----- 3-8D
2. BRIDGING TO JOISTS, TOENAIL EACH END ----- 2-8D
3. 1"x6" SUBFLOOR OR LESS TO EACH JOIST, FACE NAIL ----- 2-8D
4. KIDDER THAN 1"x6" SUBFLOOR TO EACH JOIST, FACE NAIL ----- 3-8D
5. 2" SUBFLOOR TO JOIST OR GIRDER, BLIND & FACE NAIL ----- 2-16D
6. SOLE PLATE TO JOIST OR BLOCKING, AT BRACED WALL PANEL ----- 16D @ 16"O.C.
7. TOP PLATE TO STUD, END NAIL ----- 2-16D
8. STUD TO SOLE PLATE ----- 4-8D, TOENAIL OR 2-16D, END NAIL
9. DOUBLE STUDS, FACE NAIL ----- 16D @ 24"O.C.
10. DOUBLE TOP PLATES, TYPICAL FACE NAIL ----- 16D @ 16"O.C.
11. DOUBLE TOP PLATES, LAP SPLICE, U.N.O ----- 8-16D
12. BLOCKING BETWEEN JOISTS OR RAFTERS TO TOP PLATE, TOENAIL ----- 3-8D
13. 2" JOIST TO TOP PLATE, TOENAIL ----- 8D @ 6"O.C.
14. TOP PLATES, LAPS AND INTERSECTION, FACE NAIL ----- 2-16D
15. CONTINUOUS HEADER, TWO PIECES, TOENAIL ----- 16D @ 16"O.C. ALONG EACH EDGE
16. CEILING JOISTS TO PLATE, TOENAIL ----- 3-8D
17. CONTINUOUS HEADER TO STUD, TOENAIL ----- 4-8D
18. CEILING JOISTS, LAPS OVER PARTITIONS, FACE NAIL ----- 3-16D
19. CEILING JOISTS TO PARALLEL RAFTERS, FACE NAIL ----- 3-16D
20. 1" BRACE TO EACH STUD & PLATE, FACE NAIL ----- 2-8D
21. 1"x8" SHEATHING OR LESS TO EACH BEARING ----- 3-8D
22. KIDDER THAN 1"x8" SHEATHING TO EACH BEARING, FACE NAIL ----- 3-8D
23. BUILT UP CORNER STUDS ----- 16D @ 24"O.C.
24. BUILT UP GIRDER & BEAMS ----- 20D @ 32"O.C. AT TOP & BOTTOM AND STAGGERED 2-20D AT ENDS AND AT EACH SPLICE

25. 2" PLANKS ----- 2-16D AT EACH BEARING
26. NOOD STRUCTURAL PANELS:
SUBFLOOR & WALL SHEATHING TO FRAMING
1/2" & LESS ----- 8D
1/2"52" - 1" ----- 10D
1-1/8" - 1-1/4" ----- 10D
COMBINATION SUBFLOOR UNDERLAYMENT TO FRAMING
3/4" - 1" ----- 10D
1-1/8" - 1-1/4" ----- 10D
27. PANEL SIDING TO FRAMING
1/2" OR LESS ----- 8D
5/8" ----- 8D

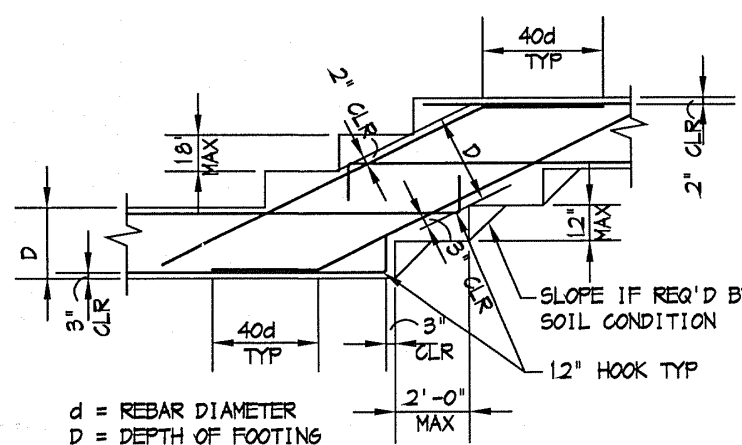
NAILS SPACED @ 6"O.C. AT EDGES, 12"O.C. @ INTERMEDIATE SUPPORTS EXCEPT 6" AT ALL SUPPORTS WHERE SPANS ARE 48" OR MORE. FOR NAILING OF BRACED WALL PANELS OR SHEAR WALLS, SEE PLAN.

DEMOLITION NOTES

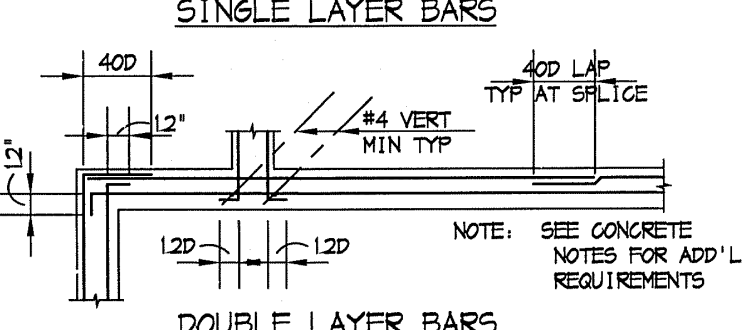
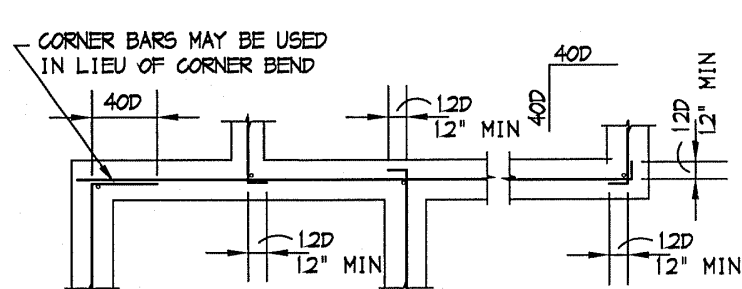
1. SAFETY NOTES:
A) IT IS THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH THE PERTINENT SECTIONS AS THEY APPLY TO THIS PROJECT OF THE "CONSTRUCTION SAFETY ORDERS" ISSUED BY THE STATE OF CALIFORNIA LATEST EDITION AND ALL OSHA REQUIREMENTS.
B) THE STRUCTURAL DESIGNER (ENGINEER) DO NOT ACCEPT ANY RESPONSIBILITY FOR THE CONTRACTOR'S FAILURE TO COMPLY WITH THESE REQUIREMENTS.
2. SHORE OR BRACE TRUSSES, BEAMS COLUMNS, AND WALLS AS REQUIRED TO MAINTAIN THE STABLE INTEGRITY OF THE EXISTING STRUCTURE PRIOR TO DEMOLITION. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DESIGN AND PROVIDE COMPETENT SHORING AND BRACING FOR ALL LOADS IMPOSED DURING AND AFTER DEMOLITION THROUGH COMPLETION OF NEW CONSTRUCTION.
3. ALL DIMENSIONS GIVEN TO AND OF THE EXISTING STRUCTURE ARE APPROXIMATE. VERIFY BY FIELD MEASUREMENTS THE DIMENSIONS OF THE EXISTING STRUCTURE. WHERE ACTUAL CONDITIONS DEVIATE FROM THE DETAILS SHOWN ON THE DRAWINGS, NOTIFY THE STRUCTURAL DESIGNER FOR INSTRUCTIONS PRIOR TO PROCEEDING WITH WORK.
4. DEMOLITION AND REMOVAL OF EXISTING CONSTRUCTION SHALL BE MADE IN SUCH A MANNER AS TO AVOID OR MINIMIZE DAMAGE TO ADJACENT CONSTRUCTION.
5. EXTENT OF DEMOLITION IS TO BE AS INDICATED ON PLANS, SECTIONS AND DETAILS. DEMOLITION IS TO INCLUDE REMOVAL AND DISPOSAL CONSTRUCTION.

STRUCTURAL DESIGN CRITERIA

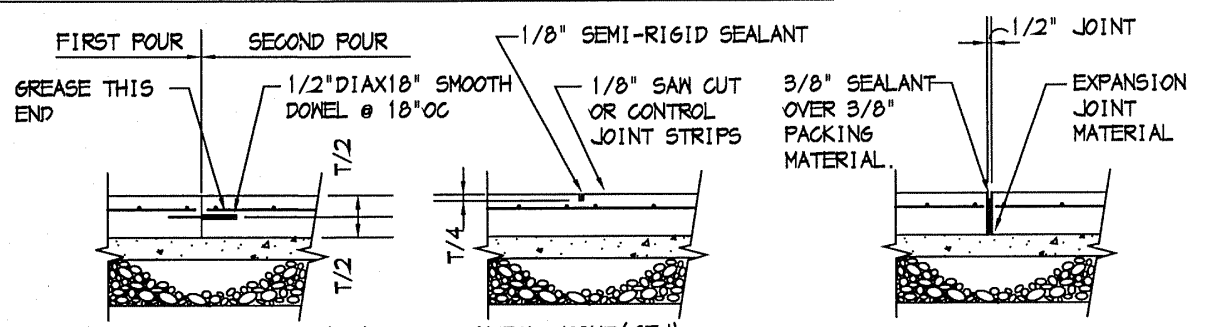
DEAD LOAD: ROOF, $R_u = 16$ PSF FLOOR, $F_u = 13$ PSF LIVE/SEMI LOAD: ROOF, $R_u = 20$ PSF FLOOR, $F_u = 40$ PSF	GEOTECHNICAL DATA: ALLOW. BEARING PRESSURE $Q = 1500$ PSF
WIND DATA: WIND SPEED, $V_w = 85$ MPH, $V_{wz} = 110$ MPH DIRECTIONALITY FACTOR, $K_d = .85$ IMPORTANCE FACTOR, $I = 1.0$ SURFACE ROUGHNESS CATEGORY: B EXPOSURE CATEGORY: B PRESSURE COEFFICIENT, $K_f = .87$ TOPOGRAPHICAL FACTOR, $K_z = 1.00$ GUST EFFECT FACTOR, $G = 1.0$ ENCLOSURE CLASSIFICATION: ENCLOSED	SEISMIC DATA: OCCUPANCY CATEGORY: I RESPONSE FACTOR, $R = 6.5$ IMPORTANCE FACTOR, $I = 1.0$ SITE CLASSIFICATION: D ACCELERATION PARAMETER, $S_s = 1.500$ ACCELERATION PARAMETER, $S_1 = .600$ SITE COEFFICIENT, $F_a = 1.000$ SITE COEFFICIENT, $F_v = 1.500$ DESIGN ACCEL. PARAMETER, $S_m = 1.000$ DESIGN ACCEL. PARAMETER, $S_h = .600$ SEISMIC DESIGN CATEGORY: D



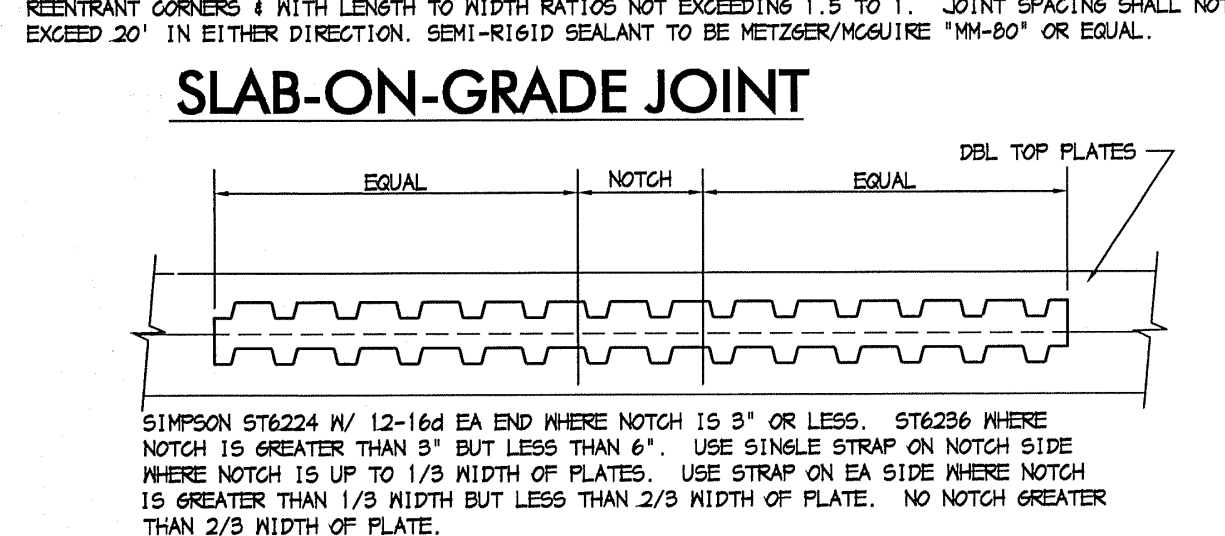
TYPICAL FOOTING STEP



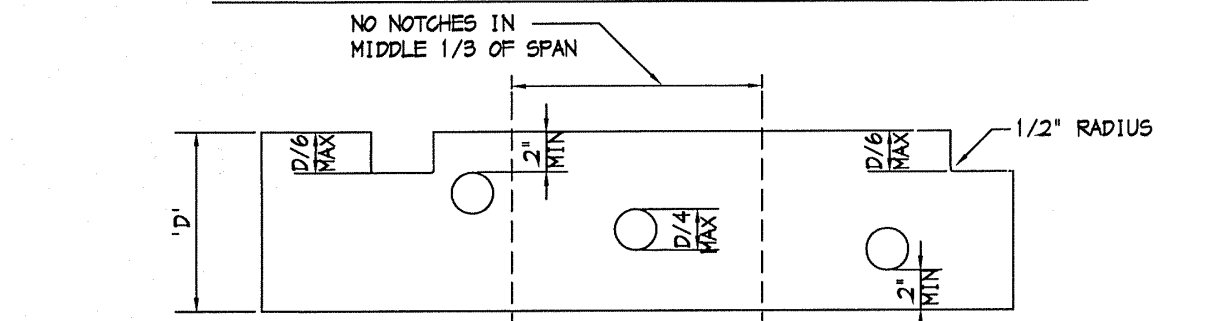
TYPICAL CORNER REINFORCING



SLAB-ON-GRADE JOINT

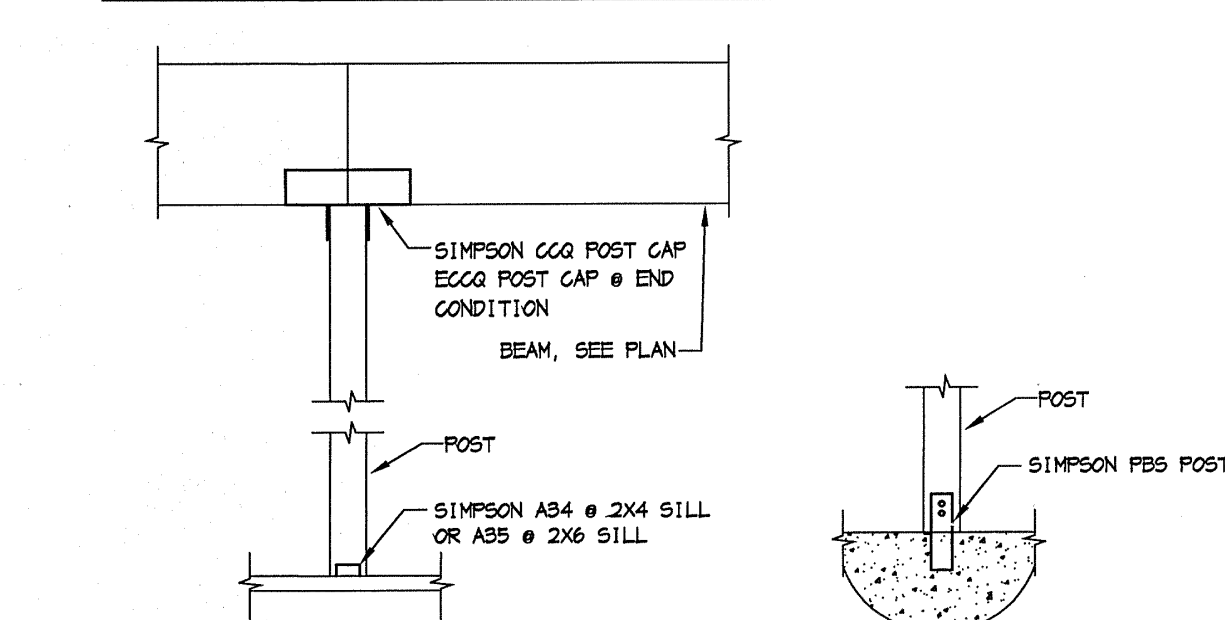


SPLICE OF TOP PLATE @ NOTCH OR HOLES FOR PIPES OR CONDUITS

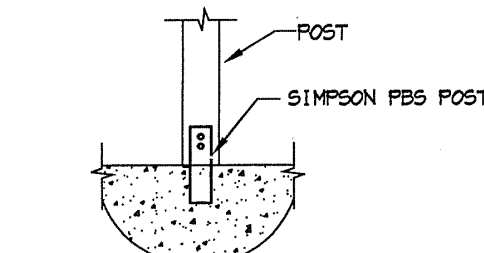


1. PREDRILL CORNERS OF NOTCHES SO AS NOT TO OVER CUT.
2. NOTCHES ON THE ENDS OF JOISTS & HEADERS SHALL NOT EXCEED 1/6 THE JOIST DEPTH.
3. NOTCHES IN THE TOP OF JOISTS SHALL NOT EXCEED 1/6 THE DEPTH AND SHALL NOT BE LOCATED IN THE MIDDLE THIRD OF THE SPAN.
4. NOTCHES ON THE BOTTOM OF JOISTS ALLOWED ONLY WHERE SPECIFICALLY SHOWN ON DRAWINGS.
5. HOLES BORED IN JOISTS SHALL NOT BE WITHIN 2 INCHES OF THE TOP OR BOTTOM AND SHALL NOT HAVE A DIAMETER LARGER THAN 1/3 THE DEPTH OF THE JOIST.

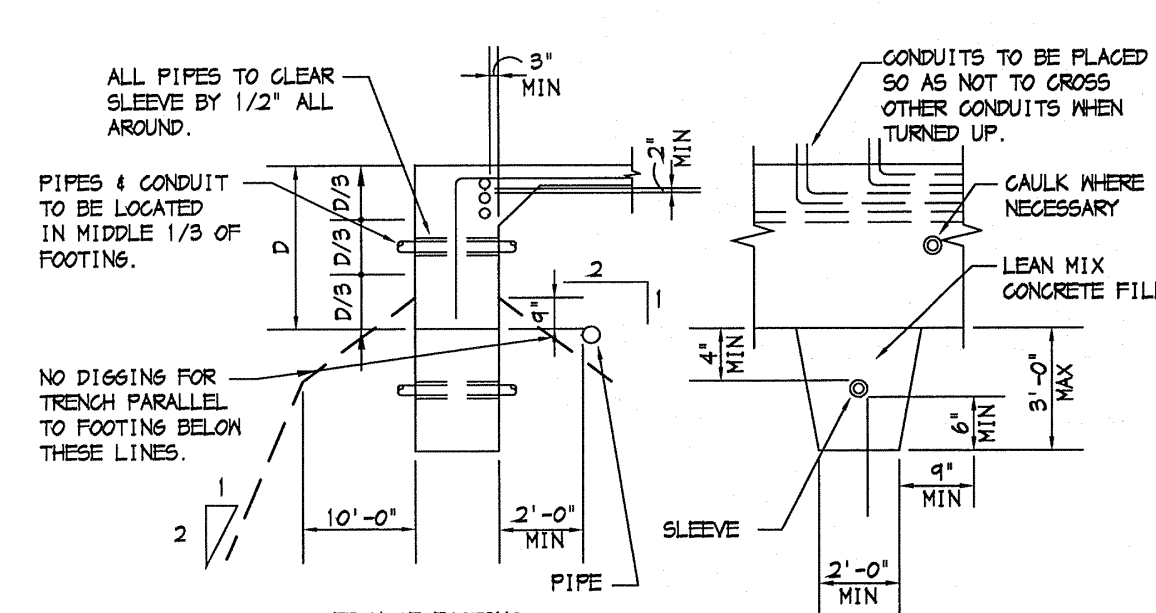
NOTCHES & HOLES IN JOISTS & HEADERS



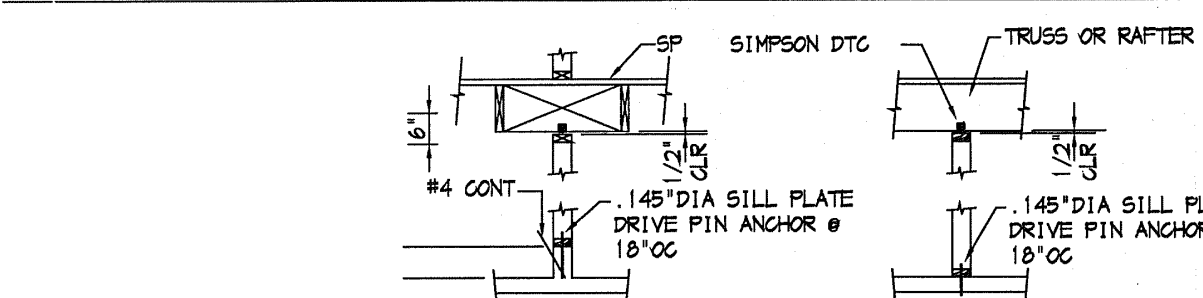
TYPICAL BEAM & POST CONNECTION



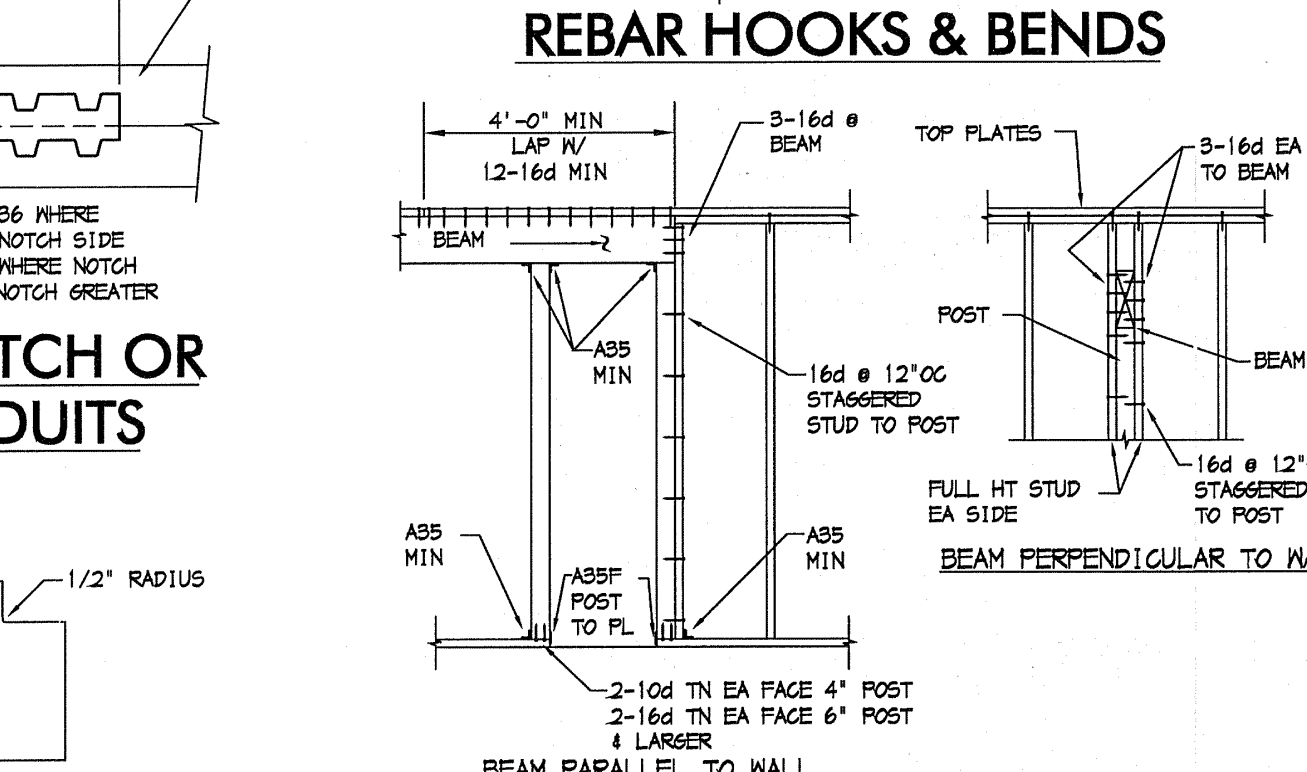
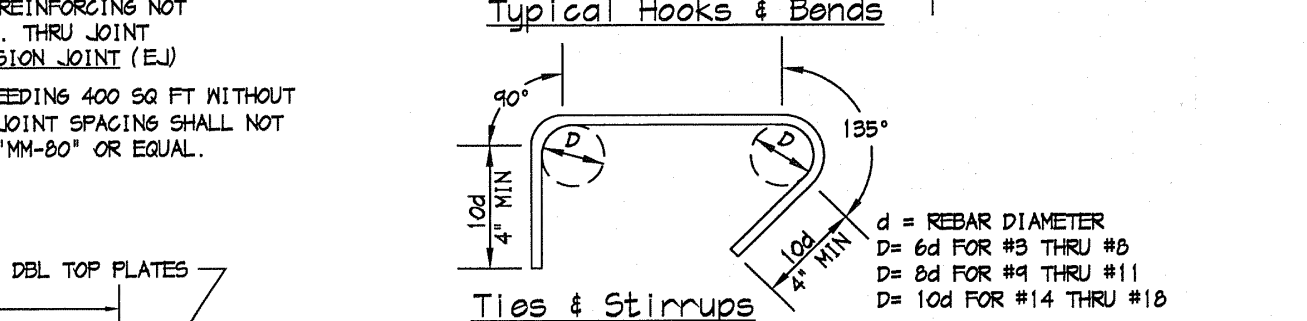
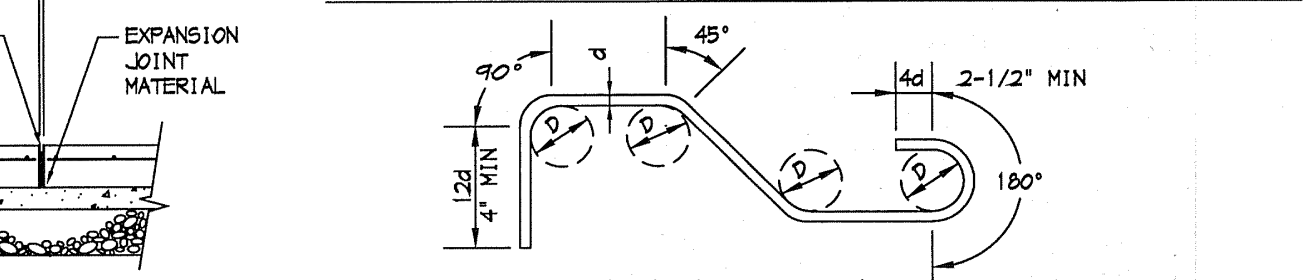
POST BASE (NO SILL PLATE)



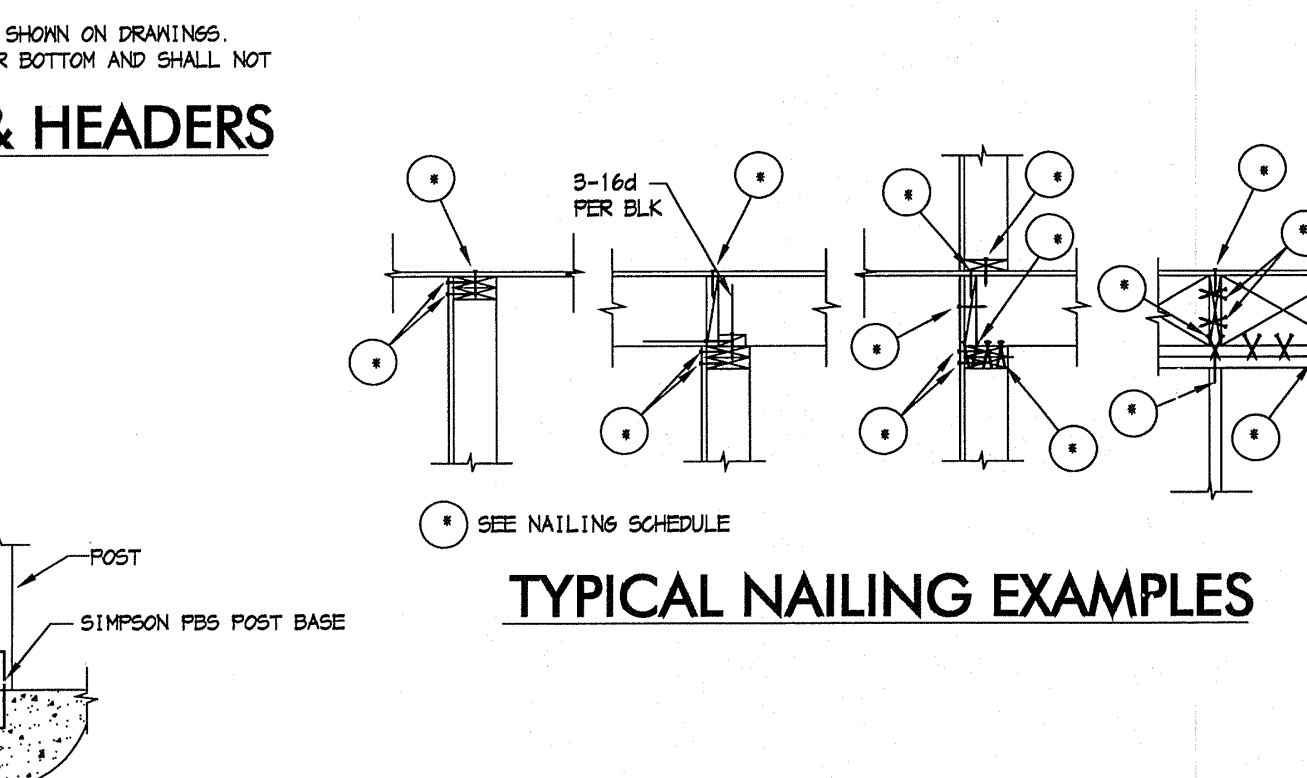
CONCRETE FOOTING AT PIPES & CONDUITS



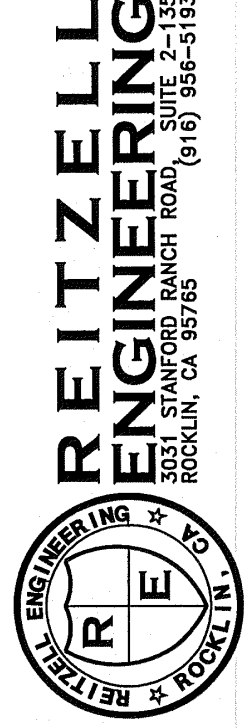
NON-BEARING PARTITION FRAMING



POST & BEAM CONNECTIONS

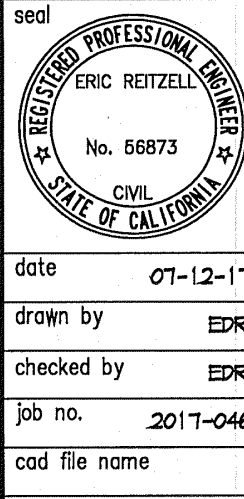


TYPICAL NAILING EXAMPLES



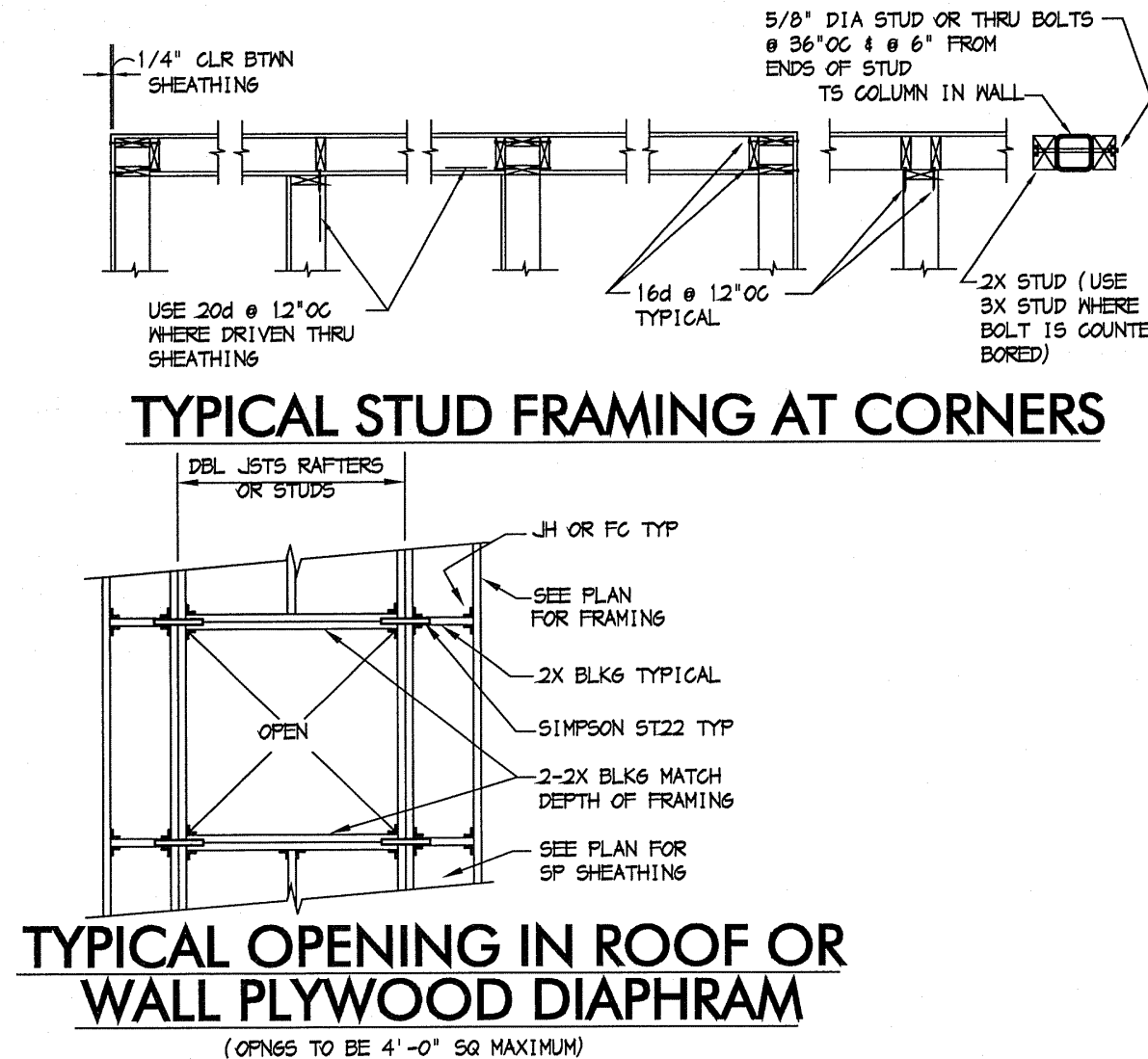
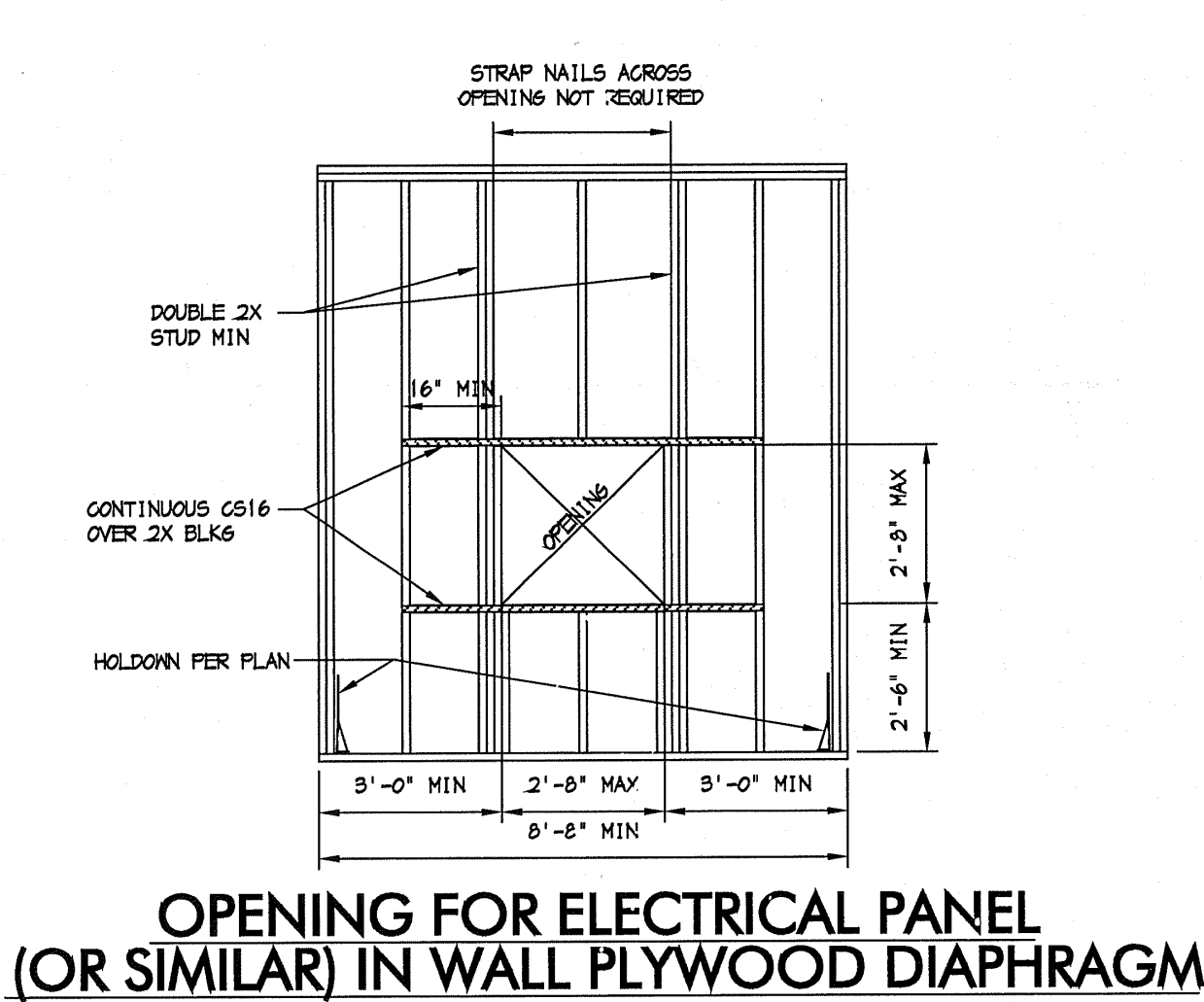
revisions

KELLEY ADDITION
1650 CHARDONNAY WAY
SAINT HELENA, CA 94574
APN: 009-543-024-000



TYPICAL NOTES & DETAILS

sheet title
sheet no.
SD1

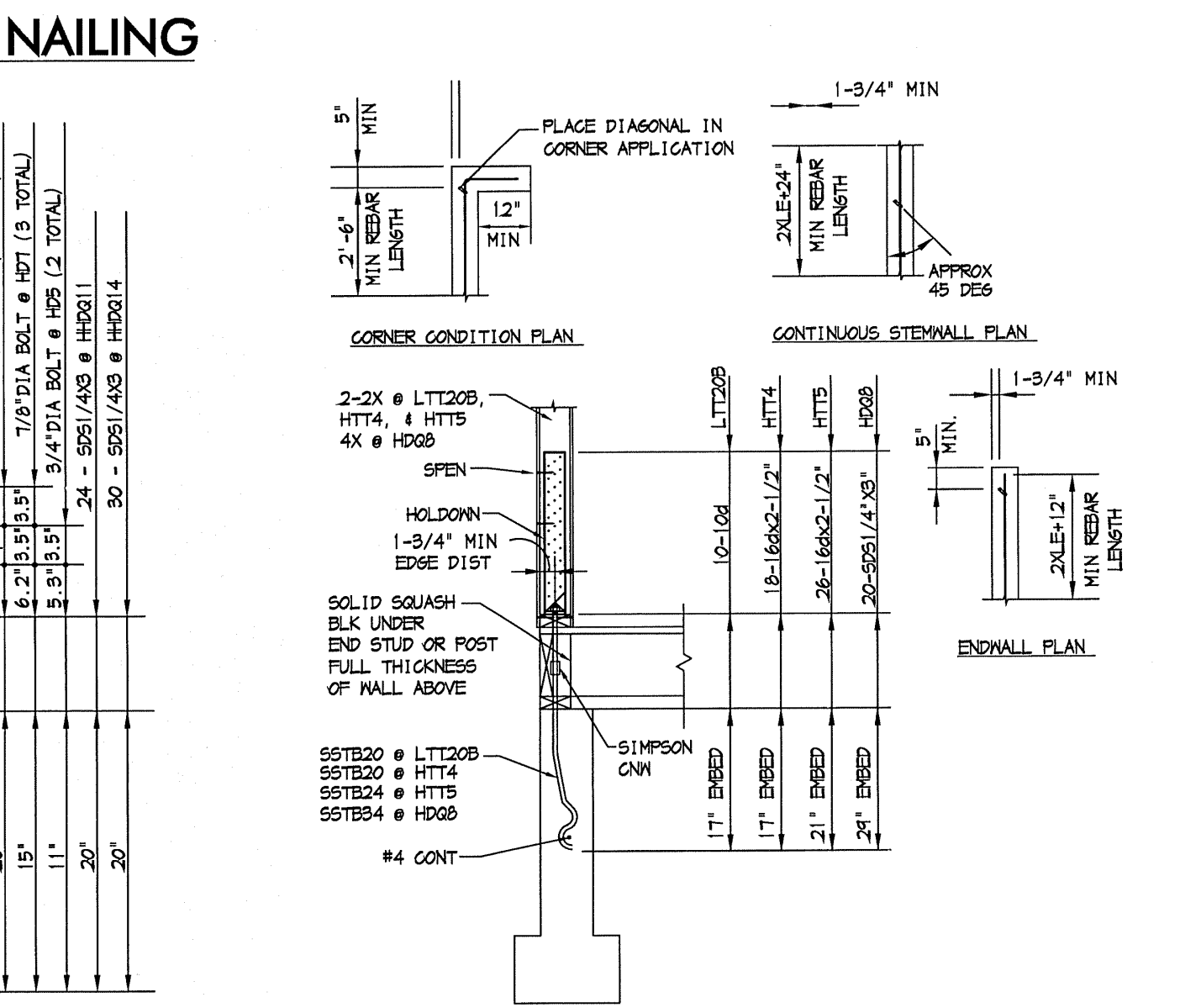
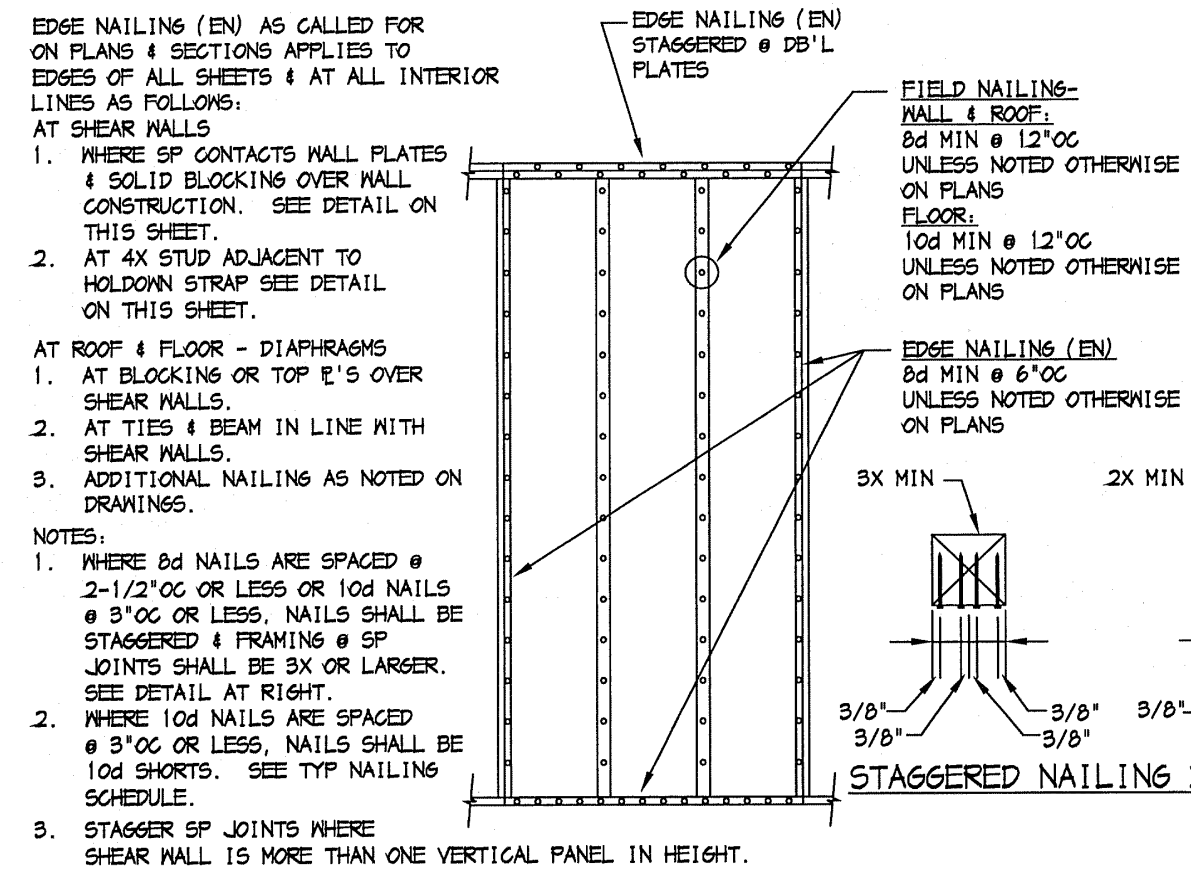
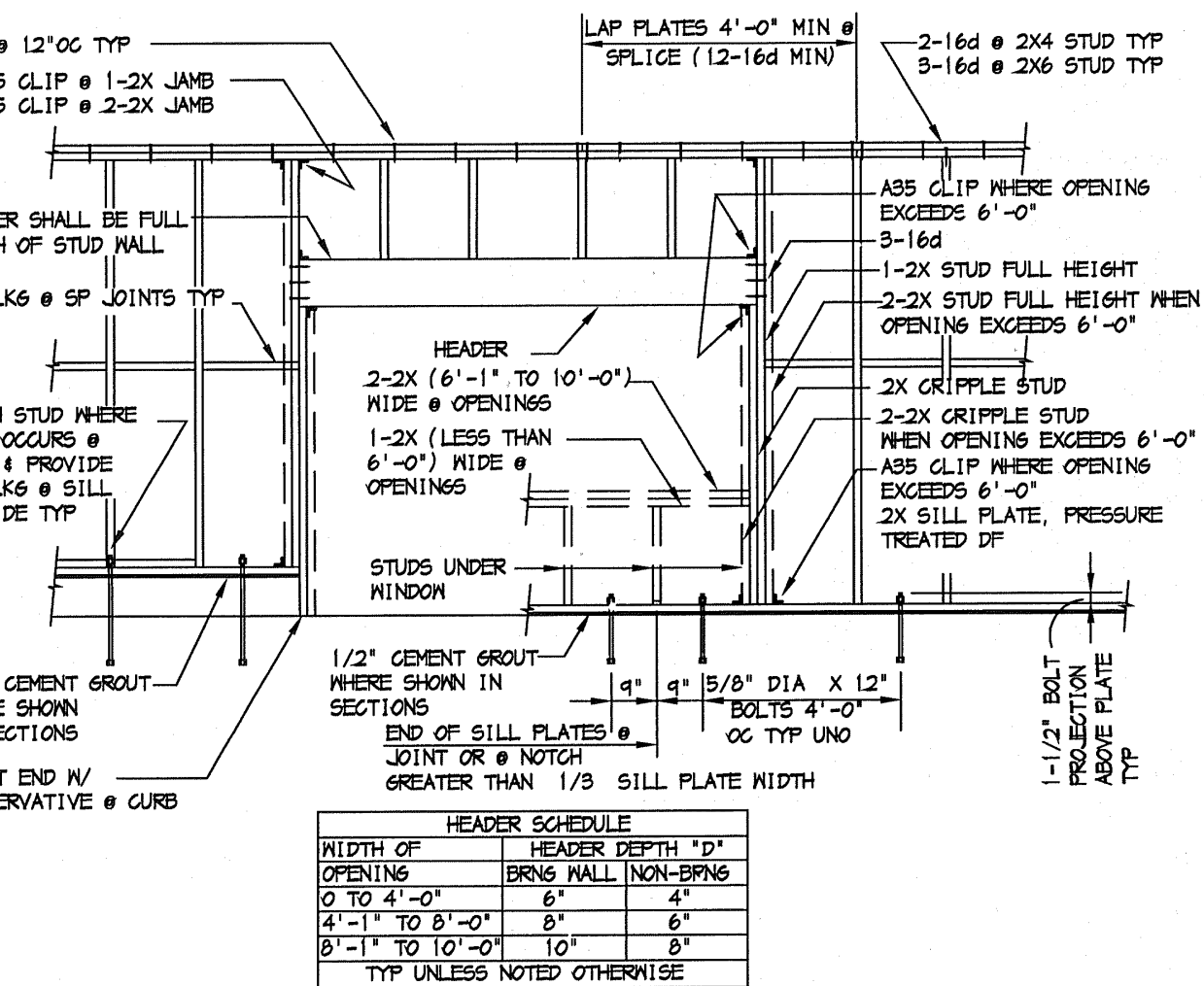


MARK	SHEATHING	PANEL NAILING	ANCHOR BOLTS	SILL PLATE NAILING	ALLOWABLE SHEAR
A	3/8\" CDX PLYWOOD	8d @ 6\" OC	5/8\" DIA @ 4'-0\" OC	16d @ 8\" OC	260 PLF
B	3/8\" CDX PLYWOOD	8d @ 4\" OC	5/8\" DIA @ 3'-0\" OC	16d @ 5\" OC	350 PLF
C	3/8\" CDX PLYWOOD	8d @ 3\" OC	5/8\" DIA @ 2'-4\" OC	20d @ 4.75\" OC	440 PLF
D	3/8\" CDX PLYWOOD	8d @ 2\" OC	5/8\" DIA @ 1'-9\" OC	20d @ 3.5\" OC	640 PLF
E	3/8\" CDX PLYWOOD	8d @ 4\" OC	5/8\" DIA @ 1'-6\" OC	20d @ 3\" OC	760 PLF
F	3/8\" CDX PLYWOOD	8d @ 3\" OC	5/8\" DIA @ 1'-2\" OC	20d @ 2.25\" OC	980 PLF
G	3/8\" CDX PLYWOOD	8d @ 2\" OC	5/8\" DIA @ 10\" OC	20d @ 1.75\" OC	1280 PLF

- NOTES:
- FIELD NAILING TO BE 8d @ 12\" OC TYPICAL.
 - FRAMING AT ADJOINING PANEL EDGES SHALL BE 3\" NOMINAL OR WIDER AND NAILS SHALL BE STAGGERED WHERE NAILS ARE SPACED 2\" OC.
 - WHERE THE ALLOWABLE SHEAR VALUES EXCEED 350 PLF, FOUNDATION SILL PLATES AND ALL OTHER FRAMING MEMBERS RECEIVING EDGE NAILING FROM ADJOINING PANELS SHALL NOT BE LESS THAN A SINGLE 3X (NOMINAL) MEMBER.
 - WHERE SHEATHING IS APPLIED TO BOTH FACES AND NAIL SPACING IS LESS THAN 6\" O.C. ON EITHER SIDE, PANEL JOINTS SHALL BE OFFSET TO FALL ON DIFFERENT FRAMING MEMBERS OR FRAMING SHALL BE 3X (NOMINAL) MINIMUM AND NAILS ON EACH SIDE SHALL BE STAGGERED.
 - HOLDOWN BOLTS SHALL NOT BE CONSIDERED TO REPLACE (OR ACT AS) ANCHOR BOLTS.
 - A) ANCHOR BOLTS SHALL BE 12\" LONG W/ 4\" MIN EMBEDMENT. SPACE ANCHOR BOLTS @ 48\" OC, UNLESS NOTED OTHERWISE.
B) THERE SHALL BE AT LEAST TWO BOLTS PER EACH PIECE OF SILL AND AN ANCHOR BOLT WITHIN 4\" OF EACH END OF EACH PIECE OF SILL.
 - IF NOT INDICATED OTHERWISE NAIL 3/8\" SP OR PLYWOOD SIDING AT WALLS PER

SHEAR WALL GENERAL NOTES

- PROVIDE 2X BLOCKING AT WOOD SHEAR PANEL EDGES.
- WHERE PANELS ARE APPLIED ON BOTH FACES OF WALL AND NAIL SPACING IS LESS THAN 6\" OC, PANEL JOINTS SHALL BE OFFSET TO FALL ON DIFFERENT FRAMING MEMBERS OR FRAMING MEMBERS SHALL BE 4X OR WIDER AND NAILS SHALL BE STAGGERED ON EACH SIDE.
- WHERE NAILS ARE SPACED AT 2\" OC, THEY SHALL BE STAGGERED AND 4X OR WIDER FRAMING MEMBERS SHALL BE USED AT ADJOINING PANEL EDGES.
- WHERE 10D NAILS ARE SPACED AT 3\" OC, THEY SHALL BE STAGGERED AND 4X OR WIDER FRAMING MEMBERS SHALL BE USED AT ADJOINING PANEL EDGES.
- ALL NAILS MUST BE COMMONS, UNLESS NOTED OTHERWISE ON THE PLANS.
- ALL METAL HARDWARE SPECIFIED SHALL BE SIMPSON STRONG-TIE AND SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
- ALL NAILING SHALL CONFORM TO THE 2015 CBC TABLE 2304.9.1 FASTENING SCHEDULE, UNLESS NOTED OTHERWISE.
- SHEATHING USED IN THE CONSTRUCTION OF SHEAR WALLS SHALL BE 4\" X 8\" MINIMUM, EXCEPT AT BOUNDARIES OR AT CHANGES IN FRAMING WHERE THE MINIMUM WIDTH SHALL BE 24\".
- CDX PLYWOOD MAY BE SUBSTITUTED WITH APA RATED OSB SHEATHING 24/0 EXP. 1.
- ALL FOUNDATION ANCHOR BOLTS SHALL NOT BE LESS THAN 1/2\" DIAMETER STEEL, EMBEDDED AT LEAST 1\" INTO CONCRETE AND SPACED NOT MORE THAN 12\" OC. SEE SHEAR WALL SCHEDULE FOR VARIATIONS.
- ALL VISUALLY GRADED LUMBER USED FOR BEAMS AND HEADERS SHALL BE SUPPORTED WITH FULL BEARING. USE #2 D.F. LARGH SUPPORTS UNLESS NOTED OTHERWISE.
- EXCEPT AS NOTED OTHERWISE, ALL DOUBLE TOP PLATES OF BEARING WALLS SHALL BE #2 D.F. LARGH. PROVIDE 12-16d ON EACH SIDE OF PLATE LAP SPLICE UNLESS NOTED OTHERWISE.



TYPICAL STUD WALL & OPENING FRAME

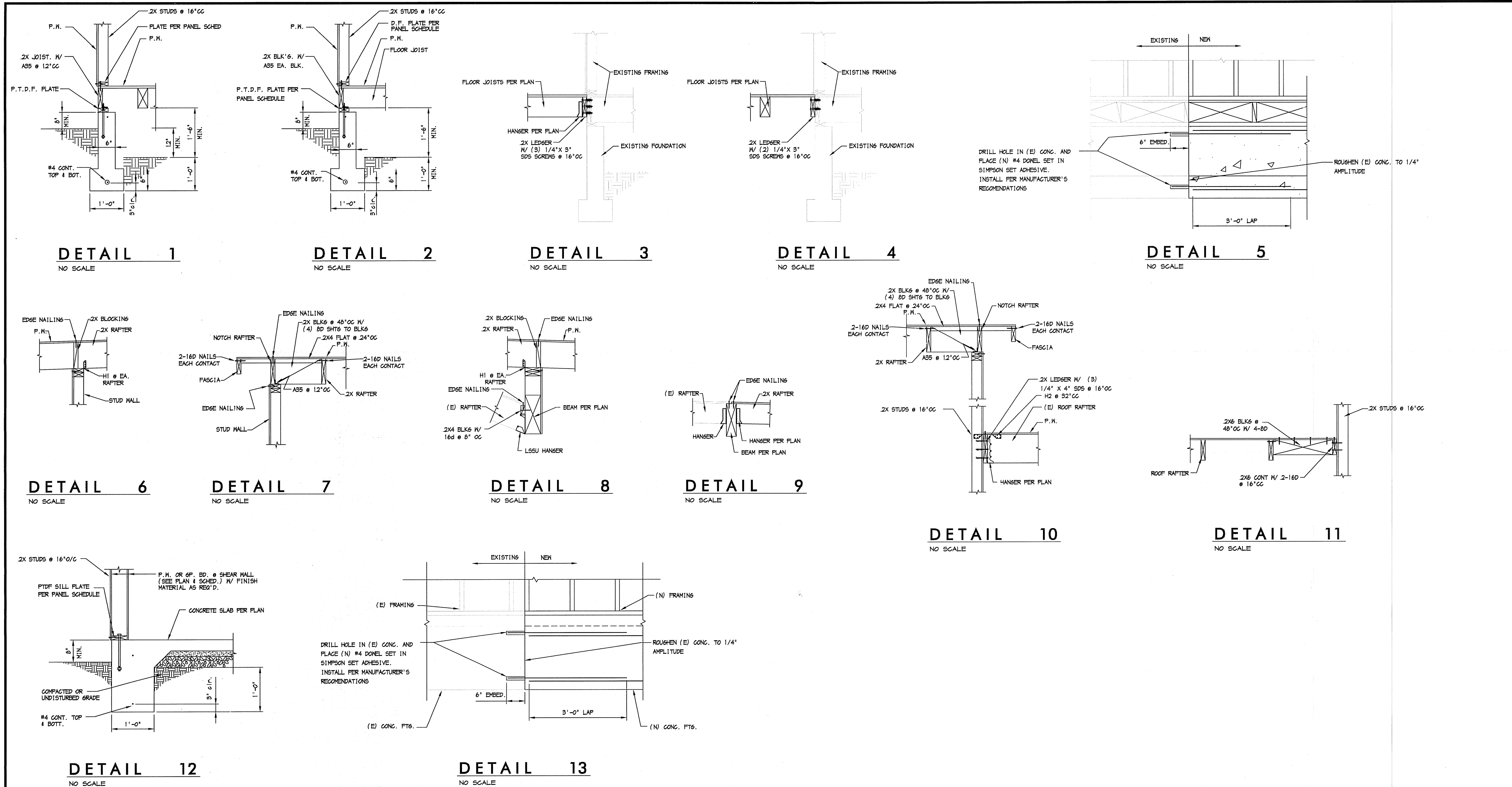
STRUCTURAL PLYWOOD & PLYWOOD SIDING NAILING

HOLDOWN AT RAISED FOUNDATION

HOLDOWN TO EXISTING FOUNDATION

HOLDOWN DETAIL

HOLDOWN DETAIL



**REITZELL
ENGINEERING**
3031 STANFORD RANCH ROAD, SUITE 2-135
ROCKLIN, CA 95765 (916) 956-5193

revisions

**KELLEY ADDITION
1650 CHARDONNAY WAY
SAINT HELENA, CA 94574
APN: 009-543-024-000**

seal

date 07-12-17
drawn by EPR
checked by EPR
job no. 2017-046
cad file name

**STRUCTURAL
DETAILS**

sheet title
sheet no.
SD3









PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-021

SUBJECT: Request by Jay M. Behmke on behalf of 929 Main Street, LLC for approval of a resolution granting a sign permit for new signage at Yao Family Wines located at 929 Main Street in the Service Commercial (SC) district.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 03/02/18

ACCEPTED AS COMPLETE: 06/04/18

LOCATION OF PROPERTY: 929 Main Street

APN: 009-180-038

GENERAL PLAN/ZONING: Service Commercial (SC)

APPLICANT: Jay M. Behmke

PHONE: (707) 520-4242

BACKGROUND

In April 2016, the applicant received sign permit approval (#PC2016-012) in order to hang a double-sided blade sign perpendicularly from the building's façade on the primary frontage of the building where the former Bello identification sign was located. The approved sign was 4' x 2' (16 square feet in total) and consisted of black lettering with gold and red logos. The sign was to be externally illuminated from lighting on the building. This sign was found to not meet the applicant's needs and was subsequently taken down and replaced with temporary signage. The applicant is now requesting approval of a more comprehensive sign program to meet their needs.

PROJECT DESCRIPTION

The applicant is requesting sign permit approval for new signage associated with Yao Family Wines at 929 Main Street in the Service Commercial (SC) district. Proposed signage includes two signs on the building's primary frontage and two signs on the building's secondary frontage. The main identification sign on the building's primary frontage reads "Yao Family Wines" and is approximately 48 square feet (sf) in size (4' x 12') and consists of pin mounted red acrylic letters that would be illuminated via exterior lights affixed to the building. The second sign on the building's primary frontage is located near the front door and reads "Yao Family Wines" and "Yao Ming, Proprietor" with an additional symbol and Chinese lettering (Yao Ming's name in Chinese). The sign is 12-sf in size and consists of pin mounted, back lit aluminum lettering creating a halo illuminated effect.

Two signs are also proposed on the building's secondary frontages. One sign would be located on the building's northern chimney and the other would be located on the building's southern chimney. Each of these signs would read "Yao Family Wines" would be 10-sf in size (2' x 5') and consist of pin mounted red acrylic letters. These signs would not be illuminated.

ANALYSIS**CEQA**

This project is exempt from the requirements of CEQA pursuant to Section 15311, Class 11(a) of the CEQA Guidelines which exempts on-premise business signs.

GENERAL PLAN / ZONING

The project site is located in the Service Commercial (SC) district. The SC district provides for service and retail uses, restaurants, service stations, motels, public and quasi-public uses and similar and compatible uses. In the SC district, signs are regulated by Municipal Code Section 17.148.040(C)(2). Planning commission approval must be obtained for all signs not listed in Municipal Code Section 17.148.040(C)(2)(a). Furthermore, all illuminated signs, unless specifically prohibited in Section 17.148.030, shall be subject to review and approval of a planning commission sign permit, who shall review the sign for hours of operation, size, color, intensity of light, and creativity of design.

The purpose of the planning commission sign permit is to allow the consideration of illuminated signs (including neon), signs that are larger, or signs in addition to those permitted with an administrative sign permit. The planning commission shall consider the compatibility of the sign to the site, the appropriateness of the materials and colors in relation to the project, the compatibility of the sign to the small town character of St. Helena, and the impact the sign may have on surrounding properties. The commission shall not approve signs which obscure or detract from the architecture of a historic building or structure.

Pursuant to Municipal Code Section 17.148.040(C)(2)(b), two identification signs with a maximum cumulative sign area of not more than sixty (60) square feet, including both sides of a two-sided sign, are permitted on the primary frontage of a business in the SC district. Primary frontage means the side of a building facing a street or, in the case of a building having more than one side facing a street, the side so designated by the property owner. In this case, the building fronting Main Street/Highway 29 is considered the primary frontage.

In addition, a business is permitted one sign for each secondary frontage with a maximum cumulative sign area of not more than twenty (20) square feet, including both sides of a two-sided sign. Secondary frontage means the sides of a building other than the primary frontage which are visible from a public right-of-way or from adjacent private property or which provide secondary access to the use or activity.

The planning commission may also approve signs that exceed the height, size and number of signs specified in the SC district for properties located along Main Street where sign visibility is impaired due to consideration of the following circumstances:

- A. The building is set back from the street for a distance of fifty (50) feet or more;
- B. The visibility of the building is obscured;
- C. The speed limit on Main Street is greater than thirty-five (35) miles per hour; and
- D. A sign meeting the standards of this title would create a safety hazard by obscuring the vision of autos exiting the property.

Staff Response: Proposed signage associated with this application meets the required code standards described above in that 60-sf is proposed for the building's primary frontage and 20-sf is proposed for the building's secondary frontages. The proposed primary frontage signs are similar in location, size, and lighting to previously approved signage associated with the Bello tasting room (see attached). In addition, the secondary frontage signs will not be illuminated. Staff has no concerns about the proposed signage and feels that the proposed signs are an improvement over the signage currently on-site.

ISSUES

Staff has not identified any issues related to this application that require additional discussion.

CORRESPONDENCE

As of the completion of this report, no comments on the proposed signs have been received by staff.

STAFF RECOMMENDATION

Staff finds that the proposed signage is in compliance with all required standards and therefore recommends that the Planning Commission:

1. Determine that the signs are exempt from the requirements of CEQA pursuant to Section 15311; and
2. Approve a resolution granting a sign permit for new signage on the property located at 929 Main Street.

ATTACHMENTS

[Resolution](#)

[Aerial View](#)

[Photos](#)

[Sign Location Map](#)

[Sign Plan Set](#)

[Bello Primary](#)

[Bello daytime](#)

[Bello nighttime](#)

**CITY OF ST. HELENA PLANNING COMMISSION
RESOLUTION NO.
GRANTING SIGN PERMIT APPROVAL TO
929 MAIN STREET (PL18-021)**

PROPERTY OWNER: 929 Main Street LLC

APN: 009-180-038

RECITALS

1. The applicant submitted an application for a sign permit on March 2, 2018 in order to place new signage at Yao Family Wines located at 929 Main Street in the Service Commercial (SC) district;
2. Proposed signage includes two signs on the building's primary frontage and two signs on the building's secondary frontage. The main identification sign on the building's primary frontage reads "Yao Family Wines" and is approximately 48 square feet (sf) in size (4' x 12') and consists of pin mounted red acrylic letters that would be illuminated via exterior lights affixed to the building. The second sign on the building's primary frontage is located near the front door and reads "Yao Family Wines" and "Yao Ming, Proprietor" with an additional symbol and Chinese lettering (Yao Ming's name in Chinese). The sign is 12-sf in size and consists of pin mounted, back lit aluminum lettering creating a halo illuminated effect.

Two signs are also proposed on the building's secondary frontages. One sign would be located on the building's northern chimney and the other would be located on the building's southern chimney. Each of these signs would read "Yao Family Wines" would be 10-sf in size (2' x 5') and consist of pin mounted red acrylic letters. These signs would not be illuminated;
3. The Planning Commission of the City of St. Helena, State of California, considered the signs, staff report, and all testimony, written and spoken, at a hearing on July 3, 2018; and
4. Now, therefore let it be found that, the Planning Commission approves the sign permit and authorizes the modifications contained in said plans based on the findings below and subject to the conditions of approval enumerated herein.

RESOLUTION

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission hereby finds that this project is exempt from the California Environmental Quality Act pursuant to Section 15311, Class 11 (a), which exempts installation of on premise signs.

*929 Main Street
Sign Permit
July 3, 2018*

- C. The Planning Commission further finds that the proposed signs are in compliance with the requirements of Municipal Code Section 17.148 relating to the placement of signs in the Service Commercial district.
- D. The Sign Permit for the above described is granted subject to compliance with the following conditions. 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 permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit should one be required.
 - 2. The Permits shall be vested within one (1) year from the date of approval. The Permits may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals. Any request for an extension of the Sign Permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
 - 3. This permit will expire if the use is discontinued pursuant to existing ordinances and regulations.
 - 4. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of 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.
 - 5. This sign permit 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.
 - 6. The signs authorized by this sign permit shall conform to the details and dimensions shown on the Exhibits which were reviewed and approved by the Planning Commission at their July 3, 2018 meeting.
 - 7. No internal illumination of signs is permitted.
 - 8. Up-lighting shall utilize cut-off shielding to prevent light trespass onto adjacent properties.
 - 9. An Encroachment Permit shall be obtained by the applicant prior to installation of the sign if work involves locating of any person or structure on public property, such as a sidewalk, driveway, or street, if necessary.
 - 10. Provided they are in general compliance with the Sign Ordinance, minor modifications may be approved by the Planning Director.

929 Main Street
Sign Permit
July 3, 2018

I HEREBY CERTIFY that the foregoing sign permit 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 July 3, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Acting Chair, Planning Commission

Noah Housh
Planning Director

929 Main Street
Sign Permit
July 3, 2018





Street View Looking South



Street View Looking North



View of Building from South

Location of Proposed Wall Sign

Location of Proposed Secondary Sign

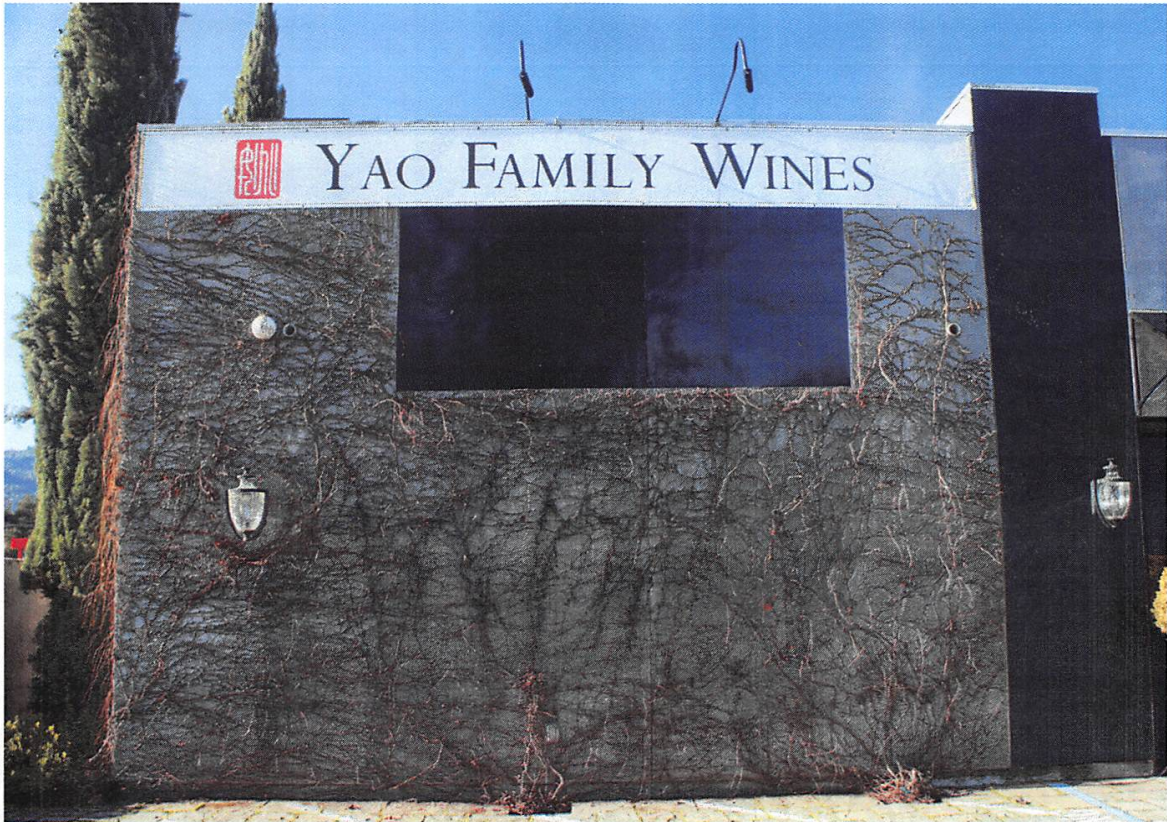
Location of Proposed Front Door Sign



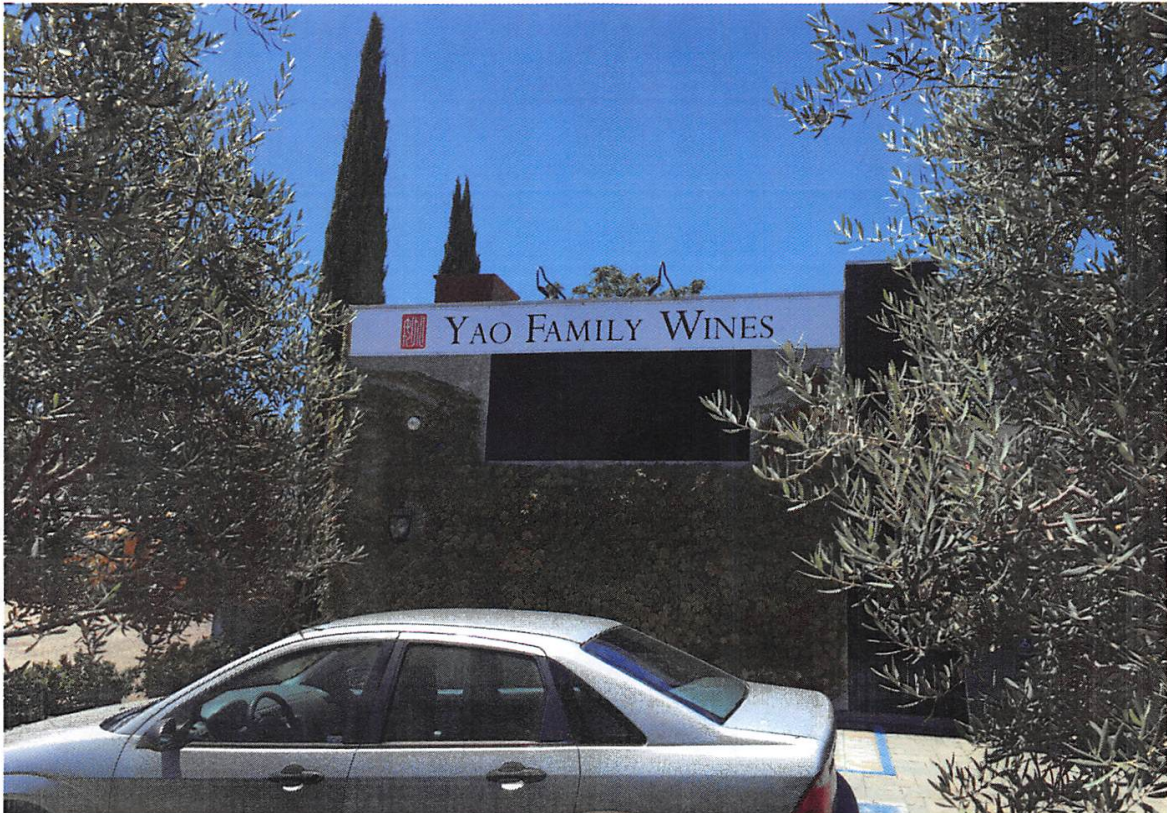
Front of 929 Main looking North



Front of 929 Main looking South



Front Wall Sign Location



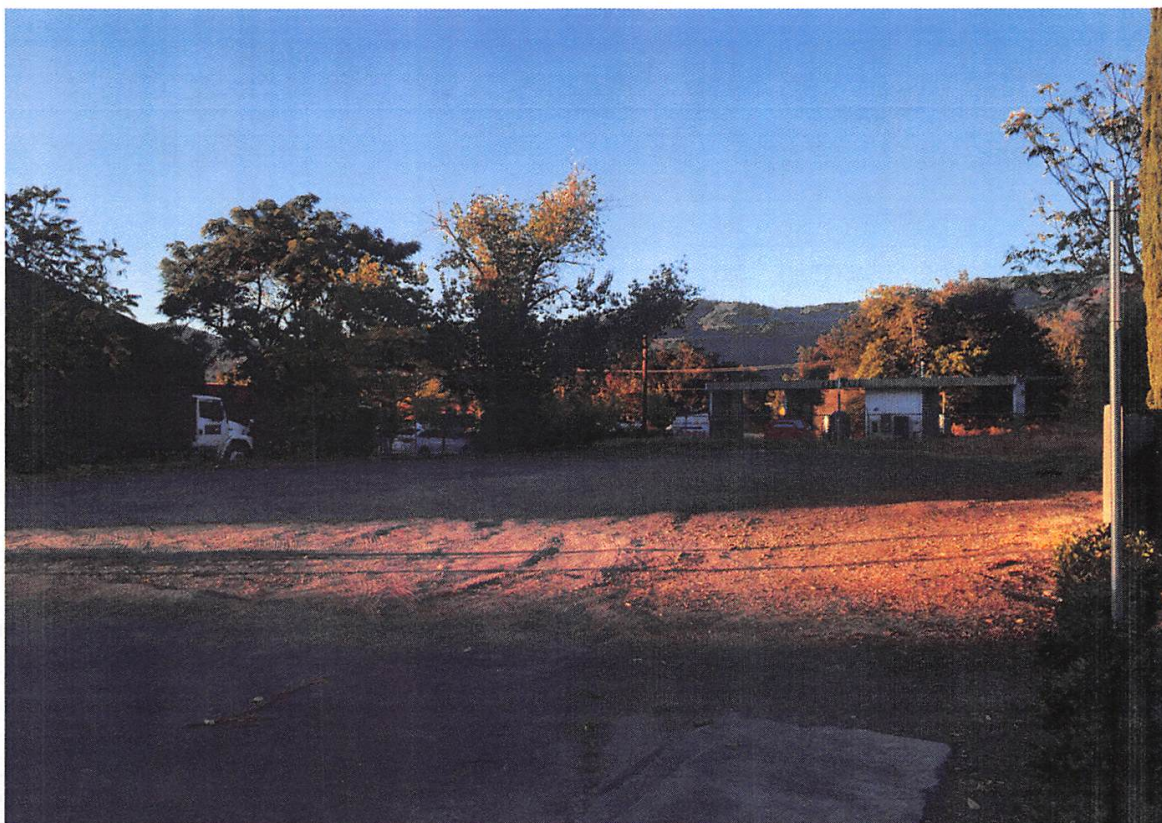
Front Wall Sign Location



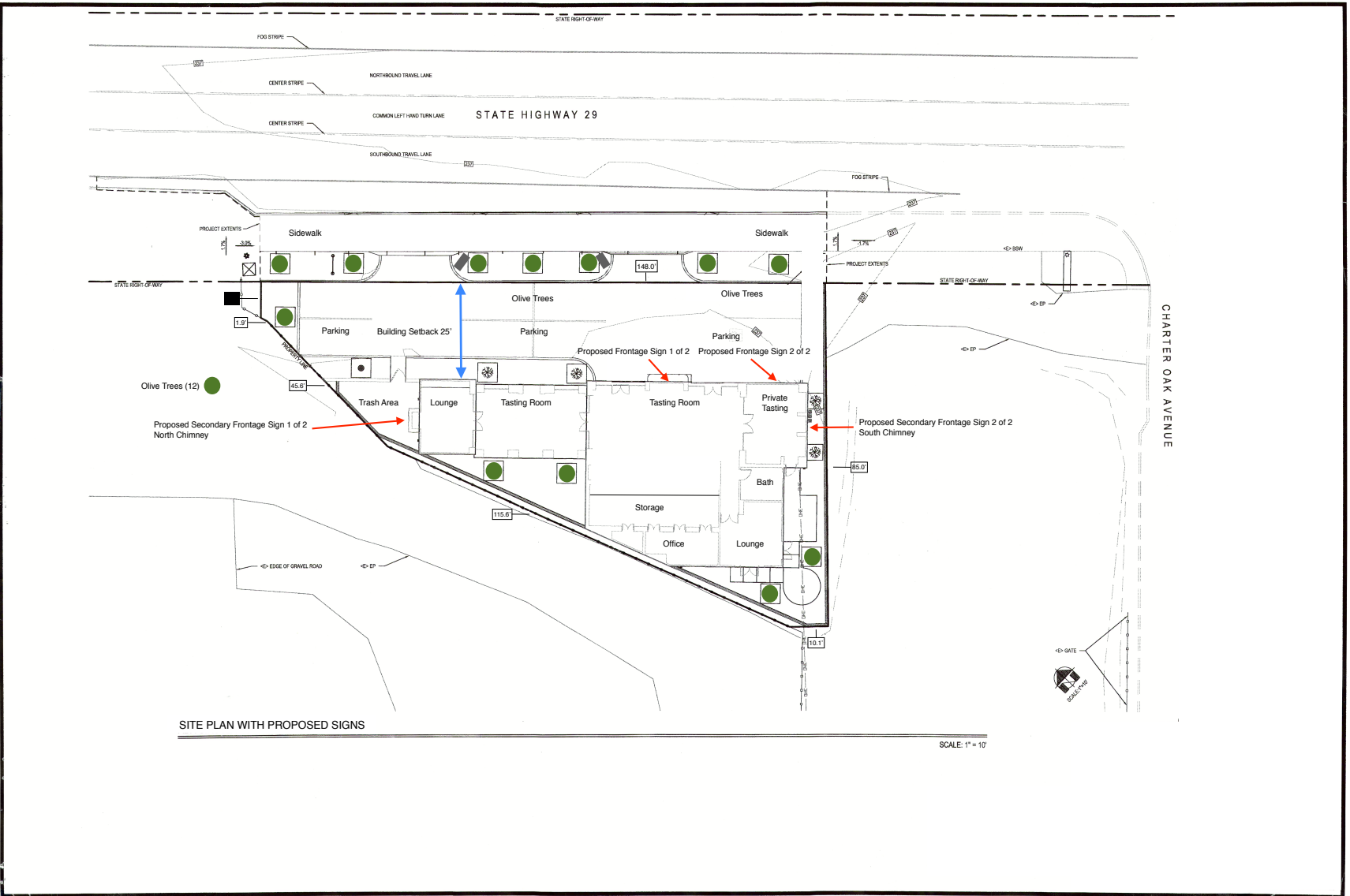
South Wall and Chimney



North Wall and Chimney



Vacant Lot Adjacent to South of 929 Main



1/2" opaque acrylic
Studs

Spec Sheet: Yao Family Wines Front Sign

4th proof

Date: 01/24/2018	SIGNS par excellence sign company
File Name: Yao Family Wines Front Sign	
In Folder: Yao	
Drawing By: Mike F	
Company: Yao Family Wines	
Contact Person: Jay Behmke	
Address:	
City: Napa Valley, CA 94515	
Phone: 707 - 695 - 5100	
Email Address: jimbehmke@yaofamilywines.com	
APPROVALS:	
Owner	
Tenant	
Landlord	

3485D Airway Drive
Santa Rosa, CA 95403
(707) 579-8982
FAX 579-8980
sales@signspe.com
California State
Licensed Contractor
#947901



48 sq ft

Date:	5/31/18
File Name:	Yao Family Wines Front Sign
In Folder:	Yao
Drawing By:	Mike F
Company:	Yao Family Wines
Contact Person:	Jay Behnke
Address:	
City:	Napa Valley, CA 94515
Phone:	707 - 695 - 5100
Email Address:	jmbehnke@yaofamilywines.com
APPROVALS:	
Owner	
Tenant	
Landlord	

SIGNS
par excellence
sign company

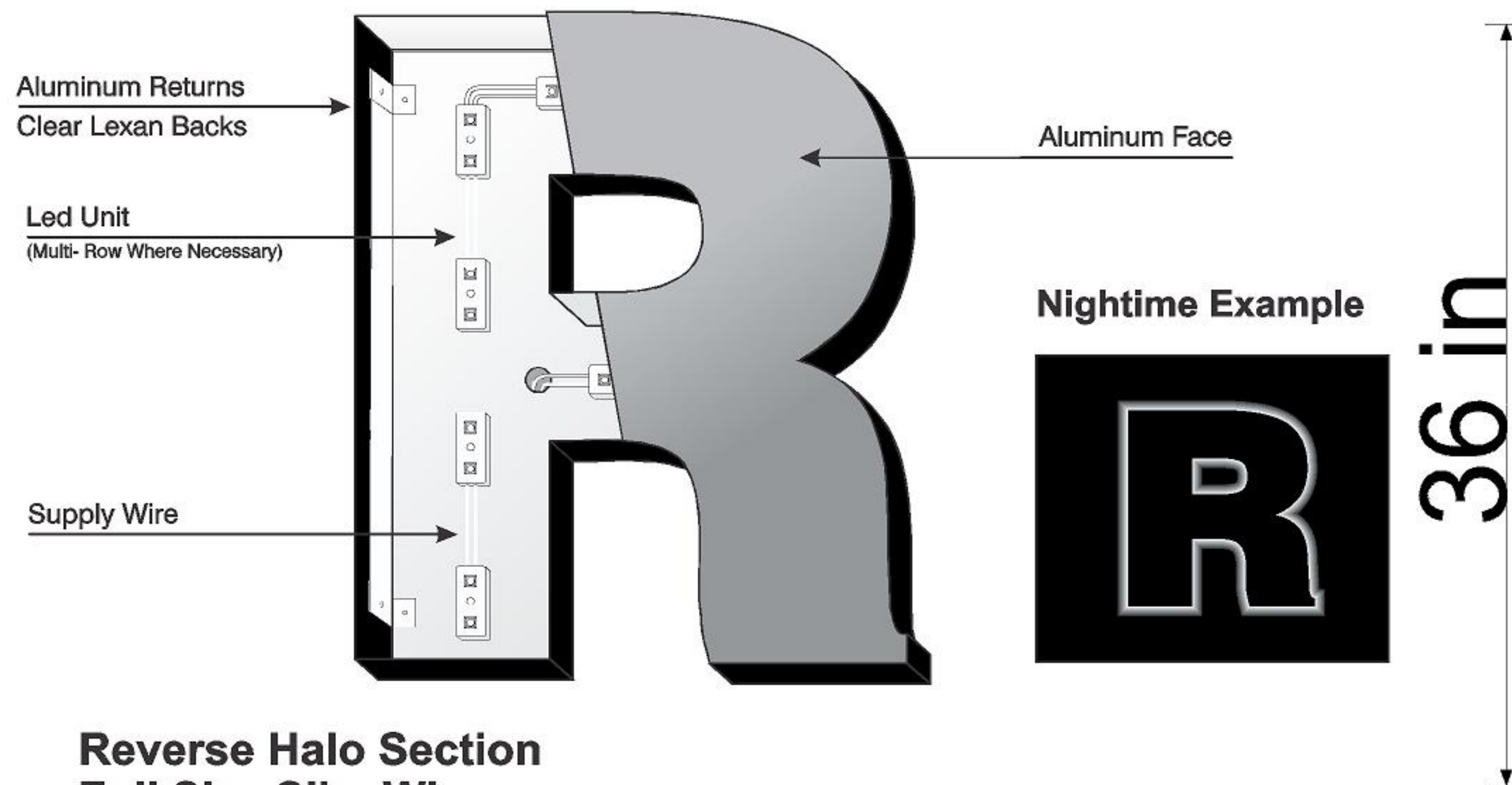
3485D Airway Drive
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(707) 579-8982
FAX 579-8980
sales@signspe.com
California State
Licensed Contractor
#947901

1st prrof

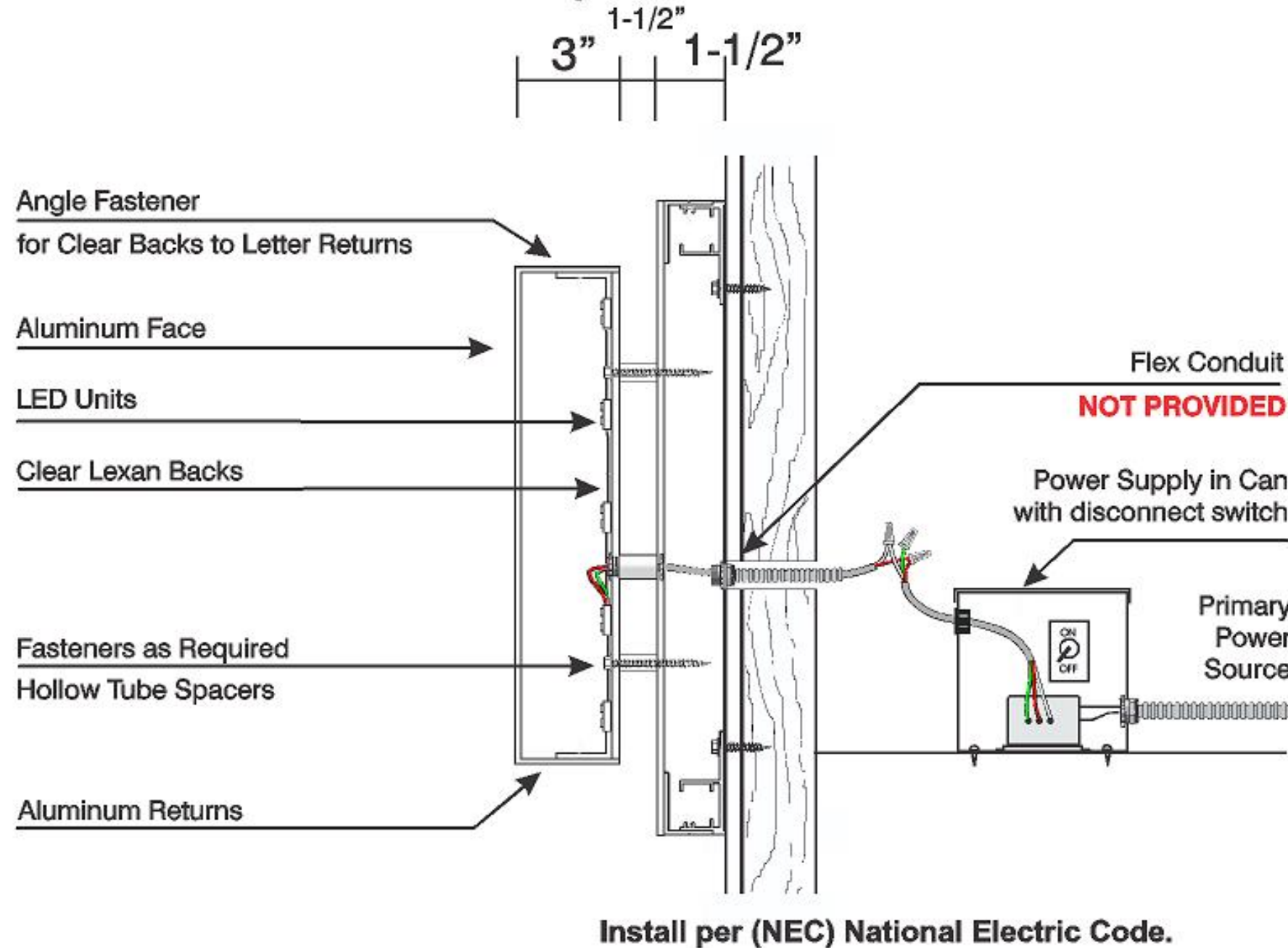
Reverse "Halo" Letters (Full size backer panel)

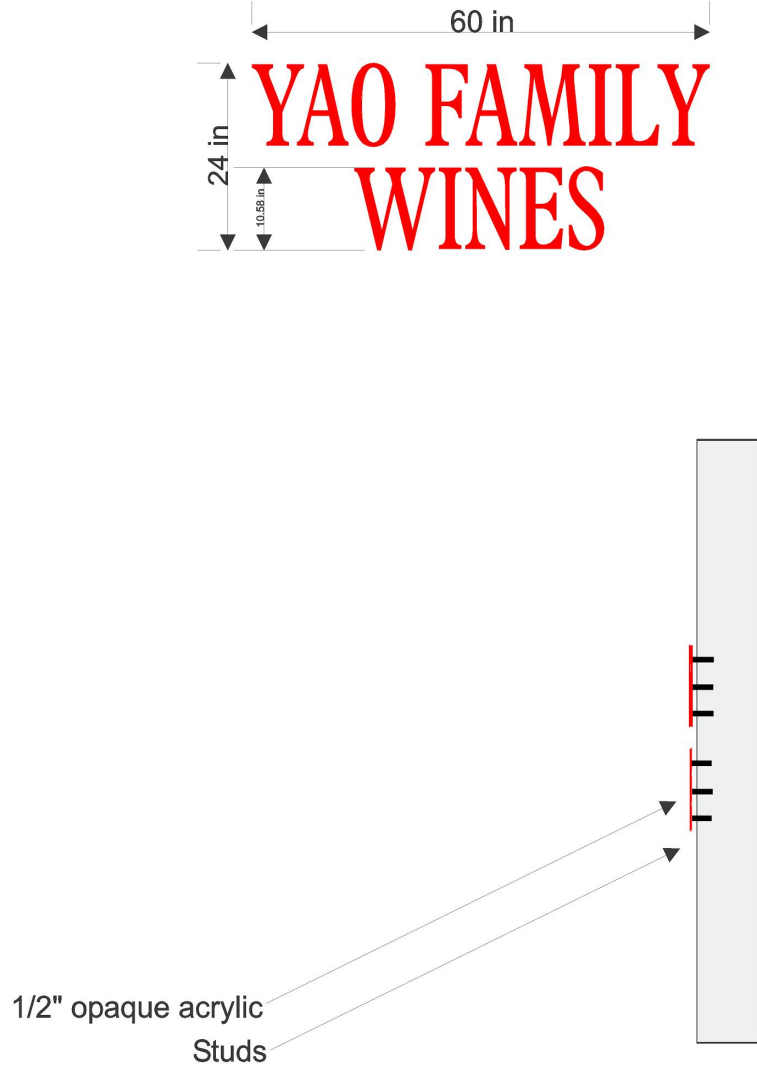
- Standard 3" Deep Aluminum Returns.
- Clear Lexan Backs.
- Full Size Wireway Panel (Remote Power Supply)
- LED Illumination.
- Remote Power Supplies.

General Spec Sheet



Reverse Halo Section
Full Size Slim Wireway





Spec Sheet: Yao Family Wines Chimney Sign

1st prrof

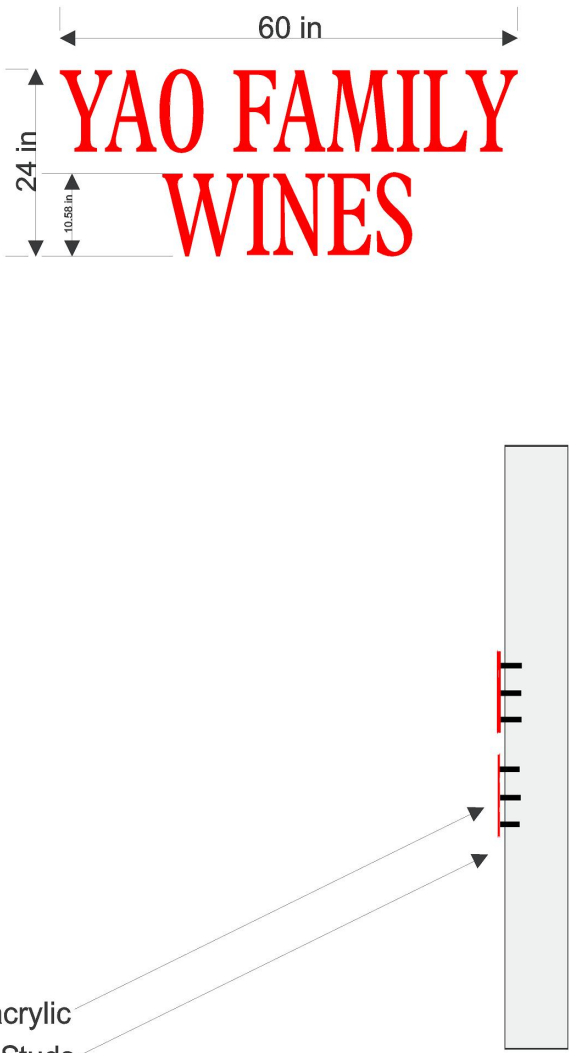
Date: 2/13/18	
File Name: Yao Family Wines Front Sign	
In Folder: Yao	
Drawing By: Mike F	
Company: Yao Family Wines	
Contact Person: Jay Behmke	
Address:	
City: Napa Valley, CA 94515	
Phone: 707 - 695 - 5100	
Email Address: jimbehmke@yaofamilywines.com	
APPROVALS:	3485D Airway Drive Santa Rosa, CA 95403 (707) 579-8982 FAX 579-8980 sales@signspe.com California State Licensed Contractor #947901
Owner	
Tenant	
Landlord	



Spec Sheet: Yao Family Wines Chimney Signs	Date: 01/24/2018
	File Name: Yao Family Wines Front Sign
	In Folder: Yao
	Drawing By: Mike F
	Company: Yao Family Wines
	Contact Person: Jay Behmke
	Address:
	City: Napa Valley, CA 94515
	Phone: 707 - 695 - 5100
	Email Address: jmbehmke@yaofamilywines.com
4th proof	APPROVALS:
	Owner
	Tenant
	Landlord
SIGNS par excellence sign company	
3485D Airway Drive Santa Rosa, CA 95403 (707) 579-8982 FAX 579-8980 sales@signspe.com California State Licensed Contractor #947901	

- 1/2" acrylic with studs
- 10 sq ft.

1/2" opaque acrylic
Studs



Spec Sheet : Yao Family Wines Chimney Sign B	Date: 2/13/18	
	File Name: Yao Family Wines From Sign	
	In Folder: Yao	
	Drawing By: Mike F	
	Company: Yao Family Wines	
	Contact Person: Jay Behnke	
	Address:	
	City: Napa Valley, CA 94515	
	Phone: 707 - 695 - 5100	
	Email Address: jimbahnke@yaofamilywines.com	
1st prrof		
SALE SIGNS par excellence sign company		
3485D Airway Drive Santa Rosa, CA 95403		
(707) 579-8982 FAX 579-8980		
sales@signspe.com		
California State Licensed Contractor #947901		
APPROVALS:		
Owner		
Tenant		
Landlord		











PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-005

SUBJECT: *This item is a continued item from the June 19, 2018 meeting and will be again continued to the July 17, 2018 Planning Commission meeting.* Request by Brian Moore on behalf of Verizon Wireless for adoption of a resolution granting design review approval in order to place a 12 foot high addition on an existing PG&E tower to accommodate 6 new panel antennas and associated equipment on the property located near the 1600 block of Grayson Avenue in the A-20 zoning district.

PREPARED BY: Aaron Hecock, Senior Planner

LOCATION OF PROPERTY: 1600 Block Grayson Avenue

APN: 009-280-041

GENERAL PLAN/ZONING: Agriculture (AG) / Twenty-Acre Agriculture (A-20)

APPLICANT: Verizon Wireless

PHONE: (510) 480-5574



PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Scheduled Matters

FILE NUMBER: N/A

SUBJECT: Review of Planning Commission By-Laws in light of recent changes to the City Council Standards of Conduct and Rules of Procedure for the Conduct of Council Meetings

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:

BACKGROUND

In 2011 and 2013 the St. Helena City Council adopted Council Standards of Conduct (Resolution 2011-18) and Rules of Procedure for the Conduct of Council Meetings (Resolution 2013-26), both of which provided direction on the conduct of board and commission meetings and their appointed officials.

On February 2, 2016, the Planning Commission reviewed and voted to amend the Planning Commission By-Laws to address minor inconsistencies and nuances of the previously adopted By-Laws.

On March 8, 2016, the City Council voted unanimously to authorize and approve the proposed amendments to the Commission By-Laws.

On June 12, 2018, the St. Helena City Council unanimously adopted Resolution 2018-75 rescinding their previously approved Standards and Rules of Conduct, in favor of new Rules and Standards for the conduct of meetings and individuals. The current

Planning Commission By-Laws, are now slightly inconsistent with these updated Rules and Standards and therefore the Commission By-Laws need to be updated.

PROJECT DESCRIPTION

Review of Planning Commission By-Laws in light of recent changes to the City Council Standards of Conduct and Rules of Procedure for the Conduct of Council Meetings.

ANALYSIS

In updating the Standards of Conduct and Rules of Procedure identified above, the City Council increased the public comment period from three to four minutes (Rule 21. Letter g). In addition, the Council revised the basis for the rules of procedure for the conduct of meetings from Roberts Rules of Order, to Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century. For consistency, these changes have been incorporated into the Planning Commission By-Laws.

Separately, staff is recommending the following procedural changes to the order of meetings in an effort to streamline the review of individual development applications.

1. Modifying Rule 21 of the public hearing presentation process to include Acknowledgement/Reading of Written Testimony (Rule 21. f.) as a component of the staff presentation (Rule 21. c.).
2. Modifying Rule 21. to place Commission questions to staff (Rule 21. d.) after both the staff presentation (Rule 21. c.) and the Applicant presentation (Rule 21. e.). Under the current procedures, Commissioner's often ask questions of staff that are answered in the applicant's presentation, occasionally getting into discussion ahead of the applicants presentation. The concept is that this change would allow all information to be presented to the Planning Commission and public, then allow for clarifying questions from the Commission (to both staff and the applicants), just prior to the public comment period of the meeting. It is the intent that this would allow more informed questioning and commenting on the projects, and streamline the discussion of each item.

Below is a summary of the recommended changes to the process identified in Rule 21 and the updated By-Laws are attached in their entirety with changes identified in red text and strike through.

- a. The Chairperson shall declare the Public Hearing to be open.
- b. Disclosure of Ex Parte Communication*
- c. Staff Report, **including acknowledgement and/or reading of written testimony.**~~Commission questions to staff for purposes of clarification of Staff Report.~~
- d. ~~Presentation of the project by applicants, and/or agents/consultants directly associated with the project. (10 minutes)~~
- e. Commission questions to staff **and the applicant for purposes of clarification of staff report and proposed project.**
~~Acknowledge and/or reading of written testimony.~~

- f. Public Testimony in support or opposition of the project. (34 minutes per person)
- g. Applicant and/or staff response to new information or questions raised by public testimony.
- h. Chairperson declares public hearing to be closed.
- i. Planning Commission debate, and motion.
- j. Roll Call Vote.

Finally, for clarity, staff is recommending additional language be added to Rule 22 to ensure the procedural requirements of the law are clearly articulated in the Commission By-Laws.

ISSUES

No issues have been identified in the update of the Planning Commission By-Laws.

CORRESPONDENCE

No correspondence has been received on this topic.

STAFF RECOMMENDATION

It is recommended that the Planning Commission review and vote to approve the Council initiated changes to the meeting protocols and that the Commission review and vote on the other staff recommended changes to update the Planning Commission By-Laws.

ATTACHMENTS

[PC BY-LAWS + CC Reso 2016 with 2018 Comments](#)
[Resolution 2018-75 Rules of Procedure and Conduct](#)



ST. HELENA PLANNING COMMISSION

BY-LAWS

The following rules shall be applicable to the organization of the St. Helena Planning Commission, to the convening or calling of meetings, and to the transaction of business when the Commission has convened and acts or serves in an official capacity, pursuant to law.

ORGANIZATION AND ELECTION AND DUTES OF OFFICERS

RULE 1. The Commission shall elect a Chairperson and Vice Chairperson and designate a Secretary at the first regular meeting of the Planning Commission in July to serve for a period of one year from the date of their election. However, the Planning Commission, by majority vote, may choose to elect a Chairperson at a different meeting to address a resignation. In the case of a resignation of the Chair, the Vice-Chair shall become the interim Chair until formal election of a new Chairperson occurs.

RULE 2. The Chairperson of the Planning Commission shall preserve order and decorum and shall decide questions of order. The Vice Chairperson shall preside in the absence of the Chairperson.

RULE 3. The Chairperson of the Planning Commission may second any motion and present and discuss any matter as a member of the Commission without having to step down from the Chair and shall be entitled to vote on all matters before the Planning Commission.

RULE 4. The Secretary shall be a City Employee, normally the Planning Director.

RULE 5. The Secretary shall be responsible for the preparation of the Planning Commission minutes and shall assure that all official actions or decisions by the Commission shall be recorded within the minutes. Consistent with Municipal Code section 2.60.030, the Commission shall keep a public record of its resolutions, transactions, findings and determinations. Those records are kept as minutes that summarize Commission action, in the same manner as City Council minutes.

RULE 6. The City Attorney of the City of St. Helena shall be the legal counsel to the Planning Commission.

RULE 7. The video recordings of each meeting are designated as the official record of the Planning Commission agenda and action and are to be made available on the City of St Helena website.

SCHEDULE OF MEETINGS

RULE 8. The Planning Commission shall hold at least two Regular Meetings per month, which shall be held on the first and third Tuesdays of the month. In the event the first or third Tuesday is a holiday, an alternate meeting may be held. An additional Adjourned Meeting may be held, if

necessary. Such regular meetings may be canceled by a vote of the majority of Commission members present at a regular or special meeting or when a quorum is not available. Meetings shall be held in the same locale used by the City Council or at City Hall or the Fire Department starting at 6:00 P.M. Adjourned Meetings, Special Meetings, meeting relocation, or revised starting time shall be by a three-fifths vote of the Planning Commission. Notice of such meeting shall be given in accordance with State law.

RULE 9. Emergency or special meetings may be called as provided in Section 54956 of the Government Code of the State of California.

RULE 10. In the absence of a quorum all items on the agenda shall be continued to the next scheduled meeting.

AGENDA

RULE 11. An agenda shall be prepared by the Secretary of the Planning Commission for each meeting of the Planning Commission.

RULE 12. All matters to be considered by the Commission shall be properly filed with the City in compliance with the provisions, standards, and procedures established by adopted City Ordinances. The Secretary shall not accept for presentation to the Commission any matter unless it is properly made on the prescribed forms properly filled out with all data attached.

RULE 13. Any matter that comes before the Commission orally under Public Forum shall not be discussed or acted upon by the Commission unless and until it is heard as a scheduled agenda item at a Regular, Adjourned, or Special meeting of the Commission.

RULE 14. Request for informal or advance decisions concerning potential future developments or plans will not be considered by the Planning Commission.

RULE 15. The regular order of business of the Commission shall be:

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE & ROLL CALL
3. MINUTES APPROVAL
4. PUBLIC FORUM
5. COMMUNICATIONS & PETITIONS
6. RECOMMENDED CONSENT CALENDAR
7. CONTINUED ITEMS
8. SIGN PERMIT/ADMINISTRATIVE DETERMINATION
9. PUBLIC HEARINGS - PLANNING COMMISSION ACTION IS FINAL
(DR/UP/VAR/LLA/TPM)
10. PUBLIC HEARINGS – PUBLIC HEARINGS/RECOMMENDATIONS TO CITY
COUNCIL (TSM/ZOTA/GPA/REZONE)
11. NAPA COUNTY REFERRALS
12. SCHEDULED MATTERS
13. REPORTS BY STAFF AND PLANNING COMMISSION
14. AGENDA FORECAST
15. ADJOURNMENT

RULE 16. The Chairperson may revise the order of the agenda for a particular meeting in order to expedite business for the convenience of the public or for improved continuity.

RULE 17. Commission meetings may remain in session up to, but no later than 10:00 P.M. However, the Commission may, by a unanimous vote, extend the meeting if the Commission deems such extension necessary. Otherwise, the meeting shall be adjourned to another day acceptable to the Commission, or unfinished business may be continued to the next Regular Meeting.

CONDUCT OF PUBLIC HEARINGS

RULE 18. Letters, petitions, or other written material pertaining to any item on the agenda may be filed with the secretary of the Commission prior to the time of the public hearing or may be presented to the Commission at the time of the public hearing. The Commission shall consider such material in deciding any issue before it. All written material shall become part of the Commission's file on the agenda item.

RULE 19. Items submitted after packet distribution: Materials related to any item on the Agenda submitted to the Planning Commission after distribution of the agenda packet are available for inspection in the Secretary of the Commission's office at 1480 Main Street, St. Helena, CA during normal business hours. All such materials will be brought to the meeting and will be available for public inspection at the meeting site. Either City Staff or the Chairperson at the hearing shall give public notice of any such materials. If copies are not available in sufficient quantity for interested parties or members of the public at the hearing, the Chairperson shall take reasonable steps to afford all such persons the opportunity to inspect the materials before the start of the hearing on a scheduled matter. The purpose of the foregoing is to avoid the interruption of testimony with requests for inspection of materials.

RULE 20. Any person desiring to address the Planning Commission may, when recognized by the Chairperson, give his or her name and address. A person appearing in a representative capacity shall provide the name and address of each represented party.

RULE 21. Testimony and argument relative to any item scheduled on the agenda as a Public Hearing shall, unless otherwise ordered by the Chairperson, be presented in the following order and within the time limits specified.

- a. The Chairperson shall declare the Public Hearing to be open.
- b. Disclosure of Ex Parte Communication*
- c. Staff Report, including acknowledgement and/or reading of written testimony.
- d. ~~Commission questions to staff for purposes of clarification of Staff Report.~~
- d. Presentation of the project by applicants, and/or agents/consultants directly associated with the project. (10 minutes)
- e. Commission questions to staff and the applicant for purposes of clarification of staff report and proposed project.
- f. ~~Acknowledge and/or reading of written testimony.~~
- f. Public Testimony in support or opposition of the project. (~~3~~ 4 minutes per person)
- g. Applicant and/or staff response to new information or questions raised by public testimony.
- h. Chairperson declares public hearing to be closed.
- i. Planning Commission debate, and motion.
- j. Roll Call Vote.

Note: At the option of the Chairperson the public or applicant may give further testimony on the question, provided it is directly related to the motion.

* Ex Parte Communication is hereby defined as any additional factual information obtained by commissioners that pertains to an

individual decision, including visiting a project site, meeting with a project applicant and/or meeting with interested citizens.

RULE 22. The Chairperson may, in the interest of facilitating the business of the Planning Commission, limit the amount of time that a person may use in addressing the Planning Commission. Opponents and proponents shall be given equal opportunity for presentation. **A project applicant should always be given the right, reasonable opportunity and time, to respond fully to evidence and arguments presented after the applicant has made his/her opening presentation.**

RULE 23. The applicant or his or her appointed representative may, with the permission of the Planning Commission, withdraw, or request a continuance on any matter pending before the Commission at any time prior to the Commission acting on such matter.

VOTING

RULE 24. A majority of the members of the Commission shall constitute a quorum. Unless otherwise required by federal, state or local regulation, the affirmative vote of a majority of the quorum is necessary to take action. If a majority is unable to be assembled on any motion (including a motion to continue a matter to a specific time) relating to a specific project for which the Commission must make a recommendation to the City Council, the project shall be referred to Council with a divided recommendation which reflects the individual votes of the Commissioners. If a majority is unable to be assembled on any motion (including a motion to continue a matter to a specific time) relating to a specific project for which the Commission has final authority, the matter before the Commission shall be deemed denied and the applicant may appeal such decision in accordance with the applicable rules. A tie vote, or deadlock, constitutes a denial unless the applicant requests a continuance of the item to a subsequent meeting at which a quorum is present, prior to a vote to deny the item.

RULE 25. On matters of procedure or order of business the Chairperson may make a motion and without a second and after calling for objection and hearing none, so order. In the event of objection, the Chairperson shall call for a second and a roll call vote.

MISCELLANEOUS

RULE 26. The Commission shall conduct their duties in keeping with the governing standards as provided by the Planning Commission Standards of Conduct document, maintaining the highest level of professionalism during their tenure serving the residents of the City of St. Helena.

RULE 27. Unless otherwise provided by these Rules, all proceedings before the Commission shall be conducted in accordance with and pursuant to the parliamentary rules of procedure as prescribed in "Robert's Rules of Order."

RULE 28. Testimony and argument relative to any other item on the agenda shall generally follow the procedure for a Public Hearing as may be modified at the discretion of the Chairperson.

RULE 29. Any rule of these By-Laws may be altered, amended, or repealed by majority vote of the Commission, except that such alteration, amendment, or repeal shall not affect any pending matter.

RULE 30. Any rule of these By-Laws may be temporarily suspended by unanimous consent of the Commission.

RULE 31. A Resolution of the Planning Commission may be adopted conditionally and referred

*Planning Commission By-Laws
January 19, 2016
5 of 5*

to the Secretary of the Commission for drafting in proper form.

RULE 32. Commission members shall decide for themselves whether they have a conflict of

interest on any matter before the Commission. Such determination shall be made in accordance with State law and Sec. 5 of City Council Resolution 1264 or any amendment thereto. When a member has disqualified himself/herself, he/she shall remove himself/herself from the dais stating their reasons for conflict of interest. The member shall also remove himself/herself from the meeting room, unless they are permitted to remain for a qualified interest as set forth in State law.

RULE 33. Failure to adhere to any of these rules does not result in the invalidation of any decision or action of the Planning Commission.

RULE 34. Any violation of these rules does not result in a cause of action against the City of St. Helena.

RULE 35. Subject to compliance with all established laws and regulations, any violation of these rules shall not impact the outcome of a vote or action on a specific project.

Amended, Approved and Adopted at a Regular Meeting of the Planning Commission on February 2, 2016, by the following roll call vote:

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

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CITY OF ST. HELENA

RESOLUTION No. 2016-32

Resolution of the Council of the City of St Helena adopting revisions to the City of St Helena Planning Commission By-Laws

RECITALS

- A. Whereas, the City of St. Helena Planning Commission voted unanimously to amend its' By-Laws at its Regular Meeting on February 2, 2016; and
- B. Whereas, the City of St Helena Protocol for Committees, Commissions and Boards requires City Council approval of any modifications to the By Laws of a Committee, Commission or Board.

RESOLUTION

Therefore, the City Council of the City of St. Helena hereby resolves as follows:

- 1. This action is not a project under the California Environmental Quality Act; and
- 2. The City Council authorizes amendments to the City of St Helena Planning Commission By Laws and are hereby approved, as amended by the Planning Commission on February 2, 2016.

Approved at a Regular Meeting of the St. Helena City Council on March 8, 2016, by the following vote:

Mayor Galbraith:

Vice Mayor White:

Councilmember Crull:

Councilmember Dohring:

Councilmember Pitts:

yes
yes
Absent
yes
yes

APPROVED:

ATTEST:

Alan Galbraith
Alan Galbraith, Mayor



Cindy Black
Cindy Black, City Clerk

CITY OF ST. HELENA

RESOLUTION NO. 2018-75

**RESCINDING RESOLUTION NO. 2013-26
ADOPTING RULES OF PROCEDURE FOR
THE CONDUCT OF COUNCIL MEETINGS,
RESCINDING RESOLUTION 2011-18
APPROVING CITY COUNCIL STANDARDS
OF CONDUCT, AND RE-ESTABLISHING
RULES OF PROCEDURE FOR THE
CONDUCT OF COUNCIL MEETINGS AND
RE-ESTABLISHING CITY COUNCIL
STANDARDS OF CONDUCT**

RECITALS

- A. WHEREAS, City Council Rules of Procedure for the Conduct of Council Meetings are established to provide an effective environment for the City Council to provide leadership; and
- B. WHEREAS, City Council Standards of Conduct are established to provide guidance to Council Members to assist in fully understanding the role and scope of the responsibilities of office; and
- C. WHEREAS, City Council reviews City Council Rules of Procedure for the Conduct of Council Meetings and reviews City Council Standards of Conduct and revise as deemed necessary.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Resolution No. 2013-26 Adopting Rules of Procedure for the Conduct of Council Meetings is hereby rescinded; and
- 2. Resolution No. 2011-18 Adopting City Council Standards of Conduct is hereby rescinded; and
- 3. City Council Rules of Procedure and Standards of Conduct are adopted and hereby made part of this resolution. Attached hereby as Exhibit A.

Approved at a Regular Meeting of the St. Helena City Council on June 12, 2018, by the following vote:

Mayor Galbraith: Yes
Vice Mayor White: Yes
Councilmember Dohring: Yes
Councilmember Ellsworth: Yes
Councilmember Koberstein: Yes

APPROVED:

Pt. G. H.
Peter White, Vice Mayor for
Alan Galbraith, Mayor

ATTEST:

Cindy Tzafopoulos
Cindy Tzafopoulos, City Clerk

Exhibit A - City Council Rules of Procedure and Standards of Conduct



Exhibit A



CITY COUNCIL

**RULES OF PROCEDURE FOR THE
CONDUCT OF COUNCIL
MEETINGS**

&

STANDARDS OF CONDUCT

TABLE OF CONTENTS

1. PURPOSE	4
1.1 Council-Manager Form of Government	4
1.2 City Council Vision and Mission Statement	4
 2. RULES OF PROCEDURE FOR THE CONDUCT OF	
COUNCIL MEETINGS	5
2.1 Regular Meeting	5
2.2 Special, Emergency, and Adjourned Meetings	5
2.3 Regular Meeting Agenda	6
2.4 Public Testimony and Comments Before the Council	7
2.5 Roll Call and Voice Votes	8
2.6 Consent Items	9
2.7 Reports	9
2.8 Closing Time of Council Meetings	9
2.9 <i>New Business</i>	9
2.10 Office of the Mayor	10
2.11 Office of Mayor Pro Tempore (Vice Mayor)	10
2.12 Action by the Council	10
2.13 Adoption by Majority Vote	11
2.14 Discussion	11
2.15 Ratification of Actions	11
2.16 Procedural Motions	11
2.17 Withdrawal of Motion	12
2.18 Duty to Vote	13
2.19 Introduction and Passage of Ordinance	13
2.20 Closed Sessions	13
2.21 Quorum	14
2.22 Telephonic Attendance Of Council Members At Council Meetings	14
2.23 Public Hearings	16
2.24 Appointments to Committees and Boards	16
2.25 Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century	17

3. CITY COUNCIL STANDARDS OF CONDUCT	17
3.1 Policy Purpose.....	17
3.2 Ethics.....	17
3.3 Code of Ethics and Conduct.....	20
3.4 Enforcement and Sanctions	25
3.5 Implementation.....	28

APPENDIX

Exhibit–*Rosenberg’s Rules of Order*. Simple Parliamentary Procedures for the 21st Century

1. PURPOSE

The purpose for establishing City Council Protocols is to provide an effective environment for the City Council to provide leadership. The protocols may be amended by resolution adopted by a majority vote of the Council Members and should be reviewed on a regular basis to ensure that the document remains helpful to the Council by providing a framework for effective leadership.

The protocols set forth herein are not intended to limit the inherent power and general legal authority of the City Council. Any of the protocols herein may be waived by a majority vote of the Council Members when it is deemed that there is good cause to do so based upon the particular facts and circumstances.

1.1 Council-Manager Form of Government

The City of St. Helena operates according to the Council-Manager form of government which vests authority in an elected City Council which, in turn, hires an appointed executive, the City Manager. The City Council is composed of five members elected from the City on a nonpartisan basis to serve overlapping four-year terms. The Mayor is elected at-large to serve a two-year term as presiding officer at City Council meetings and as the official head of the City for legislative and ceremonial purposes. The City Manager is appointed by the City Council and serves at the pleasure of that body.

The City Council is the City's legislative and policy-making body. Acting as a whole, the City Council is responsible for setting the direction of City policy and for adopting ordinances, resolutions and other orders as necessary for governing the City. The City Manager is responsible for the overall administration of the City, which includes implementation of the general policies set by the City Council in addition to the day-to-day operation of all City functions. The City Manager, with the help of the Staff, provides the City Council with the information needed to fulfill its policy-making role.

The Council-Manager form of government separates legislative and executive responsibilities in a manner similar to state and federal governments. This system provides "checks and balances" of both policy and administrative branches of government by limiting the power of each.

1.2 City Council Vision and Mission Statement

Vision Statement

The City of St. Helena will strive to be economically sustainable, and continue to be a family-friendly, diverse and safe community which prudently manages its financial and human resources, continues to upkeep and improve its infrastructure, ensures its water security, provides a full range of housing, business, cultural and recreational opportunities and embraces and retains

its historic, small-town character, beautiful natural environment and high quality of life.

Mission Statement

The City of St. Helena is dedicated to serving the needs and desires of our citizens by:

- Maintaining and improving our short and long-term economic sustainability
- Offering excellent professional services to all customers
- Establishing, improving and maintaining City infrastructure
- Maintaining and encouraging an environmentally sustainable community
- Preserving and embracing the historic, small-town, rural character of St Helena
- Expanding and improving recreational services and facilities and cultural opportunities
- Encouraging a wide range of innovative, well-designed housing available for residents of all ages and income levels
- Facilitating full civic participation and ongoing communication
- Strengthening partnerships with the private, non-profit and public sectors

(See Resolution Number 2016-47, dated April 12, 2016.)

2. RULES OF PROCEDURE FOR THE CONDUCT OF COUNCIL MEETINGS

2.1 Regular Meeting

The Council shall hold a Regular Meeting on the second and fourth Tuesday of each month, except that the Council may by motion at a Regular Meeting and with adequate public notice, either cancel that meeting or reschedule it to some other date.

Regular Meetings shall be held at the Vintage Hall Board Room, 465 Main Street, St. Helena, and shall begin at 6:00 p.m. If it is necessary to hold a closed session prior to the start of a Regular Meeting, the closed session may begin earlier than the normal starting time to allow the Regular Meeting to begin at 6:00 p.m. The closed session shall begin in an open meeting and the Council shall adjourn to closed session.

2.2 Special, Emergency, and Adjourned Meetings

(a) **Special Meetings.** The Mayor or the Vice Mayor in the Mayor's absence or a majority of the members of the Council may at any time call a Special Meeting. At least twenty-four hours before a Special Meeting, written notice

of the meeting stating its time and place and the subjects to be considered shall be (a) delivered to the Mayor and each Councilmember personally or by any other means; (b) posted on the Council's principal bulletin board and place of meeting; and (c) emailed to the agenda subscribers. Only those items of business specified in the notice may be considered at a Special Meeting called in this manner.

(b) **Emergency Meeting.** The Council may hold an Emergency Meeting in emergency situations as set forth in the City's Municipal Code and State Law.

(c) **Adjourned Meeting.** A properly called Regular, Special, or Emergency Meeting may be adjourned to a time and place specified. A copy of the notice of adjournment shall be posted as specified on the door of the place where the meeting was held within twenty-four hours after the time of the adjournment. Further notice need not be given of an adjourned session of a properly called Regular, Special, or Emergency Meeting.

2.3 Regular Meeting Agenda

(a) **Setting and Posting of Agenda.** The agenda of business to come before the Council at a Regular Meeting shall normally be closed at the end of eighteen business days preceding the meeting. Under State Law the agenda for a Regular Meeting must be posted at least seventy-two (72) hours prior to the scheduled convening of the Regular Meeting, and no items may be added to the agenda fewer than seventy-two (72) hours prior to the meeting except as may be allowed by State Law. The City Council endeavors to publish the meeting agenda at least ten days prior to the meeting.

(b) **Placing Items on the Council Agenda.** Each City Council agenda shall specifically provide for a discussion of Future Agenda Items. Any Council Member may request that an item be considered on a future agenda during that portion of the City Council meeting and, upon agreement by a second Council Member concurring that Staff time and City resources should be expended on the item, the item shall be placed on the soonest practical regularly scheduled Council meeting as determined by the City Manager. A member of the public may request that an item be placed on a future agenda during Public Forum or through other communication with a Council Member. Staff reports may not be prepared on Council Member requested items until Council discussion has occurred and direction provided by the Council unless Staff otherwise determines. If Council action is contemplated, proposed action shall be included in the Staff report. The City Manager may also add any item of business to a future agenda in his or her sole discretion.

(c) **Agenda Packet Distribution.** Each Councilmember shall be furnished a copy of the agenda and the package of agenda material by 5:00 p.m., on the Friday eleven days preceding a Regular Meeting, and the agenda and

agenda materials shall be available for public inspection and distribution or copying at that time. Each Councilmember may opt out from receiving a paper agenda and instead receive and review the agenda electronically on a City issued iPad. Any agenda materials not included in the agenda package by 5:00 p.m., that Friday shall be separately identified, and the Council may by majority vote continue such agenda item until the following meeting to allow for proper study of the materials.

(d) **Order of Agenda.** The business of the Council shall be taken up for consideration in substantially the following order except as may be otherwise ordered:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Forum
5. Reports by Staff and City Council, Future Agenda Items and AB 1234 Reports
6. Presentations and Public Recognitions
7. Staff Briefing
8. Consent Items and Items Removed from Consent
9. Public Hearings
10. New Business
11. Items likely to be placed on the next or future meeting agenda.
12. Adjournment

(e) A copy of the agenda and the package of agenda materials shall be made available for public inspection at City Hall and at the St. Helena Public Library at or near the time they are circulated to the City Council.

2.4 Public Testimony and Comments Before the Council

(a) **Addressing the Council Generally.** Each person addressing the Council may give his or her name and address (optional) in an audible tone of voice for the record. Each person's comments are limited to four minutes except as provided in section (b) regarding land use Public Hearings. In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group. Speakers may not concede their allotted time to another speaker. The Mayor may extend time for the speaker.

(b) **Addressing Council at Land Use Public Hearings.** An applicant appellant at a land use Public Hearing shall be permitted to address the

Council for 15 minutes following the Staff report. If there is a spokesperson for the opposition, the spokesperson shall be permitted to speak for 15 minutes. All other speakers are limited to four minutes each. Applicant shall first be permitted five minutes at close of public comments for rebuttal. If the applicant is the appellee the appellant shall have 15 minutes, the applicant appellee shall have 15 minutes, the appellant five minutes, and the applicant appellee five minutes.

(c) **Presentation by Spokesperson.** Whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the Mayor to request that a spokesperson be chosen by the group to address the Council, and, in case additional matters are to be presented at the time by any other member of the group, to limit the number of persons so addressing the Council so as to avoid unnecessary repetition before the Council.

(d) **Irrelevant Testimony.** The Mayor shall rule out of order any testimony not relevant to the agenda item then under discussion.

(e) **Protocol.** The purpose of public testimony is for Councilmembers to benefit from the views of the public. Comments from the public should be directed towards the Council. Councilmembers and Staff should avoid entering into a dialogue with members of the public who may address the Council. Questions raised by members of the public may be referred to Staff.

(f) **Public Comment on Agendized Items.** Members of the public are entitled to speak on any item on the agenda during a Public Hearing on the subject matter opened by the Mayor. Each person is entitled to speak on any agenda item only once at any meeting, and the right to speak at the appropriate time waives any further right to address the Council on that item at that meeting. Participation in debate on any item before the Council shall be limited to members of the Council, although Councilmembers may ask members of the public for additional information.

(g) **Public Comment on Non-Agendized Items.** Members of the public are entitled to speak on matters of municipal concern not on the agenda, during consideration of that portion of the meeting agenda entitled "Public Forum" when that item is called by the Mayor. Each person is entitled to speak on non-agendized items only once at any meeting. Brief questions by Councilmembers for clarifications may be posed and answered, and Councilmembers may make requests that items be placed on future agendas, but in accordance with State Law, no substantive discussion may take place unless and until the matter properly appears on the agenda.

2.5 Roll Call and Voice Votes

A roll call vote shall be taken on the approval of the Consent Calendar, the introduction of ordinances, and the adoption of ordinances, resolutions, and orders

for the payment of money. Roll call votes shall be entered in the minutes of the Council showing those members voting yes, those voting no, and those abstaining or absent.

Any other motion may be passed by voice vote provided, however, that any Councilmember may request a roll call vote on any items to be voted on.

2.6 Consent Items

Those items on the agenda considered routine by the City Manager shall be grouped together under "Consent Items" and the recommended actions approved by a single vote of the Council. At the request of any Councilmember or any other person, a Consent Item shall be considered separately following approval of the remaining "Consent Items." Items approved under the heading "Consent Items" will appear in the Council minutes in their proper form, as if approved item by item.

2.7 Reports

Under the agenda heading "Reports" the City Manager, other City Staff, and Councilmembers may make reports on matters not on the agenda. Also at this time, Councilmembers or Staff may identify issues or agenda items that need to be addressed by the City Attorney during the meeting, and may propose future agenda items.

2.8 Closing Time of Council Meetings

Council meetings shall adjourn by 10:00 p.m. However, the Council may by majority vote extend the meeting up to an additional thirty minutes (10:30 p.m.) if the Council deems such extension necessary. A unanimous Council vote shall be required to extend the meeting past 10:30 p.m. and adjourn by 11:00 p.m. Otherwise, the meeting shall be adjourned to another day acceptable to the Council, or unfinished business may be continued to the next regular meeting.

2.9 New Business

The Council shall not consider any resolution, motion, or matter which does not affect the conduct of the business of the City of St. Helena or its corporate powers or duties as a municipal corporation nor shall the Council consider any resolution or motion supporting or disapproving any legislation or action pending in the Legislature of the State of California, the Congress of the United States or before any officer or agency of the State or Nation unless such proposed legislation or action, if adopted, will affect the conduct of the municipal business or the powers and duties of the City of St. Helena or its officers or employees as such.

2.10 Office of the Mayor

The Mayor shall preside at meetings of the Council, shall be entitled to vote on all matters, and shall be considered a Councilmember for all purposes, including the determination of whether a quorum is present. The Mayor will recognize members that wish to speak.

The Mayor shall have the following powers:

- a) To rule motions in or out of order, including any motion patently offered for obstructive or dilatory purposes;
- b) To enforce the Council's rules regarding public testimony and to determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
- c) To ensure that the public has reasonable opportunity to be heard;
- d) To entertain and answer questions of parliamentary law or procedure;
- e) To call a brief recess at any time;
- f) To adjourn in an emergency;
- g) To appoint a Vice Mayor subject to Council approval who shall serve during the term of the Mayor, and becomes the Mayor Pro Tempore in the Mayor's absence.

2.11 Office of Mayor Pro Tempore

A Councilmember who serves as Mayor pro tempore shall be entitled to vote on all matters and shall be considered a Councilmember for all purposes, including the determination of whether a quorum is present. In the Mayor's absence, the Mayor pro tempore shall have the Mayor's powers and duties. If the Mayor should become physically or mentally unable to perform the duties of his or her office, the other Councilmembers may by unanimous vote declare the Mayor is incapacitated and confer the Mayor's powers and duties on the Mayor pro tempore.

When the Mayor declares that he or she is no longer incapacitated, and a majority of the Council concurs, the Mayor shall resume the exercise of his or her powers and duties. If both the Mayor and the Mayor pro tempore are absent from a meeting, the Council may elect from among its members a temporary chair to preside at the meeting.

2.12 Action by the Council

Action by the Council shall be by motions made and voted upon. A motion shall require a second. The Mayor and any other Councilmember may make or second a motion. A substantive motion is out of order while another substantive motion is pending.

2.13 Adoption by Majority Vote

A motion shall be adopted by a majority of the votes cast, a quorum being present, unless otherwise required by these rules or the laws of California. Resolutions, orders for the payment of money, and all ordinances require at least three votes for passage.

2.14 Discussion

The City Council shall address an agenda item as follow:

- (a) Staff shall introduce the agenda item and present the Staff report.
- (b) City Council shall ask questions of Staff.
- (c) The Mayor will invite public comment on the item.
- (d) Having received all public testimony, the Council will deliberate on the matter.
- (e) If appropriate, the Mayor will entertain a motion, including any motion proposed by the Mayor.
- (f) If a motion has received a second, the Mayor shall state the motion and if any Council Member wishes for the discussion, open for additional Council discussion.
- (g) The Mayor shall preside over the discussion according to the following general principles:
 - 1. The maker of the motion is entitled to speak first;
 - 2. A person who has not spoken on the issue shall be recognized before someone who has already spoken;
 - 3. To the extent possible, the discussion shall alternate between opponents and proponents of the measure.

2.15 Ratification of Actions

To the extent permitted by law, the Council may ratify actions taken on its behalf but without its prior approval. A motion to ratify is a substantive motion.

2.16 Procedural Motions

- (a) In addition to substantive proposals, the following procedural motions, and no others, shall be in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority of the votes cast, a quorum being present, for adoption.

- (b) To Adjourn. The motion may be made only at the conclusion of action of a pending substantive matter; it cannot interrupt deliberation of a pending matter.
- (c) To Take a Brief Recess.
- (d) Call to Follow the Agenda. The motion must be made at the first reasonable opportunity, or the right to make it is waived for the out-of-order item in question.
- (e) To Suspend the Rules. The motion requires for adoption a vote of a majority of the quorum of the Council. The Council may not suspend provisions of the rules that are state requirements imposed by law on the Council.
- (f) To Divide a Complex Motion and Consider It by Paragraph.
- (g) To Call the Previous Question. The motion is not in order until every member has had an opportunity to speak once.
- (h) To Continue an Item to a Future Meeting Certain.
- (i) To Refer to Staff for Action.
- (j) To Amend. An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if the amended motion has the same effect as rejection of the original motion. A motion may be amended, and that amendment may be amended, but no further amendments may be made until the last amendment is disposed of by a vote.
- (k) To Reconsider. The motion must be made by a member who voted with the prevailing side, and only at the meeting during which the original vote was taken, including any continuation of that meeting through adjournment to a time and place certain, or at the next Regular Meeting unless intervening actions taken based on the original action make such reconsideration impracticable. The motion cannot interrupt deliberation on a pending matter, but is in order at any time before final adjournment of the meeting.
- (l) To Rescind or Repeal a Previous Action. A motion to rescind or repeal a previous action is not in order if the rescission or repeal is forbidden by law or made inappropriate by virtue of actions taken in accordance with the previous action.
- (m) To call for a Straw Vote. The Mayor, at the Mayor's discretion, may call for a Straw Vote among members on any item prior to inviting public testimony or Council comment.

2.17 Withdrawal of Motion

A motion may be withdrawn by the introducer at any time before a vote, with or without the consent of any "seconder" of the motion. However, any other

Councilmember may ask to be considered the introducer of the motion and, if again seconded, debate may continue without further interruption.

2.18 Duty to Vote

Every member must vote on every item unless prevented from doing so by virtue of an actual or potential conflict of interest under applicable State Law. Any member who believes he or she has a conflict or potential conflict of interest must announce such at the initiation of discussion or when such conflict or potential conflict becomes apparent, and shall refrain from any part in the debate, deliberations, or voting on that issue, except as allowed by State Law.

2.19 Introduction and Passage of Ordinance

A proposed ordinance shall be deemed to be introduced on the date the subject matter is first voted on by the Council. The Mayor shall read the title of the ordinance, after which a roll call vote shall be taken to introduce the ordinance. The City Clerk shall then read the ordinance in its entirety unless such reading is waived by a separate motion adopted by unanimous vote of the Councilmembers present. An ordinance, other than an urgency, may not be passed within five days of its introduction or alteration. Corrections of typographical or clerical errors are not alterations.

2.20 Closed Sessions

- (a) The Council may hold closed sessions only as provided for by law and according to the provisions herein.
- (b) As part of any regular or special City Council meeting as appropriate, the City Council, the City Attorney, and relevant Staff may discuss and agree upon the need for any future closed sessions, including the legal authority for the closed session and the nature of the matter to be discussed, in adequate detail to meaningfully inform the public while maintaining required confidentiality and any applicable attorney-client privilege. Where the City Manager and City Attorney agree that the nature of a matter requires consideration in closed session, the requirement for prior open session discussion shall not apply.
- (c) The City Council agenda for any regular or special Council meeting shall include general information about closed sessions as follows:

The City Council will convene in open session at the stated time, but will then adjourn to address any closed sessions items listed on the agenda. The public is invited to address the Council with comment on any listed closed session item immediately prior to Council's adjournment into closed session or consistent with any other provisions permitting public

comment. The Council will reconvene in Public Session at 6:00 p.m. or at the first Council meeting following any closed session. At that time, if appropriate and as required under the Brown Act, any actions taken during the preceding closed session will be announced by the City Attorney or Mayor. If necessary, the Council may reconvene in closed session to continue discussion of listed items following the completion of open session business.

- (d) The City Council agenda for any regular or special Council meeting at which the Council will adjourn to closed session shall provide notice of that closed session as provided for under the Brown Act and shall include a narrative description of the legal authority for the closed session and the nature of the matter to be discussed in adequate detail to inform the public while maintaining required confidentiality or any applicable attorney-client privilege. Reporting out of closed session shall be consistent with the requirements of Brown Act, and may be of greater detail than required when the disclosure of such detail is not inconsistent with maintaining required confidentiality and any applicable attorney-client privilege.

2.21 Quorum

A majority of the actual membership of the Council, including the Mayor but excluding vacant seats, shall constitute a quorum. A member who has withdrawn from a meeting without being excused by majority vote of the remaining members present shall be counted as present for purposes of determining whether or not a quorum is present.

2.22 Telephonic Attendance Of Council Members At Council Meetings

- (a) The City Council Procedures provisions concerning Telephonic Attendance shall apply to all Boards and Commissions as well as the City Council. Requests by Council Members to attend a Council meeting via telephonic appearance are actively discouraged. Telephonic attendance shall only be permitted in the event of extraordinary events such as a medical, family or similar emergency requiring a Council Member's absence. In addition, at least a quorum of the Council must participate from a location within the City (Government Code Section 54953(b)(3)).
- (b) If these two threshold requirements are met, the Council Member who will be appearing telephonically must ensure that:
 - 1. The meeting agenda identifies the teleconference location and is posted at that location in an area that is accessible and visible 24 hours a day for at least 72 hours prior to the meeting.

2. The teleconference location is open and fully accessible to the public, and fully accessible under the Americans with Disabilities Act, throughout the entire meeting. These requirements apply to private residences, hotel rooms, and similar facilities, all of which must remain fully open and accessible throughout the meeting, without requiring identification or registration.

3. The teleconference technology used is open and fully accessible to all members of the public, including those with disabilities.

4. Members of the public who attend the meeting at the teleconference location have the same opportunity to address the Council from the remote location that they would if they were present in Council Chambers.

5. The teleconference location must not require an admission fee or any payment for attendance.

6. If the Council Member determines that any or all of these requirements cannot be met, he or she shall not participate in the meeting via teleconference.

(c) Approved Teleconference Guidelines for Council Members:

1. One-week advance written notice must be given by the Council Member to the City Clerk's office; the notice must include the address at which the teleconferenced meeting will occur, the address the Council packet should be mailed to, who is to initiate the phone call to establish the teleconference connection, and the phone number of the teleconference location. Cellular telephones shall not be used to participate in teleconferenced meetings.

2. The Council Member is responsible for posting the Council agenda in the remote location, or having the agenda posted by somebody at the location and confirming that posting has occurred. The City Clerk will assist, if necessary, by faxing or mailing the agenda to whatever address or fax number the Council Member requests; however, it is the Council Member's responsibility to ensure that the agenda arrives and is posted. If the Council Member will need the assistance of the City Clerk in delivery of the agenda, the fax number or address must be included in the one-week advance written notice above.

3. The Council Member must ensure that the location will be publicly accessible while the meeting is in progress.

4. The Council Member must state at the beginning of the Council meeting that the 72-hour posting requirement was met at the location and that the location is publicly accessible. The Council Member also must describe the location. Furthermore, the City Clerk

will provide Council with a quarterly report detailing the telephone charges associated with teleconferenced meetings.

2.23 Public Hearings

Public Hearings shall be scheduled and notice published without any action required by the City Council, excepting that the Council may, if it so desires, scheduled a Public Hearing on an item of interest for a date certain. In order to accommodate members of the public responding to a noticed Public Hearing, such Hearings will, to the extent practicable, begin at 6:00 p.m. At the time designated for the Public Hearing, or soon after as is practicable, the Mayor shall direct the attention of the Council Members to the Staff report and Staff may respond to questions from Council members, after which the Mayor shall formally open the Public Hearing and members of the public shall be allowed to speak in accordance with the rules set forth elsewhere in these Rules of Procedure. When the allotted time expires, or when no one wishes to speak who has not done so, the Mayor shall declare the hearing closed.

Following the close of the Public Hearing, the Council may discuss or take action on the matter in accordance with these rules. The Mayor may in his or her discretion allow questions and/or comments from the public after close of Public Hearing.

2.24 Appointments to Committees and Boards

The City Clerk posts a Notice of Vacancy in the City designated posting locations, the City's website and sends a Media Release to the St. Helena Star advertising vacancies to Commissions, Committees and Boards.

Applicants must submit a completed application to the City Clerk and shall be interviewed by the Council at a special meeting prior to a regular meeting. Applicants are requested to list references on their applications and individual Council Members may contact those references as part of the interview process. Council Members contacting references should disclose this information during the appointment process.

Council reviews applicants for appointments to Commissions, Committees and Boards based on interviews and qualifications. Council shall rank all applicants from highest to lowest and appoint by ballot process. Mayor shall nominate applicants and appointments are subject to approval by the majority of Council.

Depending on the qualifications of the applicants and the needs of the City, there may be times when the City Council does not appoint an applicant who has applied. If an applicant is not appointed, the City Clerk will automatically readvertise for the vacant position(s) to seek additional applicants.

2.25 Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century

All procedural matters not otherwise provided for in or controlled by state law or by any ordinance, resolution, rule or regulation of the City shall be governed by Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century (attached as Exhibit). However, no ordinance, resolution, or other action of the Council shall be invalidated or the legality thereof otherwise affected by the failure or omission of the Council to observe or follow such rules. Certain procedures relating to motions, agenda item discussion, debate, and courtesies contained in *Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century* are incorporated into this document, except to the extent they are modified by this Protocol document.

3. CITY COUNCIL STANDARDS OF CONDUCT

3.1 Policy Purpose

The St. Helena City Council adopts this Code of Ethics and Conduct to assure that all elected and appointed officials, while exercising their office, conduct themselves in a manner that will instill public confidence and trust in the fair operation and integrity of St. Helena's City government.

3.2 Ethics

The citizens and businesses of St. Helena are entitled to have fair, ethical and accountable local government. To this end, the public should have full confidence that their elected and appointed officials:

- Comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Are independent, impartial and fair in their judgment and actions;
- Use their public office for the public good, not for personal gain; and
- Conduct public deliberations and processes openly, unless required by law to be confidential, in an atmosphere of respect and civility.

Therefore, members of the City Council, City Treasurer, and City Clerk and of all Boards, Committees and Commissions shall conduct themselves in accordance with the following ethical standards:

- (a) **Act in the Public Interest.** Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of St. Helena and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before them.

(b) **Comply with both the spirit and the letter of the Law and City Policy.** Members shall comply with the laws of the nation, the State of California and the City of St. Helena in the performance of their public duties.

(c) **Conduct of Members.** The professional and personal conduct of members while exercising their office must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, Boards, Committees and Commissions, the Staff or public.

(d) **Respect for Process.** Members shall perform their duties in accordance with the processes and rules of order established by the City Council.

(e) **Conduct at Public Meetings.** Members shall prepare themselves for public issues, listen courteously and attentively to all public discussions before the body, and focus on the business at hand.

(f) **Decisions Based on Merit.** Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations. When making adjudicative decisions (those decisions where the member is called upon to determine and apply facts peculiar to an individual case), members shall maintain an open mind until the conclusion of the hearing on the matter and shall base their decisions on the facts presented at the hearing and the law.

(g) **Communication.** Members shall publicly disclose substantive information that is relevant to a matter under consideration by the body which they may have received from sources outside of the public decision-making process.

(h) **Conflict of Interest.** In order to assure their independence and impartiality on behalf of the common good and compliance with conflict of interest laws, members shall use their best efforts to refrain from creating an appearance of impropriety in their actions and decisions. Members shall not use their official positions to influence government decisions in which they have (a) a material financial interest, (b) an organizational responsibility or personal relationship which may give the appearance of a conflict of interest, or (c) a strong personal bias.

A member who has a potential conflict of interest regarding a particular decision shall disclose the matter to the City Attorney and reasonably

cooperate with the City Attorney to analyze the potential conflict. If advised by the City Attorney to seek advice from the Fair Political Practices Commission (FPPC) or other appropriate state agency, a member shall not participate in a decision unless and until he or she has requested and received advice allowing the member to participate. A member shall diligently pursue obtaining such advice. The member shall provide the Mayor and the City Attorney a copy of any written request or advice, and conform his or her participation to the advice given. In providing assistance to members, the City Attorney represents the City and not individual members.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and if they have a conflict of interest regarding a particular decision, shall not, once the conflict is ascertained, participate in the decision and shall not discuss or comment on the matter in any way to any person including other members unless otherwise permitted by law.

(i) **Gifts and Favors.** Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office that is not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.

(j) **Confidential Information.** Members must maintain the confidentiality of all written materials and verbal information provided to members which is confidential or privileged. Members shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

(k) **Use of Public Resources.** Members shall not use public resources which are not available to the public in general (e.g., City Staff time, equipment, supplies or facilities) for private gain or for personal purposes not otherwise authorized by law.

(l) **Representation of Private Interests.** In keeping with their role as stewards of the public interest, members of Council shall not appear on behalf of the private interests of third parties before the Council or any Board, Committee, Commission or proceeding of the City, nor shall members of Boards, Committees and Commissions appear before their own bodies or before the Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

(m) **Advocacy.** Members shall represent the official policies or positions of the City Council, Board, Committee or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of St. Helena, nor will they allow the inference that they do. Councilmembers and Board, Committee and Commission members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention or display endorsements during Council meetings, or Board, Committee and Commission meetings, or other official City meetings.

(n) **Policy Role of Members.** Members shall respect and adhere to the council-manager structure of St. Helena City government as outlined in the St. Helena City Code. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by City Staff, Boards, Committees and Commissions, and the public. Except as provided by the City Code, members shall not interfere with the administrative functions of the City or the professional duties of City Staff; nor shall they impair the ability of Staff to implement Council policy decisions.

(o) **Independence of Boards, Committees and Commissions.** Because of the value of the independent advice of Boards, Committees and Commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of Board, Committee and Commission proceedings.

(p) **Positive Work Place Environment.** Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to Staff.

3.3 Code of Ethics and Conduct

The Code of Ethics and Conduct are designed to describe the manner in which elected and appointed officials should treat one another, City Staff, constituents, and others they come into contact with while representing the City of St. Helena.

(a) Elected and Appointed Officials' Conduct with Each Other in Public Meetings

Elected and appointed officials are individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve

and protect the present and the future of the community. In all cases, this common goal should be acknowledged even though individuals may not agree on every issue.

1. Honor the role of the chair in maintaining order

It is the responsibility of the chair to keep the comments of members on track during public meetings. Members should honor efforts by the chair to focus discussion on current agenda items. If there is disagreement about the agenda or the chair's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.

2. Practice civility and decorum in discussions and debate

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of debate by a free democracy in action. Free debate does not require nor justify, however, public officials to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.

3. Avoid personal comments that could offend other members

If a member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other member to justify or apologize for the language used. The chair will maintain control of this discussion.

4. Demonstrate effective problem-solving approaches

Members have a public stage and have the responsibility to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

(b) Elected and Appointed Officials' Conduct with the Public in Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

1. Be welcoming to speakers and treat them with care and gentleness.

- a. While questions of clarification may be asked, the official's primary role during public testimony is to listen.

2. *Be fair and equitable in allocating public hearing time to individual speakers.*
 - a. The chair will determine and announce limits on speakers at the start of the public hearing process.
3. *Practice active listening*
 - a. It is disconcerting to speakers to have members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Members shall try to be conscious of facial expressions, and avoid those that could be interpreted as "smirking," disbelief, anger or boredom.
4. *Maintain an open mind*
 - a. Members of the public deserve an opportunity to influence the thinking of elected and appointed officials.
5. *Ask for clarification, but avoid debate and argument with the public*
 - a. Only the chair – not individual members – can interrupt a speaker during a presentation. However, a member can ask the chair for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing.

(c) Elected and Appointed Officials' Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, appointed officials who advise the elected, and City Staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

1. *Treat all Staff as professionals*
 - a. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards Staff is not acceptable.
2. *Do not disrupt City Staff from their jobs*
 - a. Elected and appointed officials should not disrupt City Staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. Do not attend City Staff meetings unless requested by Staff – even if the elected

or appointed official does not say anything, his or her presence implies support, shows partiality, may intimidate Staff, and hampers Staff's ability to do their job objectively.

3. *Never publicly criticize an individual employee*

- a. Elected and appointed officials should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about Staff performance should only be made to the City Manager through private correspondence or conversation. Appointed officials should make their comments regarding Staff to the City Manager or the Mayor.

4. *Do not get involved in administrative functions*

- a. Elected and appointed officials acting in their individual capacity must not attempt to influence City Staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits.

5. *Do not solicit political support from Staff*

- a. Elected and appointed officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City Staff. City Staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

6. *No Attorney-Client Relationship*

- a. Members shall not seek to establish an attorney-client relationship with the City Attorney, including his or her Staff and attorneys contracted to work on behalf of the City. The City Attorney represents the City and not individual members. Members who consult with the City Attorney cannot enjoy or establish an attorney-client relationship with the attorney.

(d) Council Conduct with Boards, Committees and Commissions

The City has established several Boards, Committees and Commissions as a means of gathering more community input. Citizens who serve on Boards, Committees and Commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

1. *Respect Role of Liaison to City's Boards, Committees and Commissions*

Several of the City's Boards, Committees and Commissions have a Council Member who serves as its Council liaison. The City Council will collectively review and approve liaison appointments annually. Council Members serving as liaisons should act as an advisor and resource to committee/board/commission members and the committee/board/commission's Staff liaison when issues regarding process, procedure, attendance, interpersonal or public relations arise.

2. *Respect that Boards, Committees and Commissions serve the community, not individual Councilmembers*

The City Council appoints individuals to serve on Boards, Committees and Commissions, and it is the responsibility of Boards, Committees and Commissions to follow policy established by the Council. But Board, Committee and Commission members do not report to individual Councilmembers (whether or not they are serving as liaisons), nor should Councilmembers feel they have the power or right to threaten Board, Committee and Commission members with removal if they disagree about an issue. Appointment and re-appointment to a Board, Committee or Commission should be based on such criteria as expertise, ability to work with Staff and the public, and commitment to fulfilling official duties. A Board, Committee or Commission appointment should not be used as a political "reward."

3. *Be respectful of diverse opinions*

A primary role of Boards, Committees and Commissions is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Councilmembers may have a closer working relationship with some individuals serving on Boards, Committees and Commissions, but must be fair and respectful of all citizens serving on Boards, Committees and Commissions.

4. *Keep political support away from public forums*

Board, Committee and Commission members may offer political support to a Councilmember, but not in a public forum while conducting official duties. Conversely, Councilmembers may support Board, Committee and Commission members who are running for office, but not in an official forum in their capacity as a Councilmember.

3.4 Enforcement and Sanctions

(a) Acknowledgement of Code of Ethics and Conduct

Upon assuming office each Councilmember, and each Board, Committee and Commission Member ("Member"), shall sign a statement affirming that he or she has been provided with and has read the Code of Ethics and Conduct. Each Councilmember, Board, Committee and Commission Member, shall adhere to the Code of Ethics and Conduct as well as the Council's Rules of Procedure. Councilmembers who do not sign an acknowledgement that they have read and understand the Code of Ethics and Conduct shall be ineligible for intergovernmental assignments or Council subcommittees. Board, Committee and Commission members who do not sign an acknowledgement that they have read and understand the Code of Ethics and Conduct are not eligible to hold office.

(b) Ethics Training for Local Officials

Councilmembers, City Treasurer, City Clerk, Board, Committee and Commission Members shall report annually to the City Clerk with respect to his or her compliance with State or City mandated requirements for ethics training. Councilmembers, City Treasurer, City Clerk, Board, Committee and Commission Members who are out of compliance with State or City mandated requirements for ethics training shall not represent the City on intergovernmental assignments or Council subcommittees and may be subject to sanctions.

(c) Behavior and Conduct

The St. Helena Code of Ethics and Conduct expresses standards of ethical conduct expected for members of the St. Helena City Council, Boards, Committees and Commissions. Each Member him or herself has the primary responsibility to assure that he or she understands and satisfies the ethical standards, so that the public can continue to have full confidence in the integrity of government. The chairs of Boards, Committees and Commissions and the Mayor and Council have the additional responsibility to intervene when actions of Members that appear to be in violation of the Code of Ethics and Conduct are brought to their attention. Without violating Brown Act serial meeting requirements, individual Members should point out to the offending Member perceived infractions of the Code of Ethics and Conduct. If the offenses continue, then the process under 3.4(e) 1-10 shall govern.

(d) Council Authority

Under California law, the Council does not have the legal authority to remove Members elected or appointed to the City Council or to otherwise deprive them of their office. However, as provided in Section 3.4(e) 9., a

majority of the Councilmembers may remove a Councilmember from any or all Council honorary and/or ceremonial positions and ad-hoc and standing committees, as well as from positions with other governmental agencies or other organizations they hold by virtue of appointment by the City Council.

(e) Process to Address Alleged Violation of Code of Ethics and Conduct

1. *Complaint.* Where any person has substantial evidence that a Member has materially violated the Code of Ethics and Conduct, he or she may file a written statement with the City Clerk who will then provide it to the City Council, and the affected Member. The name of the complainant shall initially be redacted and kept confidential and not disclosed until it has been determined as provided in Section 3.4(e) 2 that there is substantial evidence that the Member has materially violated the Code of Ethics and Conduct.

"Substantial evidence" means evidence that reasonably supports a conclusion. It does not mean simply any evidence, nor does it include mere opinions. It must be reasonable in nature, credible, and of solid value.

2. *Hearing Officer.* Upon receipt of a Complaint as provided in Section 3.4(e) 1., or upon the direction of the City Council, the Mayor, in consultation with the City Manager, shall make a preliminary determination whether there is substantial evidence to support a conclusion that a Member has materially violated the Code of Ethics and Conduct, thereby warranting the further proceedings below. If the Mayor either submitted the Complaint or is the subject of the Complaint, the Vice Mayor (and who is not the subject of the complaint) shall make the preliminary determination as provided above.

If the Mayor (or, where the Mayor is disqualified as set forth above, the Vice Mayor) makes the initial determination that there is substantial evidence to support a conclusion that a Member has materially violated the Code of Ethics and Conduct, thereby warranting the further proceedings, he or she, in consultation with the City Manager, shall appoint an independent Hearing Officer to review and investigate the Complaint. If the Mayor either submitted the Complaint or is the subject of the Complaint, the Vice Mayor (and who is not the subject of the complaint) shall appoint the Hearing Officer as provided above.

In the event both the Mayor and Vice Mayor are disqualified as set forth above or otherwise unable to carry out the duties under this Section, the Council member with the longest tenure shall do so. If two or more Council members have equal tenure, the Council member (who is not the subject of the Complaint) shall be selected by a process of drawing straws supervised by the City Clerk.

3. *Investigation.* To the extent reasonably practicable, the Hearing Officer shall investigate and report, within not more than thirty (30) days, as to whether there is substantial evidence in support of an allegation that a Member has materially violated the Code of Ethics and Conduct. If the Hearing Officer concludes that there is not substantial evidence to support an alleged violation, or that the violation

was not material, he or she shall so report to the Council and the matter shall be deemed dismissed unless the Council directs that a public hearing be held pursuant to Section 3.4(e) 5. If the Hearing Officer concludes that there is substantial evidence to support an alleged material violation of the Code of Ethics and Conduct, he or she shall issue a report ("Report") to the City Council and the Member. The Hearing Officer shall allow the affected Member a reasonable opportunity to provide any written comments, evidence and/or arguments which the Hearing Officer shall consider in the investigation and Report.

4. *Enforcement.* The City Council, in its sole discretion, shall enforce the Code of Ethics and Conduct against Members depending upon the extent and severity of the violation by means of either (i) a warning (ii) a written reprimand; (iii) censure; (iv) removal from assignments; or (v) other action as deemed appropriate to the City Council, including without limitation disavowal and/or disapproval of the Member's violation and/or other action and/or statement. The following procedure shall be utilized:
5. *Receipt of Report.* As reasonably practicable, within 30 days after receipt of the Report, the Council will hold a public hearing after which it will determine, among any other determination the Council may deem appropriate, whether the Complaint should be dismissed, a warning should be issued, a written reprimand should be issued, censure issued, or the Member should be removed from his or her office (only for Members other than Council members) or assignments. The City shall provide written notice of the public hearing and opportunity to be heard to the affected Member. The City Council determination shall be set forth in written findings that the Council may direct staff to prepare for subsequent Council approval.
6. *Dismissal.* Where the Council, based on the Report and any statement from the affected Member, determines that it is clear that no violation occurred or that only a trivial or de minimus violation occurred, or that the Complaint was motivated by revenge or other improper motive, the Council may dismiss the Complaint.
7. *Warning.* Where the Council, based on the Report and any statement from the affected Member, determines that there is some evidence that only a minor violation or a questionable practice has occurred, the Council may issue a written warning to the affected Member specifying the violation(s) and requesting corrective action.
8. *Reprimand.* Where the Council, based on the Report, any statement from the affected Member, and other evidence accepted, determines that there is substantial evidence that the Member has materially violated one or more provisions of the Code of Ethics and Conduct, the Council may adopt a resolution reprimanding the affected Member for their conduct, stating that any violations shall cease, and requesting corrective action. The affected Member may file a rebuttal to the Reprimand with the City Clerk which will become a matter of public record.

9. *Censure.* Where the Council, based on the Report, any statement from the affected Member, and other evidence accepted at a public hearing of the matter, determines that there is substantial evidence that the Member has materially violated one or more provisions of the Code of Ethics and Conduct, and that such violation(s) impugn the integrity or dignity of the City or that such violations are egregious or chronic in nature, then the Council may adopt a resolution censuring the affected Member by condemning his or her actions, removing the Member from all appointive positions representing the City in front of other governments and agencies, demoting the affected Commissioner, Committee or Board member appointed by the City Council who holds a position of chairperson or vice chairperson, stating that the violations shall cease, and demanding corrective actions. The affected Member may file a rebuttal to the Censure with the City Clerk which will become a matter of public record.
10. *Removal from Office.* Notwithstanding any of the provisions in this Section 3.4, the City Council may remove any Commissioner, Committee or Board member appointed by the City Council at its pleasure, and nothing in the Code of Ethics and Conduct or these rules effects or diminishes such power nor vests such Commissioners or Board members with any additional rights.

3.5 Implementation

The Code of Ethics and Conduct is intended to be self-enforcing and is an expression of the standards of conduct for members expected by the City. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, this document shall be included in the regular orientations for candidates for City Council, City Treasurer, City Clerk, applicants to Board, Committee and Commissions, and newly elected and appointed officials. Members entering office shall sign a statement (example below) acknowledging they have read and understand the Code of Ethics and Conduct. In addition, the Code of Ethics and Conduct shall be periodically reviewed by the City Council, Boards, Committees and Commissions, and updated it as necessary.

Example:

I affirm that I have read and understand the City of St. Helena Code of Ethics and Conduct for Elected and Appointed Officials.

Signature _____

Date _____

Exhibit

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century



MISSION:

To restore and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION:

To be recognized and respected as the leading advocate for the common interests of California cities.



About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts educational conferences and research, and publishes *Western City* magazine.

About *Western City* Magazine

Western City is the League of California Cities' monthly magazine. *Western City* provides lively, interdisciplinary analyses of issues affecting local governance. Its goal is to offer immediately practical ideas, information and bigger-picture policy issues and trends. For more information, visit www.westerncity.com.

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About the Author

Dave Rosenberg is an elected county supervisor representing the 4th District in Yolo County. He also serves as director of community and intergovernmental relations, director of operations, and senior advisor to the governor of California. He has served as a member and chair of numerous state and local boards, both appointed and elected, and also served on the Davis City Council for 12 years, including two terms as mayor. He has taught classes on parliamentary procedure and has served as parliamentarian for large and small governing bodies. In the fall of 2003, Gov. Davis appointed Rosenberg as a judge of the Yolo County Superior Court.

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Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century

by Dave Rosenberg

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that hasn't always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules, *Robert's Rules of Order*, which are embodied in a small but complex book. Virtually no one I know has actually read this book cover to cover.

Worse yet, the book was written for another time and purpose. If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook. On the other hand, if you're running a meeting of a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order. Hence, the birth of "Rosenberg's Rules of Order."

This publication covers the rules of parliamentary procedure based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified and slimmed down for 21st century meetings, yet they retain the basic tenets of order to which we are accustomed.

"Rosenberg's Rules of Order" are supported by the following four principles:

1. **Rules should establish order.** The first purpose of the rules of parliamentary procedure is to establish a

framework for the orderly conduct of meetings.

2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate and those who do not fully understand and do not fully participate.
3. **Rules should be user-friendly.** That is, the rules must be simple enough that citizens feel they have been able to participate in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of the rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, the majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

The Chairperson Should Take a Back Seat During Discussions

While all members of the governing body should know and understand the rules of parliamentary procedure, it is the chairperson (chair) who is charged with applying the rules of conduct. The chair should be well versed in those

rules, because the chair, for all intents and purposes, makes the final ruling on the rules. In fact, all decisions by the chair are final unless overruled by the governing body itself.

Because the chair conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the body in debates and discussions. This does *not* mean that the chair should not participate in the debate or discussion. On the contrary, as a member of the body, the chair has full rights to participate in debates, discussions and decision-making. The chair should, however, strive to be the last to speak at the discussion and debate stage, and should not make or second a motion unless he or she is convinced that no other member of the body will do so.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, published agenda; informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon road map for the meeting. And each agenda item can be handled by the chair in the following basic format.

First, the chair should clearly announce the agenda item number and should clearly state what the subject is. The chair should then announce the format that will be followed.

Second, following that agenda format, the chair should invite the appropriate people to report on the item, including any recommendation they might have. The appropriate person may be the chair, a member of the governing body,

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a staff person, or a committee chair charged with providing information about the agenda item.

Third, the chair should ask members of the body if they have any technical questions for clarification. At this point, members of the governing body may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

Fourth, the chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded (or that the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion from the governing body members. The chair should announce the name of the member who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion. It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and a vote on the motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the members of the governing body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Ninth, the chair takes a vote. Simply asking for the "ayes" and then the "nays" is normally sufficient. If members of the body do not vote, then they "abstain." Unless the rules of the body provide otherwise or unless a super-majority is required (as delineated later in these rules), a simple majority determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion. This announcement might take the following form: "The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days' notice for all future meetings of this governing body."

Motions in General

Motions are the vehicles for decision-making. It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus on the motion before them.

Motions are made in a simple two-step process. First, the chair recognizes the member. Second, the member makes a motion by preceding the member's desired approach with the words: "I move ..." A typical motion might be: "I move that we give 10 days' notice in the future for all our meetings."

The chair usually initiates the motion by:

1. Inviting the members to make a motion: "A motion at this time would be in order."

2. Suggesting a motion to the members: "A motion would be in order that we give 10-days' notice in the future for all our meetings."
3. Making the motion.

As noted, the chair has every right as a member of the body to make a motion, but normally should do so only if he or she wishes a motion to be made but no other member seems willing to do so.

The Three Basic Motions

Three motions are the most common:

1. **The basic motion.** The basic motion is the one that puts forward a decision for consideration. A basic motion might be: "I move that we create a five-member committee to plan and put on our annual fundraiser."
2. **The motion to amend.** If a member wants to change a basic motion that is under discussion, he or she would move to amend it. A motion to amend might be: "I move that we amend the motion to have a 10-member committee." A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

3. **The substitute motion.** If a member wants to completely do away with the basic motion under discussion and put a new motion before the governing body, he or she would "move a substitute motion." A substitute motion might be: "I move a substitute motion that we cancel the annual fundraiser this year."

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

A motion to amend seeks to retain the basic motion on the floor, but to modify it in some way.

A substitute motion seeks to throw out the basic motion on the floor and substitute a new and different motion for it.

The decision as to whether a motion is really a motion to amend or a substitute motion is left to the chair. So that if a member makes what that member calls a motion to amend, but the chair determines it is really a substitute motion, the chair's designation governs.

When Multiple Motions Are Before The Governing Body

Up to three motions may be on the floor simultaneously. The chair may reject a fourth motion until the three that are on the floor have been resolved.

When two or three motions are on the floor (after motions and seconds) at the same time, the *first* vote should be on the *last* motion made. So, for example, assume the first motion is a basic "motion to have a five-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a member might make a second motion to "amend the main motion to have a 10-member committee, not a five-member committee, to plan and put on our annual fundraiser." And perhaps, during that discussion, a member makes yet a third motion as a "substitute motion that we not have an annual fundraiser this year." The proper procedure would be as follows.

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passes*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be complete. No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) *failed*, the chair would proceed to consideration of the second (now the last) motion on the floor, the motion to amend.

If the substitute motion failed, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would now move to consider the main motion (the first motion) as *amended*. If the motion to amend failed, the chair would now move to consider the main motion (the first motion) in its original format, not amended.

The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee) or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are *not* debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess, which may range from a few minutes to an hour. It requires a simple majority vote.

A motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight." It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to

be placed on "hold." The motion may contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion may contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call for the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the chair should ask for a second to the motion, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body. Note that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the

the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions occur when the body is taking an action that effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super-majority) to pass:

Motion to limit debate. Whether a member says, "I move the previous question," "I move the question," "I call for the question" or "I move to limit debate," it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body, such as the chair, nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a two-thirds vote to pass.

pend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

First is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted *in the majority* on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body may second the motion). If a member who voted *in the minority* seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

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motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super-Majority Votes

In a democracy, decisions are made with a simple majority vote. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means

Motion to object to the consideration of a question. Normally, such a motion is unnecessary, because the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to sus-

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every

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lege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "Point of order." Again, the chair would ask the interrupter to "state your point." Appropriate points of order

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focus on the item and the policy in question, not on the personalities of the members of the body. Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body. Can a member of the body interrupt the speaker? The general rule is no. There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "Point of privilege." The chair would then ask the interrupter to "state your point." Appropriate points of privi-

relate to anything that would not be considered appropriate conduct of the meeting; for example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair's determination may be appealed.

Special Notes About Public Input

The rules outlined here help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.

Public input is essential to a healthy democracy, and community participation in public meetings is an important element of that input. The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items. The rules presented here for conducting a meeting are offered as tools for effective leadership and as a means of developing sound public policy. ■

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PLANNING COMMISSION REPORT

Planning Commission Meeting of July 3, 2018

AGENDA SECTION: Scheduled Matters

FILE NUMBER: n/a

SUBJECT: Nomination and election of a new Planning Commission Chair and Vice Chair and designation of the Commission Secretary.

PREPARED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:

BACKGROUND

Rule 1 of the Commission By-Laws identifies that Commission shall elect a Chair and Vice-Chairperson and designate a Secretary at their first regular meeting of July.

PROJECT DESCRIPTION

Nomination and Election of the Chairperson and Vice-Chair person for the Commission as well as designation of the Commission Secretary.

STAFF RECOMMENDATION

It is recommended that the Commission nominate and vote to elect a new Chairperson and Vice Chairperson, and designate the Commission Secretary, as identified in Rule 1 of the Planning Commission By-Laws.