



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, July 17, 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: Lester Hardy
Vice Chair: David Knudsen
Commissioners: 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: July 3, 2018 7 - 12
[Commission Minutes 07-03-18](#)
 - 4.2. Request by Daniel A. Reidy on behalf of 151 Mitchell Ave. Property Group, for approval of a resolution granting sign permit for new signage at the William Tell Building located at 1230 Spring Street, Ste. B in the Central Business (CB) district (PL18-039). 13 - 26

CEQA Determination: 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.
Prepared By: Xinia Gamero, Administrative Assistant
Recommendation:
Staff finds that the proposed signage is in compliance with all required standards and therefore recommend 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 sign permit approval for new signage

on the property located at 1230 Spring Street, Suite B.

[Staff Report - 1230 Spring Street, Ste. B](#)

- 4.3. Review and Approval 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 27 - 73

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 the other staff and Commission recommended changes to update the Planning Commission By-Laws.

[Staff Report - Planning Commission By-Laws](#)

5. PUBLIC HEARINGS

- 5.1. A request for Demolition Permit, Design Review, and Use Permit to demolish and rebuild an existing garage and construct a new 211 sq-ft addition and deck at property rear at 1545 Madrona Avenue in the Medium Density Residential Zoning District and within the boundaries of the Adams Street Historic District. 75 - 167

CEQA Determination: Exempt from the requirements of CEQA pursuant to Section 15301(L)(1) and 15331 which exempts demolition of an existing structure (garage) and the rehabilitation of historic resources in a manner that is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

Prepared By: Lilly Bianco, Contract Planner

Recommendation:

The Planning and Community Improvement Department 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 and 15331, and
2. Accepting the required findings and approving the requested Demolition permit, Use Permit, and Design Review for modifications to 1545 Madrona Avenue.

[Staff Report -1545 Madrona Ave.](#)

- 5.2. A request for a Demolition Permit and Design Review to demolish an existing single family residence constructed c.1941 and construct a new single family residence at 1504 Stockton Street in the Medium Density Residential District and within the boundaries of the Adam street Historic District. The new residence would be a two-bedroom home and designed in a modern farmhouse style with painted shiplap siding and capped with a standing seam metal roof. Covered parking would be provided by an attached carport. 169 - 307

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to Section 15301(L)(1) and 15303(A) which exempts demolition of an existing single family residence and the construction of

a new single family residence.

Prepared By: Lilly Bianco, Contract Planner

Recommendation:

The Planning and Community Improvement Department 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 and 15303, and
2. Accept the required findings and approving the requested Demolition permit and Design Review for the MacNeil Residence.

[Staff Report - 1504 Stockton St.](#)

[Letter of Support](#)

[Applicant Supplemental Information](#)

[Applicant Presentation](#)

- 5.3. *This item is continued from the July 3, 2018 Planning Commission meeting and will be again continued to an uncertain future date. *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. 309 - 314

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 - 1600 block of Grayson Ave.](#)

[Public Comment \(1\)](#)

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

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

8. AGENDA FORCAST

Attached is a summary document of pending projects and up coming and items of priority and interest that will be placed on future agendas. This is also an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals.

- 8.1. A list of all current planning projects is available in the link below:

http://www.cityofsthelena.org/projects?term_node_tid_depth=21

Please contact the assigned project Planner for additional questions.

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for August 21, 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 July 12, 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, July 3, 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://sthenela.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: Vice-Chair Lester Hardy, Commissioner David Knudsen, Commissioner Bobbi Monnette, and Commissioner John Ponte

Absent: None

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No public comment received.

4. CONSENT ITEMS

Commissioner Monnette pulled item 4.3. Commissioner Ponte pulled item 4.4 on the Consent Calendar.

Vice-Chair Hardy pulled the Minutes from the June 19, 2018 meeting on the Consent Calendar.

4.1 Approval of Minutes: June 5, 2018 ~~and June 19, 2018~~

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

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.

Commissioner John Ponte moved to approve the Minutes from the June 5, 2018 meeting and item 4.2 on the Consent Calendar. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

4.1 Approval of Minutes: June 19, 2018

Commissioner John Ponte moved to approve the Minutes from the June 19, 2018 meeting on the Consent Calendar. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

AYES: David Knudsen, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: None

ABSTAIN: Lester Hardy

RECUSE: None

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.

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.

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

No public comment received.

Commissioner Bobbi Monnette moved to approve item 4.3 on the Consent Calendar. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

- 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.

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.

Senior Planner, Aaron Hecock reported on the item.

Vice-Chair Hardy opened public hearing.

Jay Behmke, owner representative addressed the Planning Commission.

Vice-Chair Hardy closed public hearing.

Commissioner David Knudsen moved continue item to allow applicant to bring back project with the modifications identified by the Planning Commission. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

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*

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

No public comment received.

No action was taken on this 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

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.

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

The Commission directed staff to make the recommended changes to the meeting protocols suggested by the Commission, staff and the Council to update the Planning Commission By-Laws and bring back for approval at a future meeting.

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

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.

Commissioner Bobbi Monnette nominated Vice-Chair Hardy as Chair of the Planning Commission. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

Commissioner Bobbi Monnette nominated Commissioner Knudsen as Vice-Chair of the Planning Commission. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

Commissioner Bobbi Monnette nominated Planning and Community Improvement Director Noah Housh as the Commission Secretary. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

7. DEPARTMENT REPORTS

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

Cancellation of the August 7, 2018 Planning Commission meeting.

Vice-Chair David Knudsen moved to approve the cancellation the Planning Commission meeting of August 7, 2018. The motion was seconded by Commissioner John Ponte and on roll call carried by the following vote:

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

8. AGENDA FORCAST

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

9. ADJOURNMENT

Chair Hardy adjourned the meeting at **7:13 p.m.**

APPROVED:

ATTEST:

Lester Hardy, Chair

Noah Housh, Planning and Community
Improvement Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of July 17, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-039

SUBJECT: Request by Daniel A. Reidy on behalf of 151 Mitchell Ave. Property Group, for approval of a resolution granting sign permit for new signage at the William Tell Building located at 1230 Spring Street, Ste. B in the Central Business (CB) district (PL18-039).

PREPARED BY: Xinia Gamero, Administrative Assistant

REVIEWED BY: Aaron Hecock, Senior Planner

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 05/21/18

ACCEPTED AS COMPLETE: 06/19/18

LOCATION OF PROPERTY: 1230 Spring Street, Suite B

APN: 009-250-008

GENERAL PLAN/ZONING: Central Business (CB)

APPLICANT: Daniel A. Reidy

PHONE: (707) 963-3030

BACKGROUND

The subject property located at 1230 Spring Street is a developed .2-acre parcel located in the Central Business Zoning District. The building known as the William Tell Hotel and Saloon, houses multiple offices and is listed in the National Register of Historic Places by the Department of Interior and the St. Helena Historic Resources Master List.

PROJECT DESCRIPTION

The applicant is requesting sign permit approval for new signage at 1230 Spring Street, Suite B in the Central Business (CB) district. The applicant proposes an approximately 3.7 square foot (sf) building sign mounted on the facade on the second floor of the building consisting of 5.38-inch lettering memorializing the historic structure as "WILLIAM TELL BLDG". On the lower facade, a primary frontage identification sign of approximately 9-sf will consist of 9.38-inch lettering. The raised letters will be constructed of molded plastic prismatic material with either a metallic gold finish, gold leaf, black, or brown copper. The exact color has not been determined. It will be stud/pad combination mounted for easy removal if necessary. All letters in the sign will be one color which will complement the overall exterior appearance.

In addition, the applicant is proposing one (1) projecting identification sign. The projecting sign would be approximately 3.3 sf total (1.6 sf per side) double-sided sandblasted wood, with painted gold leaf, black, or brown copper letters and boarder. The bottom edge of the sign will hang less than 12" from the ceiling overhang leaving a clearance between 7.5' to 8.5' for pedestrians. All painted letters will be the same color complementing the overall appearance. No illuminating signs proposed for this project.

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

The project site is located in the Central Business (CB) district. The CB district provides for retail, personal service uses, offices, restaurants, hotels/motels, service stations, public and quasi-public uses, and similar and compatible uses that serve local residents and the surrounding area. The following General Plan policies are applicable to the proposed signs:

- 2.6.31- Require the design of all new commercial development to be compatible with and complementary to the image and character of the historic Main Street area.
- 2.6.50- Require office development that is located within a commercial district to be similar in appearance and character with surrounding businesses so that it does not detract from the design character or pedestrian orientation of the shopping district.

ZONING

In the CB district, signs are regulated by Municipal Code Section 17.148.040(C)(1). Planning Commission review and approval must be obtained for all other signs not meeting Municipal Code Section 17.148.040 (C)(1)(a).

The purpose of the planning commission sign permit is to allow the consideration of illuminated signs, 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 the surrounding properties. The commission shall not approve signs which obscure or detract from the architecture of a historic building or structure.

The Planning Commission may approve sign permits within any zoning district to retain historic signs or to approve new signs that are compatible with historic structures or uses. Signs that exceed the limitations of size, number or lighting may be approved with the finding that the signs contribute to the historical or architectural character of the community.

Pursuant to Municipal Code Section 17.148(C)(1)(b), the aggregate area of all signs on the primary frontage, including incidental signs, shall not exceed the lesser of forty (40) square feet in sign area or a ratio of one square foot of signage to one linear foot of business frontage and no single sign shall exceed twenty (20) square feet in size in the CB district.

In addition, no sign shall be permitted that will impede, obstruct or create hazards with respect to pedestrian traffic. The lowest portion of a projecting sign over a pedestrian sidewalk shall be at seven feet six inches above the ground of the surface.

STAFF RESPONSE

Staff believes the compatibility of the sign to the site is appropriate to fit the small town character of St. Helena. The appropriateness of the materials and colors do not obscure or detract from the architecture of the historic structure and are complimentary with the downtown Historic Central Business district. The applicant is proposing less than 40-sf of signage on the primary frontage of the business and each sign is less than 20-sf. Furthermore, the projecting sign does not obstruct or create a hazard with respect to pedestrian traffic as the minimum clearance proposed meets the zoning regulation minimum of seven feet six inches above ground surface.

ISSUES

Staff has not identified any issues that require additional discussion at this time.

CORRESPONDENCE

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

STAFF RECOMMENDATION

Staff finds that the proposed signage is in compliance with all required standards and therefore recommend 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 sign permit approval for new signage on the property located at 1230 Spring Street, Suite B.

ATTACHMENTS

[Resolution](#)

[Aerial View](#)

[Site Photo \(1\)](#)

[Site Photo \(2\)](#)

[Site Photo \(3\)](#)

[Sign Plans](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC2018-0XX

**SIGN PERMIT NO. PL18-039
GRANTED TO 1230 SPRING STREET, SUITE B**

PROPERTY OWNER: City of St. Helena

APN: 009-250-008

RECITALS

1. The applicant requests a sign permit in order to place new signage on the William Tell Building located at 1230 Spring Street, Suite B in the Central Business (CB) district PL18-039;
2. Three signs are proposed on the building's primary frontage. New signage includes one (1) building sign approximately 3.7 square feet (sf) in size that reads "William Tell Bldg." to be mounted across the top façade of the building ("Sign 1"). One (1) primary identification sign attached on the primary frontage of the building approximately 9.06 sf in size ("Sign 2"). In addition, the final sign would be a secondary, projecting, identification sign, attached to the building fronting Spring Street approximately 3.3 sf total (1.6 sf per side) ("Sign 3"). Sign 2 and sign 3 would each read "Reidy Law Group". No illuminating signs are proposed for this project;
3. The Planning Commission of the City of St. Helena, State of California, considered the sign, staff report, and all testimony, written and spoken, at a hearing on July 17th, 2018.

RESOLUTION

The Planning Commission of the City of St. Helena, State of California, approves the Sign Permit on the following basis:

- 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.
- C. The Planning Commission hereby finds that the proposed signs are consistent with General Plan policies 2.6.31 and 2.6.50 in that the signs are compatible and complimentary with the historic downtown Central Business district.
- D. The Planning Commission hereby finds that the proposed signs are in compliance with the requirements of Municipal Code Section 17.148 relating to the size and placement of signs in the Central Business district.

*1230 Spring Street, Suite B
Sign Permit
July 17th, 2018*

- E. 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 Permit shall be vested within one (1) year from the date of approval. The Permit 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 sign 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 17th, 2018 meeting.
 7. The lowest portion of the projecting sign over the pedestrian sidewalk shall be at least seven feet six inches above the ground surface.
 8. 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.
 9. Provided they are in general compliance with the Sign Ordinance, minor modifications may be approved by the Planning Director.

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 17th, 2018 by the following roll call vote:

1230 Spring Street, Suite B
Sign Permit
July 17th, 2018

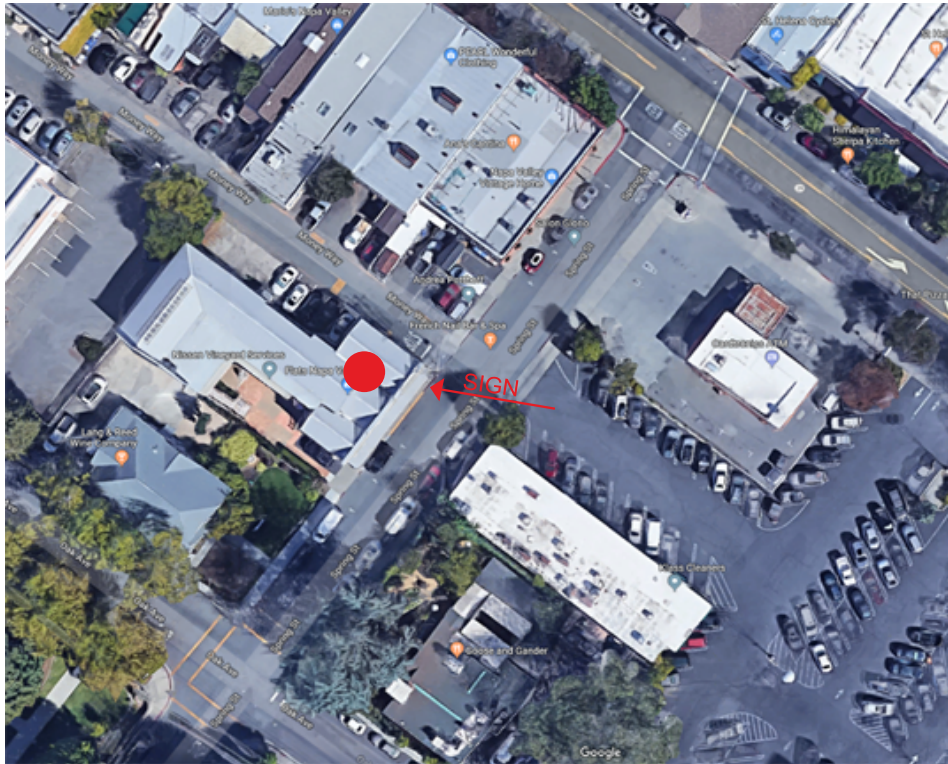
AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh,
Planning and Community
Improvement Director



- 1230 Spring Street
The William Tell Building
Saint Helena, CA 94574









24"

7"



1726 Tanen Street
Napa, CA 94559
Phone 707.226.5311
Fax 707.226.3765
www.signdimensions.com

SIGN PERMIT | Rendering re Hanging Sign

7"h x 24"w- Double-Sided Sandblasted sign-
Painted- \$280.00 plus tax
Painted with Gold Leaf letters and border- \$375.00 plus tax

Date: 5/3/18
Revision #1
Job Name: Reidy Law Group
Contact: Dan / Sharon
Phone: (707) 963-3030
Email: sharon@reidylawgroup.com

THIS DESIGN IS THE PROPERTY OF SIGN DIMENSIONS AND MAY NOT BE REPRODUCED IN ANY MANNER WITHOUT WRITTEN PERMISSION

COLORS ARE A REPRESENTATION ONLY - NOT AN EXACT MATCH

PLEASE VERIFY ALL WORDING, SPELLING, ART AND SIZES ARE CORRECT BEFORE APPROVING.

Please note:

Once approved, you are responsible for ½ the remake cost should any errors be found after production begins.

Initial layout and design are included in the price of signage. If customer chooses not to proceed with the order our design charge will still apply. Sign Dimensions provides design and graphic services at a rate of \$120.00 per hour, or \$40.00 per revision. I agree to the terms described above and authorize Sign Dimensions to proceed.

SIGNATURE _____ DATE _____

Client Supplied Files: Due to the complex nature of accurate color reproduction, Sign Dimensions does not accept responsibility for any color or color shift issues when printing a file provided by the client. Sign Dimensions offers (and strongly recommends) a color correction and proofing service for a modest fee to assure the closest possible color match. If the client declines this service, the client agrees to accept full responsibility for any color accuracy issues that may arise.

Raised Letters:
Injection molded plastic prismatic letters
with metallic gold finish (or gold leaf TBD
by client)
Stud/Pad Combination mount

WILLIAM TELL BUILDING 5.38"

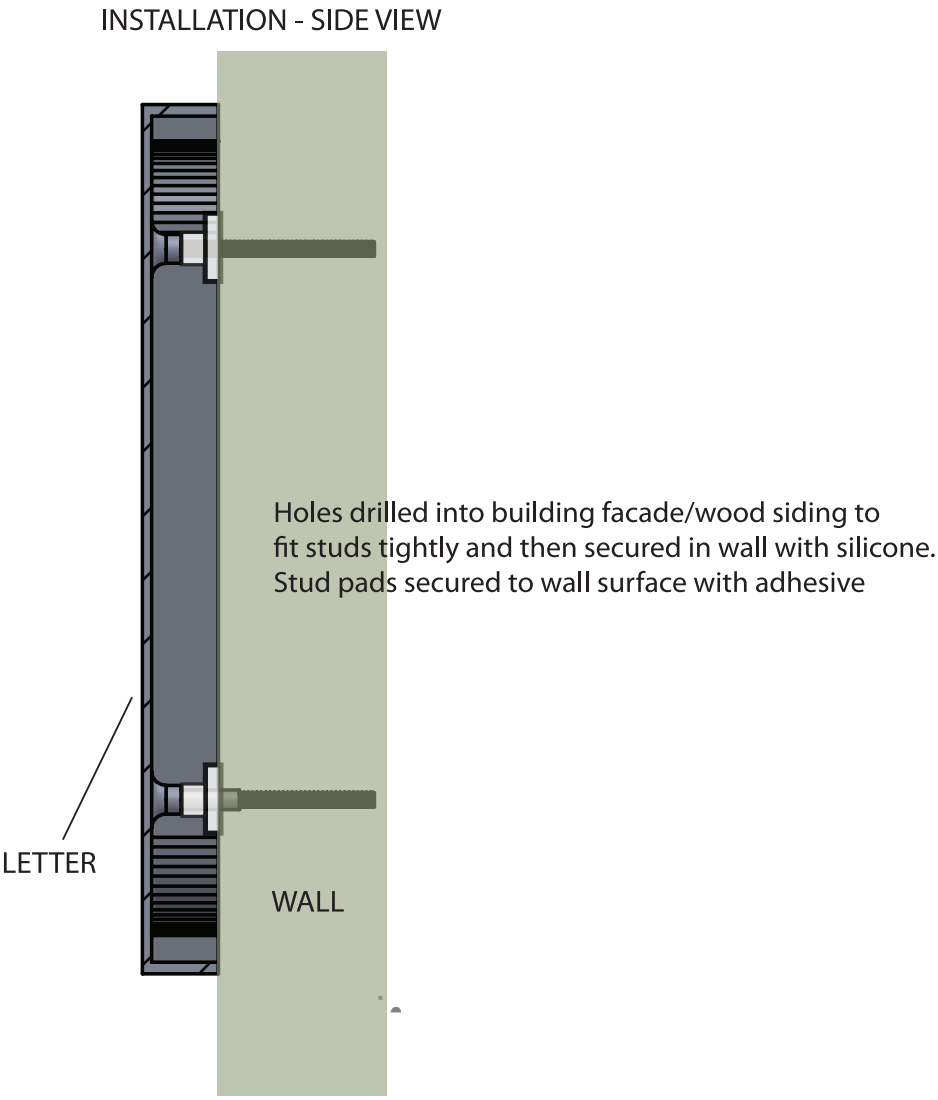
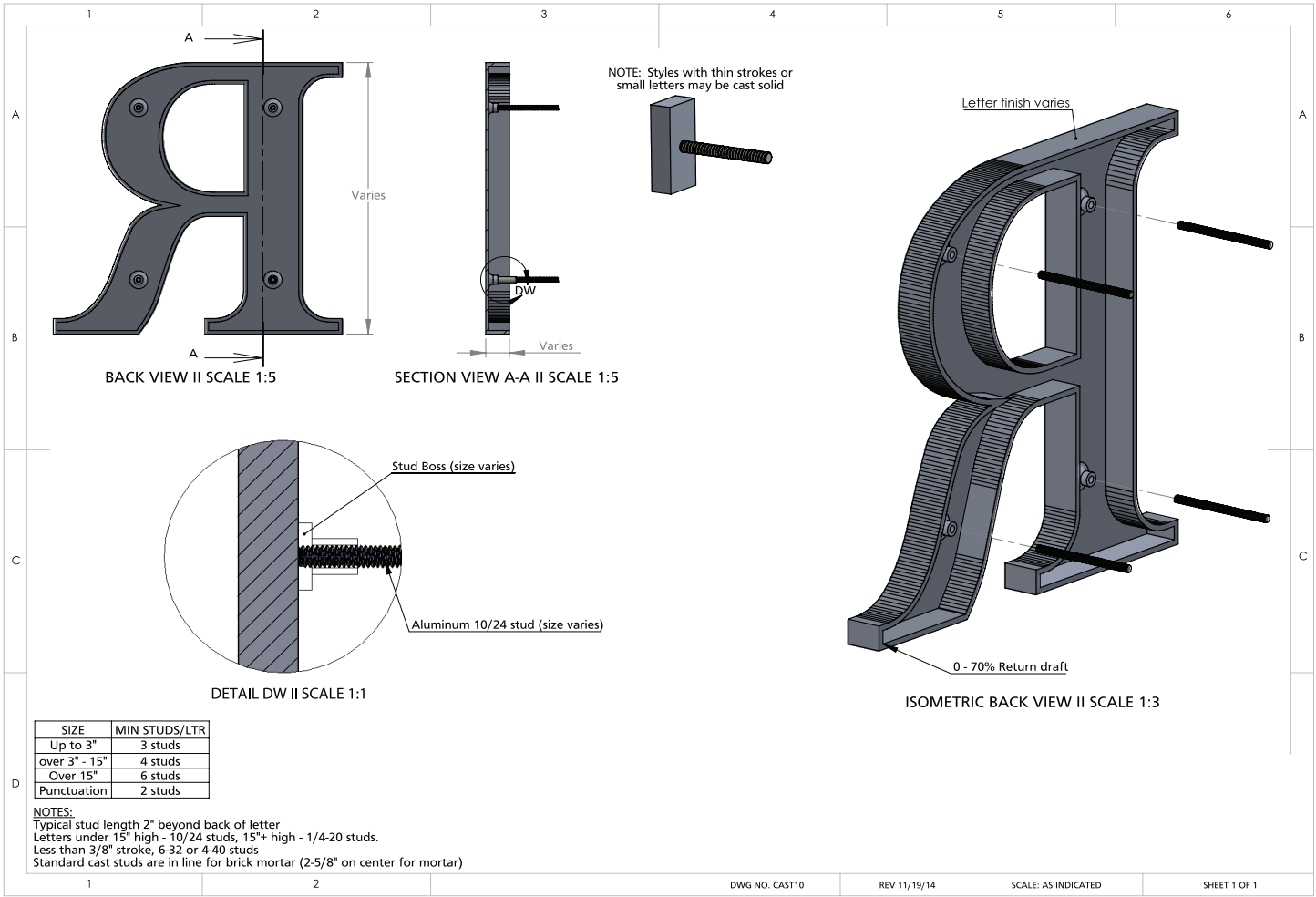
98"

REIDY LAW GROUP 9.38"

139.25"

Sign Square Footage
Both lines Total- 12.74 sq. ft.

SIGN PERMIT | Rendering re Fixed Bldg Sign Letters





Mock up to scale



Gold Prismatic Letter Style



PLANNING COMMISSION REPORT
Planning Commission Meeting of July 17, 2018

AGENDA SECTION: Consent

FILE NUMBER: N/A

SUBJECT: Review and Approval 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.

On July 3, 2018, the Planning Commission reviewed the Council directed and staff recommended changes to the Planning Commission By-Laws. After making some further recommendations regarding the proposed changes, the Commission directed staff to bring the finalized draft back for review and approval at the next available meeting.

PROJECT DESCRIPTION

Review and approval 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 and to make procedural improvements to the conduct of 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 recommended several procedural changes to the order of meetings in an effort to streamline the review of individual development applications. Specifically, the procedures for the conduct of meetings identified in Rule 21 were slightly modified and additional clarifying language was added to Rule 22.

In their review, the Commission identified further clarifications to Rule 27 and Rule 32 that could be made to improve the consistency of the By-Laws. Staff has incorporated all of these changes and has prepared a final draft for the Commission to review and act upon.

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 the other staff and Commission recommended changes to update the Planning Commission By-Laws.

ATTACHMENTS

[PC BY-LAWS 2018-Final1](#)

[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.

*Planning Commission By-Laws
July 17, 2018
2 of 5*

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. 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. Public Testimony in support or opposition of the project. (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 “Rosenbergs’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 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 the City of St Helena Protocol for Committee, Commissions and Boards 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 July 17, 2018, by the following roll call vote:

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

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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



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

VISION:

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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.

"Rosenberg's Rules of Order" first appeared in *Western City* magazine in August and September 2003.

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,

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire to move on.

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

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.

If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook.

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

It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus.

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 17, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-031

SUBJECT: A request for Demolition Permit, Design Review, and Use Permit to demolish and rebuild an existing garage and construct a new 211 sq-ft addition and deck at property rear at 1545 Madrona Avenue in the Medium Density Residential Zoning District and within the boundaries of the Adams Street Historic 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: 04/18/18

ACCEPTED AS COMPLETE: 06/19/18

LOCATION OF PROPERTY: 1545 Madrona Avenue

APN: 009-270-040

GENERAL PLAN/ZONING: Medium Density Residential: MR

APPLICANT: Joseph Farrell

PHONE: (415) 254-8167

BACKGROUND

The subject property is a residential lot of 0.16 acres (6,965 sq-ft) and improved with a one-story single family residence of 977 sq-ft and a detached 672 sq-ft garage. The residence is a 1930s era vernacular bungalow which sits on the east side of Madrona Avenue, north of the intersection of Stockton Street. The streetscape is established mature landscaping around single-family residences from the nineteenth through twenty-first centuries.

The residence at 1545 Madrona Avenue is approximately 86 years old, and is included in St. Helena's 1978 "Historic Resources Inventory." The lot that contains 1545 Madrona Avenue was originally part of larger parcel of land bought in 1926 by Luigi Mattiuzzi, an Italian immigrant and cement contractor/plasterer. Mattiuzzi subdivided the property and built three bungalows between 1926 and 1931. The house at 1545 was the last house he built in 1931.

Very few modifications have been made to the residence, with the exception of replacing window sash on the east and south elevations. Per a Historic Resource Evaluation prepared by APD Preservation, the building was found to convey its significance as a vernacular California bungalow, and retains a high degree of integrity. Accordingly, it is recognized as a historic resource.

PROJECT DESCRIPTION

Applicant, Joseph Farrell, submitted a request to construct a 211 sq-ft addition to the rear of the existing residence to accommodate a new master bedroom. The smaller of the two existing bedrooms would be converted into two bathrooms - one of which would serve the master bedroom addition. For this reason, there is no net change in number of bedrooms. The addition would feature natural wood shiplap siding which would distinguish the addition from the original historic portions of the residence. A new deck would also be constructed at rear to provide access between the master bedroom and backyard space.

In addition, the project proposes to demolish the existing non-historic garage and trellis and construct a new single car (240 sq-ft) garage that matches the design of the proposed addition. Finally the existing pool will be removed/ filled in and new landscaping improvements introduced to enhance the outdoor space.

To allow for the new addition to continue the setbacks of the existing residence along the southern elevation (6.4 feet), the applicant is requesting reduced side setback of approximately 7 feet along the southern property line under the small lot development standards. In order to carry out the proposed project, the applicant has requested a Demolition Permit, Design Review Permit, and Use permit.

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, and other compatible uses including accessory structures. 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:

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

4.3.5 Require future residential development to conform to the pattern and density of older, neighboring areas of town in order to complement existing town character and ensure that densities are high enough to protect against unnecessary incursion into Vineyard agricultural areas

4.4.3 Driveways and garages should be as unobtrusive as possible, with garages preferably located at the rear of the lot.

7.5.1 Preserve the City's historic and cultural resources as they contribute to the special character and quality of the City and help support it's economic base.

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

Staff Analysis:

The proposed modifications would be appropriate given the historic character of the home. Modifications are confined to the property rear such that they would not be particularly visible and would be appropriately differentiated with the use of quality materials that would contrast with the stucco cladding of the house, but would be compatible and complimentary. The new garage would be a single-car garage located at the rear of the lot which would be consistent with the established character of the property and larger neighborhood. The proposed work would not adversely affect any aspects of the building which are considered character defining features.

The applicant is requesting reduced side setbacks consistent with what currently exists and as may be authorized per the Small Lot Standards detailed in Code Section 17.112.090 and approval of a Use Permit. Given the established patterns of the neighborhood and existing siting of the residence, employment of the small lot standards to allow lesser setbacks would be consistent with the typical development characteristics exhibited by neighboring lots and the proposed project would be appropriate in the context of the greater neighborhood and would be consistent with the intent of applicable General Plan policies pertaining to design, compatibility, and continuity of defining features of the neighborhood.

ZONING

Consistent with the GP land use designation, 1545 Madrona Avenue features a zoning designation of MR: Medium Density Residential. The MR Zoning District allows for residential construction insofar as it conforms to the development standards prescribed by Municipal Code Section 17.40.060 and Section 17.116.010.

The subject lot does not exhibit the typical characteristics exhibited by MR lots in that it is both smaller and narrower than a typical MR Lot — the parcel is 6,965 sq-ft and

approximately 48' wide at property frontage. The existing c. 1930s residence exhibits side setbacks of 13' 7" (north side) and 6' 4" (south side). Given the small proportions of the lot and to provide continuity with the extents of the existing residence, the applicant has requested to employ the Small Lot Development Standards prescribed by Code Section 17.112.090 and which may be authorized subject to compliance with specified development standards and a Use Permit. As detailed below, the project would exhibit an FAR within the maximum allowed and would meet all other applicable standards prescribed under the Small Lot Development Standards.

FLOOR AREA RATIO

NET FLOOR AREA:

EXISTING LIVING AREA	977 SF
PROPOSED REAR ADDITION	211 SF
NEW GARAGE	240 SF
COVERED PARKING EXEMPTION	-200 SF
TOTAL	1228 SF

FLOOR AREA RATIO: 1228/6965 = 0.176 (Max allowable is 0.340)

SMALL LOT STANDARDS COMPARISON TABLE

STANDARD	MR	SMALL LOTS	PROPOSED
Lot size	7,000 sq-ft	4,000 - 6,999 sq-ft	6,965 sq-ft
Lot width	70 ft.	42 ft.	48'
Setback- Front	20 ft.	15 ft.	21'8"
Setback-Side yard	10 ft.	5 ft.	North: 13.7 ft. South: approx. 7 ft.
Setback- Rear	20 ft.	silent	65' 9"
Height	25 ft – 30 ft	30 ft.	House: 16'5'; Garage: 13'7"
Lot Coverage	45% (3,150 sq-ft)	N/A	22.1% (1,546 sq-ft)

In order to authorize Small lot development, a project must meet the following parameters prescribed by Code Section 17.112.090. The standards are enumerated below and followed by Staff's Response in *Italic typeface*.

1.The minimum lot size shall be four thousand (4,000) square feet.

The lot is 6,965 sq-ft and is therefore within that allowed under the small lot standards and below that typical of an MR lot (7000 sq-ft)

2.The minimum lot width shall be forty-two (42) feet except that the lot width may be reduced to not less than thirty-five (35) feet for attached zero lot line dwellings. A lot

width greater than the minimum may be required when the lot fronts on an arterial or collector as designated in the circulation element of the general plan.

The lot width is approximately 48' wide at frontage and narrows to 43' feet at the rear of the property. The lot width is therefore, less than the 70 foot width considered typical of MR Lot

3. Not less than eighteen (18) feet of continuous full height curb shall be provided along the public street in front of each lot, with the length established by an extension of the side lot lines to the curb. This provision is intended to provide additional parking between driveways. A curb length greater than the minimum may be required when the lot fronts on an arterial or collector as designated in the circulation element of the general plan.

There is already curb in front of the existing lot.

4. A front and (street) side setback of fifteen (15) feet shall be observed for one story and twenty (20) feet for two or more stories (see Chapter [17.120](#) of this title for driveway standards: generally twenty-four (24) feet in length) except for the interior, common lot line of an attached zero lot line dwelling.

The proposed addition will maintain the one story in height and would exhibit a minimum front and rear setback of 20' and side setbacks of at least 7 feet which meets that required under the small lot standard

5. Side yards shall have a minimum width of five feet, except for a zero lot line dwelling which may be located immediately adjacent to the side property line; provided, however, that a minimum separation of ten (10) feet (at all points) be maintained between dwellings.

As detailed on plans, the project will maintain the current north side yard setback of 13.7 feet and a south side setback of 6.4 to 7 feet.

6. On a lot with a zero lot line dwelling, any side yard opposite any zero side yard shall have a minimum width of ten (10) feet. To insure light and air and to improve its overall design and appearance, the height of the wall, parapet wall or roof eaves on the side property line shall not exceed eighteen (18) feet at any point; above this point, the building shall not encroach into a 1:1 building plane starting eighteen (18) feet above the zero side yard.

No zero lot line dwelling is proposed and therefore, this provision is not applicable.

7. Conditions, covenants and restrictions (CC&R's) permitting access for inspection, maintenance or repair to any zero lot line wall and insuring that the side yard opposite a zero side yard remain essentially open (e.g., prohibiting parking, storage, accessory buildings, etc.) shall be required.

This provision is not applicable to the subject project.

8. On-site parking shall be provided in accord with the parking and loading requirements contained in Chapter 17.124.

The site will feature one covered parking space and one uncovered.

9.Except as provided above, all other regulations of the underlying district and this title shall apply to small lot developments.

The project meets all other applicable development standards prescribed by the MR District.

10.A fence or hedge of up to six feet in height which meets the requirements for visibility a driveways or intersections may be located within ten (10) feet of the property line in the required front or side setback with Design Review approval. Such approval may be sought at the initial time of approval of a small lot development or by individual homeowners after the establishment of a small lot development if such fences or hedges were not installed in conjunction with the initial establishment of a small lot development. (Prior code § 27.219)

No fence or hedge is proposed for property front.

DEMOLITION PERMIT

Zoning Code Section 17.164.050 Applicability (of Design Review) specifies that "...no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

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

The garage is the only structure proposed for demolition. It was constructed circa 1990 and is not a potentially significant historic resource.

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

The c.1990s garage is located at property rear and not in keeping with the established character of the neighborhood. Its removal would therefore no eliminate elements required to maintain essential character of the neighborhood.

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

No housing structure is proposed fro demolition

USE PERMIT

Per Zoning Code Section 17.40.030, application of the Small Lot Development Standards is subject to a Use Permit.The purpose of a use permit is to allow the proper integration of essential or desirable uses which may be suitable only in certain locations or zoning districts in the City, or to ensure that such uses are designed or arranged on the site in a particular manner. In its review of applications for use permits, the Planning Commission shall evaluate each proposed use in order to consider its impact on the

City. Pursuant to Municipal Code Section 17.168 050, no use permit shall be granted unless the following findings can be made:

1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
As a small addition that continues the existing setbacks of the historic residence, the project would not be injurious to surrounding uses or the community.
2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
The project would maintain the same level of noise as currently exists and which is typical of a single family residential land use and would not be expected to cause excessive noise levels.
3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
The proposed project would maintain the same number of bedrooms (2). The project would continue to generate traffic at a level typical of a small single family household and is not expected to generate traffic noise above the normally acceptable range.
4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
No expansion in number of rooms is proposed and the project is not expected to make excessive demands on public services or utilities.
5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
As conditioned, the project would be accessible from the street in a manner that is ADA compliant and consistent with Building and Fire Codes. Therefore, the project provides adequate ingress and egress.
6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
The project is limited to minor modifications to an existing residential building and is not expected to inhibit the economic viability of a local serving economy.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
No change in land use is proposed and the zoning of the site would remain consistent with the MR District.
8. That the proposed use would not be in conflict with the City's General Plan.

The project would exhibit overall consistency with the General Plan, as detailed above.

9. That the proposed use would not be injurious to public health, safety, or welfare.
As a single family residence in what is a residential area and which is consistent with development standards, it is not expected to be injurious to health, safety, or welfare.

10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
All Use permit applications are considered individually and based on the merits of the individual project. As such, approval of a Use permit needed to recognize the subject property as a small lot would not be detrimental to the City or conflict with the General Plan.

11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees and business owners and customers is available.
The single family residence will provide for one covered and one uncovered spaces as required under the Code.

12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.
The proposed use would not generate a level or type of traffic that surrounding streets are not equipped to handle.

DESIGN REVIEW

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

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed project would be appropriate in the context of the greater neighborhood and would be consistent with the intent of applicable General Plan policies pertaining to historic preservation, design, compatibility, and continuity of defining features of the neighborhood.
2. Compatibility of design with the immediate environment of the site;

The immediate neighborhood exhibits modest, one-story homes, most dating to the early twentieth century. As proposed, the project would retain the character of the existing residence and all work would be compliant with the Sect. of the Interior's Standards for the Treatment of Historic Properties. There is no component of the project that would be incompatible with the immediate environment of the site or that of the greater neighborhood.

3. Relationship of the design to the site.

Given the site constraints, the proposed project maintains an appropriate relationship to the site. As detailed by the applicant, to accommodate the addition, they are requesting small lot standards be allowed and reduced side setbacks along the southern property line be authorized. This is consistent with the existing layout and would be consistent with the typical siting of homes on surrounding lots

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

The project would comply with the Sect. of the Interior's Standards for the Treatment of Historic Properties and therefore would be appropriate in the context of the Adam's Street Historic District.

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

The proposed work would not alter the scale or transition between different land uses.

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

Given that the proposed work is compatible with the existing residence, it is expected to blend in with the existing and future construction in the immediate neighborhood.

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

The proposed design and materials are of a quality and type that are appropriate for the residential nature of the project and would be consistent with the site and its surroundings.

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

The proposed siting of the addition and garage create an internal sense of order and make sense in terms of the function of the site.

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

The landscaping proposed is consistent with the residential character of the project.

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

No ancillary functions are proposed beyond those typical of single family residential development.

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

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

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

The site doesn't feature any significant natural features and all existing trees will be retained.

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

The proposed changes design and materials are consistent with residential architecture and compatible with surrounding residential design employed throughout the City of St. Helena.

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

As detailed above, the proposed residence would be consistent with the Sect. of the Interior's Standards and would maintain the integrity of the existing residence and that of the greater neighborhood.

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;

The project proposes simple and appropriate landscaping that is typical of that seen throughout St. Helena.

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;

The proposed landscaping consists of low and medium water use plants and would be appropriate for 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.

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

WATER

The project does not proposed any “new development” (i.e. construction that would introduce any freestanding building that contains water-using fixtures, any floor area additions to existing nonresidential structures; or any residential additions or remodeling that increases the number of independent living units). There will be no new buildings with water using fixtures, no changes to a non-residential structures, and the remodel would be such that there would be no net increase in the number of independent living units(i.e. the residence would continue to have two bedrooms). Therefore, it is not subject to water neutrality requirements.

CEQA

The project is exempt from the requirements of CEQA pursuant to Section 15301(L)(1) and 15331 which exempts demolition of an existing structure (garage) and the rehabilitation of historic resources in a manner that is consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties.

ISSUES

No issues have been identified.

CORRESPONDENCE

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

STAFF RECOMMENDATION

The Planning and Community Improvement Department 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 and 15331, and
2. Accepting the required findings and approving the requested Demolition permit, Use Permit, and Design Review for modifications to 1545 Madrona Avenue.

ATTACHMENTS

[1545 Madrona Attch 1. Draft Resolution](#)

[1545 Madrona Attch 2. APN Map](#)

[1545 Madrona Attch 3. Aerial View](#)

[1545 Madrona Attch 4. Project Narrative](#)

[1545 Madrona Attch 5. Project Plans](#)

[1545 Madrona Attch 6. Historical Report](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A DEMOLITION PERMIT, DESIGN REVIEW, AND A USE
PERMIT FOR THE DEIKEL REMODEL LOCATED AT 1545 MADRONA AVENUE**

PROPERTY OWNER: Hudson Valley LLC

APN: 009-040-000

Recitals

1. Applicant, Joseph Farrell, submitted an application for a Demolition Permit, Design Review permit, and Use Permit to demolish a non-historic garage, construct a new garage and introduce a 211 sq-ft master bedroom addition onto the existing single family residence at 1545 Madrona Avenue and in the the MR: Medium Density Residential District, and
2. A staff report dated July 17, 2018 and incorporated herein by reference analyzed the projects consistency with the Demolition Criteria enumerated in Code Section 17.164.050, Design Review Criteria enumerated in Section 17.164.030, and Use Permit criteria enumerated in Section 17.168 050 of the Zoning Code, and
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on July 17, 2018 and
4. **Now, therefore** let it be found that, the Planning Commission approves the Demolition permit, Design Review permit, and Use 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. The project is exempt from the requirements of CEQA pursuant to Section 15301 “existing facilities” which exempts demolition of an accessory structure and the minor modifications and additions to existing buildings. 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. DEMOLITION PERMIT

Zoning Code Section 17.164.050 Applicability (of Design Review) specifies that "...no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

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

The garage is the only structure proposed for demolition. It was constructed circa 1990 and is not a potentially significant historic resource.

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

The c.1990s garage is located at property rear and not in keeping with the established character of the neighborhood. Its removal would therefore no eliminate elements required to maintain essential character of the neighborhood.

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

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

C. USE PERMIT

Per Zoning Code Section 17.40.030, application of the Small Lot Development Standards is subject to a conditional use permit. The purpose of a use permit is to allow the proper integration of essential or desirable uses which may be suitable only in certain locations or zoning districts in the City, or to ensure that such uses are designed or arranged on the site in a particular manner. In its review of applications for use permits, the Planning Commission shall evaluate each proposed use in order to consider its impact on the City. Pursuant to Municipal Code Section 17.168 050, no use permit shall be granted unless the following findings can be made:

1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.

As a small addition that continues the existing setbacks of the historic residence, the project would not be injurious to surrounding uses or the community.

2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.

The project would maintain the same level of noise as currently exists and which is typical of a single family residential land use and would not be expected to cause excessive noise levels.

3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.

The proposed project would maintain the same number of bedrooms (2). The project would continue to generate traffic at a level typical of a small single family household and is not expected to generate traffic noise above the normally acceptable range.

4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.

No expansion in number of rooms is proposed and the project is not expected to make excessive demands on public services or utilities.

5. That the proposed use would provide adequate ingress and egress to and from the proposed location.

As conditioned, the project would be accessible from the street in a manner that is ADA compliant and consistent with Building and Fire Codes. Therefore, the project provides adequate ingress and egress.

6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.

The project is limited to minor modifications to an existing residential building and is not expected to inhibit the economic viability of a local serving economy.

7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.

No change in land use is proposed and the zoning of the site would remain consistent with the MR District.

8. That the proposed use would not be in conflict with the City's General Plan.

The project would exhibit overall consistency with the General Plan, as detailed above.

9. That the proposed use would not be injurious to public health, safety, or welfare.

As a single family residence in what is a residential area and which is consistent with development standards, it is not expected to be injurious to health, safety, or welfare.

10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.

All Use permit applications are considered individually and based on the merits of the individual project. As such, approval of a Use permit needed to recognize the subject property as a small lot would not be detrimental to the City or conflict with the General Plan.

11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees and business owners and customers is available.

The single family residence will provide for one covered and one uncovered spaces as required under the Code.

12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

The proposed use would not generate a level or type of traffic that surrounding streets are not equipped to handle.

D. DESIGN REVIEW

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

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed project would be appropriate in the context of the greater neighborhood and would be consistent with the intent of applicable General Plan policies pertaining to historic preservation, design, compatibility, and continuity of defining features of the neighborhood.
2. Compatibility of design with the immediate environment of the site;
The immediate neighborhood exhibits modest, one-story homes, most dating to the early twentieth century. As proposed, the project would retain the character of the existing residence and all work would be compliant with the Sect. of the Interior's Standards for the Treatment of Historic Properties. There is no component of the project that would be incompatible with the immediate environment of the site or that of the greater neighborhood.
3. Relationship of the design to the site.
Given the site constraints, the proposed project maintains an appropriate relationship to the site. As detailed by the applicant, to accommodate the addition, they are requesting small lot standards be allowed and reduced side setbacks along the southern property line be authorized. This is consistent with the existing layout and would be consistent with the typical siting of homes on surrounding lots.
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The project would comply with the Sect. of the Interior's Standards for the Treatment of Historic Properties and therefore would be appropriate in the context of the Adam's Street Historic District.

5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
The proposed work would not alter the scale or transition between different land uses.
6. Compatibility with future construction both on and off the site;
Given that the proposed work is compatible with the existing residence, it is expected to blend in with the existing and future construction in the immediate neighborhood.
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
The proposed design and materials are of a quality and type that are appropriate for the residential nature of the project and would be consistent with the site and its surroundings.
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;
The proposed siting of the addition and garage create an internal sense of order and make sense in terms of the function of the site.
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
The landscaping proposed is consistent with the residential character of the project.
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;
No ancillary functions are proposed beyond those typical of single family residential development.
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
No changes to access are proposed as part of the project.
12. Whether natural features are appropriately preserved and integrated with the project;
The site doesn't feature any significant natural features and all existing trees will be retained.
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;
The proposed changes design and materials are consistent with residential architecture and compatible with surrounding residential design employed throughout the City of St. Helena.

14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;
As detailed above, the proposed residence would be consistent with the Sect. of the Interior's Standards and would maintain the integrity of the existing residence and that of the greater neighborhood.
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;
The project proposes simple and appropriate landscaping that is typical of that seen throughout St. Helena.
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;
The proposed landscaping consists of low and medium water use plants and would be appropriate for 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.
The project will be conditioned to comply with all Title 24 standards and would achieve required energy metrics.

- E. **Now therefore be it further resolved** that, the Demolition permit, Design Review permit, and Use permit 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. 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 Demolition Permit, Design Review, and Use Permit 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 decision or these approvals shall expire; provided however that the approved Demolition Permit, Design Review, and Use Permit 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 significant change in design or use.
4. The Demolition Permit, Design Review, and Use Permit 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 Demolition Permit, Design Review, and Use permit 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 Demolition permit, Design Review, and Use Permit, minor modifications found to be in substantial conformance with the approved design may be approved by the Planning Director.
11. This Demolition Permit, Design Review, and Use Permit approval shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
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. The project shall retain existing stucco siding material and all character defining features of the historic building as detailed on approved project plans. If any character defining material is removed or damaged during construction activities, it shall be replaced in kind to match the composition and color of the existing.
15. Prior to issuance of building permit and commencement of any work on the primary residence, the applicant shall coordinate a preconstruction meeting with representatives from both the Planning and Building Department to review proposed work and confirm requirements related to treatment of historic features and materials.
16. 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

17. 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.
18. 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.
19. 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.
20. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
21. Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.

22. The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. If a current approved backflow device exists, then please provide current test certifications. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle.
23. Remodels or new construction which requires fire sprinklers shall install an appropriately-sized water service with appropriate backflow and meter devices prior to Certificate of Occupancy. Fire system calculations shall be submitted with the Grading and Drainage Plan to verify fire service lateral and meter sizing. Deferred submittals are not accepted.
24. The applicant shall incorporate water conservation practices into the proposed project. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises.
25. If the project includes 500 square feet or more of new landscaping and/or 2,500 square feet or more of rehabilitated landscape, the proposed landscaping shall comply with the State's Model Water Efficient Landscape Ordinance (MWELO).
26. Replace the driveway approach per current City and ADA standards prior to Certificate of Occupancy.
27. 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.
28. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the lateral, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
29. Any missing or broken curb and gutter along the project frontage shall be constructed and/or replaced prior to Certificate of Occupancy, extent to be determined by the Public Works Department.
30. 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.
31. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.

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

Fire Department Conditions of Approval

33. Installation of approved interior fire sprinkler system is required, unless waived by the Fire Chief.
34. 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.
35. 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

36. A building permit is required for all onsite demolition, construction and/or change of occupancy.
37. 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.
38. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
39. The applicant shall provide a construction waste management plan with the building permit application.
40. 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.
41. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
42. 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.

43. 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.
44. 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 Demolition permit, Design Review, and Use 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 17, 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

POR RANCHO CARNE HUMANA

R. M. Bk. D of Patents, Pg 127

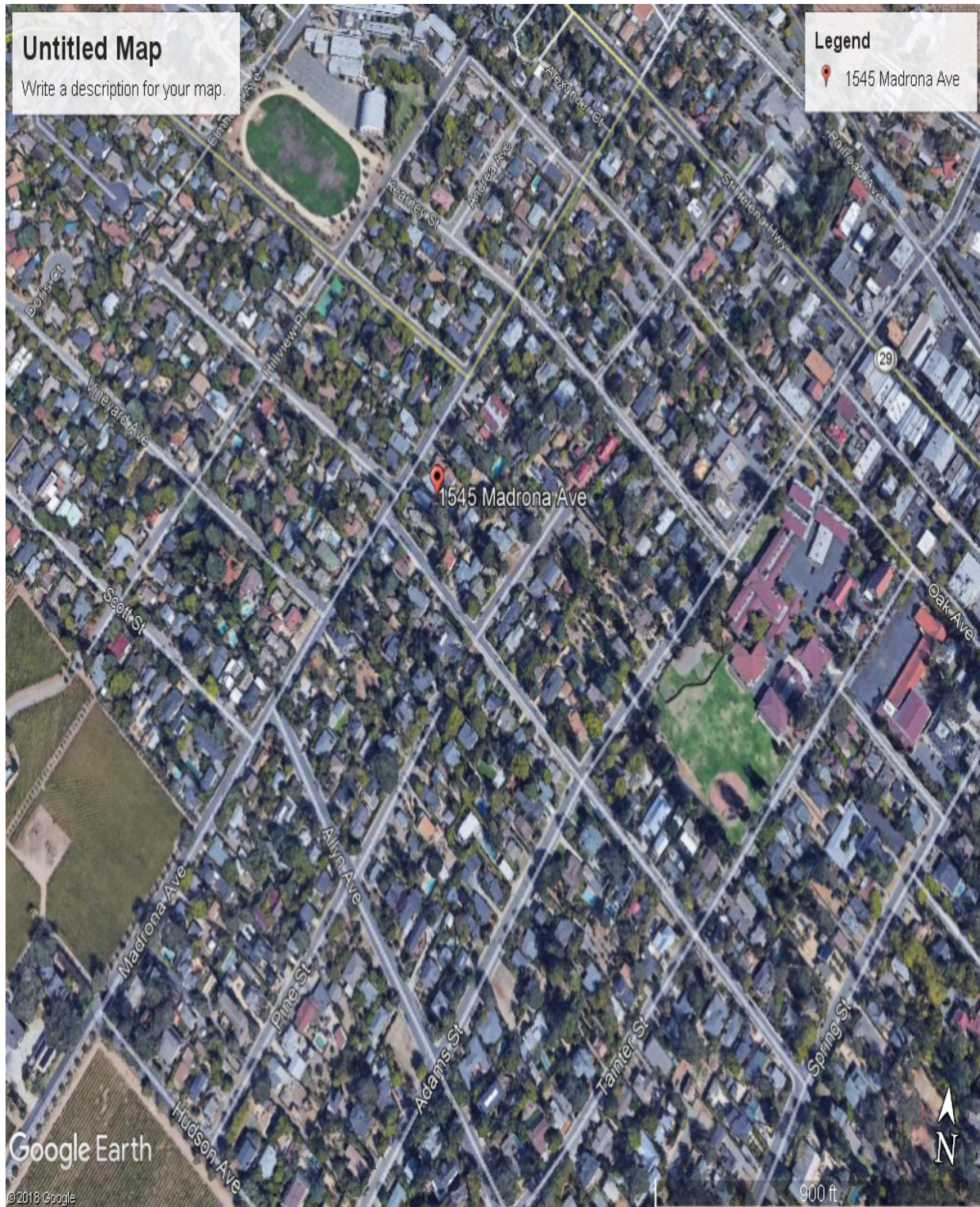
Tax Area Code
3002

9-27



NOTE: This Map Was Prepared For Assessment Purposes Only, No Liability Is Assumed For The Accuracy Of The Data Delimited Hereon.

CITY OF ST. HELENA
Assessor's Map Bk. 9 -Pg. 27
County of Napa, Calif.
1954-60-61





**PL18-031 - Remodel/Addition Project: 1545 Madrona Avenue, St. Helena
AP# 009-270-040**

Date: 5-25-18
To: City of St. Helena Planning Department
From: Joseph Farrell, Architect

Written Statement of Project:

Existing: The property at 1545 Madrona Avenue in St. Helena is a one-story (15 feet tall at average grade), gabled bungalow structure with an open arched porch and a single chimney. The 977 square foot house contains a living room, dining room, kitchen, 1 small bathroom and 2 bedrooms. Below the existing house there is a non-habitable basement with low ceilings containing a laundry area, utility area, storage and a large crawl space. The house is 86 years old and a Historic Resource Evaluation has been completed to address proposed changes. There is a second structure on the property which is a detached 2-car garage of 672 square feet, with a small bathroom that is not of historic significance. In addition, the site contains a trellis attached to the garage and an in-ground pool.

Proposal: The project owner proposes to remodel a portion of the interior residence and construct a modest addition to the rear. Currently, the bedrooms and bathroom are very small and the kitchen is 'dated.' The proposed design would remodel the smaller of the 2 bedrooms into two new bathrooms and new closet spaces. The addition of 211 square feet would be to provide a new Master Bedroom. The new addition will be constructed using materials that distinguish it as new, non-historic construction. As part of this work the kitchen will be remodeled and a new deck will be constructed in the rear yard providing access to the new bedroom and remodeled kitchen. This will facilitate the need to relocate the access for the existing non-habitable basement. As the existing house and the proposed new construction falls within the current side setback requirements and given the size of this lot, a Use Permit will be applied for to apply the 'Small Lot Standards' related to side yard setbacks for this project.

The existing 2-car non-historic garage structure and trellis are proposed to be demolished. A new single car garage of 240 square feet will be constructed in its place to match the construction of the new addition. This will allow for a more cohesive outdoor space and a larger patio for outdoor living. In addition, the existing in-ground pool at the rear of the property will be filled in and a landscape area will be provided to enhance the outdoor patio area.

All existing access points, utilities and driveways will remain and will be upgraded or repaired as required to bring them up to current codes and standards.

Summary:	Existing Residence	977 sf 2 bedroom, 1 bath residence; Single story (15 +/- lf height)
	Existing Garage	672 sf 2 car garage with small ½ bath and attached trellis (13.5 lf height)
	Proposed Additions	211 sf bedroom, 240 sf garage in lieu of old garage,(No height changes)
	Total Proposed	1,188 sf residence (and non-habitable basement), 240 sf garage, 98 sf existing front porch with stairs and a 132 sf rear deck with stairs.

Regards,

Joe Farrell, Architect C253090

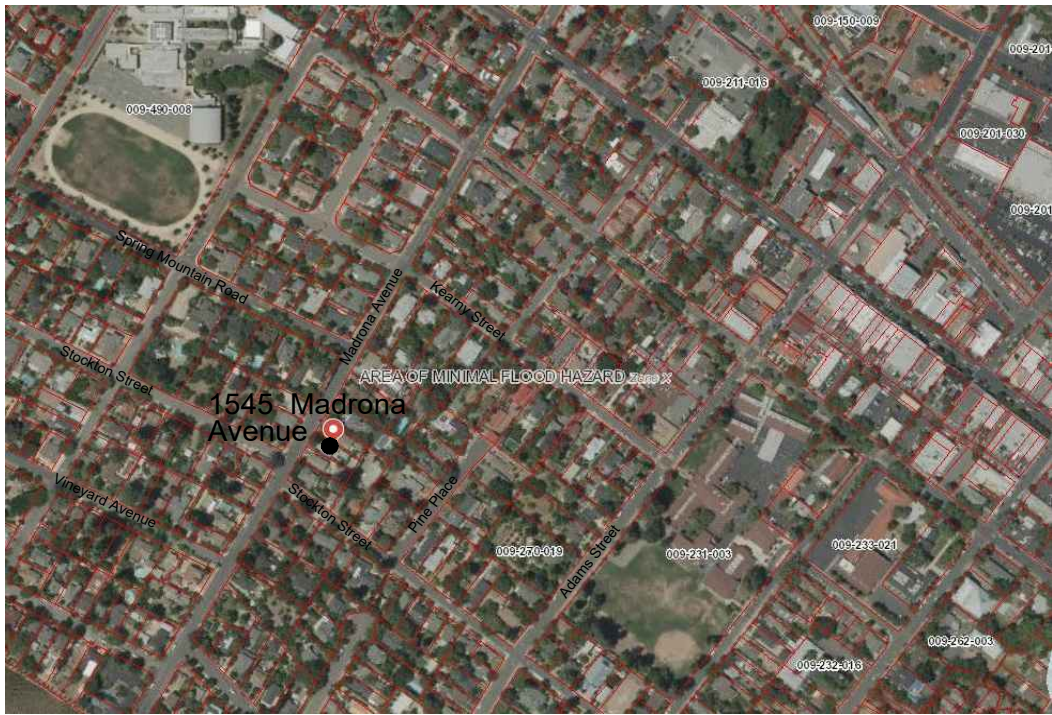
Design Review Submittal

for

Typical Abbreviations:

AB	At	LB	Leg Bolt
AB	Anchor Bolt	LBH	Long Leg Horizontal
AL	Alternate	LLV	Long Leg Vertical
ALT	Alternate	LVL	Light
ATR	All-Thread Rod	LVL	Laminated Veneer Lumber
BFF	Below Finished Floor	MAX	Maximum
B.DG	Bolting	MB	Machine Bolt
BLKG	Blocking	MCH	Mechanical
B	Bolt	MFR	Manufacturer
C	Centerline	MIN	Minimum
CALCS	Calculations	MISC	Miscellaneous
CM	Center		
CB	Carriage Bolt	N	New
CC	Control Joint	NA	Not Applicable
CL	Center Line	N/C	Not in Contract
CMU	Concrete Masonry Unit	N	Number
C	Concrete	N.T.S.	Not to Scale
CNC	Concrete		
CNN	Connector	O/O	Over (On)
C	Countersink	O/C	On Center
DBL	Double	OSB	Oriented Strand Board
DEJ	Dousselled Expansion Joint	PAR	Parallel ()
DET	Detail	P	Perpendicular (⊥)
DF	Douglas Fir	PF	Power Fastener
DIA	Diameter	PERG	Perimeter Gasket
DM	Diameter	PFG	Paint Grade
DT	Drill	PL	Plate
DUG	Dug	PLUD	Plugged
E	End	P.S.I.	Pounds per Square Inch
EA	Each	P	Pressure Treated
EB	Expansion Bolt	R	Radius
EE	Each	REBAR	Reinforcing Steel Bar
EF	Each Face	REF	Referenced
ELEV	Elevation	RENF	Reinforcing
EJ	Edge Joint	RET	Return
EN	Edge Nail	REQ	Required
ES	Each Side	RO	Round Opening
EW	Each Way	ROD	Reinforcing Rod
EXP	Expansion	S.A.D.	See Architectural Drawings
EXT	Exterior	S.B.	Solid Block
		S.C.D.	See Civil Drawings
FPN	Foundation	S	Sheet
FF	Finish Floor	SHG	Shathing
FIN	Finish	SH	Similar
FLR	Floor	SH	See Mechanical Drawings
FN	Finish Nail	SPCS	Specifications
F.O.C.	Face of Concrete	ST	Steel
F.O.H.	Face of Masonry	STL	Select Structural
F.P.	Face of Stud	SW	Shear Wall
F	Fast	S	Symmetrical
FT	Footing	SW	Surfaced All Four Sides
GA	Gauge		
GALV	Galvanized	T	Top of Curve
GLB	Gal-Lumined Beam	T	Top of Section
GYB	Gypsum Board	TG	Tongue & Groove
GYF, BD.		T.N.	Top of Nail
HD	Heavy Duty Holdown	T.O.	Top of
HGR	Hanger	T.O.C.	Top of Concrete
HGR	Hanger	T	Tube Steel
HGRZ	Horizontal	T	Top
H	High Strength	T.T.	Tip-Up
H.S.B.	High Strength Bolt	T	Tip-Up
HT	Hsight	UBC	Uniform Building Code
ID	Inside Diameter	U.C.	Unless Otherwise Noted
INT	Intersect	VERT	Vertical
JH	Joist Hanger	VB	vapor Barrier
JH	Joist	V.F.	Verify in Field
J	Joint		
JST	Joist	W	Weld
KD	Kiln Dried	W/F	welded Wire Fabric

Vicinity Map:



Plot Plan:



Index of Drawings:

TS	TITLE SHEET: INDEX OF DRAWINGS, PROJECT INFO, VICINITY MAP, RENDERINGS, PROJECT DIRECTORY
UN-1	WATER NEUTRALITY & FIXTURES
CM-1	COLORS AND MATERIALS
<u>EXISTING CONDITIONS:</u>	
EC-0	EXISTING SITE PLAN
EC-1	EXISTING BASEMENT FLOOR PLAN
EC-2	EXISTING GROUND FLOOR PLANS
EC-3	EXISTING EXTERIOR ELEVATIONS
EC-4	EXISTING SECTIONS AND GARAGE ELEVATIONS
EC-5	EXISTING ROOF PLAN
ESP-1	EXISTING SITE PHOTOS
<u>ARCHITECTURAL DRAWINGS:</u>	
A0-1	PROPOSED SITE PLAN
A1U-A12	PROPOSED FLOOR PLANS
A2J-A23	PROPOSED EXTERIOR ELEVATIONS & SECTIONS
A4-1	PROPOSED ROOF PLAN
<u>LANDSCAPE ARCHITECTURAL DRAWINGS:</u>	
L1	LANDSCAPE SITE PLAN
L2	PLANTING PLAN
L3	IRRIGATION PLAN
L4	WEO PLAN
<u>CIVIL ENGINEERING:</u>	
DR-1	PRELIMINARY GRADING AND UTILITY PLAN
<u>LAND SURVEY:</u>	
1 of 1	MAP OF TOPOGRAPHY

Project Description:

THE DESIGN INTENT OF THE PROPOSED PROJECT IS TO REMOVE THE EXISTING NON-HISTORIC GARAGE STRUCTURE AT THE REAR OF THE PROPERTY PROVIDING MORE OUTDOOR SPACE, REPLACE THE EXISTING BEDROOM BY CONSTRUCTING A NEW MASTER BEDROOM AT THE REAR OF THE STRUCTURE WHILE RENOVATING THE EXISTING BEDROOM / BATHROOM INTO TWO BATHROOMS WITH A LAUNDRY UNIT.

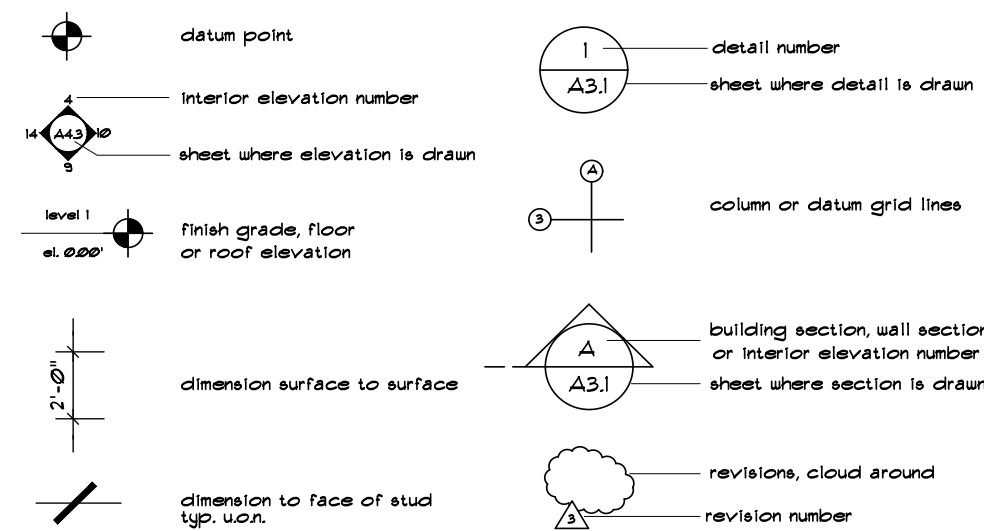
A NEW 1 CAR GARAGE WILL BE CONSTRUCTED IN LIEU OF THE EXISTING GARAGE. A NEW DECK WILL REPLACE THE EXISTING REAR CONCRETE STEPS AND THE ATTIC BASEMENT ACCESS WILL BE RELOCATED AND RE-CONFIGURED TO ACCOMMODATE THE NEW DESIGN.

DUE TO THE SMALL NATURE OF THE LOT, THE APPLICANT WILL APPLY FOR A USE PERMIT TO APPLY THE 'SMALL LOT STANDARDS' FOR SIDE SETBACKS TO THIS PROJECT.

Project Directory

Owner	Architect
TEED AND PAMALA DEIKEL RUSSELL HILL, LLC 10300 HAYDON STREET, #201 SAN FRANCISCO, CA 94108 (415) 234-0917 pdeikel@aol.com	JOSEPH P. FARRELL, ARCHITECT 1 COMMERCIAL BLVD., SUITE 106 NOVATO, CA 94949 (415) 884-7860 jfarrell@netnet.net
Civil Engineer	Land Services
CARL BUTTS, P.E. LEEP AF, GSP/GSD GAB CONSULTING ENGINEER, INC. 651 NAPA, CORP. CORPORATE DR., SUITE D NAPA, CA 94558 (707) 252-1201 cbutts@gabengineering.com	ALBION SURVEYS 1113 HUNT AVENUE ST. HELENA, CA 94574 (707) 963-1211 juebb@albionsurveys.com
Landscapes Architect	Builder
PRICE LANDSCAPE SERVICES, INC. 593 CALIFORNIA BLVD. NAPA, CA 94559 (707) 252-6319 info@priceforlandscapeservices.com	TRONSON BUILDERS 10500 ADAMS STREET, SUITE B ST. HELENA, CA 94574 (707) 963-9020 lon@tronsbuilders.com

Symbols

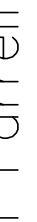


Preliminary Not for Construction

Addition/Remodel Project:

Addition/Remodel Project:
Ted & Pamala Deikel
1545 Madrona Ave.
St. Helena, California AP#: 009-040-000

Title Sheet
Project Info



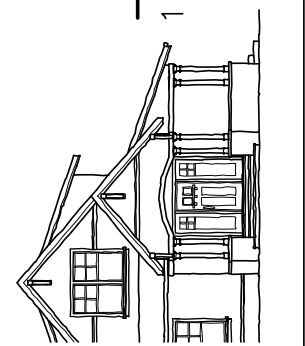
Joseph Farrell
ARCHITECTURE

1 Commercial Blvd. Suite 106
Novato, CA 94949
Voice (415) 884-2860

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREON CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF JOSEPH P. FARRELL, ARCHITECT, AND THE SAME MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT THE WRITTEN CONSENT OF JOSEPH P. FARRELL, ARCHITECT

[illegible]

Joseph Farrell
ARCHITECTURE
Commercial Blvd. Suite 106
Novato, CA 94949
Voice (415) 884-2860



AP#: 009-040-000

de

Addition/Removal
Ted & Pamala Deikel
1545 Madrona Ave.
St. Helena, California

Title Sheet
Project Info

REVIEW THE DRAWINGS CAREFULLY.
DO NOT SCALE THE DRAWINGS. ANY DISCREPANCIES IN DIMENSIONS AND DETAILS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF JOSEPH P. FARRELL ARCHITECTURE

DATE: 5-25-18

SCALE: N/A

DRAWN: JF/STC

JOB NO. 1717

SHEET NO:

TS

1545 Madrona Ave.
St. Helena, CA

Water Neutrality & Water Fixture Specifications



Date: 3-15-18

Director of Public Works
City of St. Helena
1480 Main Street
St. Helena CA 94574

Re: Deikel Water Neutrality Analysis for Design Review
1545 Madrona Avenue
Assessor's Parcel #: 009-040-000

Dear Director:

We are submitting this water analysis in compliance with St. Helena's Water Neutrality policy. This analysis documents the existing vs. proposed water consumption for the Deikel's new residence referenced above. The retrofit savings will be achieved through replacement fixtures on site. The existing property contains 2 total bedrooms or 4 occupants. The proposed new residence will contain a total of 3 bedrooms for a total of 6 occupants.

Existing Water Usage:
The existing water fixtures were tested on-site and delivered the flow rates listed below. Based upon 4 occupants, the existing water usage is calculated at **332.1 gal/day**. (See Appendix A)

Usage of the existing fixtures:
A. Shower 8.0 gpm
B. Lavatory faucets 2.0 gpm
C. Kitchen Faucet 2.0 gpm
D. Water closet 1.6 gal/flush

Baseline Domestic Usage:
Per allowed City of St. Helena Public Works' standards of 150 GPD/bedroom, the allowed water usage for this property is 300 gal/day.

Proposed Theoretical Domestic Water Use:

As required to obtain a net zero increase of water consumption for the City of St. Helena, we are proposing to provide more efficient water fixtures on site. The theoretical water demand for the new residence is calculated at **190.1 gal/day** (see Appendix A). This calculation is based upon 3 bedrooms. The proposed water demand is calculated based upon usage from water fixtures and appliances that meet the minimum requirements of the 2013 California Green Building Standards Code (CalGreen) and the City of St. Helena standards. Below is a list of the water performance requirements for each plumbing fixture and appliance.

A. Showersheads 2.0 gpm
B. Lavatory faucets 1.5 gpm
C. Kitchen/bar faucets 1.5 gpm
D. Water closets 1.28 gal/flush
E. Clothes Washer 12.18 gal/cycle
F. Dishwasher 2.2 gal/cycle

See specifications of plumbing fixtures/appliances for the proposed residence, this sheet.

Conclusion:

The property will see a net decrease of water usage due to the replacement of water fixtures by taking the water usage from 300 gal/day baseline (332 gal/day actual) to 190 gal/day with the use of water efficient fixtures.

Please contact me if you have any questions or would like to further discuss this analysis.
(415) 884-2860.



Joseph Farrell, Architect
Lic. #:C25309

Appendix A: Water Neutrality Calculations

Appendix A: Water Neutrality Calculation

1. Existing Water Usage:

Fixture	Flow Rate gal/min or gal/flush	Flow Duration (min., flush, load, etc.)	Daily Uses per Occupant	Number of Occupants	Gallons per Day	
Showerheads	8	x 8	x 1	x 4	=	256.0
Sink Faucets	2	x 0.25	x 3	x 4	=	6.0
Kitchen Faucet	2	x 4	x 1	x 4	=	32.0
Toilet	1.6	x 1	x 3	x 4	=	19.2
Clothes Washer	12.18	x 1	x 0.37	x 4	=	18.0
Dish Washer	2.2	x 1	x 0.1	x 4	=	0.9
						332.1 gal/day

2. Occupant Calculation:

# of Bedrooms	Occupants per bedroom	Total = Occupants
3	2	6

3. Proposed Water Usage:

Fixture	Flow Rate gal/min or gal/flush	Flow Duration (min., flush, load, etc.)	Daily Uses per Occupant	Number of Occupants	Gallons per Day	
Showerheads	2	x 8	x 1	x 6	=	96.0
Sink Faucets	1.5	x 0.25	x 3	x 6	=	6.8
Kitchen Faucet	1.5	x 4	x 1	x 6	=	36.0
Toilet	1.28	x 1	x 3	x 6	=	23.0
Clothes Washer	12.18	x 1	x 0.37	x 6	=	27.0
Dish Washer	2.2	x 1	x 0.1	x 6	=	1.3
						190.1

Samsung WF42H5000AW
Bosche Benchmark Series

For Professionals: Main Pro | Commercial

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Felicity chrome one-function 7" diameter spray head eco-performance rainshower showerhead

★★★★★ Be the first to write a review

Chrome (5) (4)

Where to Buy

\$166.75 MSRP

Find Replacement Parts

Register Products

Features Installation & Support Coordinating Items Customer Reviews

Features

Can a faucet feel like a piece of jewelry? The Felicity™ collection's graceful lines and organic forms create a transitional style that adds the spirit life and glamour needed for both modern and traditional decorating styles.

• chrome finish is highly reflective for a mirror-like look that works with any decorating style

• 7" diameter spray head - this eco performance showerhead conserves water without sacrificing performance

• advanced, self-generating Moen Immersion™ rainshower technology channels water through the showerhead with three times more spray power than most rainshowers for a more thorough rinse

• one-function full spray

• meets eye WaterSense® criteria to conserve water without sacrificing performance

• limited lifetime warranty

Eco-Performance

WaterSense

24" Bar Handle Dishwasher

Benchmark™ Series - Stainless Steel SHX9PT75UC



The quietest dishwasher in North America.

Features & Benefits

38 dBA: Quietest dishwasher.

A flexible 3rd rack with folding time adds 30% more loading capacity.

A clean white light illuminates the interior when the door is open.

Water softener ensures optimally spot-free and shiny dishes.

AquaStop® Plus 4-Part leak protection prevents water damage 24/7.

General Expectations

Number of wash cycles 5

Number of options 5

dBA 38

Third rack Flexible

Rack adjustability RackMatic®

Tub material Stainless steel

Control type SteelTouch™ Control

Concealed heating element Yes

Leak protection system 24/7 AquaStop® Plus

Water softener Yes

Five-level wash Yes

Child lock No

Special features Made in Germany, Interior Light, Alternating Folding Trays, Flexible Silverware Basket, SpeedPerfect™

MOEN

Buy it for looks. Buy it for life.®

FAUCET DESCRIPTION

Below faucet—system offers smooth operation, easy movement and secure handling.

• Metal construction with various finishes identified by suffix

• Hydrolock® quick connect installation

• Pullout spray with 68" braided hose

• Handles supply lines with 3/8" compression fittings

• High arc, curved chrome handle and rests to fill or clear large pots while pull out wand provides the maneuverability for cleaning or rinsing

• Soft resting sound

OPERATION

• Lever-style handle

• Operates in 180° arc of handle travel

• Operates with less than 5 lbs. of force

• When filling a vessel outside the sink, the pause feature conveniently stops the flow of water as the wand passes over the counter top

FLOW

• Flow is limited to 1.5 gpm (5.7 l/min) at 60 psi

CARTRIDGE

• Third party certified to NSF/ANSI Green, ASME A112.18.1/CSA B125.1 and all applicable requirements referenced therein including NSF 61/9

• Meets California and Georgia MSDS requirements

• Complies with California Proposition 65 and with the Federal Safe Drinking Water Act

• The backflow protection system is the device control of two independently operating check valves, a primary and a secondary which prevent backflow

• ADA Compliant for lever handle

WARRANTY

• Lifetime limited warranty against leaks, drips and finish defects to the original consumer purchaser

• 5 year warranty if used in commercial installations

Specifications

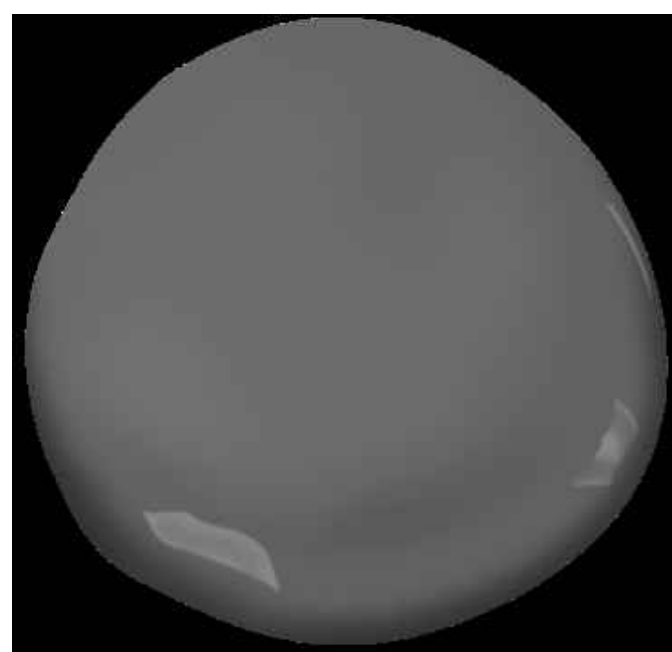
ARBO™ Single Handle High Arc Pull-down Kitchen Faucet

Models: 7594 Series

NOTE: THIS FAUCET IS DESIGNED TO BE INSTALLED THRU 1 OR 3 HOLES, 1-1/2" (38mm) MIN. DIA.

</

Eave Trim



Siding



Door/Window Trim

Exterior Siding: Benjamin Moore - Sea Salt CSP-95
Exterior Trim: Benjamin Moore - Stoneware CSP-245
Exterior Eave Trim: Benjamin Moore - Arctic Seal CSP-15



Gray Decomposed Granite at paths
Gray Terrapave at Driveway



Composite Shingle
Certainteed- Landmark - Moire Black



Boral Shiplap Siding



Wood Decking - Thermory Ash



Concrete pavers set in gravel



Cedar Wood - Horizontal-Gray Stain



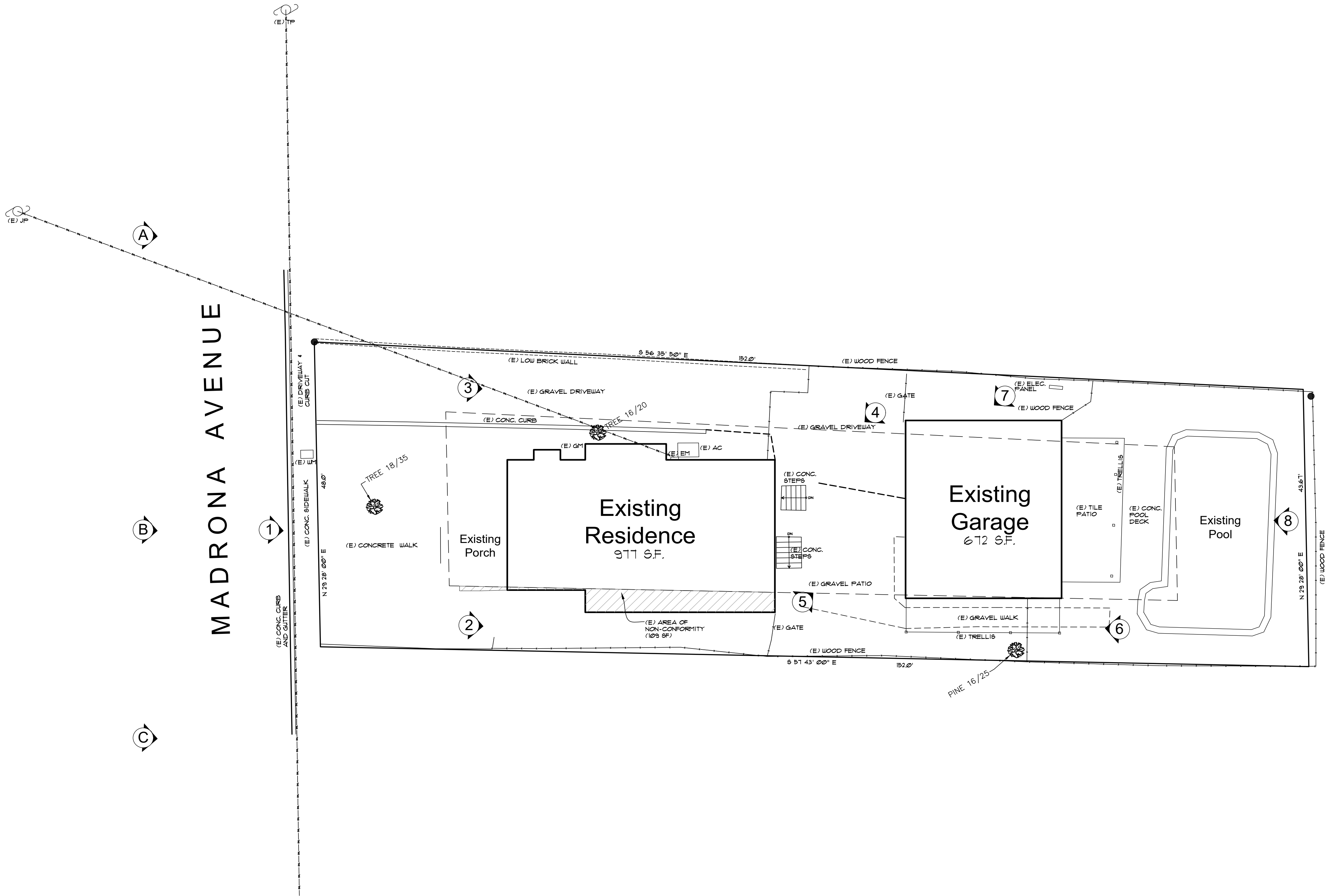
Marvin: Double Hung - White
(To match Existing Windows)

[illegible]

Preliminary Not for Construction

Existing Site Plan

See Sheet ESP-1 and A-2.1 for photographs



SCALE: 1/8" = 1'-0"

Preliminary Not for Construction

REVISIONS

REVISIONS	DATE	BY

© ALL DIMENSIONS AND MATERIALS ARE APPROXIMATE. VERIFY CONDITIONS. NO ASSURANCE OF ACCURACY. NO GUARANTEE OF PERFORMANCE. NO LIABILITY FOR DAMAGES. NO WARRANTY. THE DESIGNER'S RESPONSIBILITY IS LIMITED TO THE DESIGN OF THE PROJECT. NO OTHER RESPONSIBILITY IS ASSUMED BY THE DESIGNER.

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ARCHITECTURE
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Novato, CA 94949
Voice (415) 884-2860

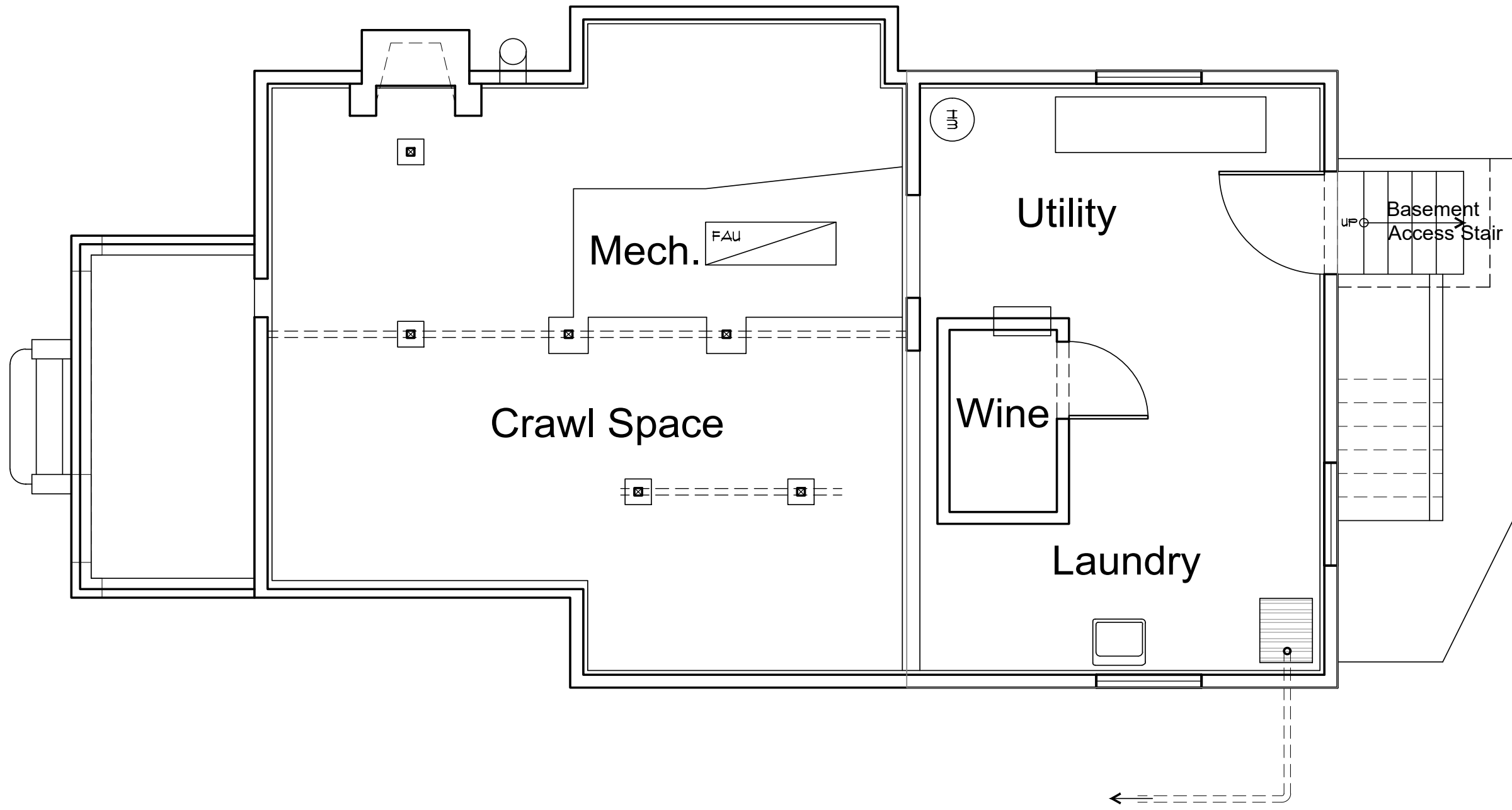
Addition/Remodel Project:
Ted & Pamela Deikel
1545 Madrona Ave.
St. Helena, California
AP#: 009-040-000

Existing Site Plan

REVIEW THE DRAWINGS CAREFULLY. DO NOT USE THE DRAWINGS FOR CONSTRUCTION. ANY MODIFICATIONS TO THE DRAWINGS AND DETAILS SHALL BE APPROVED BY THE ARCHITECT. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE DESIGN OF THE PROJECT. NO OTHER RESPONSIBILITY IS ASSUMED BY THE ARCHITECT.

DATE: 5-25-18
SCALE: 1/8" = 1'-0"
DRAWN: STC
JOB NO: 1717
SHEET NO:

EC-0
1545 Madrona Ave.
St. Helena, CA



Existing Basement Floor Plan

Useable/Non-Habitable:	393 S.F.
Crawl Space/Mech:	584 S.F.
Total:	977 S.F.



SCALE: 1/4" = 1'-0"

Preliminary Not for Construction

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REVISIONS	DATE	BY

Joseph Farrell
ARCHITECTURE

1 Commercial Blvd., Suite 106
Novato, CA 94949
Voice (415) 884-2860

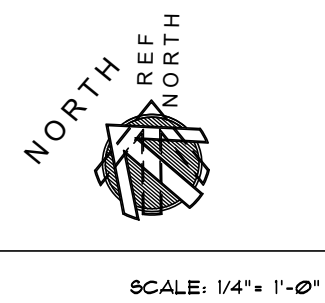
Addition/Remodel Project:
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**Existing
Basement
Floor Plan**

DESIGN: J.P. FARRELL, ARCHITECT
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DRAWN: STC
JOB NO. 1717
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EC-1
1545 Madrona Ave.
St. Helena, CA



Residence:	977 S.F.
Garage:	672 S.F.
Total:	1,649 S.F.

SEVERE THE DRAWINGS CAREFULLY.
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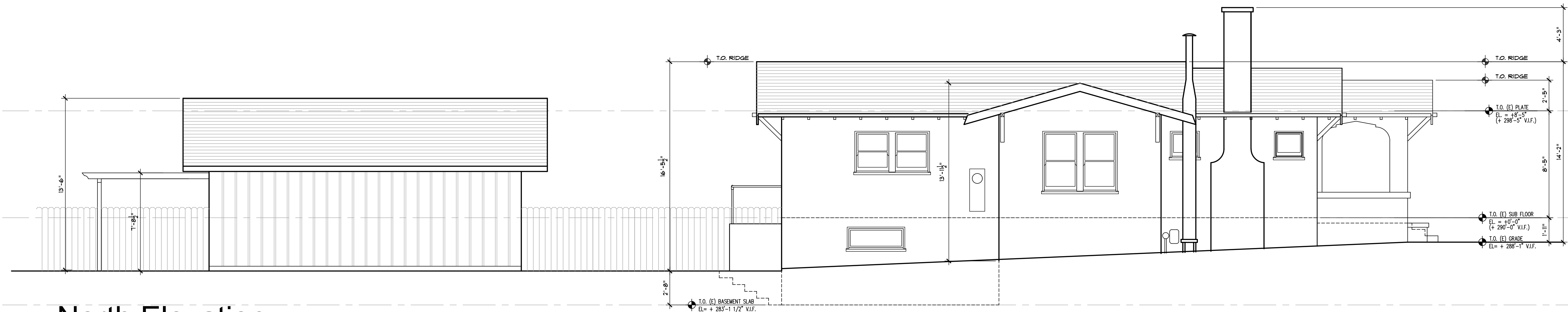
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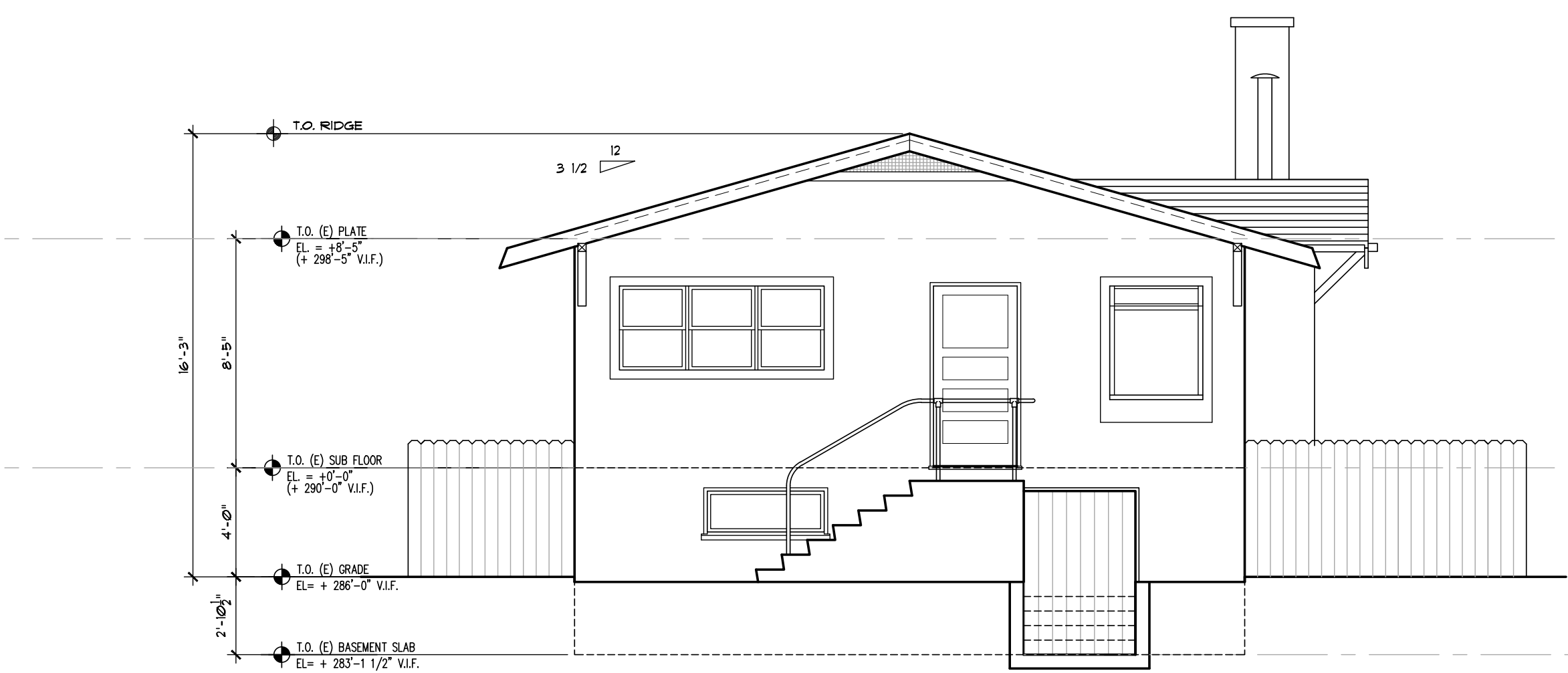
EC-2

1545 Madrona Ave.
St. Helena, CA

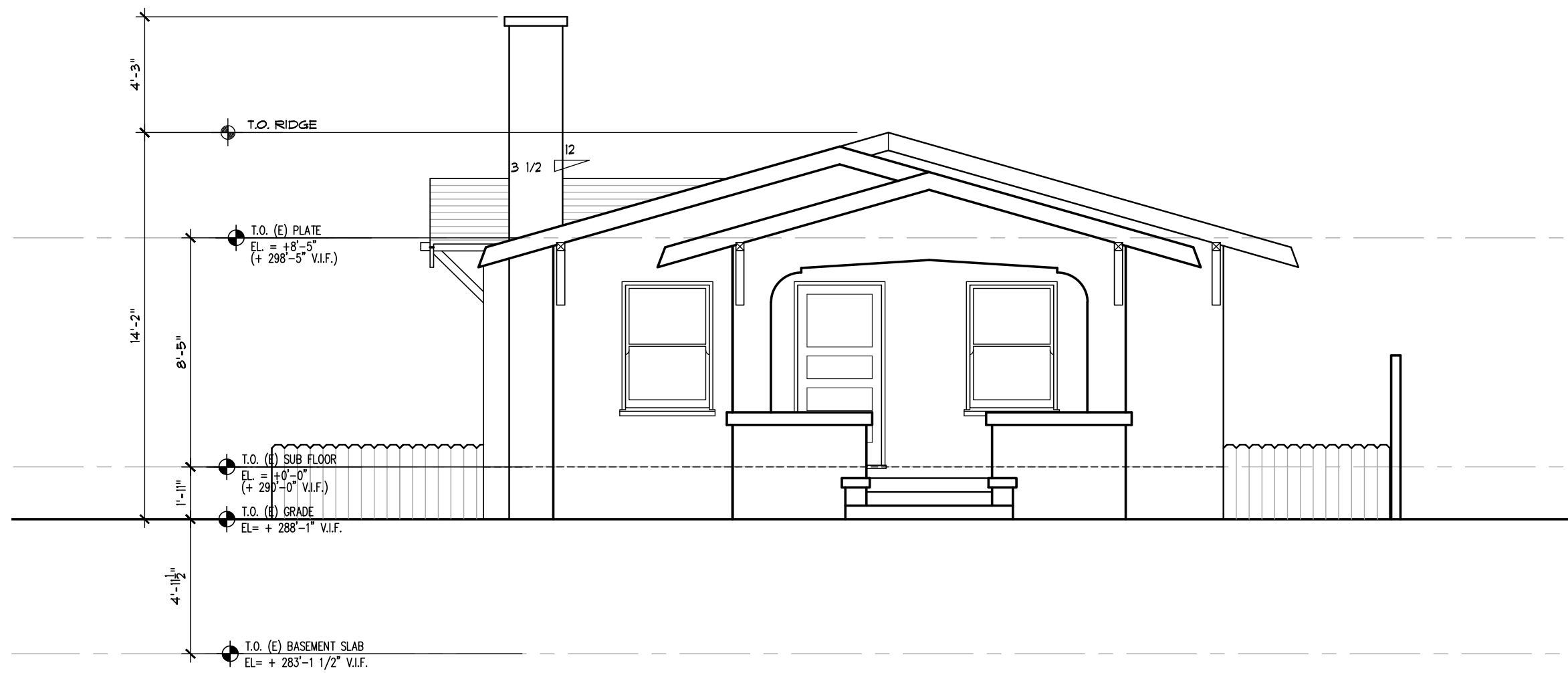
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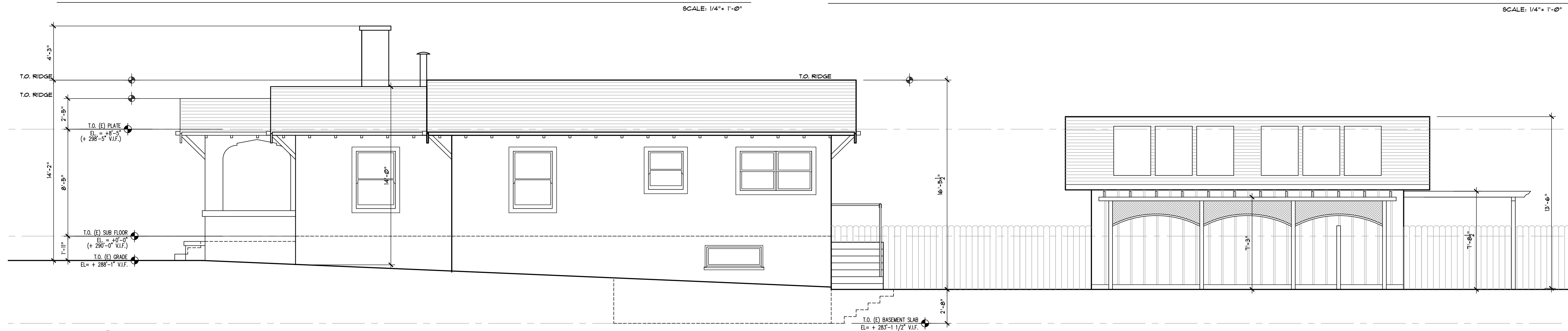
North Elevation



East Elevation



West Elevation



South Elevation

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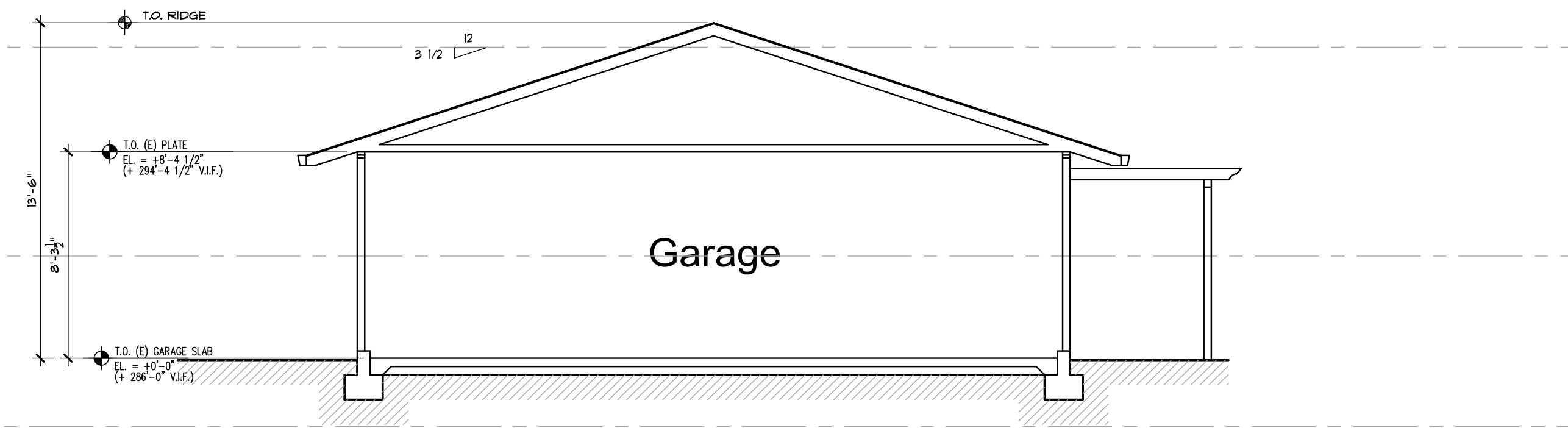
Addition/Remodel Project:
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St. Helena, California
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Existing
Exterior
Elevations

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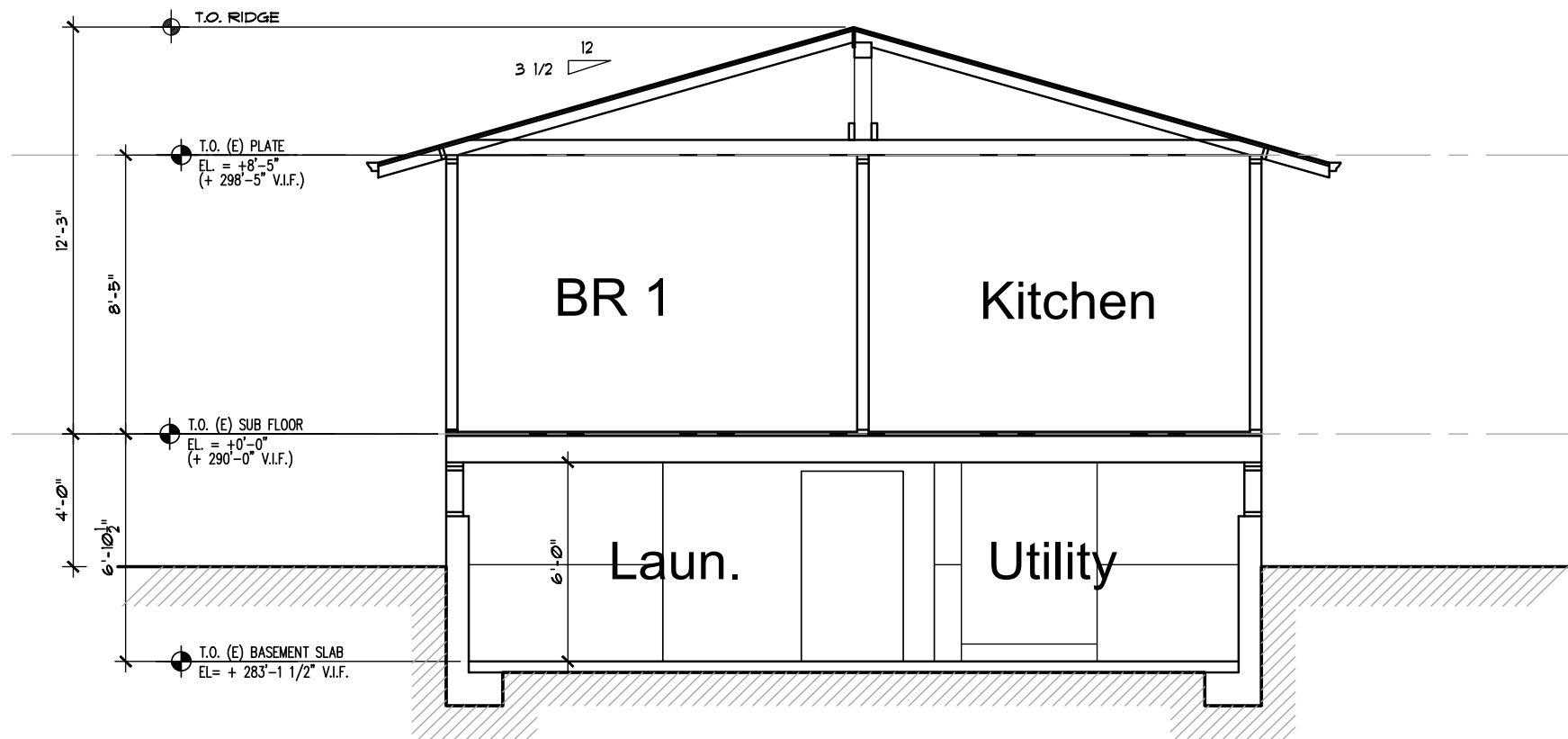
DATE: 5-25-18
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JOB NO. 1717
SHEET NO:

EC-3
1545 Madrona Ave.
St. Helena, CA



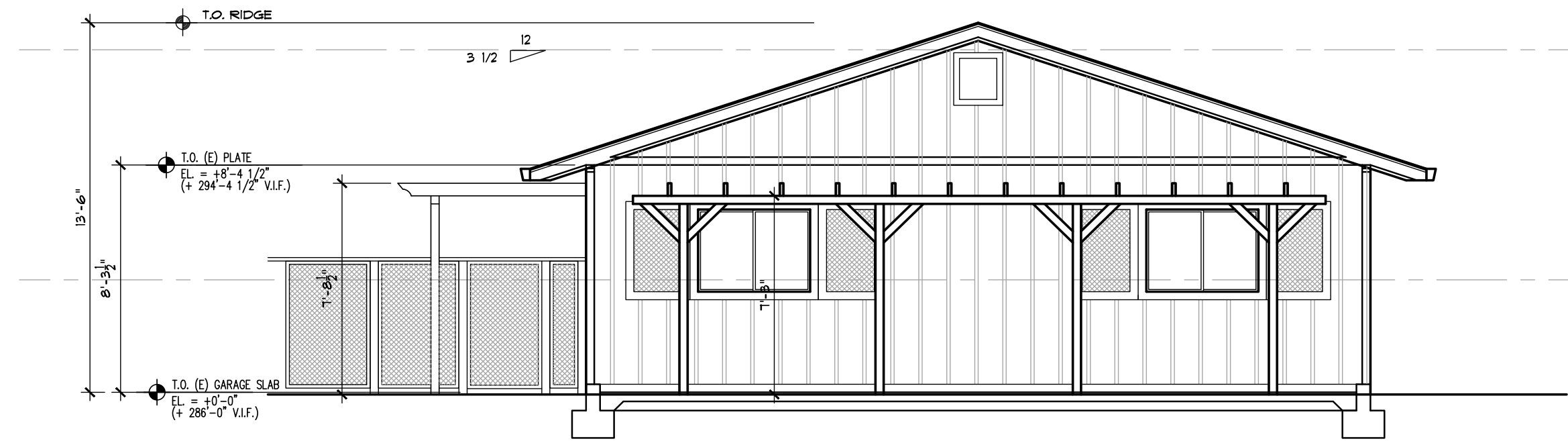
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SCALE: 1/4" = 1'-0"



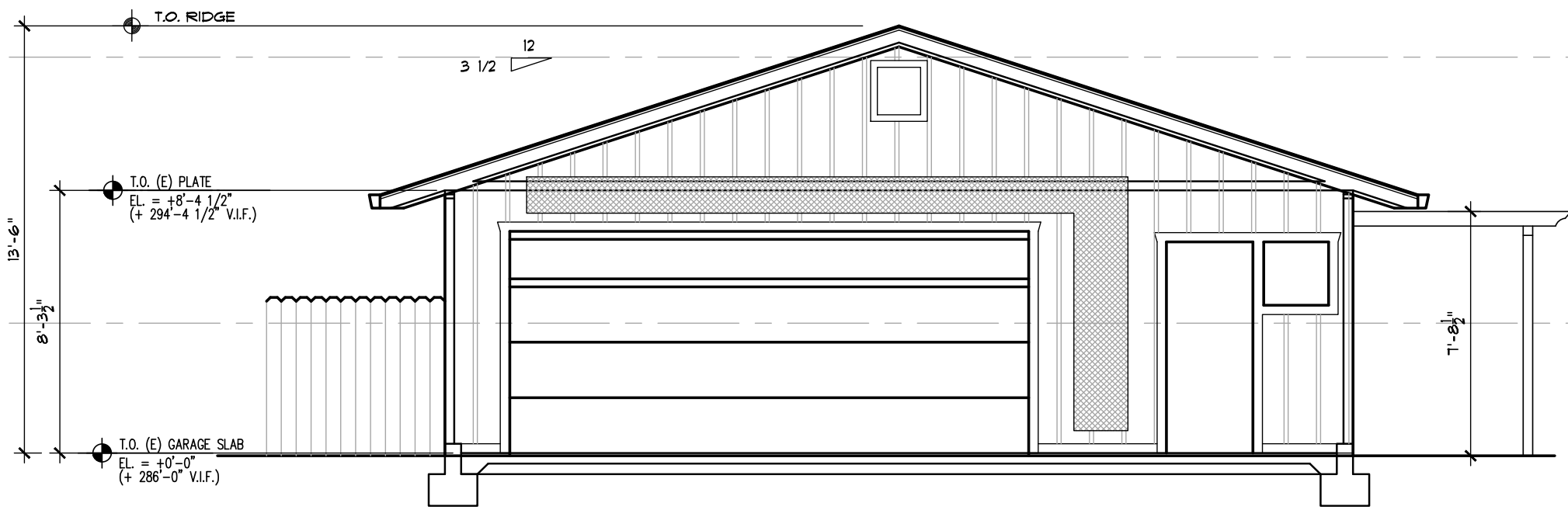
Cross Section A

SCALE: 1/4" = 1'-0"



Garage East Elevation

SCALE: 1/4" = 1'-0"



Garage West Elevation

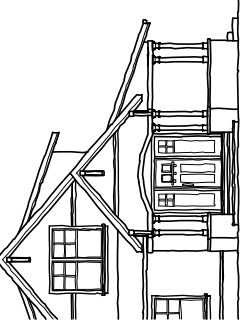
SCALE: 1/4" = 1'-0"

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Voice (415) 884-2860

Addition/Remodel Project:
Ted & Pamela Deikel
1545 Madrona Ave.
St. Helena, California
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Existing
Sections &
Garage
Elevations

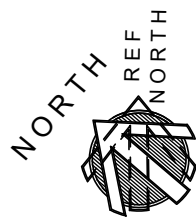
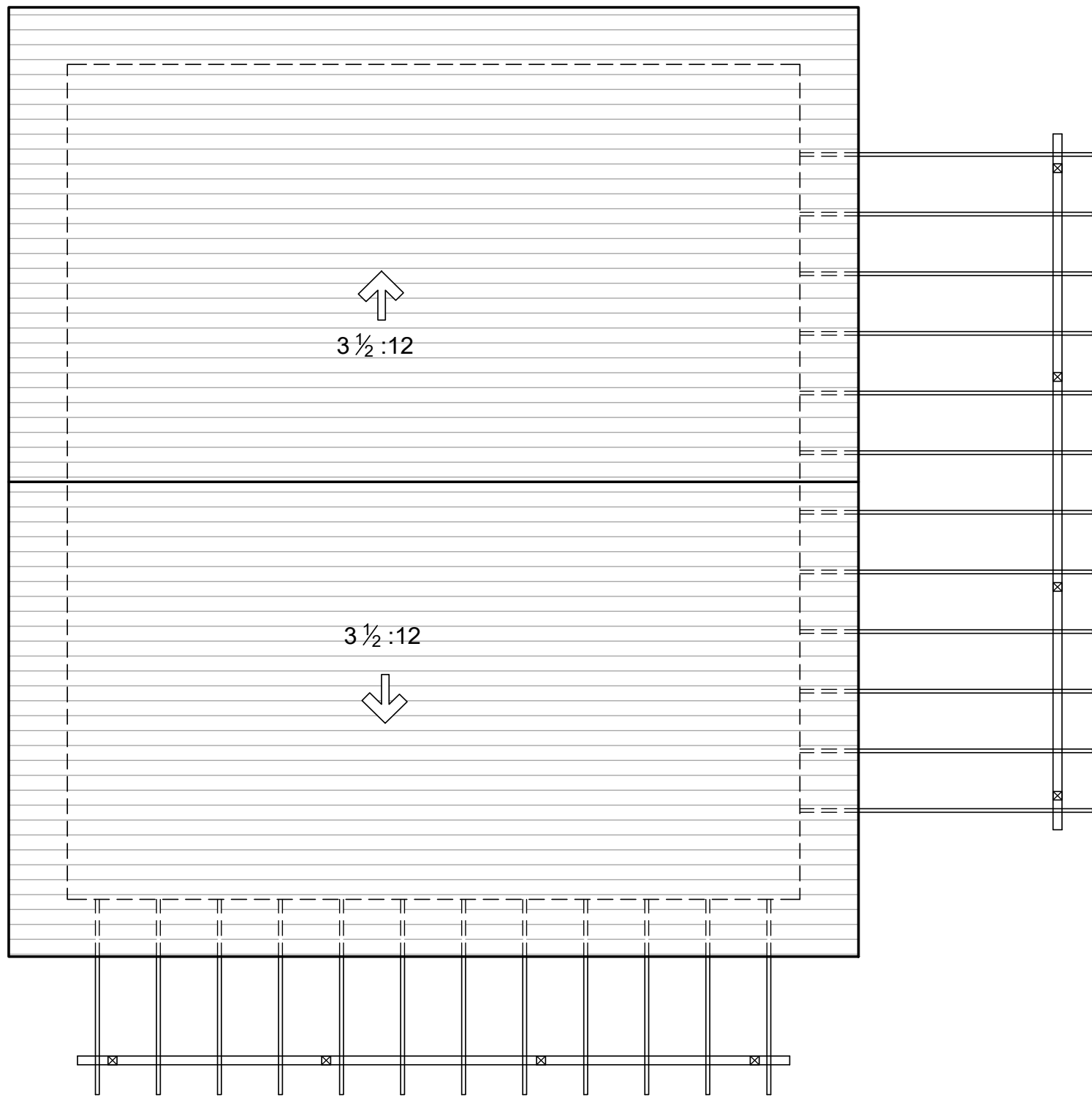
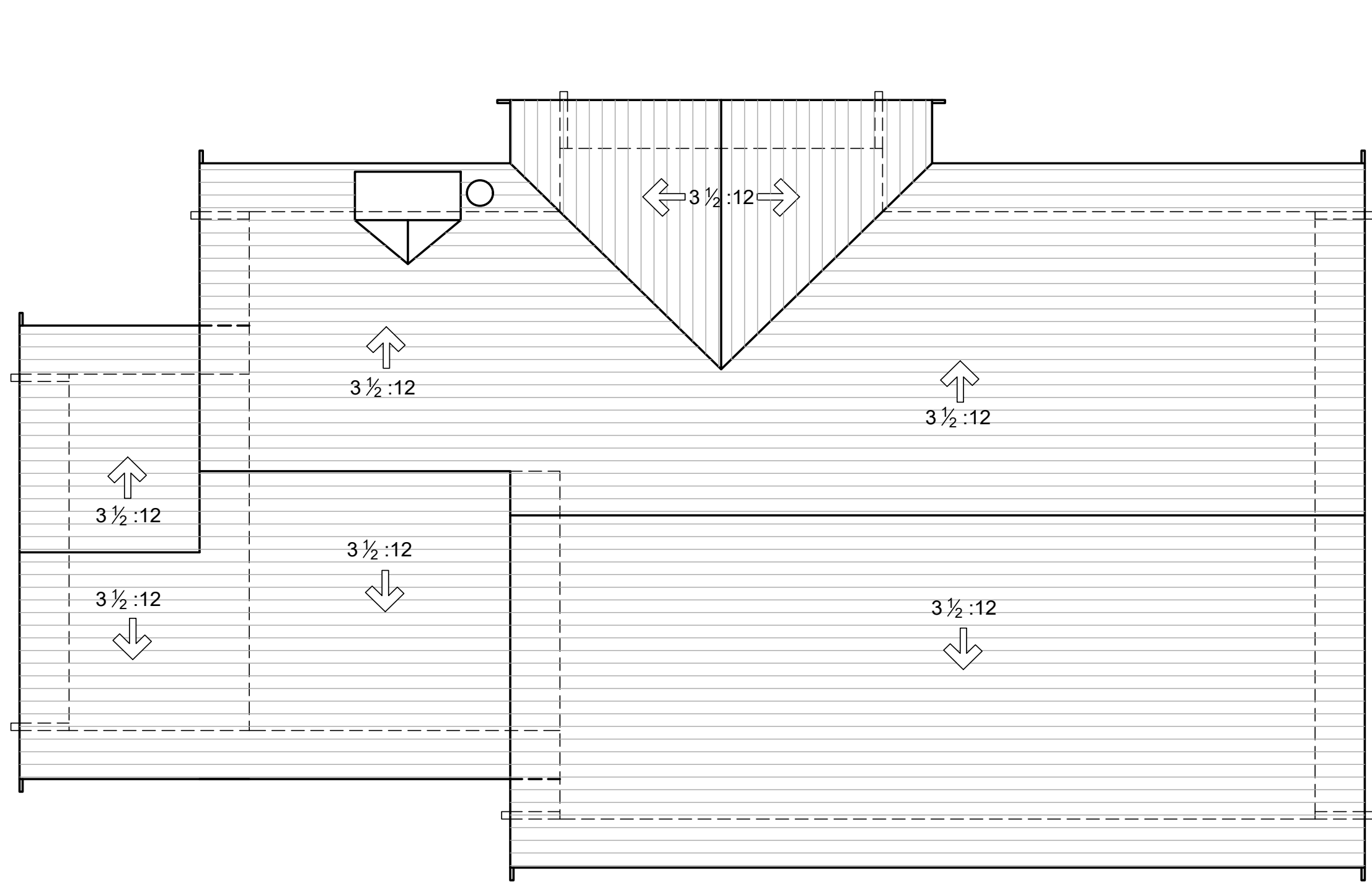
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SHEET NO:

EC-4
1545 Madrona Ave.
St. Helena, CA

Page 107 of 314

Agenda Item #5.1.



SCALE: 1/4" = 1'-0"

Existing Roof Plans

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ARCHITECTURE
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Novato, CA 94949
Voice (415) 884-2860

Addition/Remodel Project:
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1545 Madrona Ave.
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Existing
Roof Plans

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SCALE: 1/4" = 1'-0"
DRAWN: STC
JOB NO. 1717
SHEET NO:

EC-5
1545 Madrona Ave.
St. Helena, CA

Existing Main Residence



1 Existing Front View



2 Existing Left Side View



1 Existing Right Side View



1 Existing Rear View

Existing Garage



1 Existing Front View



2 Existing Right Side View



1 Existing Left Side View



1 Existing Rear View

Note: See EC-0 for location/direction of photos.

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Voice (415) 884-2860

Addition/Remodel Project:
Ted & Pamela Deikel
1545 Madrona Ave.
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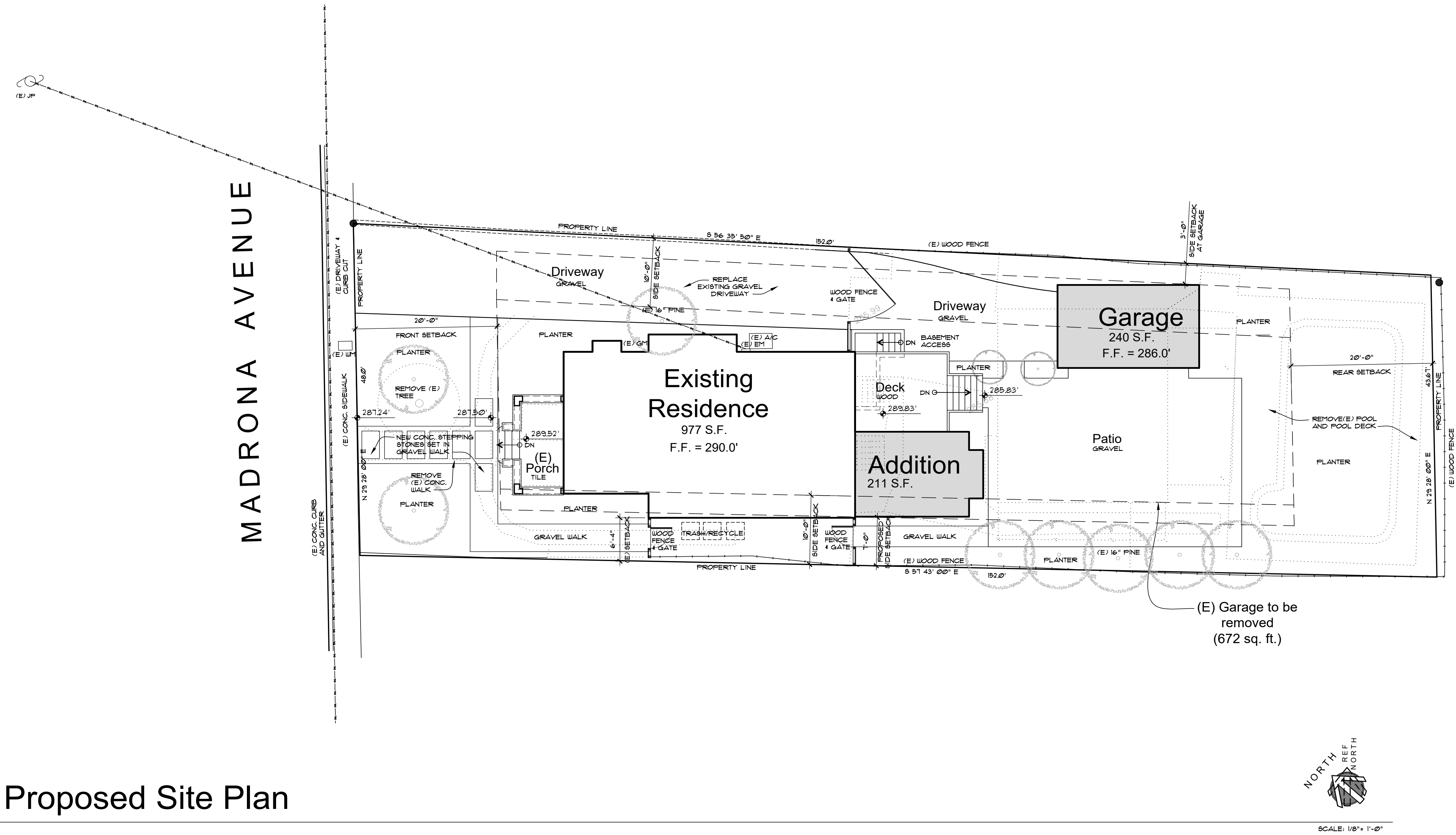
Existing
Site Photos

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St. Helena, CA

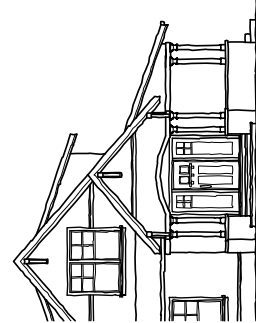
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Addition/Remodel Project:
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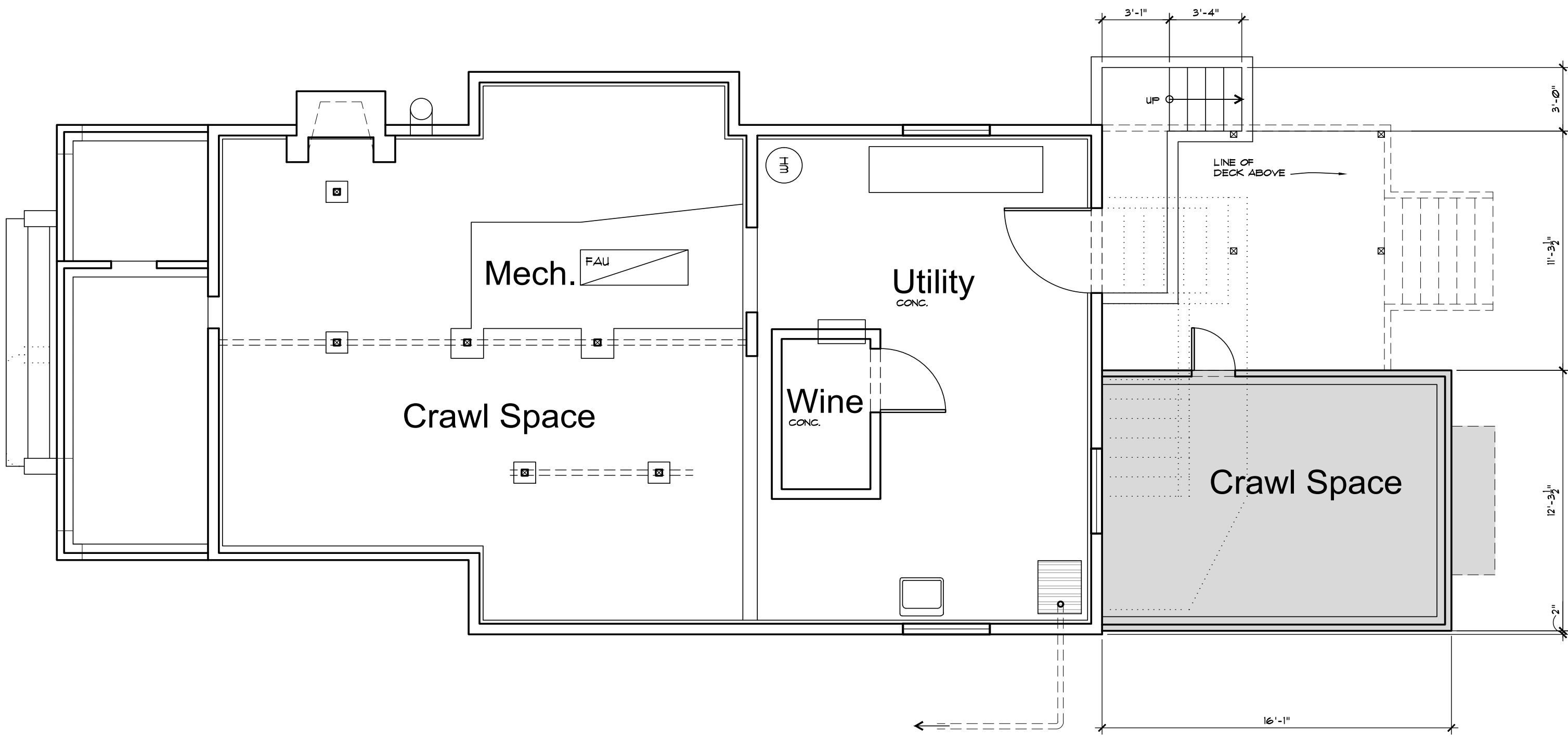
Proposed
Site Plan

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A0.1
1545 Madrona Ave.
St. Helena, CA

PLAN LEGEND	
	2x4 STUD WALL
	2x6 STUD WALL



Proposed Basement Floor Plan

(E) Utility/Wine:	393 S.F.
New Crawl Space:	211 S.F.
(E) Crawl Space/Mech:	584 S.F.
Total Unconditioned Floor Area: 1,188 S.F.	



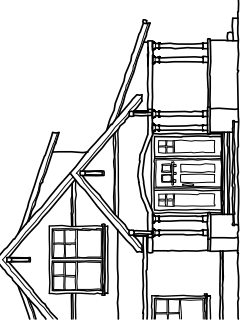
SCALE: 1/4" = 1'-0"

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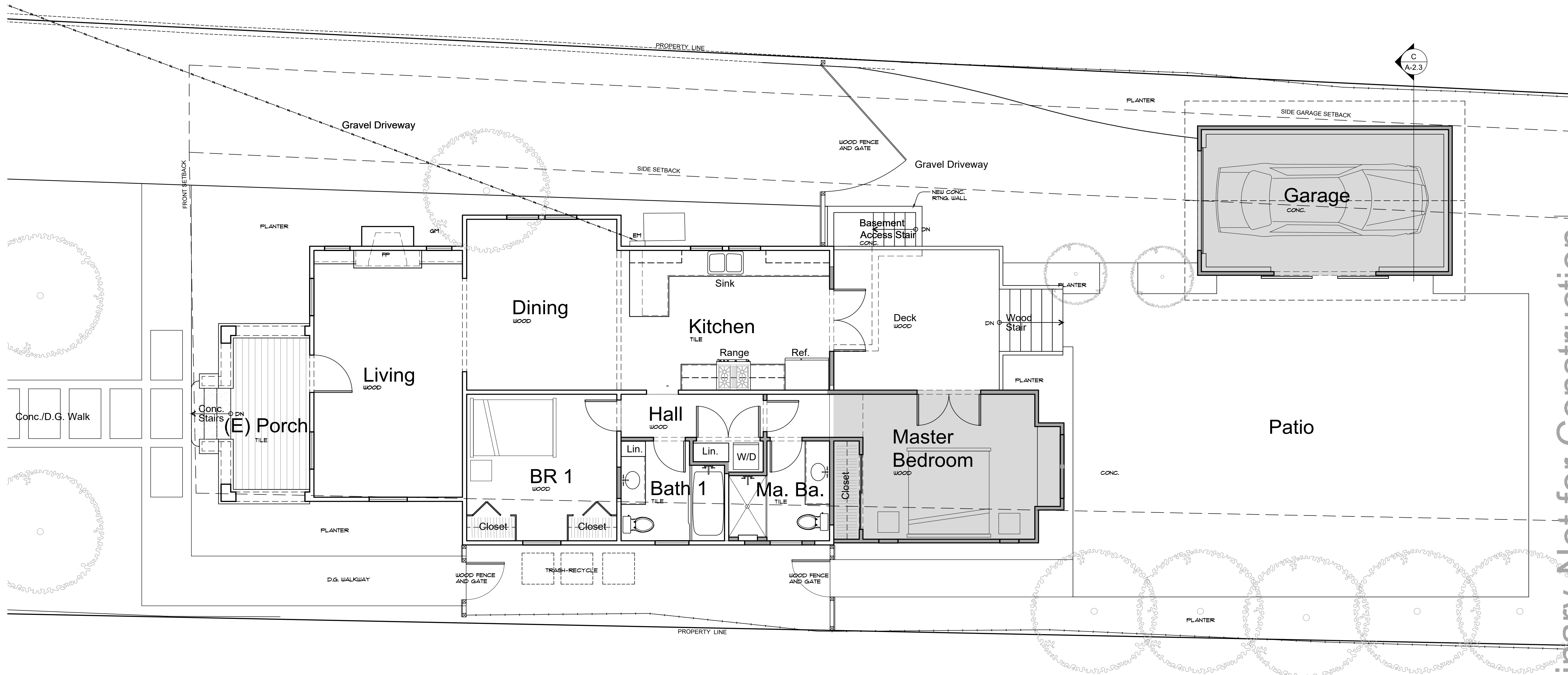
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Proposed
Floor Plan
Basement

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SHEET NO:

A1.1
1545 Madrona Ave.
St. Helena, CA



PLAN LEGEND	
	2x4 STUD WALL
	2x6 STUD WALL

Proposed Ground Floor Plan

(E) Residence:	977 S.F.	Garage:	240 S.F.
Addition:	211 S.F.		
Total Conditioned Floor Area:		Total Un-Conditioned Floor Area:	
1,188 S.F.		240 S.F.	

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Addition/Remodel Project:
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1545 Madrona Ave.
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Proposed
Floor Plan
Ground

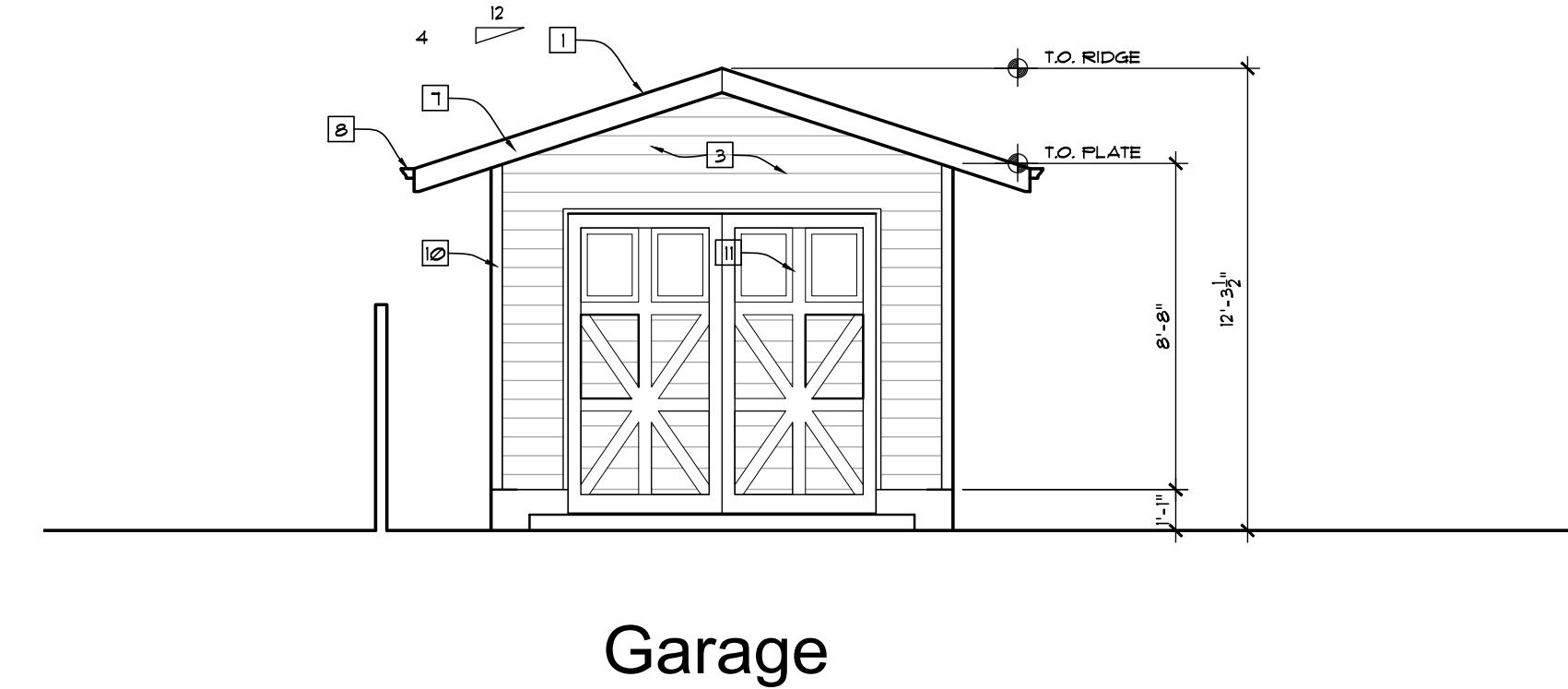
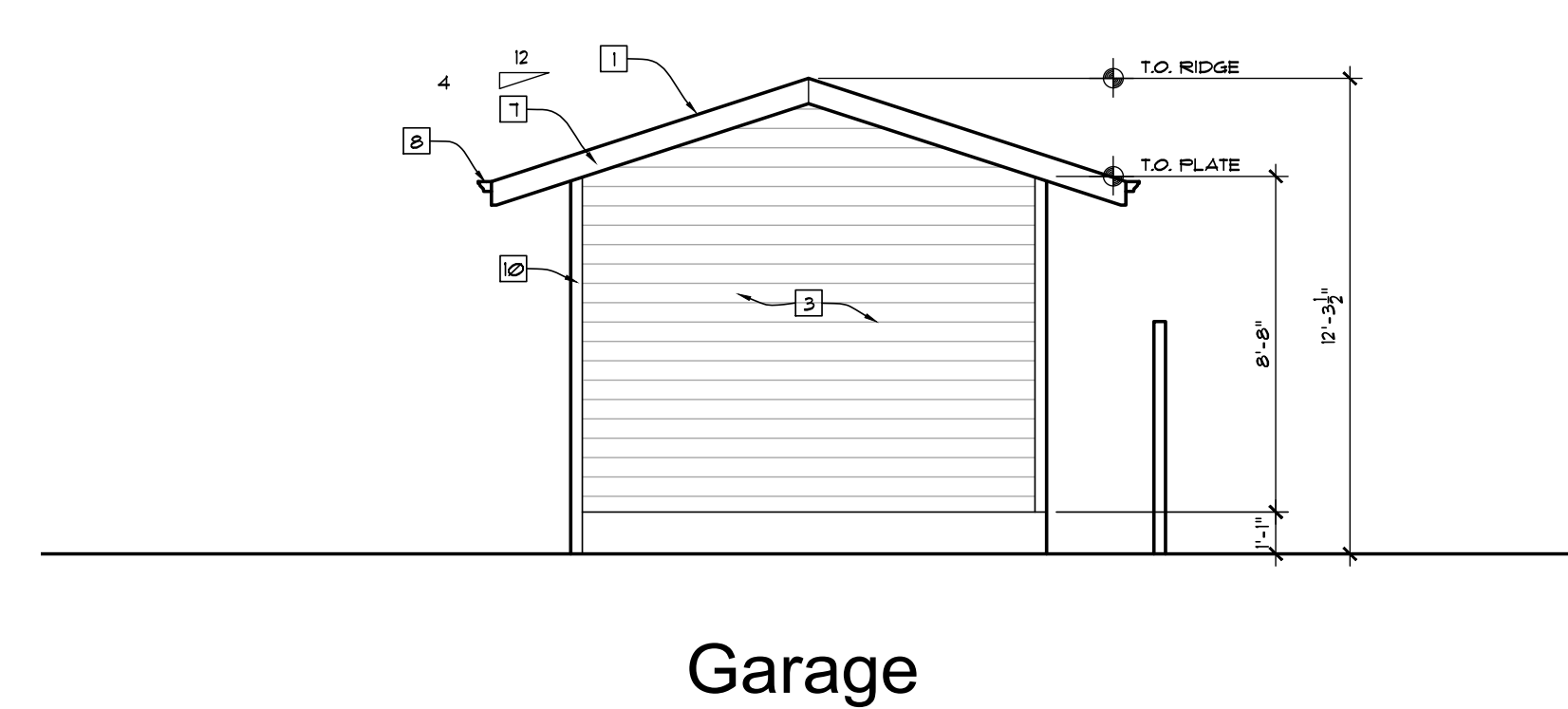
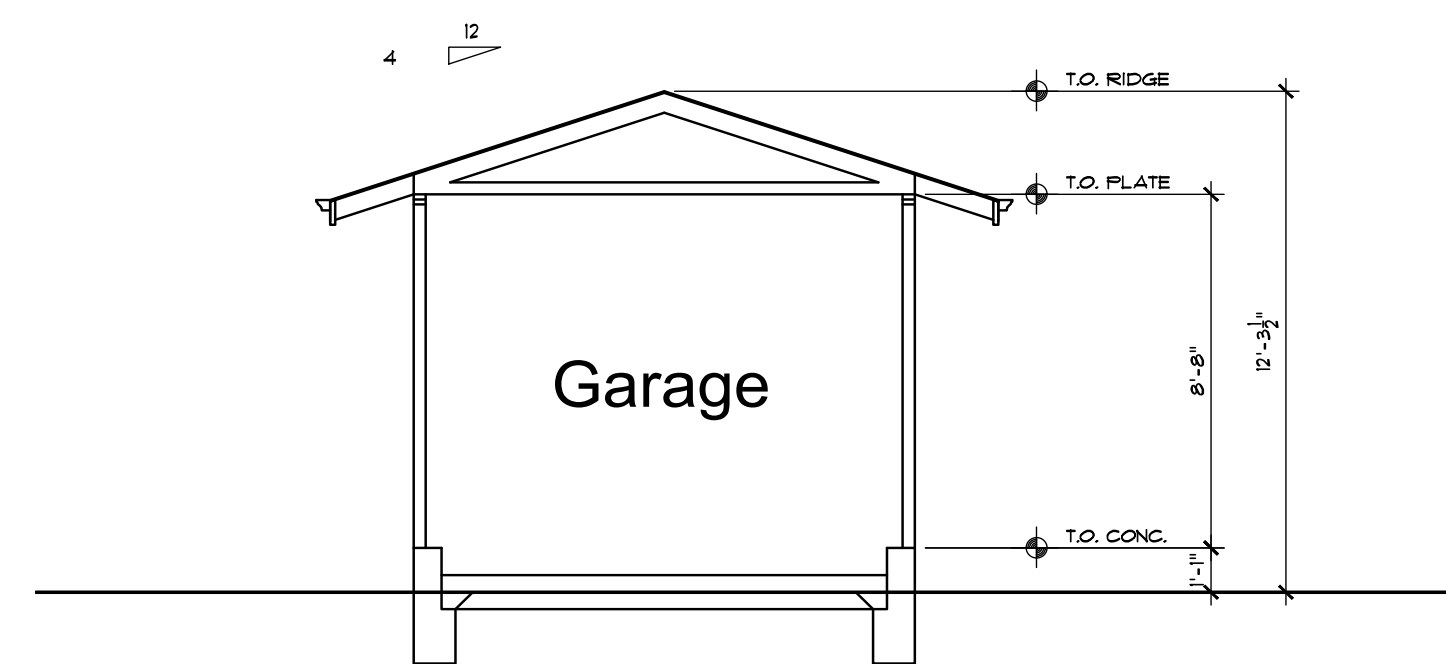
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A1.2
1545 Madrona Ave.
St. Helena, CA



A 2.2
1545 Madrona Ave.
St. Helena, CA



Section C

Proposed Garage South Elevation (Rear)

Proposed Garage North Elevation (Front)

SCALE: 1/4" = 1'-0"

SCALE: 1/4" = 1'-0"

SCALE: 1/4" = 1'-0"

Elevation Notes:

- | | | | | | |
|----|---|-----|--|-----|----------------------|
| 1. | NEW ASPHALT COMPOSITION ROOF (GAF TIMBERLINE "CHARCOAL") OVER APPROVED UNDERLAYMENT OVER FLYWOOD SHEATHING OVER ENGINEERED ROOF JOISTS/ROOF TRUSSES @ 24" OC OR EXISTING SKIP SHEATHING AND ROOF FRAMING PER ROOF FRAMING PLAN. | 8. | PAINTED G.S.M. 6" HALF-ROUND GUTTERS OVER 2X FASCIAS BOARD/SOFFIT TO MATCH EXISTING. GUTTER WITH LEAF GUARDS AND PAINTED G.S.M. 2 1/2" DOWNSPOUTS. | 10. | NEW CEDAR FENCE/GATE |
| 2. | EXISTING PLASTER SIDING TO REMAIN. | 9. | EXISTING CONCRETE STAIRS TO REMAIN | | |
| 3. | NEW PAINTED SHIP-LAR WOOD SIDING OVER APPROVED BUILDING PAPER OVER STRUCTURAL FLYWOOD SHEATHING. PAINT COLOR PER OWNER. | 10. | 2X6 P.G. CORNER TRIM BOARDS AT OUTSIDE BUILDING CORNERS. | | |
| 4. | EXISTING WOOD OUT-RIGGER. PAINT PER OWNER. | 11. | NEW CARRIAGE HOUSE STYLE GARAGE DOOR. | | |
| 5. | WINDOW 4 PATIO DOORS: DOUBLE-GLAZED, METAL CLAD/WOOD UNITS. (MATCH EXISTING WINDOW COLOR) | 12. | NEW CARRIAGE STYLE SLIDING BARN DOOR(S). | | |
| 6. | 2X P.G. WINDOW/DOOR TRIM. (MATCH EXISTING COLOR(S) AND PROFILES). | 13. | NEW CEDAR DECK AND RAILING. | | |
| 7. | 2X PAINTED BARGE BOARD/SOFFIT TO MATCH EXISTING. (MATCH EXISTING COLOR(S)). | 14. | NEW CONCRETE RETAINING WALLS & STAIR FOR BASEMENT ACCESS. FINISH TO MATCH EXISTING FRONT PORCH. | | |
| | | 15. | 6'X14' FOUNDATION VENT. | | |
| | | 16. | NEW PLASTER SIDING TO MATCH ADJACENT EXISTING CONSTRUCTION. | | |
| | | 17. | EXISTING WINDOW/DOOR TO REMAIN. | | |



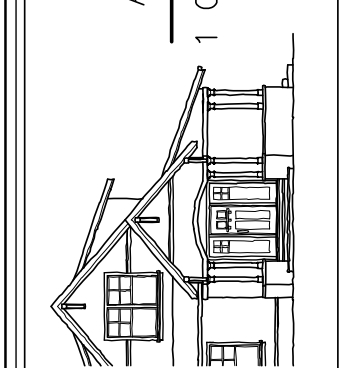
Proposed South Elevation (Rear)

SCALE: 1/4" = 1'-0"

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[illegible]

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ARCHITECTURE
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Novato, CA 94949
Voice (415) 884-2860



Addition/Remodel Project:
Ted & Pamala Deikel
1545 Madrona Ave.
St. Helena, California
AP#: 009-040

Proposed
Exterior
Elevations
& Sections

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DATE:	5-25-18
SCALE:	1/4" = 1'-0"
DRAWN:	STC
JOB NO.	1717
SHEET NO:	

A 2.3

Proposed Roof Plan

Roof Plan Notes:

1. ROOF, ASPHALT COMPOSITION ROOF OVER APPROVED UNDERLAYMENT OVER PLYWOOD SHEATHING OVER ENGINEERED ROOF JOISTS/ROOF TRUSSES @ 24" O.C. OR EXISTING SIP SHEATHING AND 2X ROOF FRAMING PER ROOF FRAMING PLAN. SEE STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION.
2. PAINTED G.S.M. 6" HALF-ROUND GUTTER OVER 2X FASCIA BOARD WITH CONTINUOUS LEAF GUARDS.
3. EXISTING CHIMNEY CAP TO REMAIN.
4. EXISTING WOOD OUTRIGGER - PAINT PER OWNER.



SCALE: 1/4" = 1'-0"

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Voice (415) 884-2860

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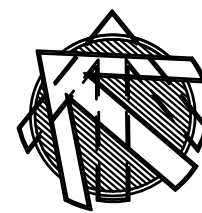
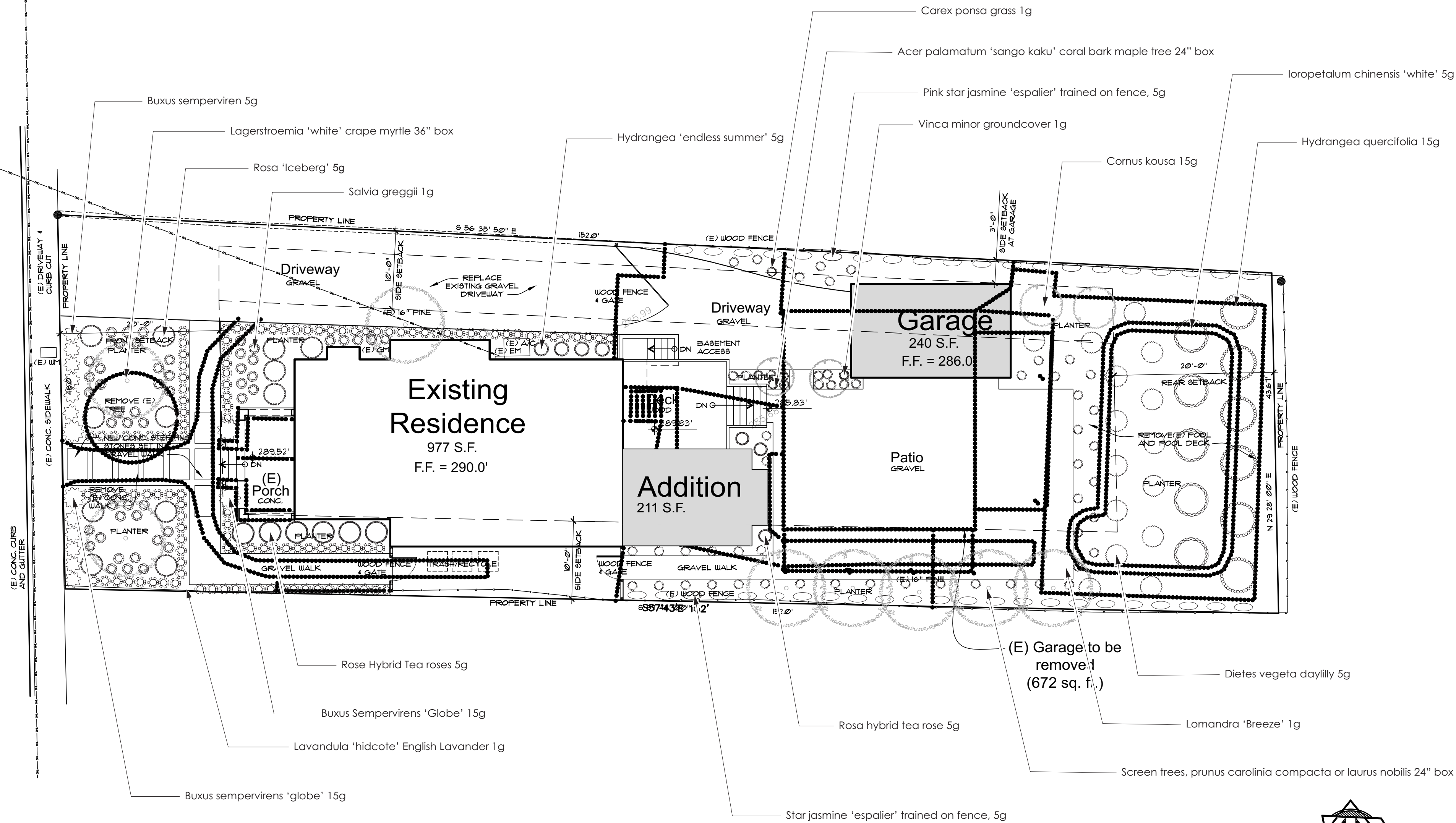
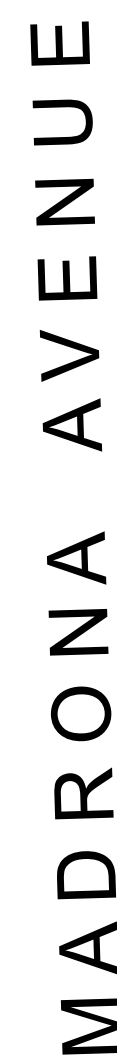
**Proposed
Roof Plan**

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A 4.1
1545 Madrona Ave.
St. Helena, CA

- Notes:
 1. Streeded Fir mulch for interior front yard and back yard plantings at a minimum depth of 2-3".
 2. Top gold gravel mulch for street side plantings and planting strip in front of wall.
 3. Amended soil to contain organic compost at a minimum rate of four cubic yards per 1,000 sqft of planting area, to a depth of six inches into soil.
 4. All plantings to be irrigated by drip irrigation system operated by automatic irrigation clock and regulated by a CR10 rain sensing device.
 5. Flow sensor installed w/ automatic shut-off enabled in case of mainline breaks.
 6. Have complied with the criteria of the ordinance of City of St. Johns's Water Efficient Landscaping and Application for the efficient use of water in the landscape design plan.



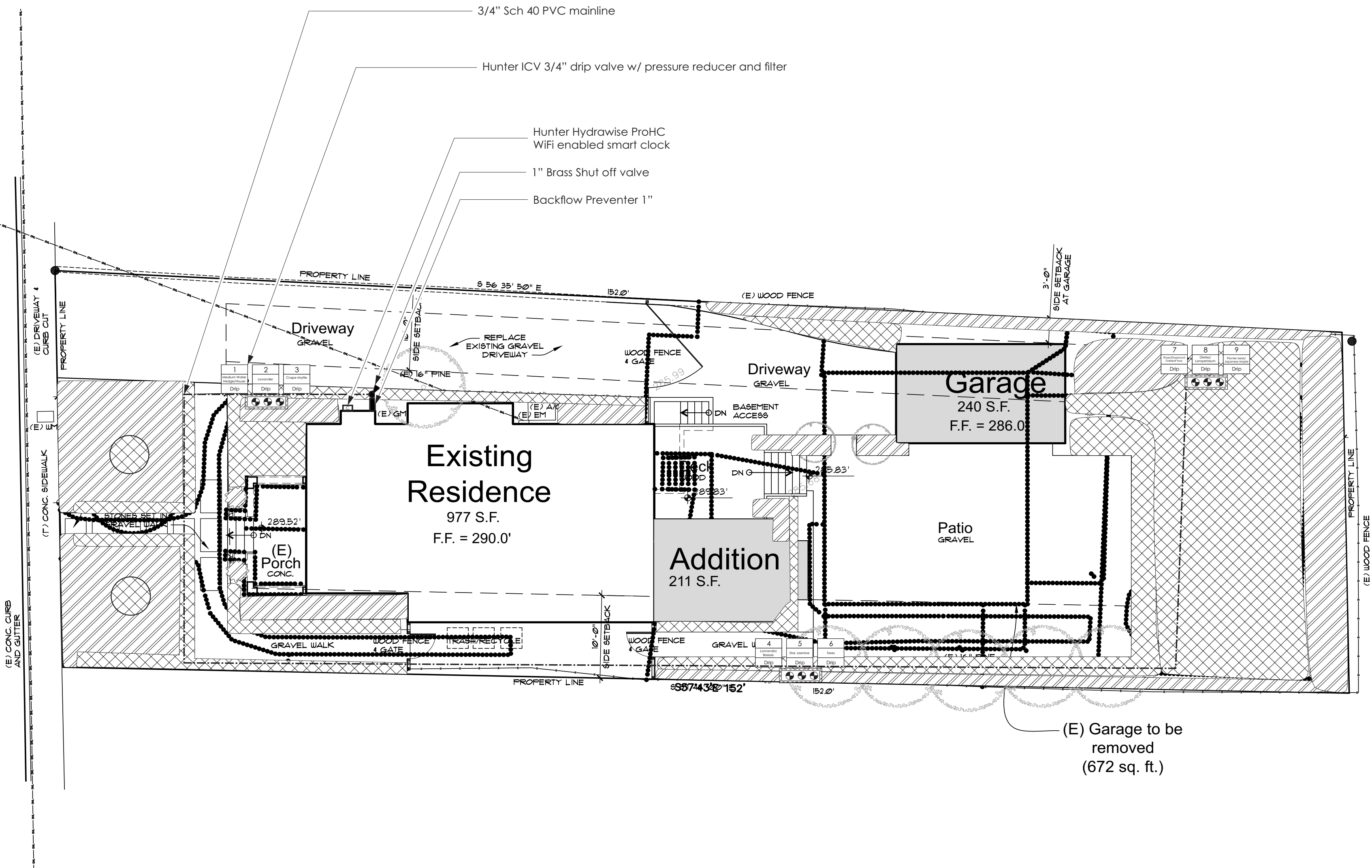
SCALE: 1/8" = 1'-0"

[illegible]

1g	Lavandula 'hidcote'	114	L
5g	Buxus sempervirens	12	M
1g	Lomandra 'breeze'	48	L
1g	vinca minor	15	M
5g	hydrangea 'endless summer'	8	M
15g	Rosa Hybrid tea rose	9	M
5g	Trachelospermum jasminoides 'star jasmine'	23	M
5g	Jasminum polyanthum 'pink star jasmine'	21	M
15g	Buxus sempervirens 'globe'	4	M
15g	hydrangea quercifolia	8	M
36"	Lagerstroemia indica 'Natchez White'	2	L
36"	Acer rubra Red Maple	3	M
24"	Laurus nobilis standard	5	L

Notes:
1. Irrigation system to contain back flow preventer, master shut off valve, flow sensor, ET/Rain sensing device, and zone isolation valves at each valve box location. All irrigation to be drip irrigation.
2. Operating pressure 35-45 PSI.
3. Maximum Flow rate 30-40 GPM, application rate 1-2" per hour.
4. "I have complied with the criteria of the ordinance (City of St. Helena Water Efficient Landscaping Ordinance) and applied them for the efficient use of water in the landscape design plan"
5. Amended organic soil to be applied to 6" depth and tilled with native soil, arbor bark mulch to be applied to minimum 3" depth.

MADRONA AVENUE



SCALE: 1/8" = 1'-0"

REVISIONS
Draft 1: 5/23/2018

Price Landscape Services, Inc.
583 California Boulevard, Napa, CA 94559
Tel: (707) 252-6319 Fax: (707) 252-2421
www.pricelandscapeservices.com

1545 Madrona Ave
St Helena, CA 94574

Irrigation
Plan
Scale: 1/8" = 1'-0"

Date: 3/16/18
Drawn By: Wesley Price

L-3

1g	Lavandula 'hidcote'	114	L
5g	Buxus sempervirens	12	M
1g	Lomandra 'breeze'	48	L
1g	vinca minor	15	M
5g	hydrangea 'endless summer'	8	M
15g	Rosa Hybrid tea rose	9	M
5g	Trachelospermum jasminoides 'star jasmine'	23	M
5g	Jasminum polyanthum 'pink star jasmine'	21	M
15g	Buxus sempervirens 'globe'	4	M
15g	hydrangea quercifolia	8	M
36"	Lagerstroemia indica 'Natchez White'	2	L
36"	Acer rubra Red Maple	3	M
24"	Laurus nobilis standard	5	L

Estimated Total Water Use

Equation:
 $ETWU = (ET_c) \times (0.62) \times (PF \times HARE) + SLA$

Enter values in Pale Blue Cells

Tan Cells Show Results

Messages and Warnings

Enter Irrigation Efficiency (equal to or greater than 0.71)

Irrigation Efficiency Default Value

Plant Water Use Type (a)	Plant Factor (PF)
Low	0.3 - 0.3
Medium	0.4 - 0.6
High	0.7 - 1.0
SLA	1.00

Hydrozone	Plant Water Use Type (a)	Plant Factor (PF)	Hydrozone Area (HA) (ft²)	PF x HA (ft²)
1	low	0.30	1,400	420
2	med	0.50	1,100	550
SLA				0
Sum			2,500	970

Results

MAWA =	29,404	ETWU =	18,341	Gallons
			2,450	Cubic Feet
			26	HCF
			0.09	Acres-Feet
			0.02	Millions of Gallons

ETWU complies with MAWA

Maximum Applied Water Allowance Calculations for New and Rehabilitated Landscapes

Enter value in Pale Blue Cells

Tan Cells Show Results

Messages and Warnings

Click on the blue cell on right to Pick City Name

ET_c of City from Appendix A

Enter total landscape including SLA

Enter Special Landscape Area

Results

MAWA = (ET_c) x (0.62) x [(0.7 x LA) + (0.3 x SLA)]

MAWA calculation incorporating Effective Precipitation (Optional)

ET_c of City from Appendix A

Landscape Area

Special Landscape Area

Enter Effective Precipitation

Results

MAWA = (ET_c - E_{prec}) x (0.62) x [(0.7 x LA) + (0.3 x SLA)]

St Helena

44.10

ET_c (inches/year)

2,500.00

LA (ft²)

0.00

SLA (ft²)

29,403.50

Gallons

3,930.69

Cubic Feet

39.31

HCF

0.09

Acres-Feet

0.03

Millions of Gallons

44.10

ET_c (inches/year)

2,500.00

LA (ft²)

0.00

SLA (ft²)

17.00

E_{prec} (in)

29,403.50

Gallons

3,930.69

Cubic Feet

39.31

HCF

0.09

Acres-Feet

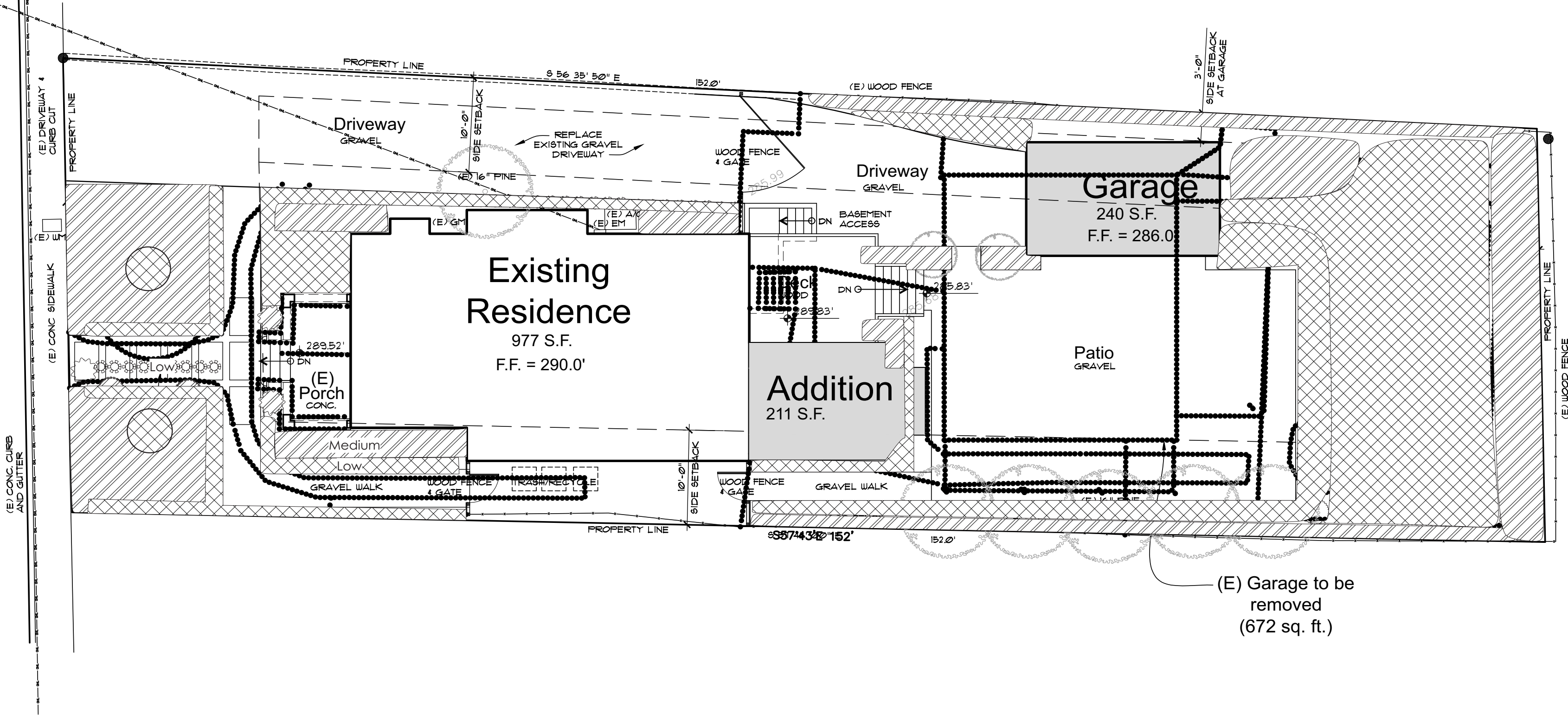
0.03

Millions of Gallons

Total Landscaped Area: 2,500 square feet
Maximum Applied Water Allowance: 29,404 gallons/year
Estimated Total Water Use: 18,341 gallons/year

Low Water: 1,400 sqft
Medium Water: 1,100 sqft

MADRONA AVENUE



SCALE: 1/8" = 1'-0"

REVISIONS

Draft 2: 5/23/2018

Price Landscape Services, Inc.

583 California Boulevard, Napa, CA 94559
tel. (707) 252-6319 fax. (707) 252-2421
www.pricelandscapeservices.com

1545 Madrona Ave

St Helena, CA 94574

WELO Plan

Scale: 1/8" = 1'-0"

Date: 3/16/18
Drawn By: Wesley Price

L-4

STORM WATER MANAGEMENT GUIDANCE

- PROJECT SHALL CONFORM TO BAY AREA STORM WATER MANAGEMENT AGENCIES ASSOCIATION POST CONSTRUCTION REQUIREMENTS FOR A NON-REGULATED PROJECT.
- A NAPA COUNTY EROSION AND SEDIMENT CONTROL PLAN WILL BE PROVIDED WITH CONSTRUCTION DOCUMENTS FOR THE PROJECT.
- PROJECT SHALL ENSURE NEIGHBORING PROPERTIES ARE PROTECTED FROM THE POTENTIAL INUNDATION OF THE 2 AND 10-YEAR STORM EVENTS.
- CONTRACTOR SHALL IMPLEMENT THE FOLLOWINGS MEASURES FROM THE CASQA STORMWATER BEST MANAGEMENT PRACTICE HANDBOOK:
 - EROSION CONTROL
 - EG1 - SCHEDULING
 - EG2 - PRESERVATION OF EXISTING VEGETATION
 - EG3 - SOIL PREPARATION
 - SEDIMENT CONTROL
 - SES - FIBER ROLL
 - SED - STORM DRAIN INLET PROTECTION
 - NON-STORMWATER AND MATERIAL MANAGEMENT BMPs
 - NS1 - WATER CONSERVATION PRACTICES
 - NS2 - CONCRETE CURING
 - NS3 - CONCRETE FINISHING
 - NM1 - MATERIAL DELIVERY AND STORAGE
 - NM2 - MATERIAL USE
 - NM3 - SPILL PREVENTION AND CONTROL
 - NM5 - SOLID WASTE MANAGEMENT
 - NM8 - CONCRETE WASTE MANAGEMENT
 - NM10 - LIQUID WASTE MANAGEMENT

LEGEND

AB	AGGREGATE BASE	MON	MONUMENT
AC	ASPHALT CONCRETE	MTR	METER
ARV	AIR RELEASE VALVE	OCEN	ON CENTER EACH WAY
BCV	BEGIN CURVE	OH	OVERHEAD
BM	BENCHMARK	OSY	OPERATING STEM YOKE
BO	BLOWOFF	UNO.	UNLESS NOTED OTHERWISE
BSPH	BACK OF SIDEWALK	PCG	PORTLAND CONCRETE CEMENT
BVC	BEGIN VERTICAL CURVE	PED	PEDESTRIAN
C	CENTERLINE	PG&E	PACIFIC GAS AND ELECTRIC
CO	CLEANOUT	PI	POINT OF INTERSECTION
EL	ELEVATION	PL	PROPERTY LINE
EC	END OF CURVE	PRC	POINT OF REVERSE CURVE
EP	EDGE OF PAVEMENT	PRGC	POINT OF REVERSE CURVE
(E) EX	EXISTING	PVC	POLYVINYL CHLORIDE
FF	FINISH FLOOR	R	RADIUS
FG	FINISH GRADE	RC	RELATIVE COMPACTION
FH	FIRE HYDRANT	RED	REDUCER
FS	FIRE SERVICE	RTS	RIM TO GRADE
FL	FLOW LINE	RW	RETAINING WALL
GB	GRADE BREAK	RW	RIGHT OF WAY
HVAC	HEATING VENTILATION AND COOLING	RWL	RAINWATER LEADER
HP	HIGH POINT	SD	STORM DRAIN
INST	INSTALL	S	SLOPE (FEET/FOOT)
INV	INVERT	SQMP	STORM WATER QUALITY MANAGEMENT PLAN
IRR	IRRIGATION	SS	SANITARY SEWER
JP	JOINT POLE	STA	STATION
LF	LINEAL FEET/FOOT	STD	STANDARD
LP	LOW POINT	TC	TOP OF CURB
MH	MANHOLE	TOB	TOP OF BANK
		TOE	TOE OF BANK
		TV	TOP OF WALL
		WM	WATER METER
		WS	WATER SERVICE
		WV	WATER VALVE

SURVEY DATA

THIS MAP DOES NOT REPRESENT A PROPERTY LINE SURVEY. PROPERTY LINES SHOWN HEREON ARE BASED ON RECORD DATA.

THIS MAP IS BASED ON A FIELD SURVEY OF NOVEMBER 2011 BY ALBION SURVEYS.

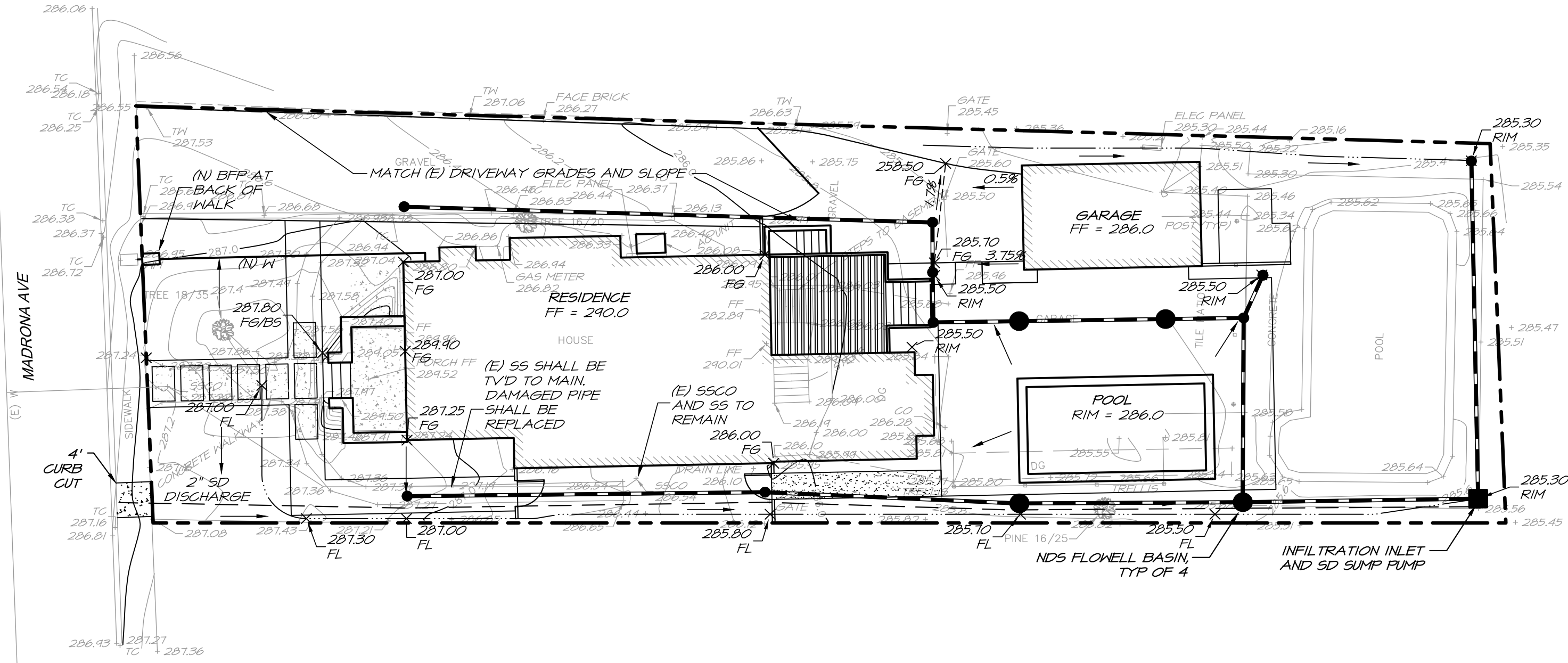
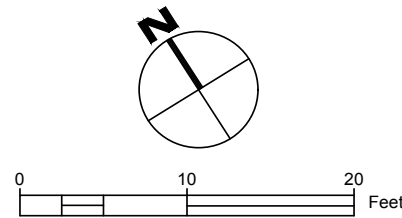
THE VERTICAL DATUM OF THIS SURVEY NAVD 83.

THE HORIZONTAL DATUM OF THIS SURVEY IS NAD 83.

CONTOURS ARE SHOWN AT 0.2'.

LINE TYPE LEGEND

---	BOUNDARY LINE
---	CENTERLINE
---	FLOWLINE
---	FIBER ROLL/GRADING LIMIT
---	SILT FENCE/GRADING LIMIT
---	EASEMENT
---	FIRE ACCESS PATH
---	GRADING/DRAINAGE DIRECTION, TYP



PRELIMINARY GRADING DRAINAGE AND UTILITY PLAN

SCALE: 1" = 10'

SURFACE TAKEOFF:	
EXISTING	
HOME/GARAGE	1664
PATIO	310
POOL	620
TOTAL EXISTING	2654
PROPOSED	
HOME/GARAGE	1509
PATIO	341
POOL	264
WALK	80
TOTAL NEW	2200

NOTE:
UTILITY LOCATIONS IN THE PUBLIC RIGHT OF WAY APPROXIMATE. WM AND SS MH LIDS LOCATED USING AERIAL IMAGERY

DEIKEL 1545 MADRONA AVE RESIDENCE
PRELIMINARY GRADING DRAINAGE AND UTILITY PLAN
ST HELENA

CALIFORNIA

DATE APR 13, 2018

DRAWN CAB

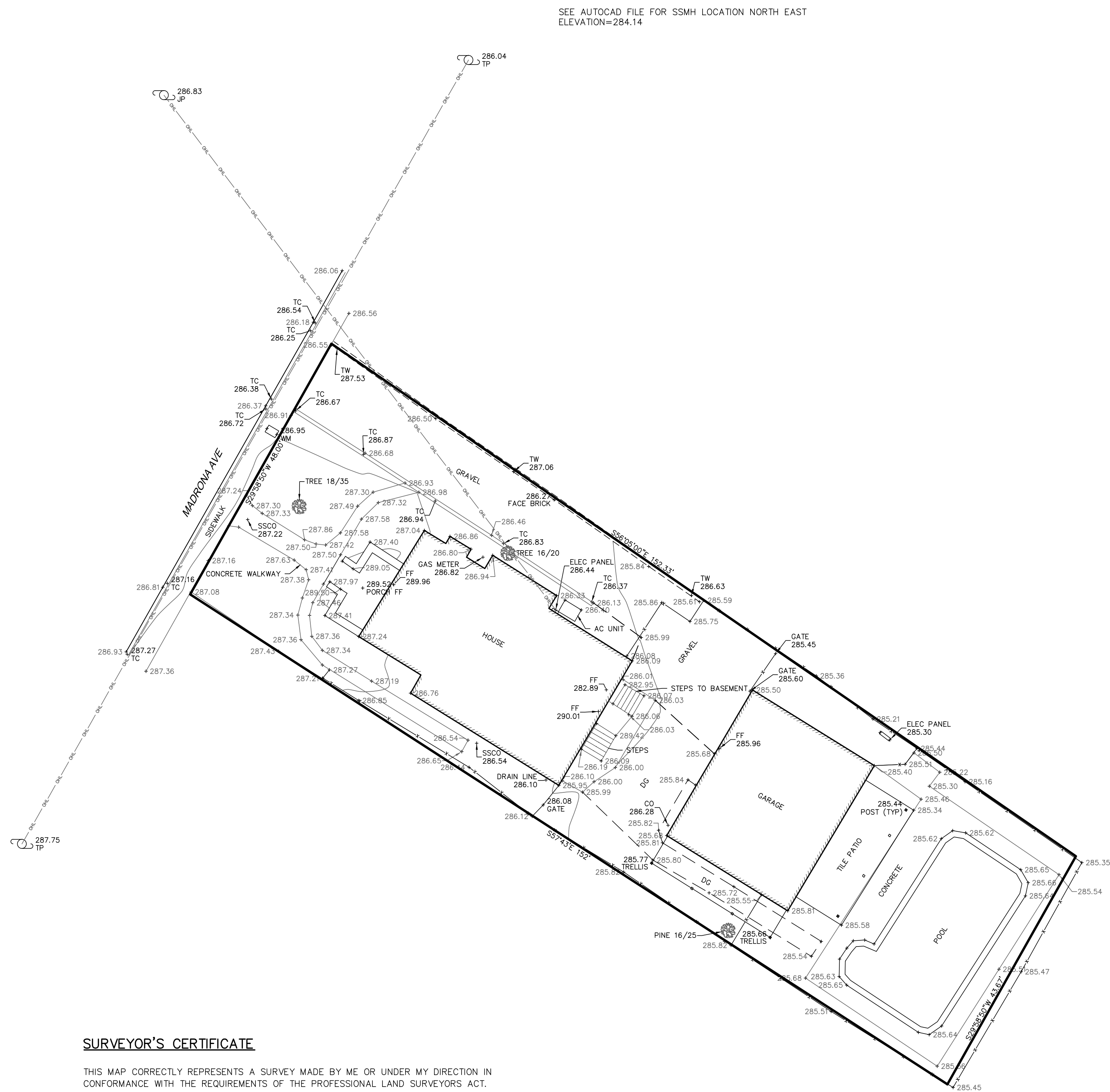
DESIGNED CAB

CHECKED CAB

JOB NO. 2017.06

SHEET NO.

DR 1.0
OF 3 SHEETS



CONC	CONCRETE
DG	DECOMPOSED GRANITE
ELEC	ELECTRIC
FF	FINISHED FLOOR
JP	JUNCTION POLE
PP	POWER POLE
SSCO	SANITARY SEWER CLEAN OUT
SSMH	SANITARY SEWER MAIN HOLE
TC	TOP OF CONCRETE/TOP OF CURB
TW	TOP OF WALL
WM	WATER METER
18/25	TREE TRUNK DIA. IN INCHES/DRIP/LINE FEET
	1' CONTOUR
	5' CONTOUR
	APPROXIMATE BOUNDARY LINE; SEE DRAWING NOTES
	APPROXIMATE EASEMENT LINE; SEE DRAWING NOTES
	BUILDING LINE
	EDGE OF CONC
	EDGE OF PAVEMENT
	EDGE OF GRAVEL ROAD
	FENCE
	OVERHEAD POWER AND/OR TELEPHONE LINE
	PATH
	WALL

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYORS ACT.

Jon M Webb
JON M. WEBB



ALBION SURVEYS
CONSULTING LAND SURVEYOR
1113 HUNT AVENUE
ST. HELENA, CA 94574
(707) 963-1217
www.albionsurveys.com

THIS MAP IS NOT A BOUNDARY SURVEY.
IT IS PROVIDED TO LOCATE THE SUBJECT PROPERTY
IN RELATION TO ADJOINING LANDS, HIGHWAYS, ROADS,
STREETS AND NOT TO GUARANTEE ANY FIXED
DIMENSION, ACREAGE OR EASEMENT LOCATIONS.
A FIELD SURVEY SHOULD BE PERFORMED PRIOR TO ANY
CRITICAL DESIGN WORK, CONSTRUCTION OR CONVEYANCE
EASEMENTS MAY AFFECT THIS PROPERTY.
THIS SURVEYOR WAS NOT PROVIDED ANY INFORMATION
REGARDING EASEMENTS BY THE OWNER.

APN: 009-270-040
ADDRESS: 1545 MADRONA AVE
SAINT HELENA, CA 94574

MAP OF TOPOGRAPHY
OF A PORTION OF THE LANDS OF
1545 MADRONA AVE
COUNTY OF NAPA STATE OF CALIFORNIA

DATE: 12-07-17	FB: 796	PG: 28-35
DRAFTER: M. HICKS		
DATE:	FB:	PG:
DRAFTER:		
DATE:	FB:	PG:
DRAFTER:		
DATE:	FB:	PG:
DRAFTER:		
DATE:	FB:	PG:
DRAFTER:		

PROJECT NO: 3898
PROJECT MANAGER: J. WEBB
DATE OF SURVEY: NOVEMBER, 2017

CONTOUR INTERVAL = 1'
VERTICAL DATUM BASED ON NAVD '88
HORIZONTAL DATUM BASED ON NAD '83
PER TRIMBLE GPS OBSERVATIONS USING
OPUS SOLUTION

APPROXIMATE BOUNDARY LINES BASED ON
3 PM 9, NAPA COUNTY RECORDS, AND
ROTATED CLOCKWISE 00°30'50" TO NAD '83.

SHEET 1 OF 2
C3D PROJECT 3898
3898 TOPO.dwg

Historic Resource Evaluation
1545 Madrona Avenue, St. Helena,
Napa County, California
(APN 009-270-040-000)



Prepared for:
Joseph Farrell
1 Commercial Blvd., Suite 106
Novato, CA 94949



Prepared by:
Alice P. Duffee, Historic Preservation Planner
APD Preservation LLC
January 2018

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Project Overview & Executive Summary

The owners of 1545 Madrona Avenue in St. Helena, California, are assessing the historic character of the house on this property. They hired Alice P. Duffee, an architectural historian and preservation planner with APD Preservation LLC, to evaluate the historic character of the property and identify what features, if any, render the property historically significant. This report is the result of that evaluation.

The lot that contains 1545 Madrona Avenue was originally part of larger parcel of land bought in 1926 by Luigi Mattiuzzi, an Italian immigrant and cement contractor/plasterer. Mattiuzzi subdivided the property and built three bungalows between 1926 and 1931. He lived in the house at 1553 Madrona Avenue, and sold the houses at 1549 and 1545. The house at 1545 was the last house he built in 1931. John and Elizabeth Forni purchased the new house in 1932 and lived until Elizabeth Forni died in 1969. The property changed ownership multiple times over the decades, with the current owners purchasing the property in 2017.

Changes to the property include the construction of the pool in 1989 and the garage in 1990.

The house at 1545 Madrona Avenue is roughly 86 years old, and is included in St. Helena's 1978 "Historic Resources Inventory," though it is not included in Page & Turnbull's 2006 "Historic Resource Survey" of St. Helena. Very few modifications have been made to the overall building, with the exception of replacing window sash on the east and south elevations. The building clearly conveys its origins as a vernacular California bungalow, and retains a high degree of integrity.

Because of its inclusion in the 1978 survey and because of its architectural distinction as an intact example of a vernacular California bungalow, the house at 1545 Madrona Avenue **is eligible** for listing in the California Register and qualifies as an "Historic Resource" under the California Environmental Quality Act (CEQA). The modern garage does not meet any of the criteria of historic significance.

The character defining features that render this property architecturally distinctive are:

- Flat ogee arches on three sides of porch
- Gable-end mass with gabled front porch
- Simply molded window frames on front elevation
- One-over-one, double hung-sash
- Stucco finish

Methodology

On December 22, 2017, Alice P. Duffee undertook a field survey of the property, to conduct a visual review and assessment of the house. Records searches were conducted at the following repositories, as well as a variety of online research websites:

- Napa County Recorder's office
- St. Helena Historical Society
- San Francisco Public Library (SFPL) online research databases
- Napa County Library
- St. Helena Administrative Offices (Building and Planning departments)
- California Digital Newspaper Collection
- Online Archive of California

Evaluator qualifications

Alice P. Duffee of APD Preservation LLC conducted the evaluation of the historic character of the house at 1545 Madrona Avenue in St. Helena, California. Ms. Duffee is a qualified architectural historian as defined by the Code of Federal Regulations (36 CFR Part 61) and is listed in the California Historical Resources Information System (CHRIS) as a consultant qualified to work in the fields of Architectural

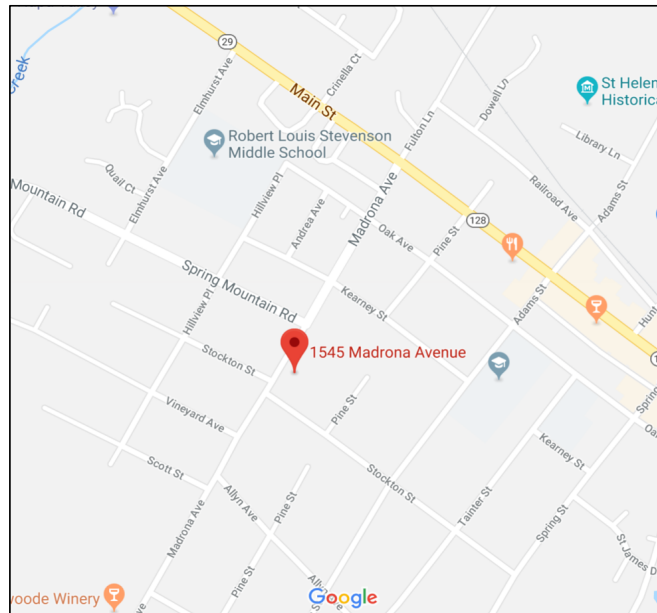


1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

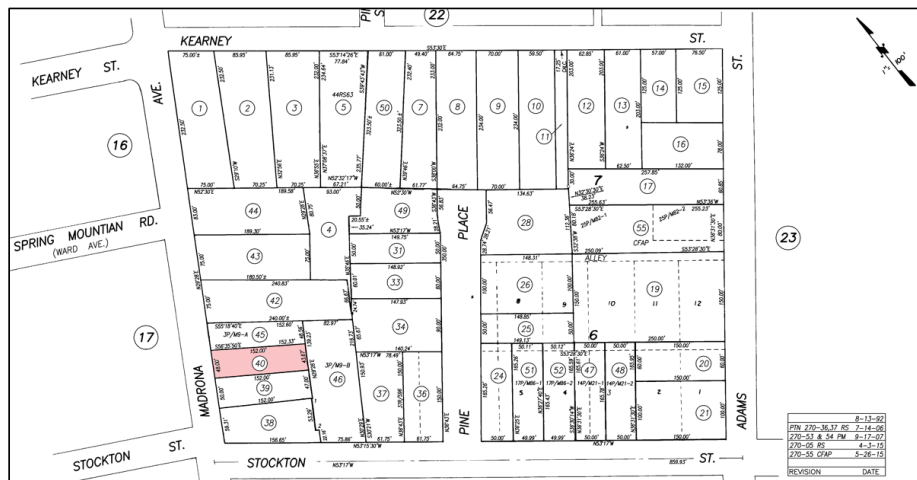
History and History. She holds a Master of Science degree in Historic Preservation from the University of Pennsylvania and a Bachelor of Arts in Architectural History from the University of Virginia.

Site Location

The house at 1545 Madrona Avenue sits on the east side of Madrona Avenue, north of the intersection of Stockton Street, in the City of St. Helena. The streetscape is established mature landscaping around single-family residences from the nineteenth through twenty-first centuries. This section of Madrona Avenue has two lanes of traffic (two-way) with limited street parking on both sides.



Location of 1545 Madrona Avenue (Google Maps, 2017)



1545 Madrona Avenue Parcel Map



Description

House

This modest one-story, gable fronted bungalow is faced in stucco and covered with a composition shingle roof. A gable-roofed bay is roughly centered on the north elevation, and a shed-roofed bump-out extends roughly three-quarters of the length of the south elevation. A concrete walk leads to a gabled porch that is off-centered on the primary (west) elevation and extends approximately two-thirds of the length of the house. The porch shelters the 10-paned glass front door, which is centered under the gable of the main block. Two, single, one-over-one, double-hung, wood windows flank the door and are surrounded by simply molded frames (See figures 1-4).

The porch is the primary decorative element of the house and features a flat ogee arch on the front and sides. Five concrete steps are centered on the porch and flanked by a low squared off wall. A half wall encloses the porch and is topped by a molded stucco cap.

The overhanging roof creates a deep eave around the entire house. At the gable ends, plain brackets support the eave. Along the sides, the rafter ends are exposed. The ceiling of the eave is bead board.

A chimney extends above the roofline from the north elevation, west of the gable-roof bay. Like the rest of the house, this feature is stuccoed. An iron ash trap is positioned at the base of the stack (see figures 8-10). Two, fixed sash, wood frame, single-paned windows flank the chimney stack (see figures 12 and 13).

The gable-roofed bay has a pair of one-over-one, double-hung windows framed as a single unit centered under the gable. At the ground level, a single-paned hinged window accesses the basement level under the rear of the house. At the west side of the addition, a wood hatch leads to the crawl space under the front of the house.

At the rear of the house, a concrete stoop leads to the rear door, which is centered under the gable eave. At the peak of the gable, a wood lattice vents the attic. The rear door is half-glass with three flat panels. North of the door, a double-hung window has been modified by the addition of a modern green-house window. To the south of the door, three one-over-one, vinyl windows are framed as a single unit within a plain wood frame.

A wood cellar door sits below grade to the north of the stoop and accesses the basement under the rear section of the house. To the south of the stoop, a single-pane, hinged window also accesses the basement space.

On the south elevation, all of the windows have been replaced with one-over-one, vinyl windows set in the original frames. They consist of a variety of single and paired openings.

A gravel driveway runs down the north property line, and a concrete path runs along the south side of the house to the back yard. The landscaping at the front of the house consists of a small lawn and mature trees and shrubs. The small backyard space, between the house and the garage, is covered with decomposed granite. A path leads from the backyard, along the south side of the garage, under a trellis to the in-ground pool at the rear of the property. A wood-board fence encloses the side and rear of the property.

Garage

This accessory structure was built in 1990 and consists of a single, gable-roofed, rectangular mass. Its walls are covered with vertical wood boards, and the roof is clad with composition shingle. An aluminum, roll-up door dominates the west side. A single pedestrian door and a small window are positioned south of the garage door, and a metal, louvered vent is positioned in the peak of the gable.



At the rear of the garage two sets of windows sit near the corner walls. A wood trellis extends across most of the length of this wall.

Proximity to the property line and mature landscaping restrict access to the north side of the garage.

Historical Context of St. Helena

The area that is now St. Helena in Napa County was originally settled by the Wappo people, a Native American tribe who had a settlement at the junction of what are now known as Sulphur Creek and Napa River. Later the Mexican government granted the land to Dr. E. T. Bale as part of his 17,962-acre "Carne Humana Rancho." More permanent settlers arrived in 1848 from Missouri and bought land from Dr. Bale to establish their farming and ranching community. In the early 1850s, J.H. Still, an Englishman, established a small general store and laid out a road to his store, establishing the site of what would become the commercial center of the embryonic town. Other enterprises quickly followed, including a hotel, blacksmith, wagon manufacturer and saddlery.¹

The Napa Valley Railroad reached St. Helena in 1868, further fueling its already burgeoning commercial and residential growth. St. Helena was incorporated as a town on March 24, 1876. It was a commercial center for the rapidly developing countryside and a shipping hub from whence local farmers and ranchers could send their goods via train to Napa City and then by train or boat to San Francisco.

By 1886, the population of St. Helena had swelled to 1,800, with the widely undeveloped fertile land attracting immigrants from other parts of the United States as well as abroad.² By this time, the architectural character of the crossroads town had begun to take shape with a wide variety of the period's most popular revival styles including: Greek Revival, Gothic, Italianate, Second Empire.

The area southwest of the commercial center was one of the early neighborhoods developed in St. Helena, and included various sized houses built on small lots, set back from their lot lines.³ The area features a variety of the most popular vernacular styles of the period. Spring Street, originally "Sulphur Spring Street," was the eastern border of this residential area,

By the turn of the twentieth century, St. Helena was experiencing a massive period of growth, both commercially and residentially. Significant populations of German, Italian, and Chinese immigrants moved into the area to support the growing commercial and agricultural enterprises. The Italian population, for example, went from 25 in 1870 to 1,017 in 1910.⁴ Previously undeveloped lots quickly sprouted houses and the southwest section of town, including the project area, became a veritable neighborhood.

¹ Marguerite Gunn, *History of St. Helena, CA* (Chicago, IL: The S.J. Publishing, Co, 1926).

² Page & Turnbull, *Historic Resources Survey, City of St. Helena* (San Francisco, CA: August 2006), p. 9.

³ Page & Turnbull, p. 18.

⁴ United States Census, 1870 and 1910. Page & Turnbull, "St. Helena Historic Resources Inventory," 2006.



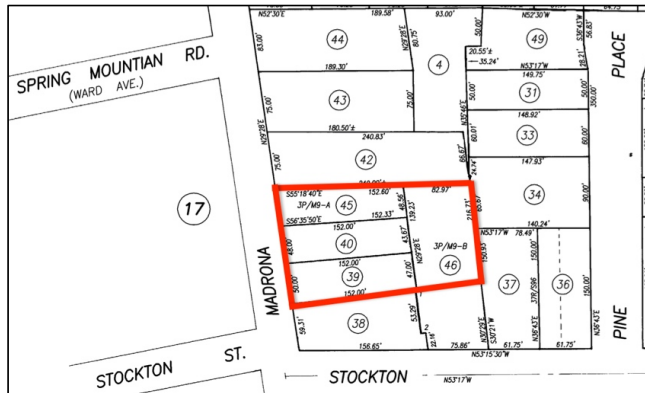
The lot that contains 1545 Madrona Avenue is part of a larger tract of land that was subdivided and developed by Louis (aka Luigi) Mattiuzzi. Mattiuzzi was born in Godega, Italy, in 1894. He immigrated to the United States via New York City in 1911. He settled immediately in St. Helena with his older brother, Basilio Mattiuzzi (1882-1937), who had immigrated to the area in 1907. The brothers lived on Spring Mountain Road and worked together on a vineyard through the first decades of the twentieth century.

[illegible]

By 1930, he had built two houses on the property: 1553 Madrona, where he and his family lived, and 1549 Madrona Avenue, which is actually south of 1545. 1545 Madrona Avenue, however, was not yet standing.⁶

⁵ Napa County Records, Deed Book 138, page 111.
⁶ 1930 United States Census.

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Mattiuzzi's 1926 purchase

Louis Mattiuzzi, has purchased from Thomas Swortfiguer, a very large lot on Madrona avenue, opposite the bungalow he recently sold to Mrs. Minnie Werie. In the center of the lot is a large two-story barn which has not been used much of late years. We understand that Mr. Mattiuzzi contemplates building two, or possibly three, bungalows on his newly acquired property.

25 June 1926, *Calistogan Weekly*

Given his vocation as a plaster/cement contractor, it is entirely possible that Mattiuzzi built the three bungalows himself and sold two of them on speculation. Mattiuzzi and his family lived at 1553 Madrona Avenue, north of the project area, until his death in 1972.

In 1932 Mattiuzzi sold the current parcel, with a new house, to John and Elizabeth Forni.⁷ Forni was born in Italy in 1895 and immigrated to the United States at the turn of the twentieth century as a young child with his family. The family settled in St. Helena by 1910, where his father was a farmer. Forni worked for a time as a farm laborer, and then settled down to a career as a blacksmith/farrier. He was naturalized in 1918 and served in the Army in World War I as a "horse shoer and blacksmith."

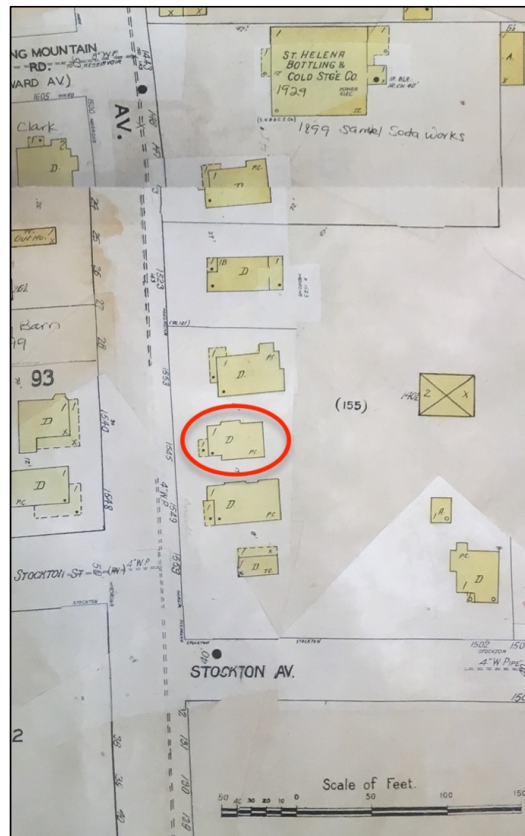
The Fornis took out a \$1,000 mortgage to buy the lot and new bungalow at 1545 Madrona Avenue in February 1932.

The property remained in the Forni family until December 1970 when the heirs of Elizabeth Forni sold the property to Thomas and Alice Wilde.⁸

The property changed hands several more times, with Claude and Judith Nelson owning it from 1973 until 2000.⁹

The current owners purchase the property in 2017.

Modifications to the property include:



1910 Sanborn Map updated to 1944

⁷ Napa County Records, Deed Book 825, page 94.

⁸ Napa County Records, Deed Book 840, page 453.

⁹ Napa County Records, Deed Book 919, page 67 and 2000-0015526.



1989: swimming pool
1990: garage with bath
2003: sewer line replacement

Determination of Eligibility

The California Environmental Quality Act (PRC §21084.1) and its associated guidelines for implementation (CCR Title 14, Chapter 3, sections 15000 et seq.) defines historic resources as any object, building, structure, site, area, place, record or manuscript that, in general, meets at least one of the following four criteria:¹⁰

1. listed in the California Register of Historical Resources (PRC §5024.1 Title 14 CCR, Section 4850 et sq.);
2. determined eligible for listing the California Register by the State Historic Preservation office;
3. included in a local register of historical resources (as defined in PRC §5024.1(g); OR
4. determined by the lead agency, through the presence of substantial evidence, to be historically significant because of its association with significant events, association with significant persons, architectural distinction, or potential to yield information important in history or prehistory.

At the same time, the resource must retain sufficient integrity to convey the reasons for which it is historic.



The house at 1545 Madrona Avenue is approximately 86 years old, and is included in St. Helena's 1978 "Historic Resources Inventory," though it is not included in Page & Turnbull's 2006 "Historic Resource Survey" of St. Helena. it. Helena.

1978 St. Helena "Historic Resources Inventory,"
Map of District 3 indicating project area

¹⁰ [https://govt.westlaw.com/calregs/Document/IFFC7DA00D48511DEBC02831C6D6C108E?viewType=Full&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Document/IFFC7DA00D48511DEBC02831C6D6C108E?viewType=Full&transitionType=Default&contextData=(sc.Default))

CRITERIA

According to the California Office of Historic Preservation (OHP), a building, structure or object is eligible for listing in the California Register if it meets one or more of the four following criteria:¹¹

Criteria	1545 Madrona Avenue
1. Associated with events that have made a significant contribution to the broad patterns of local or regional history or the cultural heritage of California or the United States.	It was not directly associated with a major local or regional development trend or event.
2. Associated with the lives of persons important to local, California or national history.	It was not directly associated with any people of local, regional, or national significance.
3. Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values.	The house is architecturally distinctive as an intact example of a late 1920s vernacular bungalow.
4. Has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California or the nation	The area has been significantly disturbed by ongoing and repeated development on the lot, and is not known to contain any archeological resources.

INTEGRITY ANALYSIS

Integrity is the ability of a property to convey its historic significance. It consists of seven aspects: location, design, setting, materials, workmanship, feeling and association.¹²

Integrity Element	1545 Madrona Avenue	Conclusion
Location (<i>"place where the property was built"</i>)	The structure retains its integrity of location as it has not been moved or relocated.	INTACT
Design (<i>"combination of elements that create the form, plan, space, structure, and style"</i> (NPS))	Per the 1944 Sanborn Fire Insurance Map, the footprint of the building appears unchanged.	INTACT
Setting (<i>"physical environment"</i>)	The residential setting remains unchanged.	INTACT
Materials	The 1930 materials remain predominantly intact on this structure. The window sash on the east and south elevations have been replaced in the original frames. Original window sash remain on the west and north elevations. All doors appear original.	INTACT

¹¹ Pub. Res. Code 5024.1, Title 14 CCR, Section 4852.

¹² http://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_8.htm



Workmanship (“evidence of labor and skill”)	The workmanship of the front porch remains intact.	INTACT
Feeling (“expression of the aesthetic or historic sense of a particular period of time”)	The building retains its early-twentieth century, vernacular bungalow feeling.	INTACT
Association (“direct link between an important historic event or person”)	N/A	N/A

CHARACTER DEFINING FEATURES

The National Park Service defines character and “character defining features” as:

those visual aspects and physical features that comprise the appearance of every historic building. Character-defining elements include the overall shape of the building, its materials, craftsmanship, decorative details, interior spaces and features, as well as the various aspects of its site and environment.¹³

The following table addresses the standard elements of “character defining features” as applied to the building at 1545 Madrona Avenue.

Feature	1545 Madrona Avenue
Shape	One-story, rectangular mass.
Roof and roof features	Gabled-roofed with gabled-roof bay on north, and shed roof bump-out on south. Brick chimney on north side.
Openings	One-over-one, double-hung, wood and vinyl sash windows. Also hinged and fixed single pane windows.
Projections	One-story porch across the front elevations.
Trim & Secondary Features	Simply molded window frames on primary façade (west).
Materials (from a distance)	Stucco.
Setting	Single family residential structures from the early-twentieth century to present-day.
Materials (at close range)	Stucco. Wood window trim.
Craft Details	Flat ogee arches across three sides of front porch. Simple square caps across porch and stoop half walls.

¹³ Lee H. Nelson, FAIA, Preservation Brief 17: Architectural Character (Washington, D.C. National Park Service, 1988), p. 1.



Conclusion

The house at 1545 Madrona Avenue is roughly 86 years old, and is included in St. Helena's 1978 "Historic Resources Inventory," where it is lumped together with the houses at 1553 and 1549 Madrona Avenue as good examples of "ca. 1920 California Bungalows." However, it is not included in Page & Turnbull's 2006 "Historic Resource Survey" of St. Helena.

Very few modifications have been made to the overall building, with the exception of replacing window sash on the east and south elevations. The building clearly conveys its origins as a vernacular California bungalow, and retains a high degree of integrity.

The house meets the criteria of "architecturally distinctive." The modern garage (1990) does not meet any of the criteria of historic significance.

Because of its inclusion in the 1978 survey and because of its architectural distinction as an intact example of a vernacular California bungalow, the house at 1545 Madrona Avenue **is eligible** for listing in the California Register and qualifies as an "Historic Resource" under the California Environmental Quality Act (CEQA).

SURVEY AREA: <u>ST. HELENA</u>		zoning	present use	year built	style	Reg. # form photo	UTM
SURVEY DISTRICT: <u>#3 - Spring</u>							
<u>MADRONA STREET</u>							
s.e. corner Oak St.	American Legion Post	civic	c.1890	Vernacular			
1341		res.	c.1895	Queen Anne Cot. Col.Rev. infl.		x	
1513		res.	c.1910	Craftsman Bungalow			
1523		res.	c.1910	Bungalow w/Dormer		x	
1545,1549,1553		res.	c.1920	California Bungalows		x	
1548		res.	c.1910	California Bungalow		x	
1702		res.	c.1920	Mission Revival		x	
1902	Kraft House & Winery	res.	c.1885	Italianate Cot. Stone Winery		x x 3	

1978 St. Helena "Historic Resources Inventory"



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1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

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www.archives.org	www.genealogybank.com	www.ohp.parks.ca.gov
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https://citizen.countyofnapa.org/citizenaccess/		



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1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

House



Figure 1: West elevation (front)



Figure 2: West elevation, front door

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 3: West elevation, window at southwest corner



Figure 4: West elevation, detail of window frame



Figure 5: West elevation, eave and bracket at southwest corner



Figure 6: West elevation, eave detail

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 7: Detail of ogee arch on front porch



Figure 8: Northwest corner, chimney on north elevation

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 9: North elevation, chimney



Figure 10: North elevation, ash trap at base of chimney

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 11: North elevation, hatch to crawl space



Figure 12: North elevation, square window at northwest corner

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 13: North elevation, square window east of chimney



Figure 14: North elevation, pair of windows on cross gable

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 15: North elevation, cross gable fenestration



Figure 16: North elevation, windows at northeast corner

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 17: East elevation (rear)



Figure 18: East elevation, back door and stoop

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 19: East elevation, door to basement



Figure 20: East elevation, basement window

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 21: East elevation, gable peak ventilation



Figure 22: East elevation, northeast window

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 23: East elevation, southeast band of windows



Figure 24: South elevation

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 25: South elevation, eave detail at cross gable



Figure 26: South elevation, windows at southeast corner



Figure 27: South elevation, replacement window sash

Garage



Figure 28: West elevation, northwest corner



Figure 29: West elevation, pedestrian door at southwest corner

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 30: Path on south side of garage, towards pool



Figure 31: South elevation

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 32: East elevation



Figure 33: North elevation, pool equipment

Setting



Figure 34: Wood board fence on east side of rear yard, looking east towards neighbor



Figure 35: Wood board fence on south side of rear yard, looking south towards 1543 Madrona Ave.

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 36: Wood board fence on north side of rear yard, looking north toward 1553 Madrona Ave.



Figure 37: Pool

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 38: Driveway on north side, looking west towards Madrona Ave.



Figure 39: 1553 Madrona Ave. (ca 1927)

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 40: 1545 and 1549 Madrona Avenue



Figure 41: 1549 Madrona Avenue, looking southeast



Figure 42: Looking southwest from project area, towards Stockton Street



Figure 43: Neighbor across the street

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation



Figure 44: Neighbor to northwest, across Madrona Avenue



Figure 45: Madrona Avenue looking south



Figure 46: Madrona Avenue looking north

1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

**Appendix B: Department of Parks and Recreation (DPR) Forms -- Primary,
Location, Building/Object/Structure, Continuation**



1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

State of California  The Resources Agency DEPARTMENT OF PARKS AND RECREATION PRIMARY RECORD		Primary #
Other Review Code		HRI #
		Trinomial
		NRHP Status Code
		Date
		Listings

Page 1 of 5 *Resource Name or #: 1545 Madrona Avenue, St. Helena, CAP1. Other Identifier (APN): 009-270-040-000*P2. Location: ☐ Not for Publication ☒ Unrestricted*a. County Sonoma and (P2c, P2e, and P2b or P2d. Attach a Location Map as necessary.)*b. USGS 7.5' Quad Sonoma Date 2012 T 7N; R 6W; ☐ of ☐ of Sec ; B.M.c. Address: 1545 Madrona Avenue City St. Helena Zip 94574d. UTM: (Give more than one for large and/or linear resources) Zone 10S, 545755 mE/ 4261837 mNe. Other Locational Data: (e.g., parcel #, directions, elevation, decimal degrees, etc.) elevation 286'

*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

This 1-story, gable-fronted bungalow is faced in stucco and roofed with composition shingles. A gable-roofed bay is roughly centered on the north elevation, and a shed-roofed bump-out extends roughly 3/4 of the length of the south elevation. A concrete walk leads to a gabled porch off-centered on the front. The porch shelters the 10-paned glass front door, which is centered under the gable of the main block. Two 1-over-1, double-hung, wood windows flank the door and are surrounded by simply molded frames. Five concrete steps are centered on the porch and flanked by a low wall. A half wall encloses the porch and is topped by a molded stucco cap. Flat ogee arches rise from the square piers supporting the porch.

An overhanging eave with a bead board ceiling circles the house. At the gable ends, plain brackets support the eave. Rafter ends are exposed under the eaves. A chimney extends above the roofline from the north elevation. Windows are predominantly 1-over-1, double-hung sash. The windows along the south elevation have all been replaced with vinyl sash set in the original frames.

At the rear of the house, a concrete stoop leads to the back door, which is centered under the gable eave. At the peak of the gable, a wood lattice vents the attic. The rear door is half-glass with three flat panels. North of the door, a double-hung window has been modified by the addition of a modern green-house window. To the south of the door, three 1-over-1, vinyl windows are framed as a single unit within a plain wood frame.

A wood cellar door sits to the north of the stoop and accesses the basement under the rear section of the house.

*P3b. Resource Attributes: (List attributes and codes) HP2 (single family property)

P5a. Photograph or Drawing (Photograph required for buildings, structures, and objects.)



*P4. Resources Present:

☒ Building ☐ Structure
☐ Object ☐ Site ☐ District
☐ Element of District ☐ Other
 (Isolates, etc.)
P5b. Description of Photo: (view, date, accession #) Dec 2017

*P6. Date Constructed/Age and

Source: ca 1930
☒ Historic
☐ Prehistoric
☐ Both

*P7. Owner and Address:

Craig J. Stimpson
3400 Abalone Ave., SP, CA 90732

*P8. Recorded by: (Name, affiliation, and address)

Alice P. Duffee
APD Preservation LLC
*P9. Date Recorded: Dec 2017

*P10. Survey Type: (Describe)

intensive*P11. Report Citation: (Cite survey report and other sources, or enter "none.")
Historic Resource Eval. (HRE)*Attachments: ☐ NONE ☒ Location Map ☒ Continuation Sheet ☒ Building, Structure, and Object Record☐ Archaeological Record ☐ District Record ☐ Linear Feature Record ☐ Milling Station Record ☐ Rock Art Record☐ Artifact Record ☐ Photograph Record ☐ Other (List): _____

DPR 523A (9/2013)

*Required information



1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

State of California The Resources Agency
DEPARTMENT OF PARKS AND RECREATION HRI# Primary #
BUILDING, STRUCTURE, AND OBJECT RECORD

*Resource Name or # (Assigned by recorder) 1545 Madrona Avenue, St. Helena, CA *NRHP Status Code 3CS

Page 2 of 5

B1. Historic Name: 1545 Madrona Avenue

B2. Common Name: 1545 Madrona Avenue

B3. Original Use: Residence

B4. Present Use: Residence

*B5. Architectural Style: California Bungalow

*B6. Construction History: (Construction date, alterations, and date of alterations)

Louis Mattiuzzi (1894-1972), an Italian immigrant and cement contractor/plasterer, built this bungalow between 1930-1931 and sold it on speculation in February 1932. The swimming pool was added in 1989 and the garage in 1990.

*B7. Moved? ☒ No ☐ Yes ☐ Unknown Date: _____ Original Location: _____

*B8. Related Features:

None

B9a. Architect: UNK

b. Builder: UNK

*B10. Significance: Theme Residential Architecture Area St. Helena

Period of Significance 1930-1932 Property Type Residential

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

Because of its inclusion in the 1978 "St. Helena Historic Resource Survey" and because of its architectural distinction as an intact example of a vernacular California bungalow, the house at 1545 Madrona Avenue is eligible for listing in the California Register and qualifies as an "Historic Resource" under the California Environmental Quality Act (CEQA). The building retains a high degree of integrity.

Applicable Criteria ☐ Associated Event ☐ Associated Person ☒ Architecture ☐ Potential to Yield Information

B11. Additional Resource Attributes: (List attributes and codes) HP2
(single family residence)

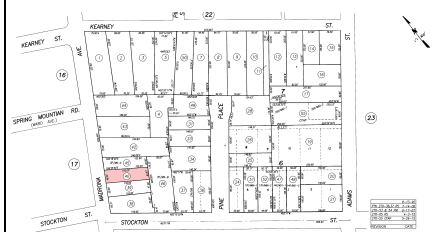
*B12. References:
Historic Resource Evaluation (January 2018)
Alice P. Duffee, APD Preservation LLC

B13. Remarks:

*B14. Evaluator: Alice P. Duffee
*Date of Evaluation: December 2017

(This space reserved for official comments.)

(Sketch Map with north arrow required.)



DPR 523B (9/2013)

*Required information

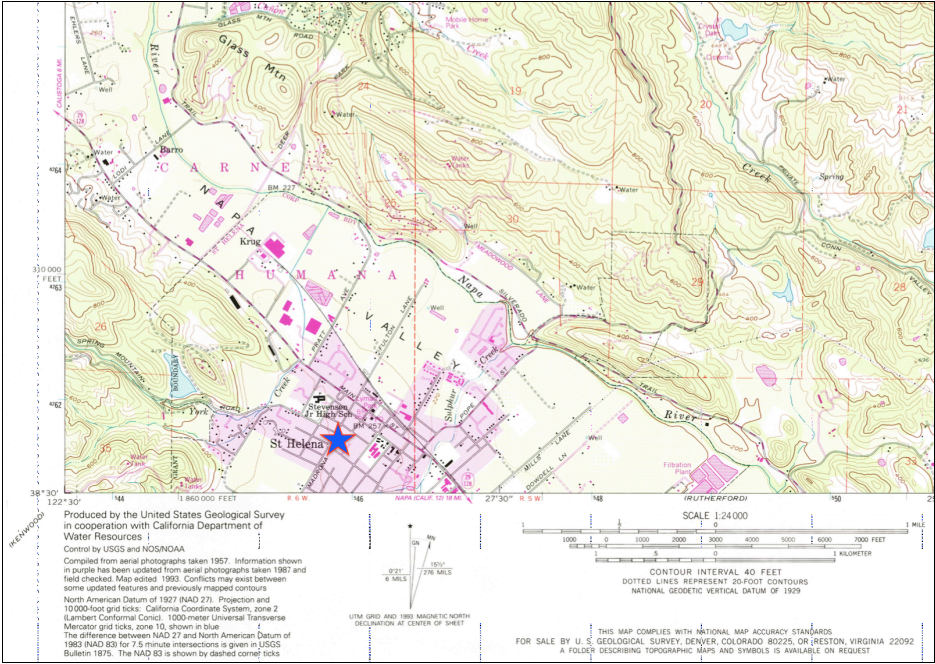


1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
LOCATION MAP

Primary #
HRI#
Trinomial

Page 3 of 5 *Resource Name or #: 1545 Madrona Avenue, St. Helena, California



DPR 523J (1/95) *Required information



1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION		Primary #
CONTINUATION SHEET		HRI#
Page 4 of 5		Trinomial
*Resource Name or #		1545 Madrona Avenue, St. Helena, CA
*Recorded by: Alice Duffee, APD Preservation LLC	*Date: 2017	☒ Continuation ☐ Update



Flat ogee arch on porch



Rear elevation (east)



1545 Madrona Avenue, St. Helena, CA
Historic Resource Evaluation

State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION	Primary # HRI#
CONTINUATION SHEET	Trinomial

Page 5 of 5 *Resource Name or # 1545 Madrona Avenue, St. Helena, CA
 *Recorded by: Alice Duffee, APD Preservation LLC *Date: 2017 ☒ Continuation ☐ Update



South elevation



Modern garage (1990)

DPR 523L (1/95)

*Required information





PLANNING COMMISSION REPORT
Planning Commission Meeting of July 17, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-026

SUBJECT: A request for a Demolition Permit and Design Review to demolish an existing single family residence constructed c.1941 and construct a new single family residence at 1504 Stockton Street in the Medium Density Residential District and within the boundaries of the Adam street Historic District. The new residence would be a two-bedroom home and designed in a modern farmhouse style with painted shiplap siding and capped with a standing seam metal roof. Covered parking would be provided by an attached carport.

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:03/28/18

ACCEPTED AS COMPLETE:06/26/18

LOCATION OF PROPERTY: 1504 Stockton Street

APN: 009-270-036

GENERAL PLAN/ZONING: Medium Density Residential: MR

APPLICANT: Karen MacNeil

PHONE: (707) 963 -1146

BACKGROUND

The subject property is a residential lot of 9262.5 sq-ft and improved with a one-story single family residence (2,517 sq-ft). The subject property is located within the boundaries of the Adams Street Historic District, but based on a Historic Resource Evaluation prepared by Kara Brunzell on May 24, 2018, the subject building does not qualify as a historically significant resource.

PROJECT DESCRIPTION

Applicant and property owner, Karen MacNeil, submitted a request to demolish an existing 2,517 sq-ft single family residence (SFR) that is 18' in height and constructed c.1941 and construct a new 2,646 sq-ft SFR that is approximately 23'5" in height. As proposed, the new residence would meet or exceed the minimum front, street side, and rear setbacks of 20'-0" and 10' interior side setback consistent with the requirements of the Zoning Code. The residence would be a two-bedroom home and designed in a modern farmhouse style with painted shiplap siding and capped with a standing seam metal roof. Covered parking would be provided by an attached carport. In order to carry out the proposed project, the applicant has requested a Demolition Permit and Design Review Permit.

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, and other compatible uses including accessory structures. 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:

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

4.3.5 Require future residential development to conform to the pattern and density of older, neighboring areas of town in order to complement existing town character and ensure that densities are high enough to protect against unnecessary incursion into Vineyard agricultural areas

4.3.25 Within the primary urban area of St. Helena, encourage variety in housing types and density consistent with those found in the older neighborhoods of town. Encourage varying lot widths and configuration, but limit the allowable building envelope by parcel size to avoid overbuilt conditions

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.

4.4.3 Driveways and garages should be as unobtrusive as possible, with garages preferably located at the rear of the lot.

Staff Analysis:

The proposed residence would feature quality materials and design which is consistent with residential styles exhibited throughout St. Helena. The proportions and siting of the new construction is such that the proposed house would feature a primary first floor with a partial second floor to accommodate a small dormer bedroom with bath. The form is a simple rectangle with pitched roof on a single ridge and oriented so that the roof slopes away from the neighbors on Stockton and across Pine. According to the applicant this orientation would help to diminish the effect of the increase in height from 18 ft to 23.5 ft necessary to accommodate the second floor dormer bedroom. The covered parking would consist of a carport set back from the house and which would not be particularly visible or prominent on the property. For those reasons, the project is found to meet applicable General Plan policies.

ZONING

Consistent with the GP land use designation, 1504 Stockton Street exhibits a zoning designation of MR: Medium Density Residential. The MR Zoning District allows for residential construction insofar as it conforms to the development standards prescribed by Municipal Code Section 17.40.060 and Section 17.116.010. As detailed below, the project exhibits an FAR within the maximum allowed and meets all other applicable standards, inclusive of setback, height, lot coverage etc.

FLOOR AREA RATIO

NET FLOOR AREA:

LIVING AREA	2646 SF
UNENCLOSED CARPORT	EXEMPT
TOTAL	2646 SF

FLOOR AREA RATIO: $2646 / 9262 = 0.285$ (Max allowable is 0.318)

DEMOLITION PERMIT

Zoning Code Section 17.164.050 Applicability (of Design Review) specifies that "...no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.
A Historic Resource Evaluation prepared by Architectural Historian, Kara Brunzell, in May 2018 (Attachment 6), determined that the subject building does not constitute a historic resource.

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

The existing residence is very simple in form and does not exhibit a character that is integral to the streetscape or greater neighborhood. That being the case, the existing residence does not exhibit elements that are required to maintain the essential character of the neighborhood.

3. That design review of the proposed replacement structure is approved prior to approval of the demolition of a housing structure. *The project is subject to Design Review Approval and any demolition permit approval is contingent upon the Design Review Approval of the proposed new residence.*

DESIGN REVIEW

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

Design Review Criteria.

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

The proposed residence would feature quality materials and design which is consistent with residential styles exhibited throughout St. Helena. The proportions and siting of the new construction is such that the proposed house would feature a primary first floor with a partial second floor to accommodate a small dormer bedroom with bath. The form is a simple rectangle with pitched roof on a single ridge and oriented so that the roof slopes away from the neighbors on Stockton and across Pine. The proposed project would be appropriate in the context of the greater neighborhood and would be consistent with the intent of applicable General Plan policies pertaining to design, compatibility, and continuity of defining features of the neighborhood.

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

The subject building is located within the boundaries of the Adams Street Historic District, which is largely comprised of a variety of late 19th and early 20th century residential styles with a variety of infill. The proposed design and materials would be consistent with other examples in the vicinity. The design features traditional forms and materials that are consistent with historic architectural styles and their contemporary counterparts which tend to evoke a more modern interpretation of the farmhouse. The subject project also features setbacks and a level of landscaping that will reduce its visibility and help it to blend in with the existing streetscape.

3. Relationship of the design to the site;

The proposed project maintains an appropriate relationship to the site. As detailed by the applicant, the new construction was designed to exhibit greater setbacks than what is explicitly required under the code - specifically for the rear setback. The rooflines are also such that they slope away from the neighbors which helps limit the perceived massing as viewed from neighboring properties.

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

The subject property is within the boundaries of the Adams Street Historic District which is primarily defined by 19th and 20th century architectural styles with some contemporary infill. The subject building features traditional building form and materials and features a siting that is consistent with other buildings in the neighborhood. For those reasons the proposed residence would be consistent with the existing character of the neighborhood and would not otherwise detract from the historic character.

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

The proposed work would not alter the scale or transition between different land uses.

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

Given that the proposed residence is largely consistent with the surrounding development, it is expected to blend in with the existing and future construction in the immediate neighborhood.

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

The proposed design and materials are of a quality and type that are appropriate for the residential nature of the project and would be consistent with the site and its surroundings.

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

The spatial organization of the proposed residence and associated features will be typical of residential site development in the surrounding neighborhood and are expected to promote an internal sense of order and provide a desirable environment for occupants and neighbors.

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

The landscaping will remain the same. It is currently appropriate for the residential context and is expected to continue to be appropriate.

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;

The only ancillary function is an attached carport that would allow the project to fulfill the covered parking requirements. The design of the carport is consistent with the design of the primary residence.

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

Site access will comply with City Standards and ADA requirements which will ensure that any circulation improvements are safe and convenient for all travel modes.

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

As noted in the project narrative (Attachment 4), existing landscaping and plant material will be retained. The Southern tree in the front yard will be replaced if not healthy.

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

The proposed design and materials are consistent with residential architecture and compatible with surrounding residential design employed throughout the City of St. Helena.

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

As detailed above, the proposed residence would be consistent with the surrounding character in terms of form, materials, and general style- which is derivative of a traditional farmhouse.

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;

Per the project narrative, existing landscaping will be retained.

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;

Per the project narrative, existing landscaping will be retained.

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

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

WATER

The redevelopment of the subject property will result in a net reduction in living areas (bedrooms) and therefore is not subject to the water neutrality requirements outlined in Chapter 13.12.050 of the Municipal Code.

CEQA

The project is exempt from the requirements of CEQA pursuant to Section 15301(L)(1) and 15303(A) which exempts demolition of an existing single family residence and the construction of a new single family residence.

ISSUES

No issues have been identified at this point.

CORRESPONDENCE

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

STAFF RECOMMENDATION

The Planning and Community Improvement Department 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 and 15303, and
2. Accept the required findings and approving the requested Demolition permit and Design Review for the MacNeil Residence.

ATTACHMENTS

[1504 Stockton Attch 1. Resolution](#)

[1504 Stockton Attch 2. APN Map](#)

[1504 Stockton Attch 3. Aerial View](#)

[1504 Stockton Attch 4. Project Narrative](#)

[1504 Stockton Attch 5. Project Plans](#)

[1504 Stockton Attch 6. Historic Resource Evaluation](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A DEMOLITION PERMIT AND DESIGN REVIEW
FOR THE MACNEIL RESIDENCE LOCATED AT 1504 STOCKTON STREET**

PROPERTY OWNER: Karen MacNeil

APN: 009-270-036

Recitals

1. Property owner, Karen MacNeil, submitted an application for a Demolition Permit and Design Review to demolish an existing residence constructed circa 1941 and construct a new single family residence at 1504 Stockton Street in the MR: Medium Density Residential Zoning District, and
2. A staff report dated July 17, 2018 and incorporated herein by reference analyzed the projects consistency with the Demolition Criteria enumerated in Code Section 17.164.050 and Design Review Criteria enumerated in Section 17.164.030 of the Zoning Code, and
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on July 17, 2018, and
4. **Now, therefore** let it be found that, the Planning Commission approves the Demolition permit and Design Review 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 exempt from the requirements of CEQA pursuant to Section 15301(L)(1) and 15303(A) which exempts demolition of an existing single family residence and the construction of a new single family residence. 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. DEMOLITION PERMIT

Zoning Code Section 17.164.050 “Applicability” (of Design Review) specifies that “...no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.
A Historic Resource Evaluation prepared by Architectural Historian, Kara Brunzell, in May 2018, determined that the subject building does not constitute a historic resource.
2. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood;
The existing residence is very simple in form and does not exhibit a character that is integral to the streetscape or greater neighborhood. That being the case, the existing residence does not exhibit elements that are required to maintain the essential character of the neighborhood.
3. That design review of the proposed replacement structure is approved prior to approval of the demolition of a housing structure.
The project is subject to Design Review Approval and any demolition permit approval is contingent upon the Design Review Approval of the proposed new residence.

C. DESIGN REVIEW

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

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed residence would feature quality materials and design which is consistent with residential styles exhibited throughout St. Helena. The proportions and siting of the new construction is such that the proposed house would feature a primary first floor with a partial second floor to accommodate a small dormer bedroom with bath. The form is a simple rectangle with pitched roof on a single ridge and oriented so that the roof slopes away from the neighbors on Stockton and across Pine, one of the measures taken to diminish the effect of the increase in height from 18 ft to 23.5 ft necessary to accommodate the second floor dormer bedroom. The covered parking would consist of a carport set back from the

house and which would not be particularly visible or prominent on the property. For those reasons, the project is found to meet applicable General Plan policies.

2. Compatibility of design with the immediate environment of the site;
The subject building is located within the boundaries of the Adams Street Historic District, which is largely comprised of a variety of late 19th and early 20th century residential styles with a variety of infill. The proposed design and materials would be consistent with other examples in the vicinity. The design features traditional forms and materials that are consistent with historic architectural styles and their contemporary counterparts which tend to evoke a more modern interpretation of the farmhouse. The subject project also features setbacks and a level of landscaping that will reduce its visibility and help it to blend in with the existing streetscape.
3. Relationship of the design to the site;
The proposed project maintains an appropriate relationship to the site. As detailed by the applicant, the new construction was designed to exhibit greater setbacks than what is explicitly required under the code - specifically for the rear setback. The rooflines are also such that they slope away from the neighbors.
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The subject property is within the boundaries of the Adams Street Historic District which is primarily defined by 19th and 20th century architectural styles with some contemporary infill. The subject building features traditional building form and materials and features a siting that is consistent with other buildings in the neighborhood. For those reasons the proposed residence would be consistent with the existing character of the neighborhood and would not otherwise detract from the historic character.
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
The proposed work would not alter the scale or transition between different land uses.
6. Compatibility with future construction both on and off the site;
Given that the proposed residence is largely consistent with the surrounding development, it is expected to blend in with the existing and future construction in the immediate neighborhood.
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
The proposed design and materials are of a quality and type that are appropriate for the residential nature of the project and would be consistent with the site and its surroundings.

8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;
The spatial organization of the proposed residence and associated features will be typical of residential site development in the surrounding neighborhood and are expected to promote an internal sense of order and provide a desirable environment for occupants and neighbors.
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
The landscaping will remain the same. It is currently appropriate for the residential context and is expected to continue to be appropriate.
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;
The only ancillary function is an attached carport that would allow the project to fulfill the covered parking requirements. The design of the carport is consistent with the design of the primary residence.
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
Site access will comply with City Standards and ADA requirements which will ensure that any circulation improvements are safe and convenient for all travel modes.
12. Whether natural features are appropriately preserved and integrated with the project;
As noted in the project narrative, existing landscaping and plant material will be retained. The Southern tree in the front yard will be replaced if not healthy.
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;
The proposed design and materials are consistent with residential architecture and compatible with surrounding residential design employed throughout the City of St. Helena.
14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;
As detailed above, the proposed residence would be consistent with the surrounding character in terms of form, materials, and general style- which is derivative of a traditional farmhouse.
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;
Per the project narrative, all existing landscaping will be retained.

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;

Per the project narrative, all existing landscaping will be retained.

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

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

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

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 Demolition permit and 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 Demolition permit and Design Review decision or these approvals shall expire; provided however that the approved Demolition Permit and Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
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 Demolition Permit and 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 Demolition Permit or 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. All conditions of approval shall be clearly identified and included on all plans submitted for building permit review and issuance.
15. Where the MR 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.
16. Developer is required to incorporate street trees into the frontage improvements of the proposed project and/or to replace any dead or dying trees currently within the existing planting strip or tree wells (per General Plan Policy 6.4.13) The size, species and

location of these trees shall be identified on all plans submitted for building permit review and issuance.

Public Works Department Conditions of Approval

17. 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.
18. 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.
19. 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.
20. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
21. Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.
22. The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. If a current approved backflow device exists, then please provide current test certifications. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle.
23. 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.

24. The applicant shall incorporate water conservation practices into the proposed project. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises.
25. If the project includes 500 square feet or more of new landscaping and/or 2,500 square feet or more of rehabilitated landscape, the proposed landscaping shall comply with the State's Model Water Efficient Landscape Ordinance (MWELO).
26. Replace the driveway approach per current City and ADA standards prior to Certificate of Occupancy.
27. 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.
28. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the lateral, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
29. Any missing or broken curb and gutter along the project frontage shall be constructed and/or replaced prior to Certificate of Occupancy, extent to be determined by the Public Works Department.
30. 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.
31. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.
32. An encroachment permit shall be required for any work performed in the public right of way.

Fire Department Conditions of Approval

33. Plans submitted for building permit shall exhibit compliance with the current St. Helena Fire Code, as adopted and codified in St. Helena Municipal Code Chapter 15.36.
34. Installation of approved interior fire sprinkler system is required, unless waived by the Fire Chief.
35. 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.

36. 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

37. A building permit is required for all onsite demolition, construction and/or change of occupancy.
38. 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.
39. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
40. The applicant shall provide a construction waste management plan with the building permit application.
41. 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.
42. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
43. 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.
44. 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.
45. 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 Demolition permit and Design Review was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on July 17, 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

POR RANCHO CARNE HUMANA

R. M. Bk. D of Patents, Pg 127

Tax Area Code
3002

9-27

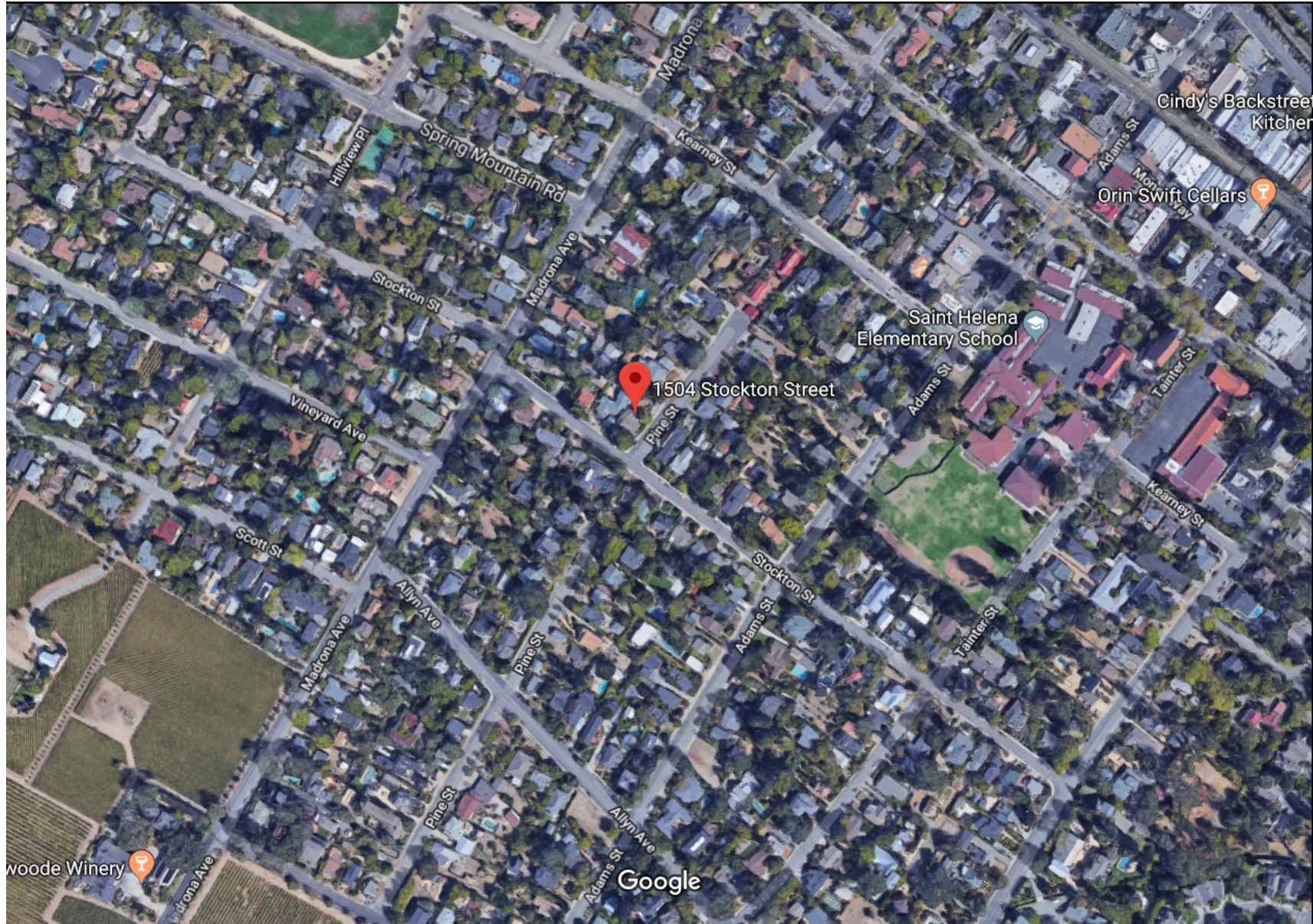


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NOTE: This Map Was Prepared For Assessment Purposes Only, No Liability Is Assumed For The Accuracy Of The Data Delimited Hereon.

CITY OF ST. HELENA
Assessor's Map Bk. 9 -Pg. 27
County of Napa, Calif.
1954-60-61



Imagery ©2018 Google, Map data ©2018 Google 200 ft

<https://www.google.com/maps/place/1504+Stockton+St,+St+Helena,+CA+94574/@38.5028341,-122.474432,682m/data=!3m1!1e3!4m5!3m4!1s0x808450974e86653b:0xd13bf554f1314104!8m2!3d38.5...> 2/2

Design Review Application – 1504 Stockton Street – Karen MacNeil
Written Statement

This project proposes to replace a non-conforming 3 bedroom house with a conforming 2 bedroom house on an 8% smaller footprint with 5% larger interior floor area.

Lot size sf	9262.50
FAR @ .318	2945
ADU allowance	400
Total	3345

	Existing	Proposed	Change
Floors	1	2	+1
Bedrooms	3	2	-1
Baths	1	3	+2
Lot coverage sq ft	2517	2206	-311 (-8%)
Floor Area ft	2517	2646	+129 (5%)
FAR	27%	29%	+2%
Height ft	18	24	+6

The existing house was built of uninsulated concrete block in 1941. An addition of the same material was added subsequently. The house is inefficient in function and energy usage. It was not designed for a family. Windows are single pane glass in steel frames, in poor condition. Walls are not insulated. Plumbing and wiring are deteriorated. Working through and around the concrete block makes renovation difficult, slow, and costly.

The proposed house is a primary first floor with a small second floor to accommodate a dormer bedroom with bath. The form is a simple rectangle with pitched roof on a single ridge. Although height is increased from 18 to 24 feet, the orientation of the ridge is switched from North/South to East/West and thus the roof slopes away from the neighbors.

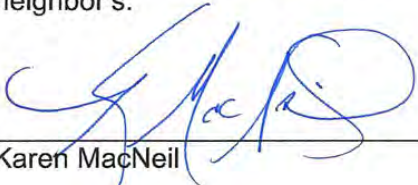
By removing nonconforming intrusions into the setbacks, the proposed house provides more privacy for neighbors on the north and more open space on the long Pine Street exposure.

Exterior materials are all very common in the neighborhood, on original as well as newer houses: painted shiplap siding, painted wood-clad windows, and standing seam metal roof. Siding will be fiber-cement for fire resistance. The metal roof is also fire resistant.

Design Review Application – 1504 Stockton Street – Karen MacNeil
Written Statement

A carport is provided for off-street parking.

All existing landscaping and plant material will be retained. (The southern tree in the front yard will be replaced if not healthy.) The painted wood picket fence will be replaced with a wire and wood fence consistent with the neighbor's.


Karen MacNeil


GENERAL NOTES:

1. ALL WORK SHALL CONFORM TO APPLICABLE CODES (STATE, LOCAL AND FIRE DEPARTMENT), ORDINANCES, SAFETY OFFICERS OR REGULATIONS FOR SAFEGUARDING THE JOB SITE AND PROTECTING THE GENERAL PUBLIC.
2. THE GENERAL CONTRACTOR SHALL KEEP THE JOB SITE CLEAN OF ALL DEBRIS AND PICK UP AT THE END OF EACH WORK DAY.
3. CONTRACTOR SHALL COORDINATE THE INSTALLATION OF ALL TRADE ITEMS AND SHALL BE DONE IN A WORKMANLIKE MANNER. MATERIALS, STRUCTURES AND EQUIPMENT TO COMPLY WITH AND BE INSTALLED ACCORDING TO MANUFACTURERS' RECOMMENDATIONS AND INDUSTRY STANDARDS (i.e. CONCRETE: ACI STANDARDS)
4. THE CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH AND VERIFY EXISTING SITE CONDITIONS. CONTRACTOR TO FIELD VERIFY LOCATION OF ALL EXISTING UTILITIES AND UNDERGROUND FEATURES, PRIOR TO START OF CONSTRUCTION.
5. DIMENSIONS SHOWN ON FLOOR PLANS ARE TO FINISH SURFACE OF WALLS UNLESS OTHERWISE NOTED. WRITTEN DIMENSIONS TAKE PRECEDENCE. DO NOT SCALE DRAWINGS. IF ANY DISCREPANCIES ARE FOUND, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT IN WRITING FOR CLARIFICATION BEFORE THE COMMENCEMENT OR RESUMPTION OF WORK.
6. BUILDING PERMIT TO BE PROMINENTLY DISPLAYED ON SITE. BUILDING PLANS TO BE ON SITE DURING CONSTRUCTION.
7. THE CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS PRIOR TO BEGINNING WORK. CONTRACTOR SHALL BE RESPONSIBLE TO SCHEDULE AND COORDINATE ALL NECESSARY INSPECTIONS REQUIRED BY REGULATORY AGENCIES AND THE ENGINEER.
8. CONTRACTOR SHALL BE APPROPRIATELY LICENSED AND BONDED TO ACCEPT AND PERFORM ALL WORK AS INDICATED ON THESE PLANS. CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR BEING FAMILIAR WITH THE PROVISIONS, PROCEDURES, SPECIFICATIONS AND REQUIREMENTS OF ALL REGULATORY AGENCIES INVOLVED WITH PERMITTING, INSPECTING AND APPROVING THIS PROJECT.
9. UPON COMPLETION, THE GENERAL CONTRACTOR SHALL LEAVE THE PREMISES FINAL CLEAN AND REMOVE ALL WASTE AND TRASH MATERIALS FROM THE SITE.

FINISH SCHEDULE

ROOM	FLOOR	WALLS	CEILING	NOTES

PROJECT STATISTICS

LOT SIZE: 150' X 61.75' = 9262.50 S.F.
F.A.R (.318) X 9262.50 = 2945 S.F.
ADU ADDITIONAL = 400 S.F.
TOTAL ALLOWABLE = 2945+400 = 3345 S.F.

PROPOSED FIRST FLOOR = 2206 S.F.
PROPOSED SECOND FLOOR = 440 S.F.
TOTAL PROPOSED = 2646 S.F.
ALLOWABLE - PROPOSED = 699 S.F UNDER

EXISTING HOUSE (1 FLOOR) = 3 BEDROOMS (1975 S.F.)
 PROPOSED HOUSE (2 FLOORS) = 2 BEDROOMS
 EXISTING BUILDING HEIGHT = 18' 0"
 PROPOSED BUILDING HEIGHT = 23' 5"

DRAWING LIST

A0.0	GENERAL NOTES, DRAWING LIST AND FINISH SCHEDULE
A0.1	DOOR AND WINDOW SCHEDULES (TBD)
A0.2	DEMOLITION PLAN & EXT'G SITE PLAN
A1.0	PROPOSED SITE PLAN
A1.1	FIRST FLOOR PLAN
A1.2	SECOND FLOOR PLAN
A1.3	ROOF PLAN
A2.0	CONTEXT PLAN & ELEVATIONS (STOCKTON & PINE)
A2.1	WEST & SOUTH ELEVATIONS (STOCKTON & PINE)
A2.2	EAST & NORTH ELEVATIONS
A3.1	SECTIONS (TBD)
A3.2	SECTIONS (TBD)
A4.1	TYPICAL WALL SECTIONS (TBD)

ABBREVIATIONS

TBD	TO BE DRAWN OR TO BE DETERMINED
VIF	VERIFY IN THE FIELD
FD	FIELD DIMENSION

PROJECT TEAM

ARCHITECT
LFA ARCHITECTS
362 MEMORIAL DRIVE
CAMBRIDGE, MA 02139
(617) 767 6040

PROJECT MANAGER

POLLY ODGDEN ASSOCIATES
P.O. BOX 963
ST. HELENA, CA 94574
(707) 963 7999

STRUCTURAL ENGINEER

JOSHUA B. KARDON + CO
2634 GRANT STREET
BERKELEY, CA 94703
(510) 548 1892

SOILS ENGINEER

PJC ASSOCIATES, INC
P.O. BOX 469
SONOMA, CA 94931
(707) 935 3747

HISTORIC CONSULTANT

BRUNZELL HISTORICAL
(707) 290 2918

[illegible]

PROJECT/CLIENT

MACNEIL/MILLS RESIDENCE

K. MACNEIL/ M. MILLS
1504 STOCKTON STREET
ST. HELENA, CA 94574
(707) 963 1146

General Notes,
Drawing list &
Finish Schedule

Date:

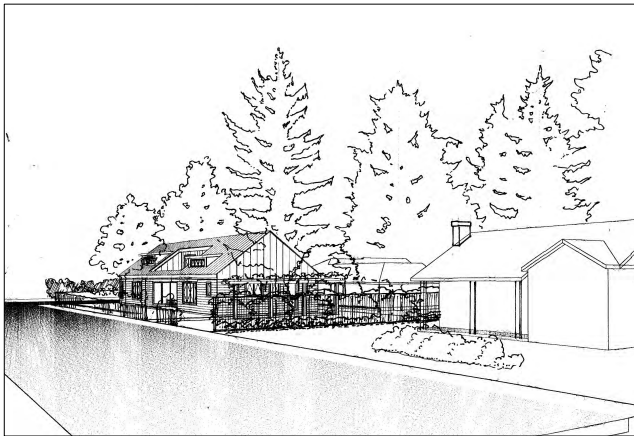
05/21/2018

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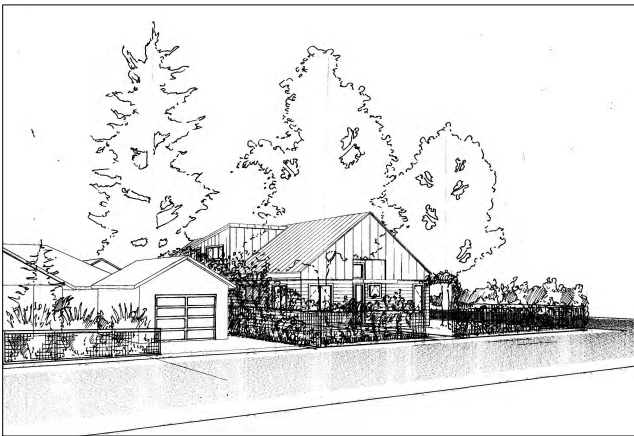
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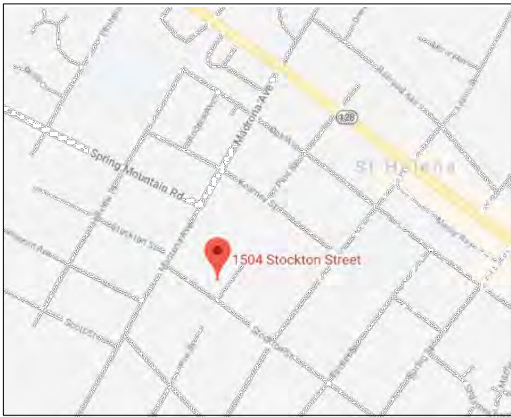
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VIEW FROM THE SOUTHEAST ALONG PINE STREET

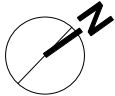


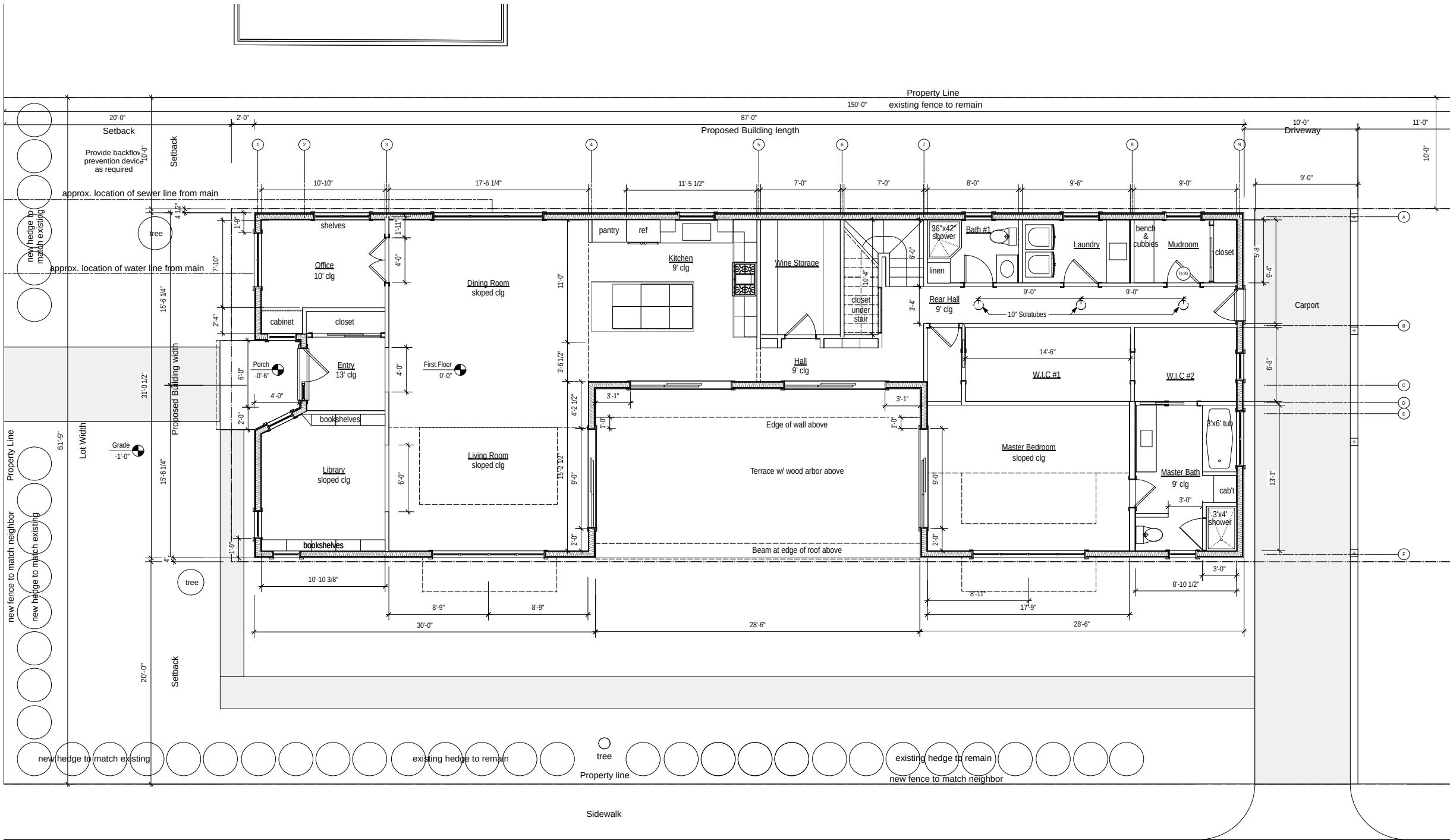
VIEW FROM THE NORTHWEST ALONG STOCKTON STREET



VICINITY MAP

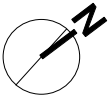




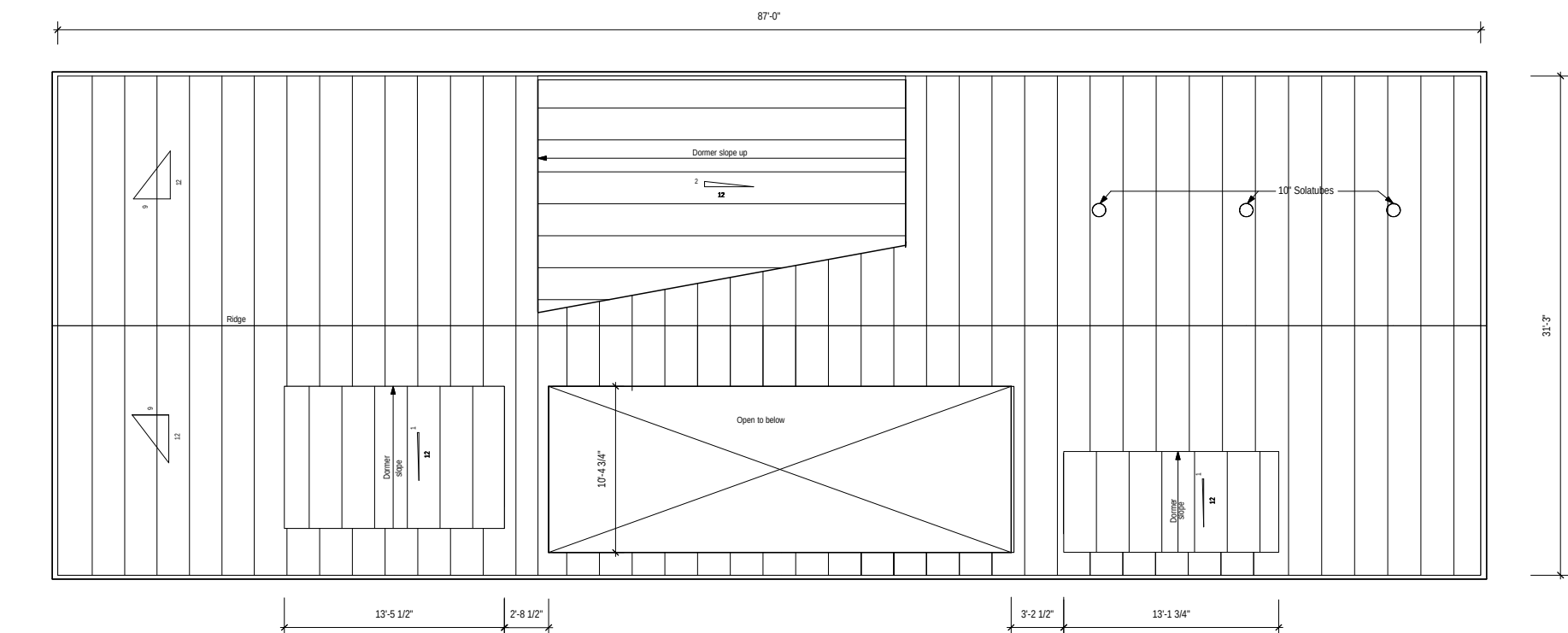


1 First Floor Plan
Scale: 1/4" = 1'-0"

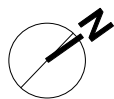
First Floor: 2206 S.F.



PROJECT TEAM									
ARCHITECT									
LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 767 6040									
PROJECT MANAGER									
POLLY ODGDEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94574 (707) 963 7999									
STRUCTURAL ENGINEER									
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SOILS ENGINEER									
PJC ASSOCIATES, INC P.O. BOX 469 SONOMA, CA 94931 (707) 935 3747									
HISTORIC CONSULTANT									
BRUNZELL HISTORICAL (707) 290 2918									
PROJECT/CLIENT									
MACNEIL/MILLS RESIDENCE K. MACNEIL/ M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94574 (707) 963 1146									
First Floor Plan									
Date:	05/21/2018								
Scale:	1/4"=1'-0"								
Sheet:	A1.1								



3 Roof Plan
Scale: 1/4" = 1'-0"



PROJECT TEAM

ARCHITECT
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362 MEMORIAL DRIVE
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HISTORIC CONSULTANT

BRUNZELL HISTORICAL
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[illegible]

PROJECT/CLIENT

MACNEIL/MILLS RESIDENCE

K. MACNEIL/ M. MILLS
1504 STOCKTON STREET
ST. HELENA, CA 94574
(707) 963 1146

Roof Plan

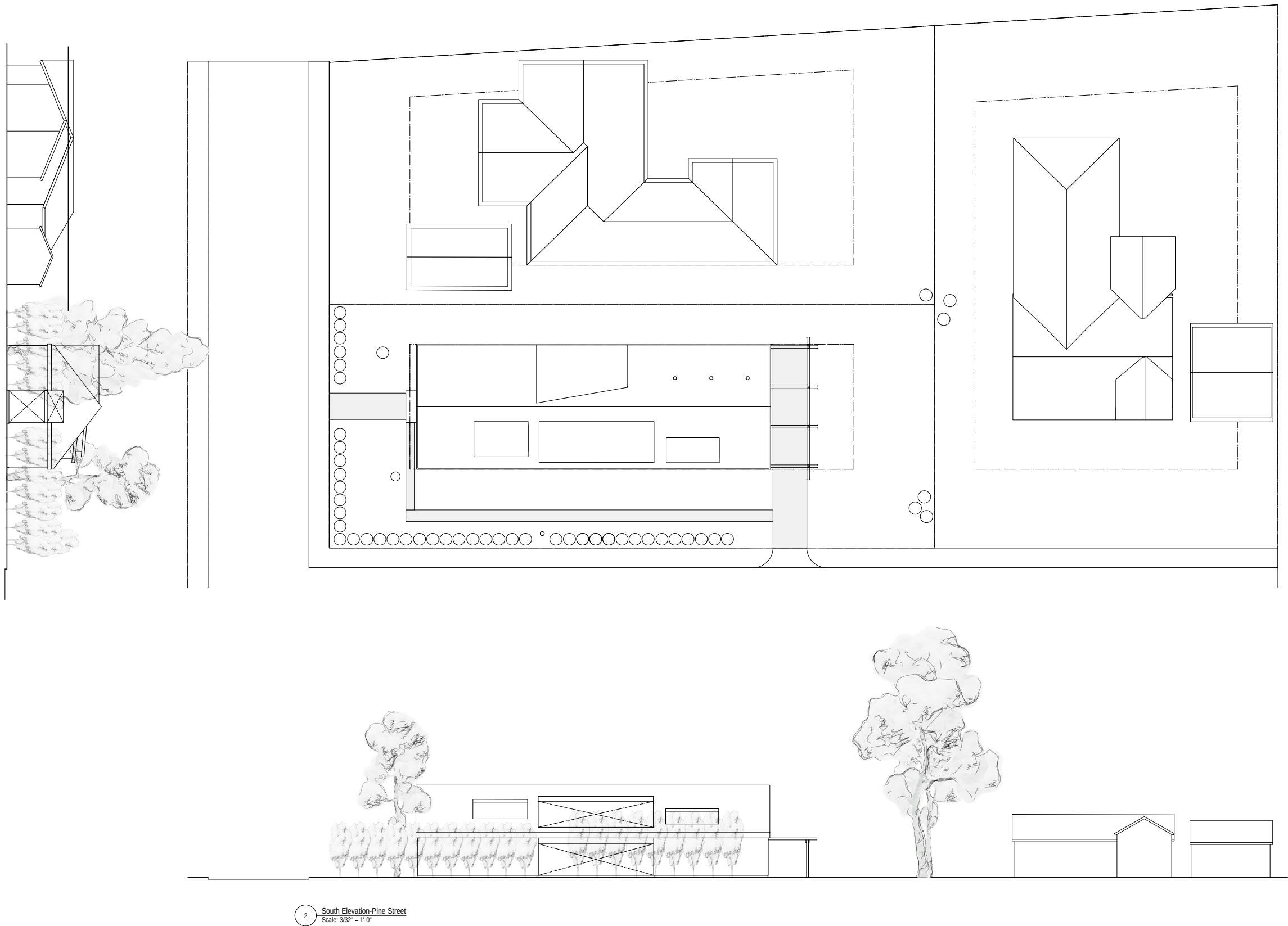
Date: 05/21/2018

Scale: $1/4"=1'0"$

Sheet:

A1.3

PROJECT TEAM											
ARCHITECT											
LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 767 6040											
PROJECT MANAGER											
POLLY ODGDEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94574 (707) 963 7999											
STRUCTURAL ENGINEER											
JOSHUA B. KARDON + CO 2634 GRANT STREET BERKELEY, CA 94703 (510) 548 1892											
SOILS ENGINEER											
PJC ASSOCIATES, INC P.O. BOX 469 SONOMA, CA 94931 (707) 935 3747											
HISTORIC CONSULTANT											
BRUNZELL HISTORICAL (707) 290 2918											
ISSUED											
PROJECT/CLIENT											
MACNEIL/MILLS RESIDENCE											
K. MACNEIL/ M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94574 (707) 963 1146											
Context Plan & Elevations (Stockton & Pine)											
Date: 05/21/2018											
Scale: 3/32"=1'0"											
Sheet:											
A2.0											





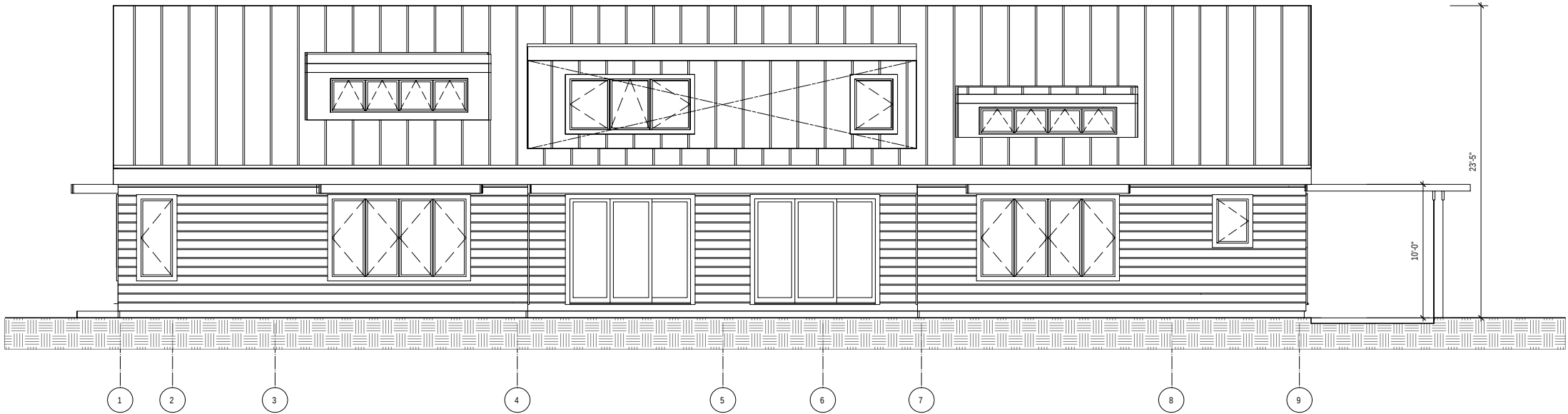
1 West Elevation-Stockton Street
Scale: 1/4" = 1'-0"



PROPOSED ROOFING:
standing seam metal

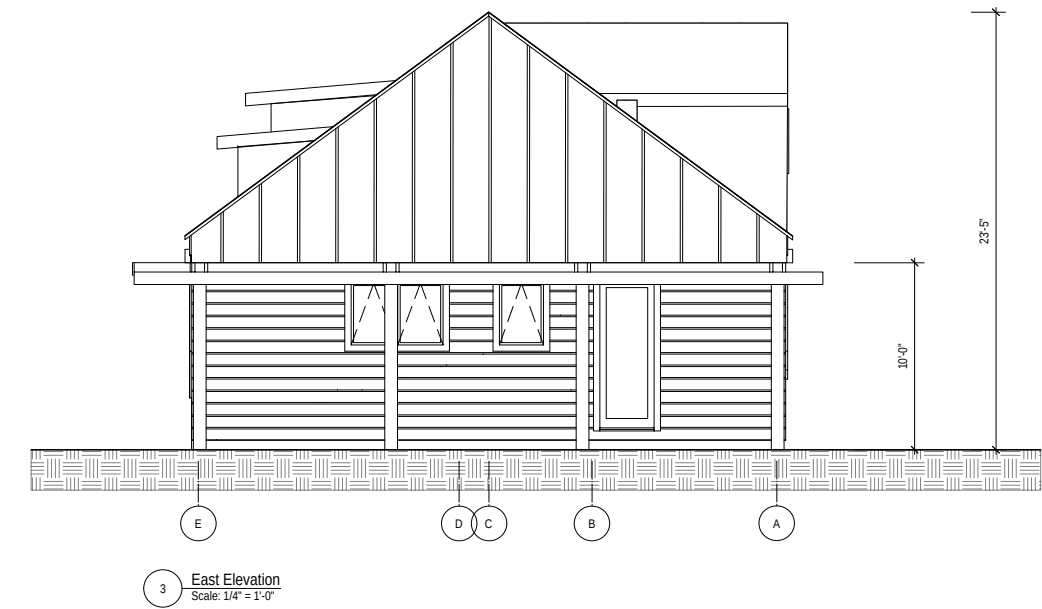


PROPOSED SIDING:
painted wood channel shiplap



2 West Elevation-Stockton Street
Scale: 1/4" = 1'-0"

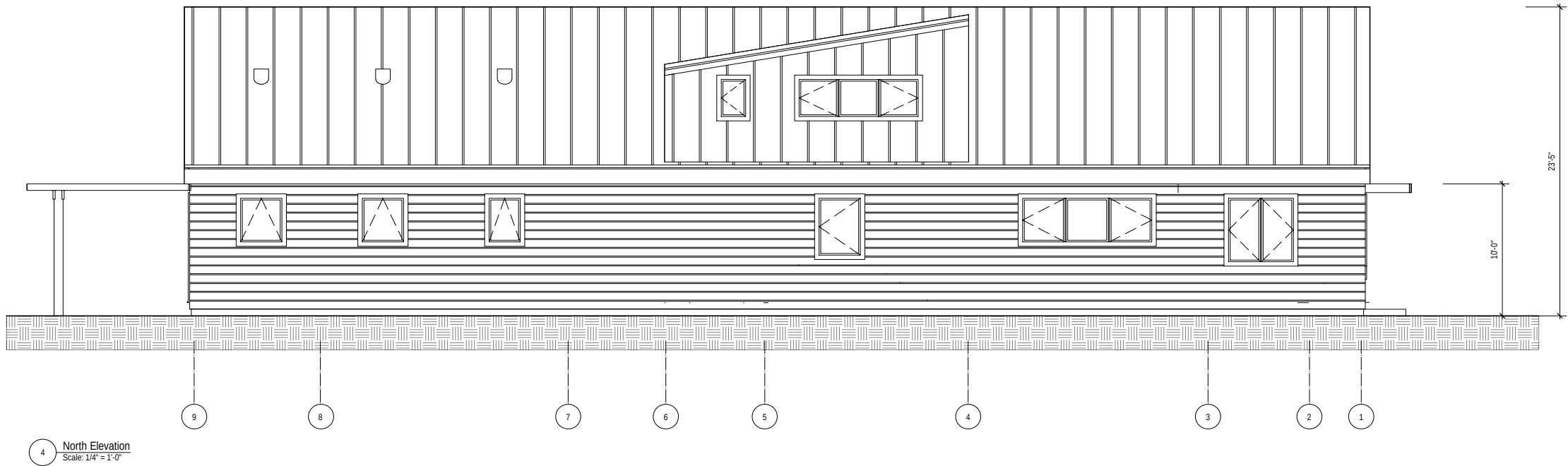
PROJECT TEAM				
ARCHITECT				
LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 767 6040				
PROJECT MANAGER				
POLLY ODGDEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94574 (707) 963 7999				
STRUCTURAL ENGINEER				
JOSHUA B. KARDON + CO 2634 GRANT STREET BERKELEY, CA 94703 (510) 548 1892				
SOILS ENGINEER				
PJC ASSOCIATES, INC P.O. BOX 469 SONOMA, CA 94931 (707) 935 3747				
HISTORIC CONSULTANT				
BRUNZELL HISTORICAL (707) 290 2918				
ISSUED				
PROJECT/CLIENT				
MACNEIL/MILLS RESIDENCE K. MACNEIL/ M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94574 (707) 963 1146				
West & South Elevations (Stockton & Pine)				
Date: 05/21/2018				
Scale: 1/4"=1'0"				
Sheet: A2.1				



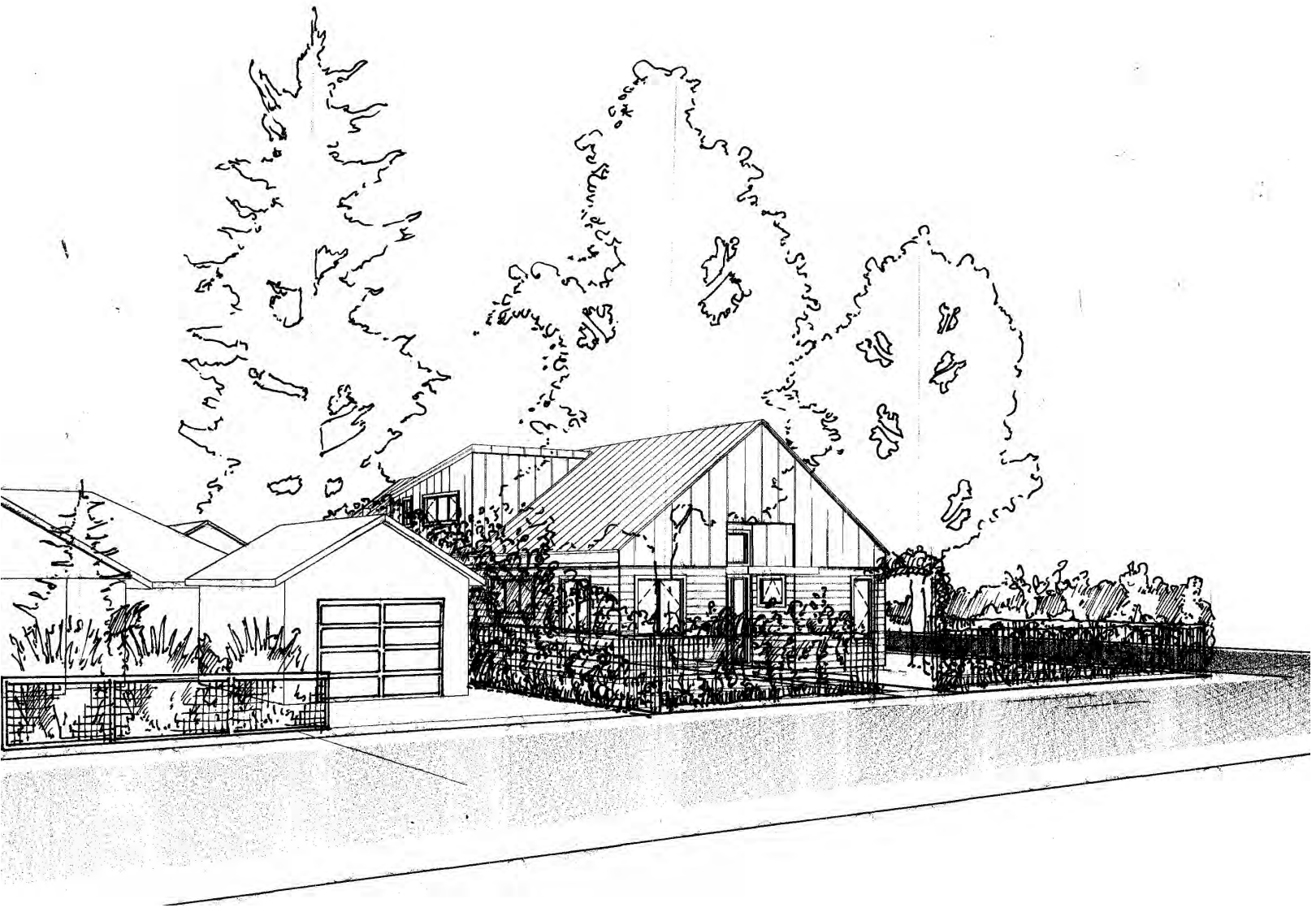
PROPOSED ROOFING:
standing seam metal

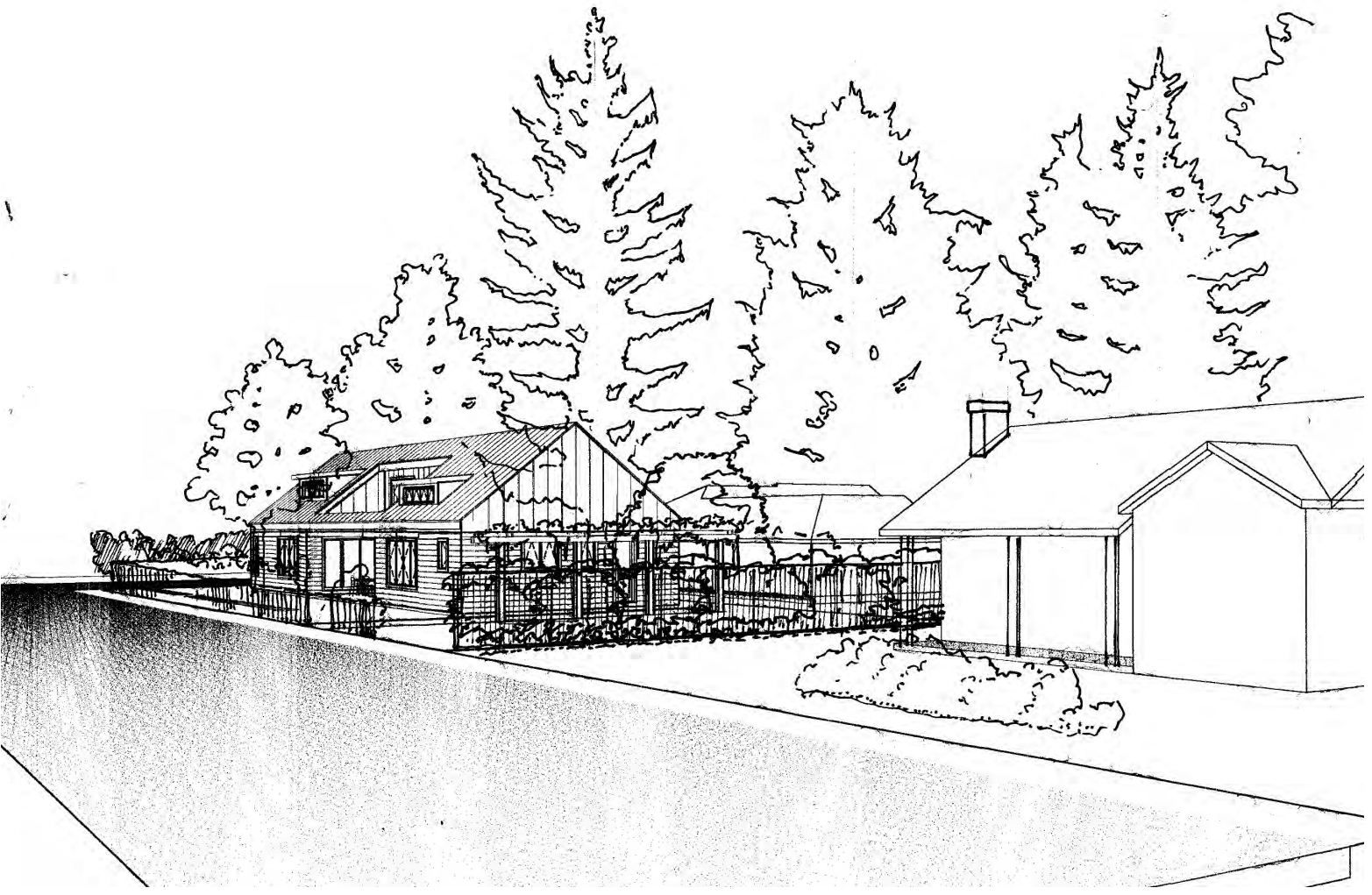


PROPOSED SIDING:
painted wood channel shiplap



PROJECT TEAM									
ARCHITECT									
LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 767 6040									
PROJECT MANAGER									
POLLY ODGDEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94574 (707) 963 7999									
STRUCTURAL ENGINEER									
JOSHUA B. KARDON + CO 2634 GRANT STREET BERKELEY, CA 94703 (510) 548 1892									
SOILS ENGINEER									
PJC ASSOCIATES, INC P.O. BOX 469 SONOMA, CA 94931 (707) 935 3747									
HISTORIC CONSULTANT									
BRUNZELL HISTORICAL (707) 290 2918									







May 24, 2018

Michael Mills
1504 Stockton Street
St. Helena, California 94574

Subject: Historical Evaluation of the house at 1504 Stockton Street, St. Helena, Napa, California.

Dear Michael,

The letter report that follows and the DPR 523 forms attached comprise the evaluation of the property at 1504 Stockton Street in St. Helena, as required by the City of St. Helena Planning Department.

Methodology

I conducted a site visit on 11 May 2018. The site visit included collecting photographs of all elevations of the houses, the parcel, and the neighborhood setting. In order to establish the property's land use history, I conducted research through the property owner and the St. Helena Public Library as well as online at Ancestry.com and other websites.

Summary of Findings

Because the property is over 50 years old, potential projects trigger a City of St. Helena requirement for historical evaluation under the California Environmental Quality Act (CEQA), since historical resources are considered part of the environment. The purpose of the historical evaluation is to determine whether an age-eligible property meets the criteria for historic listing. Because this work was completed pursuant to CEQA, all resources discovered during the field survey require evaluation for California Register of Historical Resources (CRHR). The property was also evaluated for National Register of Historic Places (NRHP) eligibility.

National Register of Historic Places

In conjunction with the following NRHP criteria, sites must be assessed for integrity of location, design, setting, materials, workmanship, feeling, and association. A site may be considered eligible to the NRHP if it retains sufficient integrity of the elements listed above and it:

- (a) is associated with events that have made a significant contribution to the broad patterns of our history;
- (b) is associated with the lives of persons significant in our past;
- (c) embodies the distinctive characteristics of a type, period, or method of construction, represents the work of a master, possesses high artistic values, or represents a significant or distinguishable entity whose components may lack individual distinction;
- (d) yields, or may be likely to yield, information important to the prehistory or history of the area/region.

California Register of Historical Resources

The CRHR criteria are based on NRHP criteria. For a property to be eligible for inclusion on the CRHR, one or more of the following criteria must be met:

1. It is associated with the events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States;

2. It is associated with the lives of persons important to local, California, or national history;
3. It embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of a master, or possesses high artistic values; and/or
4. It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

In addition to meeting one or more of the above criteria, the CRHR requires that sufficient time has passed since a resource's period of significance to "obtain a scholarly perspective on the events or individuals associated with the resources" (CCR 4852 [d][2]). Fifty years is normally considered sufficient time for a potential historical resource, and in order that the evaluation remain valid for a minimum of five years after the date of this report, all resources older than 45 years will be evaluated. The CRHR also requires that a resource possess integrity. This is defined as the ability for the resource to convey its significance through seven aspects: location, setting, design, materials, workmanship, feeling, and association.

Evaluation

The National Register of Historic Places (NRHP) and California Register of Historical Resources (CRHR) require that a significance criterion from A-D or 1-4 (respectively) be met for a resource to be eligible.

Criterion A/1: 1504 Stockton Street is not associated with events that have made a significant contribution to the broad patterns of our history. It is a modest residence constructed near the end of the Great Depression. Research has revealed no associations between the house and the development of St. Helena or other important historic contexts. Therefore the property is not eligible to the NRHP or CRHR under Criterion 1/A.

Criterion B/2: 1504 Stockton Street is not associated with the life of a person important to our history. Jane Krug Boggs and Robert W. Boggs did not play an important role in St. Helena, California, or national history, nor were members of the Kavanagh family important to history. Therefore it is not eligible to the NRHP or CRHR under Criterion B/2.

Criterion C/3: 1504 Stockton Street is not significant for its architecture. Its modest size and inexpensive materials are characteristic of houses constructed during the Great Depression, when it was difficult even for relatively well-off people to secure the funding required to build a new house. The moderate-pitch gable roof with its narrow eaves is characteristic of Minimal Traditional architecture, a simple form of house developed in the mid-1930s and utilized through the end of the 1940s to provide inexpensive shelter during difficult economic conditions. Original drawings indicate that it was likely designed by Dr. Robert W. Boggs, who was not an architect or a building professional but designed the residence for himself and his wife. Features such as the inconsistent size and orientation of its original windows also suggest a non-professional designer. The slab wood front door with its decorative wrought iron handle and matching door viewer with rampant lions motif are the simple building's sole ornamental features. Overall, the house is a common example of an architectural style that was virtually ubiquitous from 1935-1950. For these reasons, the property is not eligible to the NRHP or CRHR under Criterion C/3.

Criterion D/4: In rare instances, buildings themselves can serve as sources of important information about historic construction materials or technologies and be significant under Criterion D/4. 1504 Stockton Street does not appear to be a principal source of important information in this regard.

The property does not qualify for historic listing at any level and is not a historic resource under CEQA.

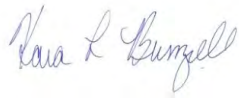
Preparer's Qualifications

I meet the Secretary of Interior's Professional Qualifications for both History and Architectural History. I hold a Master's degree in Public History and have worked in multiple facets of historic preservation and cultural resource evaluation since 2007. My experience includes municipal preservation planning and working

as the lead staff member of a non-profit preservation organization. Since 2012, I have worked full-time as a historical consultant, completing dozens of evaluations for CEQA and Section 106 compliance. Additionally, I have completed local and national register nominations, historic context statements, and HAER recordation. The North Bay region is the center of my practice, but I frequently work in the greater Sacramento area and other parts of the Bay Area, and have also completed projects in Southern California, Oregon, and New York. In addition to my work with historic-period residential, agricultural, and commercial properties for private clients, I have evaluated post offices, military bases, university campuses, hospitals, church properties, and a NASA site. I am listed as a Historian and Architectural Historian on the California Office of Historic Preservation's roster of qualified consultants for every county in California.

Please contact me by phone at 707/290-2918 or e-mail at kara.brunzell@yahoo.com with any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Kara L. Brunzell". The signature is written in a cursive, flowing style.

Kara Brunzell, M.A.
Brunzell Historical

Attachments: DPR 523 forms, 1504 Stockton Street, St. Helena, California

**State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD**

Primary # _____
HRI # _____

Trinomial _____
NRHP Status Code _____

Other Listings _____
Review Code _____ Reviewer _____ Date _____

Page 1 of 7

*Resource Name or # (Assigned by recorder) 1504 Stockton Street

P1. Other Identifier: 1504 Stockton Street

***P2. Location:** ☐ Not for Publication ☒ Unrestricted
and (P2b and P2c or P2d. Attach a Location Map as necessary.)

*a. County Napa

*b. USGS 7.5' Quad St. Helena Date 2015 T; R ____; ____ ¼ of Sec ____; ____ B.M.

c. Address 1504 Stockton Street City St. Helena Zip 94574

d. UTM: (give more than one for large and/or linear resources) Zone 10; 545808 mE/ 4261771 mN

e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate)

***P3a. Description:** (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

This property is located in a residential neighborhood just west of St. Helena's downtown core. The corner lot is surrounded by a low wooden picket fence covered with climbing vines. The building is accessed by a path that passes under an arbor covered in vines and through a yard with a lawn, shrubs, and mature trees. The house itself also has climbing vines growing on it. The building is L-shaped with a cross-gabled, composition shingle roof with minimal overhang. There is a chimney located in the center of the main volume. The building is constructed of 4" x 8" x 16" concrete masonry units with horizontal wood siding at the gable ends. Primary fenestration consists of steel casements of various sizes, including horizontal and vertical orientation and a large picture window at the main elevation. There are hung vinyl replacement windows at the rear elevation and at one gable end. The primary entryway is sheltered by a partial-width integral porch and is fitted with a flush wood door with decorative wrought iron handle and door viewer featuring rampant lions. The porch floor is brick. There is a two-car garage along Pine Street to the north of the house. It is rectangular in plan with a gabled roof. It has been converted to a laundry storage building, with a pergola blocking the original vehicle opening.

***P3b. Resource Attributes:** (List attributes and codes) HP2. Single family property

***P4. Resources Present:** ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District ☐ Element of District ☐ Other (Isolates, etc.)



P5b. Description of Photo: (View, date, accession #) Photograph 1: Southwest (main) elevation, facing northeast, May 11, 2018.

***P6. Date Constructed/Age and Sources:**

☒ Historic ☐ Prehistoric ☐ Both

1941, Napa Register

***P7. Owner and Address:**

Michael Mills
1504 Stockton Street
St. Helena, California

***P8. Recorded by:** (Name, affiliation, address)

Kara Brunzell
Brunzell Historical
1613 B St
Napa, CA 94559

***P9. Date Recorded:** May 11, 2018

***P10. Survey Type:** (Describe) Intensive

***P11. Report Citation:** (Cite survey report and other sources, or enter "none.") None

***Attachments:** NONE ☒ Location Map ☐ Sketch Map ☒ Continuation Sheet ☒ Building, Structure, and Object Record ☐ Archaeological Record
☐ District Record ☐ Linear Feature Record ☐ Milling Station Record ☐ Rock Art Record ☐ Artifact Record ☐ Photograph Record
☐ Other (list) _____

DPR 523A (1/95)

Page 39

*Required Information

**State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
BUILDING, STRUCTURE, AND OBJECT RECORD**

Primary # _____
HRI # _____

Page 2 of 7

*NRHP Status Code 6Z

*Resource Name or # (Assigned by recorder) 1504 Stockton Street

B1. Historic Name: 1504 Stockton Street

B2. Common Name: 1504 Stockton Street

B3. Original Use: residence B4. Present Use: residence

*B5. Architectural Style: Minimal Traditional

*B6. Construction History: (Construction date, alteration, and date of alterations) original construction, 1941
c1950 rear addition, garage constructed
c2010 garage converted to laundry and storage

*B7. Moved? ☒ No ☐ Yes ☐ Unknown Date: _____ Original Location: _____

*B8. Related Features: _____

B9. Architect: Unknown b. Builder: Unknown

*B10. Significance: Theme _____ Area St. Helena, California

Period of Significance n/a Property Type n/a Applicable Criteria n/a

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

1504 Stockton Street does not meet the criteria for listing on the National Register of Historic Places (NRHP) or the California Register of Historical Resources (CRHR) (see continuation sheet).

B11. Additional Resource Attributes: (List attributes and codes)

*B12. References:

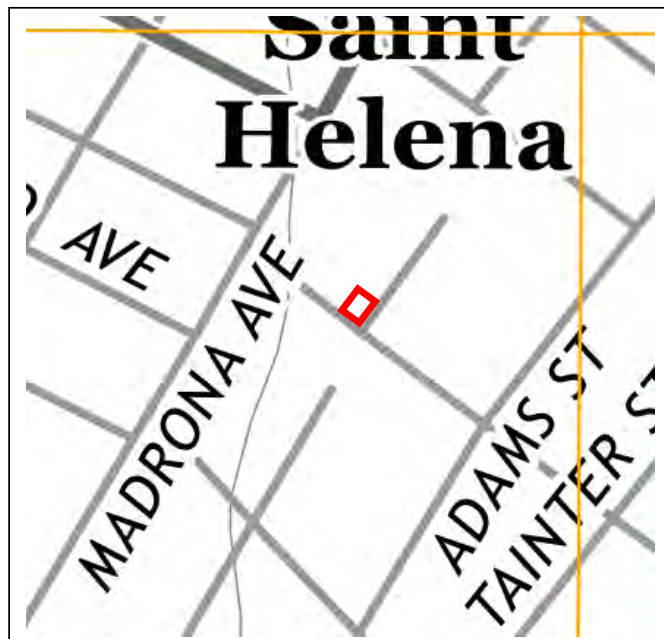
(See Footnotes)

B13. Remarks:

*B14. Evaluator: Kara Brunzell

*Date of Evaluation: May 11, 2018

(This space reserved for official comments.)



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*P3a. Description: (continued):



Photograph 2: Property viewed from street, camera facing north, May 11, 2018.



Photograph 3: Southwest (main) elevation, camera facing north, May 11, 2018.



Photograph 4: Detail, front door, camera facing northeast, May 11, 2018.



Photograph 5: Detail, front porch, camera facing southeast, May 11, 2018.

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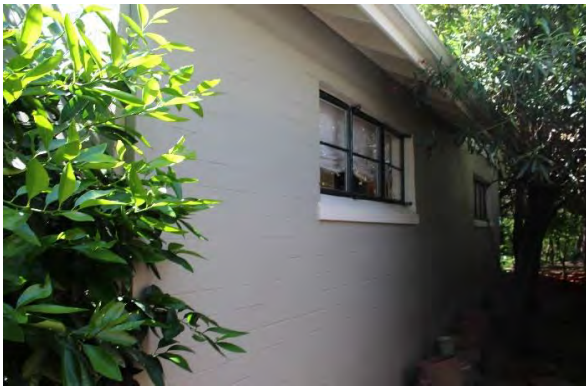
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Photograph 6: Southeast elevation, camera facing northwest, May 11, 2018.



Photograph 7: Rear of house, camera facing west, May 11, 2018.



Photograph 8: Northwest elevation, camera facing south, May 11, 2018.



Photograph 9: Northwest elevation, camera facing east, May 11, 2018.



Photograph 10: Garage, camera facing west, May 11, 2018.

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B10. Significance (continued):

St. Helena

St. Helena was originally home to a group of Native Americans known to Spanish missionaries as the Wappo. Although Napa Valley was within the Sonoma Mission's sphere of influence, the Spanish did not permanently settle in the vicinity. The first European to settle in the St. Helena area was Dr. Edward Bale, an English physician who converted to Catholicism and married Maria Ygnacia Soberanes (a niece of Mariano Vallejo). After becoming a Mexican citizen he received Rancho Carne Humana as a grant from the Mexican government in 1839. The huge land grant encompassed much of northern Napa Valley including the future town sites of Calistoga and St. Helena. Americans began to travel overland to California in the 1840s, and one of the first groups to complete the arduous trek was the Grigsby-Ide Party: at least 20 members of this group reached the Napa-Sonoma area by the end of 1845.¹

California statehood in 1850 drew more American farmers and land speculators to Napa Valley, and about 1853, Henry Still purchased 100 acres on the north side of Sulphur Creek from the Bale estate. The property was at the intersection of Napa Valley's main north-south road and the route to White Sulphur Springs (a natural hot spring that was already an attraction), and Still recognized the potential for a town site centered on the rich agricultural region. In partnership with Charles Walter, Still erected the first building in town, and by the middle of the decade Still and Walter were donating Main Street lots to anyone who would agree to open a business. Upper Napa Valley was at first called Hot Springs Township, and the new town was not named St. Helena until the mid-1850s, when it adopted the name of the recently-founded local Sons of Temperance lodge.²

Early agricultural activities in Napa Valley focused on cattle-grazing and grain production, but beginning in the late 1850s farmers began experimenting with wine grapes. St. Helena's position as a center of agriculture was consolidated when the railroad arrived in 1868. By the 1870s, much of the land surrounding the growing village had been converted to wine production. St. Helena was incorporated as a city in 1876, and reincorporated in 1889. By 1873, it had a school and several churches as well as a thriving commercial district.³

The population of Napa Valley doubled between 1870 and 1880, and by 1880, St. Helena was home to 1,500 residents. The St. Helena district (the area between Yountville and St. Helena) had 7,000 acres of grapevines by this time. As the nineteenth century progressed, St. Helena became the upper valley's most important shipping and commercial center. It also became more diverse as Chinese and then German and Italian immigrants arrived to work in the vineyards.⁴ Napa Valley was America's premier wine region by 1890, but a downturn in prices and an infestation of the phylloxera root louse nearly destroyed the wine industry at the turn of the century. Many growers pulled out wine grapes in the early decades of the twentieth century, replacing them with prunes and walnuts. In 1919, the wine business suffered a further blow when the Volstead Act outlawed the production of alcohol. Only a few local wineries were able to survive Prohibition by producing sacramental wine, and the industry did not begin to recover until after World War II.⁵

Ironically, the modern wine tourism industry was born during Prohibition, when Bay Area residents began driving up to Napa to buy illegal wine. Efforts to preserve agricultural land beginning in the second half of the twentieth century have allowed the town to grow slowly and retain much of its rural nineteenth-century character. Modern St. Helena is a center of both the Napa Valley wine business and the local wine tourism industry.⁶

1504 Stockton Street

The house was constructed about 1941 for Dr. Robert Boggs and his wife, Jane. Robert Boggs was born in Napa in 1911, the eldest of Oriole and Leland Stanford Boggs' four children. Missouri governor and Napa pioneer Lilburn Boggs was Robert's paternal great-grandfather. The family lived on a fruit orchard on Big Ranch Road near Napa, moving into town when Leland later opened an insurance office. Robert attended Napa Union High School, and was elected class president in 1927. He went on to Stanford, before eventually attending Rush Medical College in Chicago. He married Jane Krug in Carson City, Nevada in 1933. Krug was about a year younger than Boggs, and also a Napa native who attended Napa High. Her mother's name was Berta, and her father Karl was a descendant of the early

¹ Lyman L. Palmer, *History of Napa and Lake Counties, California* (San Francisco: Slocum, Bowen, & Company, 1881), 55-333; Hubert Howe Bancroft, *History of California: 1841-1845* (San Francisco: The History Company, 1886), 578-581.

² C. A. Menefee, *Historical and Descriptive Sketchbook of Napa, Sonoma, Lake and Mendocino* (Napa: Reporter Publishing House, 1873), 186; Lin Weber, *Old Napa Valley: The History to 1900* (St. Helena: Wine Ventures Publishing, 1998), 159.

³ City of St. Helena, *Historic Resources Inventory*, Prepared by Page & Turnbull, Inc., August 2006, 7; Palmer, 335; Menefee, 187.

⁴ William F. Heinz, *Wine Country: A History of Napa Valley* (Santa Barbara: Capra Press, 1990), 162; City of St. Helena, 8.

⁵ Mariam Hansen, *Images of America, St. Helena* (Charleston: Arcadia Publishing, 2010), 96.

⁶ Lin Weber, *Roots of the Present: Napa Valley 1900 to 1950* (St. Helena: Wine Ventures Publishing, 2001), 148-175.

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St. Helena winemaker Charles Krug and pioneer Edward Bale as well as General Mariano Vallejo. She attended UC Berkeley prior to her marriage, after which the couple attended the University of Alabama together. They moved to Chicago, where Robert attended medical school and Jane the University of Chicago. From 1938-1940, the couple lived and worked in San Francisco, Robert as a hospital physician and Jane as a social worker. In 1940, the couple moved to St. Helena, where Boggs worked as a doctor under Dr. George J. Wood. Jane worked as the executive secretary of the Napa County Tuberculosis Association.⁷

The couple began planning to build a house on Stockton Street soon after coming to St. Helena, and drawings had been prepared by early 1941. The residence was to be constructed of 4" x 8" x 16" concrete blocks (a material prized for durability and low cost) with steel casement windows. The blocks were specified on the drawings as Basalite brand, a product that had been developed by Napa's Basalt Rock Company in the late 1930s. (Concrete masonry units had been in use since the turn of the twentieth century, although their height of popularity as a decorative element of Midcentury Modern architecture did not arrive until the 1950s.) Drawings are initialed "R.W.B." and are likely to have been prepared by Robert Boggs. The couple chose a modest floor-plan with two bedrooms, one bath, and just over 1000 square feet of living space. A two-car garage was planned, but not built right away, probably another measure designed to conserve limited funds. Construction began on the house in 1941. Boggs left for the military by the summer of 1942, serving as a naval lieutenant through the end of World War II. The couple lived in the house only for a few months. By July 1942, Jane Krug Boggs had moved to Napa and the couple sold the new house to Mary F. Kavanagh. Jane Krug Boggs appears to have remarried at the end of World War II, Dr. Robert Boggs relocated to the San Mateo area, and there is no indication that the couple ever lived in the house again.⁸

Mary Frances Kavanagh was born in Chicago about 1878 to Ellen and Patrick Kavanagh. She moved to Vallejo with her family and attended medical school in San Francisco, beginning a medical career in 1901. She retired to St. Helena in the 1940s, purchasing the house at 1504 Stockton Street and living there with her sisters Kathryn and Alice and for their mother Ellen. The garage appears to have been constructed by Kavanagh in the early 1950s, and she probably added onto the rear of the house about the same time. Kavanagh served on the St. Helena Planning Commission, and was a member of St. Helena Catholic Church and the Napa County Historical society. Mary Kavanagh moved to Walnut Creek about 1965, and died in 1970. The house has had a number of residents over the years since 1965.⁹

Evaluation:

The National Register of Historic Places (NRHP) and California Register of Historical Resources (CRHR) require that a significance criterion from A-D or 1-4 (respectively) be met for a resource to be eligible.

Criterion A/1: 1504 Stockton Street is not associated with events that have made a significant contribution to the broad patterns of our history. It is a modest residence constructed near the end of the Great Depression. Research has revealed no associations between the house and the development of St. Helena or other important historic contexts. Therefore the property is not eligible to the NRHP or CRHR under Criterion 1/A.

Criterion B/2: 1504 Stockton Street is not associated with the life of a person important to our history. Jane Krug Boggs and Robert W. Boggs did not play an important role in St. Helena, California, or national history, nor were members of the Kavanagh family important to history. Therefore it is not eligible to the NRHP or CRHR under Criterion B/2.

Criterion C/3: 1504 Stockton Street is not significant for its architecture. Its modest size and inexpensive materials are characteristic of houses constructed during the Great Depression, when it was difficult even for relatively well-off people to secure the funding required to build a new house. The moderate-pitch gable roof with its narrow eaves is characteristic of Minimal Traditional architecture, a simple form of house developed in the mid-1930s and utilized through the end of the 1940s to provide inexpensive shelter during difficult economic conditions. Original drawings indicate that it was likely designed by Dr. Robert W. Boggs, who was not an architect or a building professional but designed the residence for himself and his wife. Features such as the inconsistent size and orientation of its original windows also suggest a non-professional designer. The slab wood front door with its decorative wrought iron handle and matching door viewer with rampant lions motif are the simple building's sole ornamental features. Overall, the house is a common

⁷ *Napa Register*, 15 February 1939, 21 April 1941, 17 June 1942; Napanee, Napa Union High School Yearbook, 1927, 13; US Census Records, Napa, CA, 1920, San Francisco, CA, 1940; Polk Directory, St Helena, 1942; "Pioneer Families Are United in Marriage," *Weekly Calistogan*, 7 July 1933, 2 May 1941; "Dr. Robert Boggs Elected Twenty-Thirty President," *St. Helena Star*, 19 June 1942, 26 January 1945.

⁸ Plans & Elevations, 25 February 1941; *St. Helena Star*, 3 July 1942.

⁹ US Census Records, San Francisco, CA, 1900; *St. Helena Star*, 19 February 1952, 5 September 1950.

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example of an architectural style that was virtually ubiquitous from 1935-1950. For these reasons, the property is not eligible to the NRHP or CRHR under Criterion C/3.

Criterion D/4: In rare instances, buildings themselves can serve as sources of important information about historic construction materials or technologies and be significant under Criterion D/4. 1504 Stockton Street does not appear to be a principal source of important information in this regard.

The property does not qualify for historic listing at any level and is not a historic resource under CEQA.

-----Original Message-----

From: Douglas Bowen [<mailto:dougbowen@comcast.net>]

Sent: Wednesday, July 11, 2018 4:41 PM

To: Aaron Hecock <ahecock@cityofstheleena.org>

Subject: Feedback regarding 1504 Stockton St

Greetings,

My wife Anna and I live at 1611 Madrona Ave., at the corner of Stockton. We would like to express our support for the proposed modern farmhouse style home to be built at 1504 Stockton St. We feel that this residence is nicely designed will further enhance our neighborhood. Thank you for your consideration.

Our best,

Doug and Anna Bowen
1611 Madrona Ave
St Helena CA 94574
413-537-0272

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City of St Helena, City Hall
Received

JUL 11 2018

1480 Main St.
St Helena, CA 94574

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Note

For the reviewers' convenience, this document includes:

- Applicant's response to the Planning Department's April 24 Notification of Incompleteness Items & Issues; and
- Updated versions of materials submitted with the original application date stamped March 26, including:
 - Written Statement & Project Summary
 - Neighborhood & Materials Photos

Written Statement & Project Summary

This project proposes to replace a non-conforming 3-bedroom house with a conforming 2-bedroom house. By means of a partial second floor, containing a dormer bedroom, usable floor area is increased by 34% while lot coverage is increased by only 12%. All project measurements are well under the allowed numbers, as shown on the drawings and summarized in this table:

Project Data			
	Existing	Proposed	Change
Lot size	9262.5	9262.5	–
Lot coverage	1975	2206	+231 / +12%
FAR applicable	31.8%	31.8%	–
Floor area allowable w/o ADU	2945	2945	–
Floor area allowable w/ ADU 400	3345	3345	–
Floor area	1975	2646	+671 / +34%
(Floor area under allowed w/o ADU)	(970)	(299)	
(Floor area under allowed w/ ADU)	(1370)	(699)	
FAR calculated	21.3%	28.5%	+7.2%
(FAR % under allowed)	(10.5%)	(3.3%)	
Height allowed	25	25	–
Height	18	23.5	+5.5

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Project Data			
	Existing	Proposed	Change
(Height under allowed)	(7)	(1.5)	
Paved areas	1810	1350	(-460 / -25%)
Planted areas	5296	5707	+411 / +7%
Floors	1	2	+1
Bedrooms	3	2	(-1)
Baths	1	3	+2

The existing house was built of concrete block in 1941-'42. A bedroom addition of the same material was added subsequently. The house is inefficient in function: it was designed by and for a couple immediately before and during wartime, not for a contemporary family. It is inefficient in energy usage. Windows are single-pane glass in steel frames, in poor condition. Walls are not insulated. Replacing the windows with dual-pane, energy efficient windows would require demolition and replacement of concrete block around each window. Plumbing and wiring are deteriorated and in some locations not code-compliant. Working through and around the concrete block—to replace windows, update utilities, and modernize the functional layout—would make all aspects of renovation difficult, slow, and costly.

The proposed house is a primary first floor with a partial second floor to accommodate a small dormer bedroom with bath. The form is a simple rectangle with pitched roof on a single ridge. The orientation of the ridge is switched from cross-wise on the lot and parallel to Stockton (North/South) to length-wise and parallel to Pine (East/West). Thus the roof slopes *away* from the neighbors on Stockton and across Pine, one of the measures taken to diminish the effect of the increase in height from 18 ft to 23.5 ft necessary to accommodate the second floor dormer bedroom.

By removing nonconforming intrusions into the setbacks, the proposed house provides more privacy for neighbors on the north and more open space on the long Pine Street exposure.

Exterior materials are all very common in the neighborhood, on original as well as newer houses: painted shiplap wood siding, painted wood-clad windows, and standing seam metal roof. The metal roof is fire resistant.

A carport is provided for off-street parking.

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Existing vegetation barriers (see Photo #1 to #4 on Drawing A0.2) will be maintained or enhanced. Some of the old plant material along Stockton Street will be replaced. The southern tree in the front yard will be replaced if not healthy. The deteriorated painted wood picket fence will be replaced with a wire and wood fence consistent with the Stockton Street neighbor's.

Responses to April 24 Letter

1. It is understood that the residence proposed for demolition was built c. 1943 and is located within the boundaries of the Adams Street Historic District. As such, it may qualify as a historic resource for the purposes of CEQA. Accordingly, please provide a historic resource evaluation prepared by qualified consultant. A list of qualified consultants may be found at <http://www.chrisinfo.org/>.

An historic resource evaluation by Brunzell Historical dated May 24, 2018 concluded that "the property does not qualify for historic listing at any level and is not a historic resource under CEQA." A copy of the report is attached as **Exhibit A**.

2. Per St. Helena Zoning Code Section 17.164.050 (E), demolition of the existing residence is subject to discretionary demolition review. Please submit for a demolition permit and remit payment at your earliest convenience.

We have applied for a demolition permit. Proof of application is attached as **Exhibit E**. As established by the Brunzell Historical report (**Exhibit A**), the property satisfies the criteria for approval of demolition under Municipal Code Section 17.164.050 E.

3. Please provide a full page site plan. The reduced version on page S1.0 is somewhat difficult to read.

A full-page site plan is shown in **Drawing A1.0**.

4. The project plans specify a site square footage of 9262.5; whereas the Napa County Assessor information specifies 10,454 sq-ft. Please confirm the accurate square footage.

The Assessor confirmed by email that the correct square footage is 9262.5. A copy of the email is attached as **Exhibit B**.

5. Please provide a scaled rendering that depicts the proposed residence in relation to its neighbors on both Pine and Stockton Street.

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To show the house in relation to its neighbors on Pine and Stockton Street, we have prepared:

- **Scaled Renderings #1 and #2**, which are the last two pages in the submitted set of drawings, shown in **Drawing A0.0**, and included here at **Page 9** below.
 - **Context Plan & Elevations, Drawing A2.0.**
6. Based on past Planning Commission direction, Staff has some concerns about the project's ability to meet some of the required Design Review findings. Specifically, Staff has heard on-going concern from the Planning Commission related to compatibility with neighboring properties and transitions between new construction and existing properties. In order to address these concerns at the outset, Staff would ask that your team please consider how to 1. Either introduce design mechanisms to reduce perceived massing of the proposed home and/or 2. Consider how to provide for a more subtle transition between the mass and height of the proposed residence and that of the smaller homes adjacent to the subject property.

From the start, in working with the architects, Malvina Lampietti and John Fernandez, and the project manager, Polly Ogden, who all have experience in historic district projects, we have been attentive to the interests of our neighbors and the norms of our neighborhood in size, placement, architectural style, and materials.

We have reviewed the drawings with our immediate neighbors. All have said they support our project.

Because the property is on a corner, it has double setbacks—20 feet on both the Stockton Street and Pine Street sides—which create a long, narrow buildable area.

Rather than propose building out to the full zoning envelope (25-foot height all around with 20-20-10 setbacks), we and the design team took these measures:

- Remove approximately 370 sq ft of non-compliant intrusions into the Stockton Street and Pine Street setbacks.
- Restrict the length of the house in order to move it 12 feet farther away from the Pine Street neighbor's house.
- Place a single bedroom in a second-floor dormer facing away from the street (Pine).
- Reduce the ceiling height in a portion of the bedroom to fit under the pitched roof.
- Reduce the remaining second floor space to low-ceiling attic and mechanicals.
- Re-orient the ridge line so the pitched roof recedes away from the neighbors

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next door on Stockton Street and across Pine Street.

- Carve out the center of the house as an open-air courtyard, which moves the visible “wall” of the house in that location an additional 15 feet away from the across-Pine Street neighbor.
- Retain, and plan for enhancement of, the vegetation barriers on both street fronts, as described in Response 7.

These measures are shown in the scaled renderings at **Page 9** and photographs at **Page 11**, which are also included in the drawing set.

7. Please clarify what “hedge” is to be retained— staff noted a Jasmine vine; but isn’t clear on what hedge is along property front. Clarification would be helpful.

As shown in Photographs #1 to #4 on **Drawing A0.2**, the house is surrounded on all sides by vegetation from 5 to 8 feet in height, with a mix of species and variety. We intend to retain a vegetation screen on all sides of at least the current height. As staff noted, the Stockton Street side is mostly jasmine. That may be replaced with the more robust hedge material now in place on the Pine Street side, as shown in Photograph #3 on **Drawing A0.2**.

8. Per the City’s Water Neutrality Policy, the project creates new buildings with water-using fixtures and thus a Water Neutrality Analysis Report will be required for this project. Please submit a Water Neutrality Analysis Report (2 copies) that consists of a baseline existing demand (e.g. 150 gpd/bedroom), a proposed water demand (e.g. per LEED standards, Energy Star standards, etc.), a comparison of the two and any proposed retrofits needed to achieve a zero water use increase from the proposed project. For additional information regarding existing and proposed calculations, please refer to St. Helena’s Water Neutral Policy for Development available on the Public Works Department website.

Because the proposed project will reduce the number of bedrooms from 3 to 2, the Planning Department has determined that a Water Neutrality Analysis Report is not required. A copy of correspondence with the Department is attached as **Exhibit C**.

9. Please provide preliminary grading and drainage plans that clearly show proposed ground contours, finished floor elevations of proposed structures, and proposed drainage patterns.

The property is flat and will not be contoured otherwise. The paved area will be reduced by 460 sq ft (25%) from 1810 sq ft to 1350 sq ft, as shown on **Drawings**

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A0.2 and A1.0. Elevations and proposed drainage patterns are shown on **Drawings A0.2 and A1.0.**

10. Please complete and submit the Bay Area Stormwater Management Agencies Association (BASMAA) Stormwater Template and Checklist for small projects/single-family homes. Per the BASMAA Post-Construction Manual projects creating and/or replacing 2,500 square feet or more of impervious surface shall incorporate specified post-construction Low Impact Development (LID) devices and best management practices to reduce runoff and pollution. The Stormwater Control Plan Template and Checklist are located in Appendix C of the Stormwater Management Standards available from the Public Work Department website.

The Stormwater Checklist is attached as **Exhibit D**. No LID measures are required because the project is not replacing 2,500 square feet or more of impervious surface, as shown on **Drawings A0.2 and A1.0.**

11. Provide preliminary grading and drainage plans that incorporate adequate LID measures as required by BASMAA.

The property is flat and will not be graded otherwise. No LID measures are required because the project is not replacing 2,500 square feet or more of impervious surface, as shown on **Drawings A0.2 and A1.0**. Drainage plans are shown on **Drawings A0.2 and A1.0.**

12. Please show the approximate locations of the existing and proposed sewer and water laterals including where they connect to the structure/residence and City systems.

Approximate locations are shown on **Drawing A1.0.**

13. The project conditions of approval will require the driveway be replaced with an ADA compliant driveway. Please incorporate this into the improvement plans.

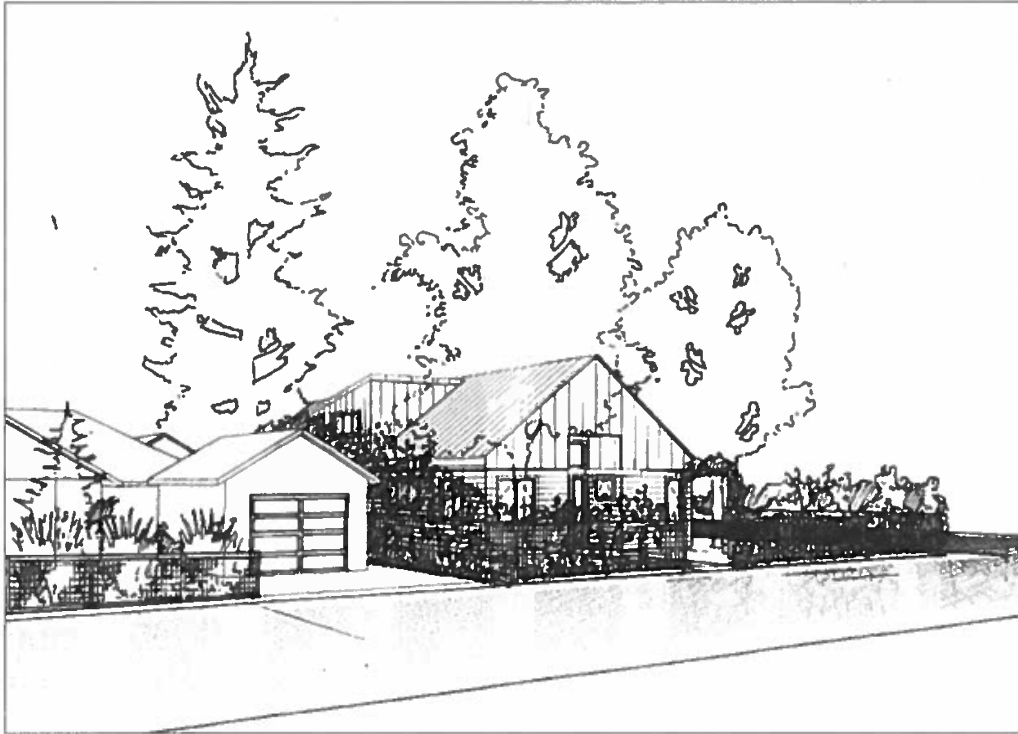
The driveway will be ADA compliant, as shown on **Drawing A1.0.**

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Scaled Renderings

These renderings include scaled views of the neighbors' houses, based on field measurements made with the neighbors' cooperation. In the renderings, vegetation is ghosted in rather than drawn fully so as not to block views of the house itself.

Rendering #1 – View of proposed house from Stockton Street



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Rendering #2 – View of proposed house from Pine Street



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1504 Stockton View Photographs

Photo #1 – Vegetation screen: view from Stockton Street neighbor's driveway



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Photo #2 – Vegetation screen: view from across-Stockton neighbor's house



The planting on Stockton Street may be replaced with the more robust hedge material now in place on the Pine Street side, as shown in Photo #3.

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Photo #3 – Vegetation screen: view from across-Pine neighbor's house



The hedge at the center will be extended to the left and right.

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Photo #4 – Vegetation screen: view from Pine Street neighbor's house



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Photo #5 – Aerial view of 1504 Stockton and neighbors



Neighborhood Context

Although many houses in the neighborhood are single-story, there are also many with a full-height, vertical-walled second story visible from the street and from neighbors' houses, as shown in the photos below. By contrast, the proposed 1504 Stockton house has only a partial second story, with the bedroom in a dormer facing away from the streets, so that all of the second floor wall except the dormer is actually roof that is pitched *away* from the neighbors.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1611 Madrona – full-height 2nd story – view from Stockton



This recent house is one block from 1504 Stockton, at the corner of Madrona.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1611 Madrona – full-height 2nd story – view from Madrona



This recent house is one block from 1504 Stockton, at the corner of Madrona.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1530 Stockton – full-height 2nd story



This Craftsman house is one block from 1504 Stockton, at the corner of Madrona.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1215 Stockton – full-height 2nd story



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1242 Allyn – full-height 2nd story



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1242 Allyn – also showing neighbor's single-story house



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1248 Hudson – full-height 2nd story



Additional Neighborhood Context

Elements of some recently built houses in the neighborhood, which are shown in the photographs below, prompted the design team to take specific measures to harmonize the relationship of 1504 Stockton to its neighbors, including:

- A Build an open carport rather than closed garage.
- B Set back the carport close to the house rather than adjacent to the street.
- C Use a single, unified, simple form rather than a collection of visually separate elements.
- D On the side closest to a neighbor—the 10-foot sideyard setback between 1504 and 1540 Stockton—reduce the visible volume by placing the bedroom in a dormer and reducing the remaining second floor space to attic and mechanicals in order to slope the roof away from the neighbor, rather than present a full-height long wall.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1639 Adams – separate full-height 2-story garage/room tower



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1644 Adams – separate garage block + street-facing gate



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1842 Pine – separate full-height 2-story entrance/bedroom tower + street-facing garage block



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1580 Hillview – full-height 2-story garage/bedroom tower



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1334 Stockton – full-height 2-story separate garage/bedroom tower



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

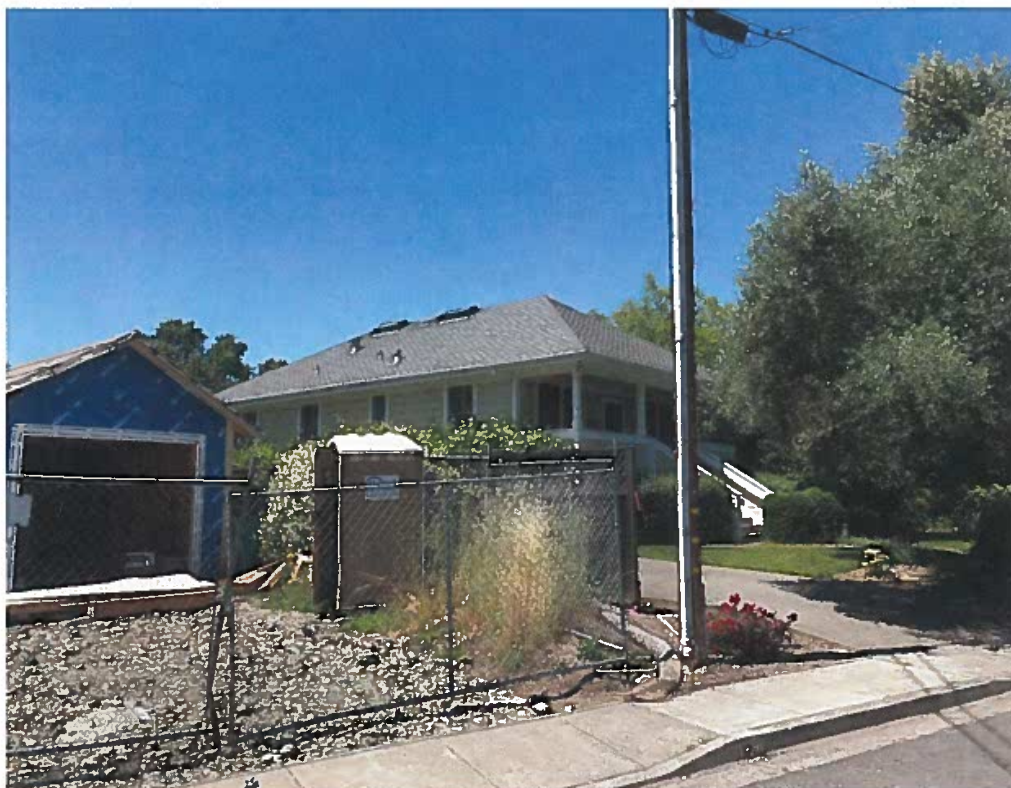
1401 Allyn – full-height 2nd story + separate residence tower



Note separate street-facing garage at right.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1401 Allyn – showing neighbor's house



Note neighbor's house traditional form—single structure, pitched roof.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

1508 Spring – side yard wall full height and full length



Note foreground house grandfathered non-conforming setback.

File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

Materials Photos

Exterior materials are all very common in the neighborhood, on original as well as newer houses: painted shiplap wood siding, painted wood-clad windows, and standing seam metal roof. A few among many examples are shown.

Shiplap siding – Stockton Street



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

Shiplap siding & standing seam metal roof – Stockton Street



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

Shiplap siding & metal roof – Stockton Street



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

Fence with planting – Stockton Street



File No. PL18-026 – 1504 Stockton Street
Response to April 24 Planning Dep't Letter & Consolidated Application

Exhibits

- A. Historic resource evaluation by Brunzell Historical, May 24, 2018
- B. Napa County Assessor letter re lot size
- C. Planning Dep't correspondence re Water Neutrality Analysis Report
- D. Stormwater checklist
- E. Demolition Permit application proof of filing



May 24, 2018

Michael Mills
1504 Stockton Street
St. Helena, California 94574

Subject: Historical Evaluation of the house at 1504 Stockton Street, St. Helena, Napa, California.

Dear Michael,

The letter report that follows and the DPR 523 forms attached comprise the evaluation of the property at 1504 Stockton Street in St. Helena, as required by the City of St. Helena Planning Department.

Methodology

I conducted a site visit on 11 May 2018. The site visit included collecting photographs of all elevations of the houses, the parcel, and the neighborhood setting. In order to establish the property's land use history, I conducted research through the property owner and the St. Helena Public Library as well as online at Ancestry.com and other websites.

Summary of Findings

Because the property is over 50 years old, potential projects trigger a City of St. Helena requirement for historical evaluation under the California Environmental Quality Act (CEQA), since historical resources are considered part of the environment. The purpose of the historical evaluation is to determine whether an age-eligible property meets the criteria for historic listing. Because this work was completed pursuant to CEQA, all resources discovered during the field survey require evaluation for California Register of Historical Resources (CRHR). The property was also evaluated for National Register of Historic Places (NRHP) eligibility.

National Register of Historic Places

In conjunction with the following NRHP criteria, sites must be assessed for integrity of location, design, setting, materials, workmanship, feeling, and association. A site may be considered eligible to the NRHP if it retains sufficient integrity of the elements listed above and it:

- (a) is associated with events that have made a significant contribution to the broad patterns of our history;
- (b) is associated with the lives of persons significant in our past;
- (c) embodies the distinctive characteristics of a type, period, or method of construction, represents the work of a master, possesses high artistic values, or represents a significant or distinguishable entity whose components may lack individual distinction;
- (d) yields, or may be likely to yield, information important to the prehistory or history of the area/region.

California Register of Historical Resources

The CRHR criteria are based on NRHP criteria. For a property to be eligible for inclusion on the CRHR, one or more of the following criteria must be met:

1. It is associated with the events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States;

2. It is associated with the lives of persons important to local, California, or national history;
3. It embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of a master, or possesses high artistic values; and/or
4. It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

In addition to meeting one or more of the above criteria, the CRHR requires that sufficient time has passed since a resource's period of significance to "obtain a scholarly perspective on the events or individuals associated with the resources" (CCR 4852 [d][2]). Fifty years is normally considered sufficient time for a potential historical resource, and in order that the evaluation remain valid for a minimum of five years after the date of this report, all resources older than 45 years will be evaluated. The CRHR also requires that a resource possess integrity. This is defined as the ability for the resource to convey its significance through seven aspects: location, setting, design, materials, workmanship, feeling, and association.

Evaluation

The National Register of Historic Places (NRHP) and California Register of Historical Resources (CRHR) require that a significance criterion from A-D or 1-4 (respectively) be met for a resource to be eligible.

Criterion A/1: 1504 Stockton Street is not associated with events that have made a significant contribution to the broad patterns of our history. It is a modest residence constructed near the end of the Great Depression. Research has revealed no associations between the house and the development of St. Helena or other important historic contexts. Therefore the property is not eligible to the NRHP or CRHR under Criterion 1/A.

Criterion B/2: 1504 Stockton Street is not associated with the life of a person important to our history. Jane Krug Boggs and Robert W. Boggs did not play an important role in St. Helena, California, or national history, nor were members of the Kavanagh family important to history. Therefore it is not eligible to the NRHP or CRHR under Criterion B/2.

Criterion C/3: 1504 Stockton Street is not significant for its architecture. Its modest size and inexpensive materials are characteristic of houses constructed during the Great Depression, when it was difficult even for relatively well-off people to secure the funding required to build a new house. The moderate-pitch gable roof with its narrow eaves is characteristic of Minimal Traditional architecture, a simple form of house developed in the mid-1930s and utilized through the end of the 1940s to provide inexpensive shelter during difficult economic conditions. Original drawings indicate that it was likely designed by Dr. Robert W. Boggs, who was not an architect or a building professional but designed the residence for himself and his wife. Features such as the inconsistent size and orientation of its original windows also suggest a non-professional designer. The slab wood front door with its decorative wrought iron handle and matching door viewer with rampant lions motif are the simple building's sole ornamental features. Overall, the house is a common example of an architectural style that was virtually ubiquitous from 1935-1950. For these reasons, the property is not eligible to the NRHP or CRHR under Criterion C/3.

Criterion D/4: In rare instances, buildings themselves can serve as sources of important information about historic construction materials or technologies and be significant under Criterion D/4. 1504 Stockton Street does not appear to be a principal source of important information in this regard.

The property does not qualify for historic listing at any level and is not a historic resource under CEQA.

Preparer's Qualifications

I meet the Secretary of Interior's Professional Qualifications for both History and Architectural History. I hold a Master's degree in Public History and have worked in multiple facets of historic preservation and cultural resource evaluation since 2007. My experience includes municipal preservation planning and working

as the lead staff member of a non-profit preservation organization. Since 2012, I have worked full-time as a historical consultant, completing dozens of evaluations for CEQA and Section 106 compliance. Additionally, I have completed local and national register nominations, historic context statements, and HAER recordation. The North Bay region is the center of my practice, but I frequently work in the greater Sacramento area and other parts of the Bay Area, and have also completed projects in Southern California, Oregon, and New York. In addition to my work with historic-period residential, agricultural, and commercial properties for private clients, I have evaluated post offices, military bases, university campuses, hospitals, church properties, and a NASA site. I am listed as a Historian and Architectural Historian on the California Office of Historic Preservation's roster of qualified consultants for every county in California.

Please contact me by phone at 707/290-2918 or e-mail at kara.brunzell@yahoo.com with any questions or comments.

Sincerely,



Kara Brunzell, M.A.
Brunzell Historical

Attachments: DPR 523 forms, 1504 Stockton Street, St. Helena, California

**State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD**

Primary # _____

HRI # _____

Trinomial _____

NRHP Status Code _____

Other Listings _____

Review Code _____

Reviewer _____

Date _____

Page 1 of 7

*Resource Name or # (Assigned by recorder) 1504 Stockton StreetP1. Other Identifier: 1504 Stockton Street*P2. Location: ☐ Not for Publication ☒ Unrestricted
and (P2b and P2c or P2d. Attach a Location Map as necessary.)*a. County Napa*b. USGS 7.5' Quad St. Helena Date 2015 T ____; R ____; ____ ¼ of Sec ____; ____ B.M.c. Address 1504 Stockton Street City St. Helena Zip 94574d. UTM: (give more than one for large and/or linear resources) Zone 10; 545808 mE/ 4261771 mN

e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate)

*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

This property is located in a residential neighborhood just west of St. Helena's downtown core. The corner lot is surrounded by a low wooden picket fence covered with climbing vines. The building is accessed by a path that passes under an arbor covered in vines and through a yard with a lawn, shrubs, and mature trees. The house itself also has climbing vines growing on it. The building is L-shaped with a cross-gabled, composition shingle roof with minimal overhang. There is a chimney located in the center of the main volume. The building is constructed of 4" x 8" x 16" concrete masonry units with horizontal wood siding at the gable ends. Primary fenestration consists of steel casements of various sizes, including horizontal and vertical orientation and a large picture window at the main elevation. There are hung vinyl replacement windows at the rear elevation and at one gable end. The primary entryway is sheltered by a partial-width integral porch and is fitted with a flush wood door with decorative wrought iron handle and door viewer featuring rampant lions. The porch floor is brick. There is a two-car garage along Pine Street to the north of the house. It is rectangular in plan with a gabled roof. It has been converted to a laundry storage building, with a pergola blocking the original vehicle opening.

*P3b. Resource Attributes: (List attributes and codes) HP2. Single family property

*P4. Resources Present: ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District ☐ Element of District ☐ Other (Isolates, etc.)

P5b. Description of Photo: (View, date, accession #) Photograph 1: Southwest (main) elevation, facing northeast, May 11, 2018.

*P6. Date Constructed/Age and Sources:

☒ Historic ☐ Prehistoric ☐ Both1941, Napa Register

*P7. Owner and Address:

Michael Mills1504 Stockton StreetSt. Helena, California

*P8. Recorded by: (Name, affiliation, address)

Kara BrunzellBrunzell Historical1613 B StNapa, CA 94559*P9. Date Recorded: May 11, 2018*P10. Survey Type: (Describe) Intensive*P11. Report Citation: (Cite survey report and other sources, or enter "none.") None

*Attachments: NONE ☒ Location Map ☐ Sketch Map ☒ Continuation Sheet ☒ Building, Structure, and Object Record ☐ Archaeological Record
☐ District Record ☐ Linear Feature Record ☐ Milling Station Record ☐ Rock Art Record ☐ Artifact Record ☐ Photograph Record
☐ Other (list) _____

DPR 523A (1/95)

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*Required Information

**State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
BUILDING, STRUCTURE, AND OBJECT RECORD**

Primary # _____
HRI # _____

Page 2 of 7

*NRHP Status Code 6Z

*Resource Name or # (Assigned by recorder) 1504 Stockton Street

B1. Historic Name: 1504 Stockton Street

B2. Common Name: 1504 Stockton Street

B3. Original Use: residence B4. Present Use: residence

*B5. Architectural Style: Minimal Traditional

*B6. Construction History: (Construction date, alteration, and date of alterations) original construction, 1941

c1950 rear addition, garage constructed

c2010 garage converted to laundry and storage

*B7. Moved? ☒ No ☐ Yes ☐ Unknown Date: _____ Original Location: _____

*B8. Related Features: _____

B9. Architect: Unknown b. Builder: Unknown

*B10. Significance: Theme _____ Area St. Helena, California

Period of Significance n/a Property Type n/a Applicable Criteria n/a

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

1504 Stockton Street does not meet the criteria for listing on the National Register of Historic Places (NRHP) or the California Register of Historical Resources (CRHR) (see continuation sheet).

B11. Additional Resource Attributes: (List attributes and codes)

*B12. References:

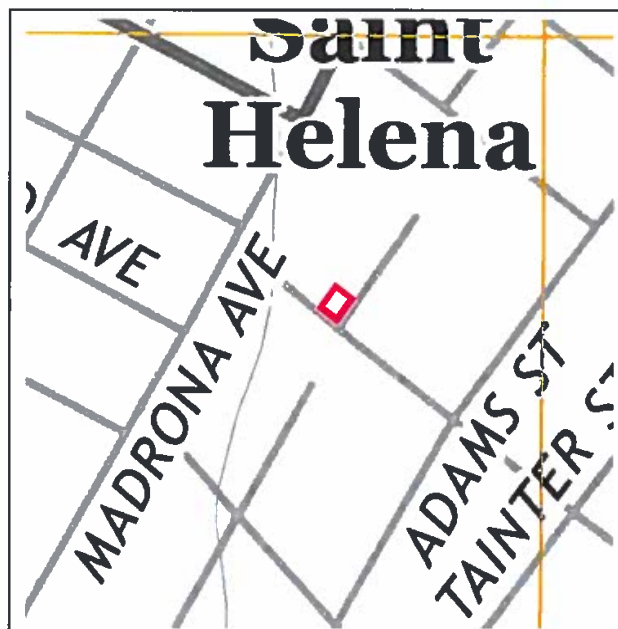
(See Footnotes)

B13. Remarks:

*B14. Evaluator: Kara Brunzell

*Date of Evaluation: May 11, 2018

(This space reserved for official comments.)



**State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
CONTINUATION SHEET**

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HRI # _____
Trinomial _____

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*Recorded by Kara Brunzell *Date: May 11, 2018 ☒ Continuation ☐ Update

***P3a. Description: (continued):**



Photograph 2: Property viewed from street, camera facing north, May 11, 2018.



Photograph 3: Southwest (main) elevation, camera facing north, May 11, 2018.



Photograph 4: Detail, front door, camera facing northeast, May 11, 2018.



Photograph 5: Detail, front porch, camera facing southeast, May 11, 2018.

**State of California – The Resources Agency
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Photograph 6: Southeast elevation, camera facing northwest, May 11, 2018.



Photograph 7: Rear of house, camera facing west, May 11, 2018.



Photograph 8: Northwest elevation, camera facing south, May 11, 2018.



Photograph 9: Northwest elevation, camera facing east, May 11, 2018.



Photograph 10: Garage, camera facing west, May 11, 2018.

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Trinomial _____

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810. Significance (continued):

St. Helena

St. Helena was originally home to a group of Native Americans known to Spanish missionaries as the Wappo. Although Napa Valley was within the Sonoma Mission's sphere of influence, the Spanish did not permanently settle in the vicinity. The first European to settle in the St. Helena area was Dr. Edward Bale, an English physician who converted to Catholicism and married Maria Ygnacia Soberanes (a niece of Mariano Vallejo). After becoming a Mexican citizen he received Rancho Carne Humana as a grant from the Mexican government in 1839. The huge land grant encompassed much of northern Napa Valley including the future town sites of Calistoga and St. Helena. Americans began to travel overland to California in the 1840s, and one of the first groups to complete the arduous trek was the Grigsby-Ide Party: at least 20 members of this group reached the Napa-Sonoma area by the end of 1845.¹

California statehood in 1850 drew more American farmers and land speculators to Napa Valley, and about 1853, Henry Still purchased 100 acres on the north side of Sulphur Creek from the Bale estate. The property was at the intersection of Napa Valley's main north-south road and the route to White Sulphur Springs (a natural hot spring that was already an attraction), and Still recognized the potential for a town site centered on the rich agricultural region. In partnership with Charles Walter, Still erected the first building in town, and by the middle of the decade Still and Walter were donating Main Street lots to anyone who would agree to open a business. Upper Napa Valley was at first called Hot Springs Township, and the new town was not named St. Helena until the mid-1850s, when it adopted the name of the recently-founded local Sons of Temperance lodge.²

Early agricultural activities in Napa Valley focused on cattle-grazing and grain production, but beginning in the late 1850s farmers began experimenting with wine grapes. St. Helena's position as a center of agriculture was consolidated when the railroad arrived in 1868. By the 1870s, much of the land surrounding the growing village had been converted to wine production. St. Helena was incorporated as a city in 1876, and reincorporated in 1889. By 1873, it had a school and several churches as well as a thriving commercial district.³

The population of Napa Valley doubled between 1870 and 1880, and by 1880, St. Helena was home to 1,500 residents. The St. Helena district (the area between Yountville and St. Helena) had 7,000 acres of grapevines by this time. As the nineteenth century progressed, St. Helena became the upper valley's most important shipping and commercial center. It also became more diverse as Chinese and then German and Italian immigrants arrived to work in the vineyards.⁴ Napa Valley was America's premier wine region by 1890, but a downturn in prices and an infestation of the phylloxera root louse nearly destroyed the wine industry at the turn of the century. Many growers pulled out wine grapes in the early decades of the twentieth century, replacing them with prunes and walnuts. In 1919, the wine business suffered a further blow when the Volstead Act outlawed the production of alcohol. Only a few local wineries were able to survive Prohibition by producing sacramental wine, and the industry did not begin to recover until after World War II.⁵

Ironically, the modern wine tourism industry was born during Prohibition, when Bay Area residents began driving up to Napa to buy illegal wine. Efforts to preserve agricultural land beginning in the second half of the twentieth century have allowed the town to grow slowly and retain much of its rural nineteenth-century character. Modern St. Helena is a center of both the Napa Valley wine business and the local wine tourism industry.⁶

1504 Stockton Street

The house was constructed about 1941 for Dr. Robert Boggs and his wife, Jane. Robert Boggs was born in Napa in 1911, the eldest of Oriole and Leland Stanford Boggs' four children. Missouri governor and Napa pioneer Lilburn Boggs was Robert's paternal great-grandfather. The family lived on a fruit orchard on Big Ranch Road near Napa, moving into town when Leland later opened an insurance office. Robert attended Napa Union High School, and was elected class president in 1927. He went on to Stanford, before eventually attending Rush Medical College in Chicago. He married Jane Krug in Carson City, Nevada in 1933. Krug was about a year younger than Boggs, and also a Napa native who attended Napa High. Her mother's name was Berta, and her father Karl was a descendant of the early

¹ Lyman L. Palmer, *History of Napa and Lake Counties, California* (San Francisco: Slocum, Bowen, & Company, 1881), 55-333; Hubert Howe Bancroft, *History of California: 1841-1845* (San Francisco: The History Company, 1886), 578-581.

² C. A. Menefee, *Historical and Descriptive Sketchbook of Napa, Sonoma, Lake and Mendocino* (Napa: Reporter Publishing House, 1873), 186; Lin Weber, *Old Napa Valley: The History to 1900* (St. Helena: Wine Ventures Publishing, 1998), 159.

³ City of St. Helena, *Historic Resources Inventory*, Prepared by Page & Turnbull, Inc., August 2006, 7; Palmer, 335; Menefee, 187.

⁴ William F. Heinz, *Wine Country: A History of Napa Valley* (Santa Barbara: Capra Press, 1990), 162; City of St. Helena, 8.

⁵ Mariam Hansen, *Images of America, St. Helena* (Charleston: Arcadia Publishing, 2010), 96.

⁶ Lin Weber, *Roots of the Present: Napa Valley 1900 to 1950* (St. Helena: Wine Ventures Publishing, 2001), 148-175.

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St. Helena winemaker Charles Krug and pioneer Edward Bale as well as General Mariano Vallejo. She attended UC Berkeley prior to her marriage, after which the couple attended the University of Alabama together. They moved to Chicago, where Robert attended medical school and Jane the University of Chicago. From 1938-1940, the couple lived and worked in San Francisco, Robert as a hospital physician and Jane as a social worker. In 1940, the couple moved to St. Helena, where Boggs worked as a doctor under Dr. George J. Wood. Jane worked as the executive secretary of the Napa County Tuberculosis Association.⁷

The couple began planning to build a house on Stockton Street soon after coming to St. Helena, and drawings had been prepared by early 1941. The residence was to be constructed of 4" x 8" x 16" concrete blocks (a material prized for durability and low cost) with steel casement windows. The blocks were specified on the drawings as Basalite brand, a product that had been developed by Napa's Basalt Rock Company in the late 1930s. (Concrete masonry units had been in use since the turn of the twentieth century, although their height of popularity as a decorative element of Midcentury Modern architecture did not arrive until the 1950s.) Drawings are initialed "R.W.B." and are likely to have been prepared by Robert Boggs. The couple chose a modest floor-plan with two bedrooms, one bath, and just over 1000 square feet of living space. A two-car garage was planned, but not built right away, probably another measure designed to conserve limited funds. Construction began on the house in 1941. Boggs left for the military by the summer of 1942, serving as a naval lieutenant through the end of World War II. The couple lived in the house only for a few months. By July 1942, Jane Krug Boggs had moved to Napa and the couple sold the new house to Mary F. Kavanagh. Jane Krug Boggs appears to have remarried at the end of World War II, Dr. Robert Boggs relocated to the San Mateo area, and there is no indication that the couple ever lived in the house again.⁸

Mary Frances Kavanagh was born in Chicago about 1878 to Ellen and Patrick Kavanagh. She moved to Vallejo with her family and attended medical school in San Francisco, beginning a medical career in 1901. She retired to St. Helena in the 1940s, purchasing the house at 1504 Stockton Street and living there with her sisters Kathryn and Alice and for their mother Ellen. The garage appears to have been constructed by Kavanagh in the early 1950s, and she probably added onto the rear of the house about the same time. Kavanagh served on the St. Helena Planning Commission, and was a member of St. Helena Catholic Church and the Napa County Historical society. Mary Kavanagh moved to Walnut Creek about 1965, and died in 1970. The house has had a number of residents over the years since 1965.⁹

Evaluation:

The National Register of Historic Places (NRHP) and California Register of Historical Resources (CRHR) require that a significance criterion from A-D or 1-4 (respectively) be met for a resource to be eligible.

Criterion A/1: 1504 Stockton Street is not associated with events that have made a significant contribution to the broad patterns of our history. It is a modest residence constructed near the end of the Great Depression. Research has revealed no associations between the house and the development of St. Helena or other important historic contexts. Therefore the property is not eligible to the NRHP or CRHR under Criterion 1/A.

Criterion B/2: 1504 Stockton Street is not associated with the life of a person important to our history. Jane Krug Boggs and Robert W. Boggs did not play an important role in St. Helena, California, or national history, nor were members of the Kavanagh family important to history. Therefore it is not eligible to the NRHP or CRHR under Criterion B/2.

Criterion C/3: 1504 Stockton Street is not significant for its architecture. Its modest size and inexpensive materials are characteristic of houses constructed during the Great Depression, when it was difficult even for relatively well-off people to secure the funding required to build a new house. The moderate-pitch gable roof with its narrow eaves is characteristic of Minimal Traditional architecture, a simple form of house developed in the mid-1930s and utilized through the end of the 1940s to provide inexpensive shelter during difficult economic conditions. Original drawings indicate that it was likely designed by Dr. Robert W. Boggs, who was not an architect or a building professional but designed the residence for himself and his wife. Features such as the inconsistent size and orientation of its original windows also suggest a non-professional designer. The slab wood front door with its decorative wrought iron handle and matching door viewer with rampant lions motif are the simple building's sole ornamental features. Overall, the house is a common

⁷ *Napa Register*, 15 February 1939, 21 April 1941, 17 June 1942; Napanee, Napa Union High School Yearbook, 1927, 13; US Census Records, Napa, CA, 1920, San Francisco, CA, 1940; Polk Directory, St Helena, 1942; "Pioneer Families Are United in Marriage," *Weekly Calistogan*, 7 July 1933, 2 May 1941; "Dr. Robert Boggs Elected Twenty-Thirty President," *St. Helena Star*, 19 June 1942, 26 January 1945.

⁸ Plans & Elevations, 25 February 1941; *St. Helena Star*, 3 July 1942.

⁹ US Census Records, San Francisco, CA, 1900; *St. Helena Star*, 19 February 1952, 5 September 1950.

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example of an architectural style that was virtually ubiquitous from 1935-1950. For these reasons, the property is not eligible to the NRHP or CRHR under Criterion C/3.

Criterion D/4: In rare instances, buildings themselves can serve as sources of important information about historic construction materials or technologies and be significant under Criterion D/4. 1504 Stockton Street does not appear to be a principal source of important information in this regard.

The property does not qualify for historic listing at any level and is not a historic resource under CEQA.



Michael Mills <michael.mills.ny@gmail.com>

Assessor ID 009-270-036-000

Facchini, Paul <PAUL.FACCHINI@countyofnapa.org>
 To: "michael.mills.ny@gmail.com" <michael.mills.ny@gmail.com>
 Cc: "Brady, Kathleen" <Kathleen.Brady@countyofnapa.org>

Fri, Apr 27, 2018 at 8:36 AM

Hello Mr. Mills and Ms. MacNeil,

The square footage for your property is 9262.5. I don't know why it shows differently in our system. I checked the building record and that has 9262.5 square feet. I will correct the square footage in our system to 9263 square feet, we round up or down on square footage.

Thank you for bring this to our attention.

Paul Facchini
 Senior Mapping and Title Technician
 Napa County Assessor Division
 707-259-8743
 Representing John Tuteur

From: Assessor Department Mailbox (Website)
Sent: Friday, April 27, 2018 8:14 AM
To: Michael Mills <michael.mills.ny@gmail.com>; Assessor Department Mailbox (Website) <ASSESSOR@countyofnapa.org>
Cc: Facchini, Paul <PAUL.FACCHINI@countyofnapa.org>; Brady, Kathleen <Kathleen.Brady@countyofnapa.org>
Subject: RE: Assessor ID 009-270-036-000

Mr. Mills and Ms. MacNeil,

I am including Paul Facchini, Sr. Mapping and Title Technician in this message so he can research this and respond to your question.

Vicki Poli
 Assessment Records Supervisor
 For John Tuteur, Napa County Assessor-Recorder-Clerk

Page 46

From: Michael Mills <michael.mills.ny@gmail.com>
Sent: Thursday, April 26, 2018 4:35 PM
To: Assessor Department Mailbox (Website) <ASSESSOR@countyofnapa.org>
Subject: Assessor ID 009-270-036-000

Hello,

We need help resolving an apparent conflict in data about the size of this property:

Assessor ID D 009-270-036-000

[1504 Stockton Street, St. Helena 94574](#)

On the Assessor's Map Bk. 9 - Page 27, the lot — #36 at the corner of Pine and Stockton — is shown as 150.00 ft x 61.75 ft, for a total of **9262.5** sq ft.

On the [Assessor Parcel Data System](#), the Lot Size is listed as **10373.00** sq ft.

A copy of the map and a screenshot of the System are attached.

In response to a Design Review Application that we filed with the City of St. Helena Planning Department, the City said "... the Napa County Assessor information specifies **10,454** sq-ft." We have asked the City where that number came from.

Which of the Assessor's published numbers is correct?

Thank you,

Michael Mills & Karen MacNeil

917 885 1517



Michael Mills <michael.mills.ny@gmail.com>

1504 Stockton Street

Michael Mills <michael.mills.ny@gmail.com>
Draft

Sat, May 26, 2018 at 4:32 PM

----- Forwarded message -----

From: Lilly Bianco <LBianco@cityofsthelena.org>

Date: Mon, May 14, 2018 at 9:11 AM

Subject: RE: 1504 Stockton Street

To: Polly Ogden <polly@pollyogden.com>

Cc: Erica Ahmann Smithies <ESmithies@cityofsthelena.org>, Michael Mills <michael.mills.ny@gmail.com>, Karen MacNeil <karen@karenmacneil.com>, Malvina Lampietti <mlampietti@gmail.com>

Good Morning Polly,

Thanks for checking in. Erica confirmed that she would be OK with that approach regarding the water neutrality report.

As for the civil information, Erica did state that, at a minimum, she would like to see preliminary information on utilities, as well as the grading and proposed site drainage. If you'd like to discuss further please feel free to reach out to her directly at ESmithies@cityofsthelena.org.

Let me know if you have any further questions or concerns in the meantime.

Kind regards,

Lilly

Lilly Bianco

Contract Planner

City of St. Helena

1480 Main Street

St. Helena, CA 94574

(707) 968-2748

From: Polly Ogden [mailto:polly@pollyogden.com]
Sent: Sunday, May 13, 2018 8:35 AM
To: Lilly Bianco
Cc: Erica Ahmann Smithies; 'Michael Mills'; 'Karen MacNeil'; 'Malvina Lampietti'
Subject: FW: 1504 Stockton Street

Hi Lilly,

Thank you for meeting with Michael Mills and me last Wednesday. I think we got all of our questions answered and will be re-submitting the Design Review package soon.

The one question that remains relates to the Water Neutrality Report which was a requirement from Public Works. As we described in the meeting, we had previously been told by Aaron Hecock that it would not be necessary as we are going from a 3 bedroom house to a 2 bedroom house. Further, as Aaron suggests, the size of the existing house will be memorialized so that if an ADU is proposed in the future, the remaining bedroom removed would serve that purpose. I have included that email correspondence below for your reference. Could you or Erica please confirm.

Thanks again,

Polly

--

Polly Ogden
Polly Ogden Associates
Phone: 707.963.7999
Cell: 707.363.7247
Email: polly@pollyogden.com

----- Forwarded message -----

From: Aaron Hecock <ahecock@cityofsthelena.org>
Date: Wed, Mar 7, 2018 at 1:58 PM
Subject: RE: 1504 Stockton Street
To: Malvina Lampietti <mlampietti@gmail.com>
Cc: Michael Mills <michael.mills.ny@gmail.com>, Polly Ogden <polly@pollyogden.com>

Hi Malvina,

1. We use a GIS system to generate the list of neighbors within 300 feet of the project site. We no longer accept lists from outside parties. Yes, we can provide you the list after you submit.
2. Water neutrality will not apply if you are reducing the number of bedrooms and we can memorialize the loss of the bedroom in the conditions of approval so that it won't affect you when you are ready to submit for the ADU.
3. The water and sewer lateral issue is a question for the public works department. That said, make sure the lines are clearly called out on the plan set.

I hope this helps.

Aaron

Aaron Hecock, AICP
Senior Planner
City of St. Helena
1480 Main Street
St. Helena, CA 94574
707-968-2659
ahecock@cityofsthenela.org

From: Malvina Lampietti [mailto:mlampietti@gmail.com]
Sent: Wednesday, March 07, 2018 9:14 AM
To: Aaron Hecock <ahecock@cityofsthenela.org>
Cc: Michael Mills <michael.mills.ny@gmail.com>; Polly Ogden <polly@pollyogden.com>
Subject: 1504 Stockton Street

Hi Aaron

We are in the process of putting together our Design Review Application and have several questions.

How do you determine the list of the neighbors that will be notified for the hearing? Would it be possible to get this list so that the Clients can show them the design ahead of time, as we discussed?

Will we need to complete a Water use Analysis Report if we are reducing the number of Bedrooms in the proposed new house? The existing house has three bedrooms, the new house has two bedrooms. Please see the attached plans (Existing site Plan E1.1, Proposed Site Plan S1.0 and Second Floor plan A1.2; all dated 03/07/2018).

We will eventually be adding an ADU and would like to bank the additional allowable bedroom for that time. Is this possible?

Will you need more information regarding the sewer and water laterals, than the notes on the site plan S1.0?

Please let me know.

Thank you

Malvina

—

Malvina M. Lampietti, AIA

Landline: (617) 225 6627

Mobile: (617) 767 6040

www.Lfarc.com

Step 1: Project Data Form and Runoff Reduction Measure Selection

Complete all fields.

Project Name/Number	MacNeil Residence
Application Submittal Date [to be verified by municipal staff]	March 26, 2018
Project Location [Street Address if available, or intersection and/or APN]	1504 Stockton St St. Helena, CA 94574
Name of Owner or Developer	Karen MacNeil
Project Type and Description [Examples: "Single Family Residence," "Parking Lot Addition," "Retail and Parking"]	Single Family Residence
Total Project Site Area (acres)	9263 sq ft – 0.21 acres
Total New or Replaced Impervious Surface Area (square feet) [Sum of impervious area that will be constructed as part of the project]	1350 sq ft
Total Pre-Project Impervious Surface Area	1350 sq ft
Total Post-Project Impervious Surface Area	1810 sq ft
Runoff Reduction Measures Selected (Check one or more)	☐ 1. Disperse runoff to vegetated area ☐ 2. Pervious pavement ☐ 3. Cisterns or Rain Barrels ☐ 4. Bioretention Facility or Planter Box

Step 2: Delineate impervious areas and locations of runoff reduction measures

Delineate the impervious area. On a site plan or sketch, show the impervious area—for example, a roof, or portion of a roof, or a paved area—that will drain to your runoff reduction measure. Typically these delineations follow roof ridge lines or grade breaks. Alternatively, show the type and extent of pervious paving. An example sketch is attached.

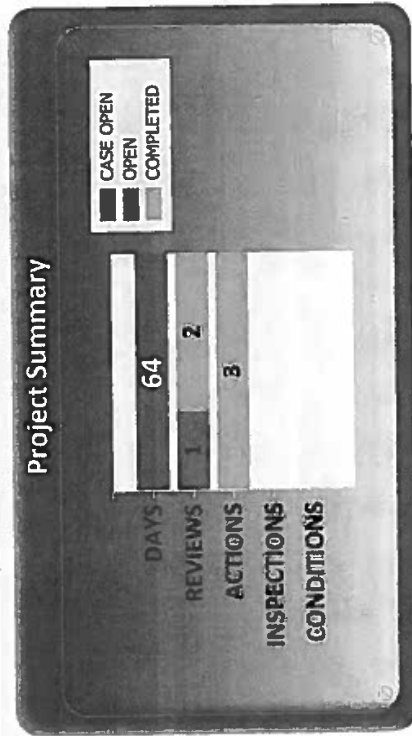


Project Details

City of St. Helena

PROJECT NUMBER
PL18-026

Description: EXTERIOR / INTERIOR ALTERATIONS	Status: REVIEW
Type: DESIGN REVIEW	Status Date: 3/26/2018
Subtype: NEW	Applied: 3/26/2018
Address: 1504 Stockton St	Approved:
City, State, Zip: Saint Helena, CA 94574	Closed:
Project Manager:	Expired:
Details:	



Page 53

ADDITIONAL SITES

CHRONOLOGY

CHRONOLOGY TYPE	STAFF NAME	ACTION DATE	COMPLETION DATE	NOTES
ADDITIONAL ITEMS SUBMITTED	SOPHIA JOHNSON	5/29/2018	5/29/2018	DEMO APPLICATION SUBMITTED. NO PLANS GIVEN AS PER LILLY'S DIRECTION
INITIAL PLANNING SUBMISSION	XINIA GAMERO	3/26/2018	3/26/2018	
REFERRED TO DEPARTMENTS	XINIA GAMERO	3/27/2018	3/27/2018	

CONDITIONS

CONTACTS

NAME TYPE	NAME	ADDRESS1	CITY	STATE	ZIP	PHONE	FAX	EMAIL
APPLICANT	MACNEIL KAREN	1504 STOCKTON ST.	ST. HELENA	CA	94574	(707)963-1146		KAREN@KARENMACNEIL.COM
BILL TO	MICHAEL MILLS					(707)963-1146		

Printed: Tuesday, May 29, 2018 10:06:10 AM

1 of 3

CRW
SYSTEMS

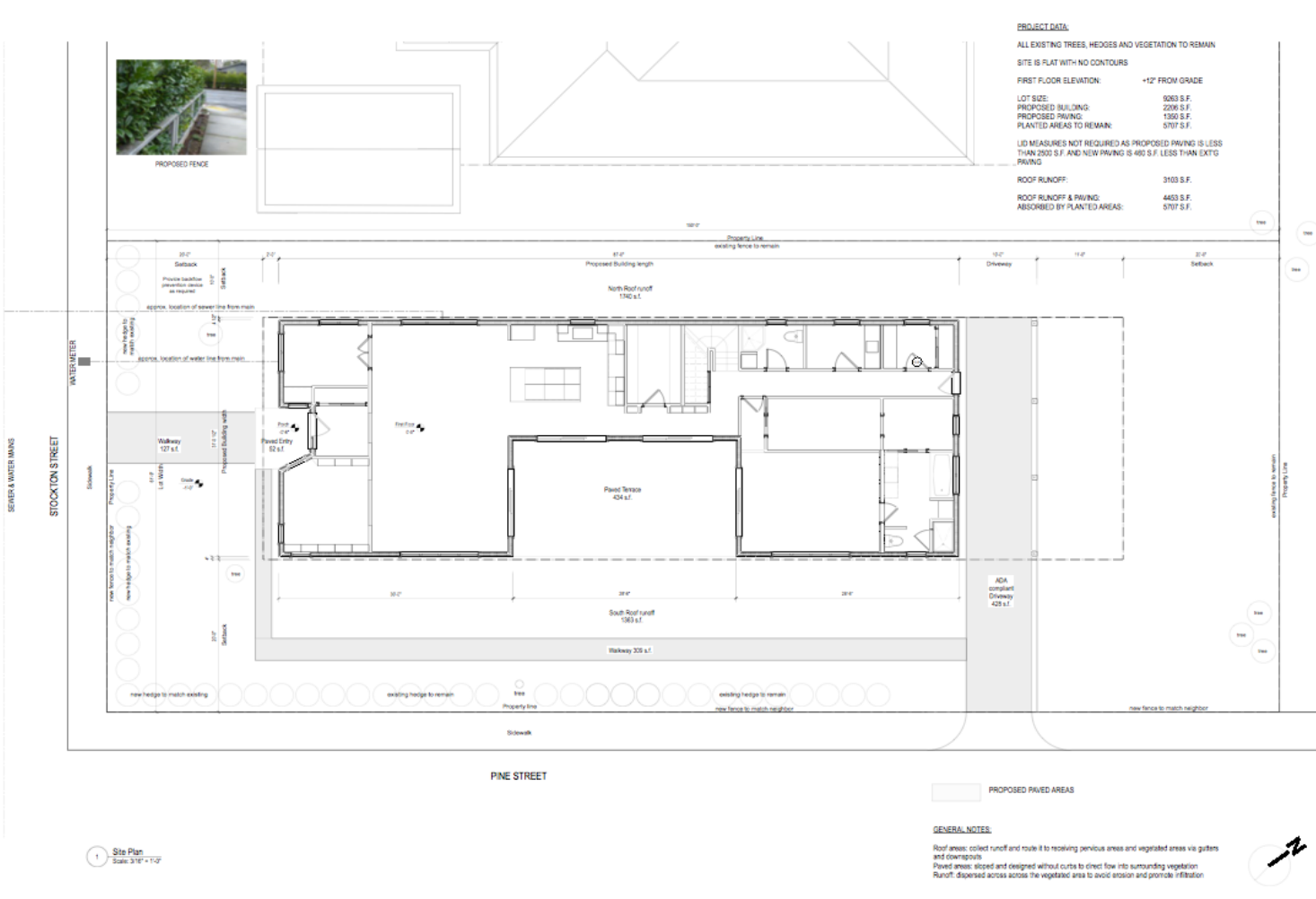


PL18-08

1504 Stockton Street

Karen MacNeil & Michael Mills





PROJECT TEAM	
ARCHITECT	LA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 787 8043
PROJECT MANAGER	POLLY OGDON ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94514 (707) 963 7899
STRUCTURAL ENGINEER	JOSHUA S. KARDON + CO 354 GRANT STREET BERKELEY, CA 94703 (510) 548 1892
SOILS ENGINEER	PUC ASSOCIATES, INC. P.O. BOX 489 SONOMA, CA 94901 (707) 935 3747
HISTORIC CONSULTANT	BRUNELL HISTORICAL (707) 336 2018
PROJECT/CLIENT	
MACNEIL WELLS RESIDENCE	
K. MACNEIL W. WELLS 1504 STOCKTON STREET ST. HELENA, CA 94514 (707) 963 1745	
Proposed Site Plan	
Date:	05/21/2018
Scale:	3/16"=1'0"
Sheet:	A1.0

PROJECT TEAM

ARCHITECT
LFA ARCHITECTS
360 MEMORIAL DRIVE
CAMBRIDGE, MA 02139
(617) 767-8540

PROJECT MANAGER

POLLY COOPER ASSOCIATES
P.O. BOX 963
ST. HELENA, CA 94754
(707) 963-7390

STRUCTURAL ENGINEER

JOSHUA S. KARDON + CO
2034 GRANT STREET
EMERYVILLE, CA 94608
(510) 548-1582

SOILS ENGINEER

PJC ASSOCIATES, INC.
P.O. BOX 495
SONOMA, CA 94901
(707) 935-2147

HISTORIC CONSULTANT

BRUNZELL HISTORICAL
(707) 290-2918

REVISIONS

PROJECT/CLIENT

MACKELMILLS RESIDENCE
K. MACKER / M. MILLS
1504 STOCKTON STREET
ST. HELENA, CA 94754
(707) 963-1146

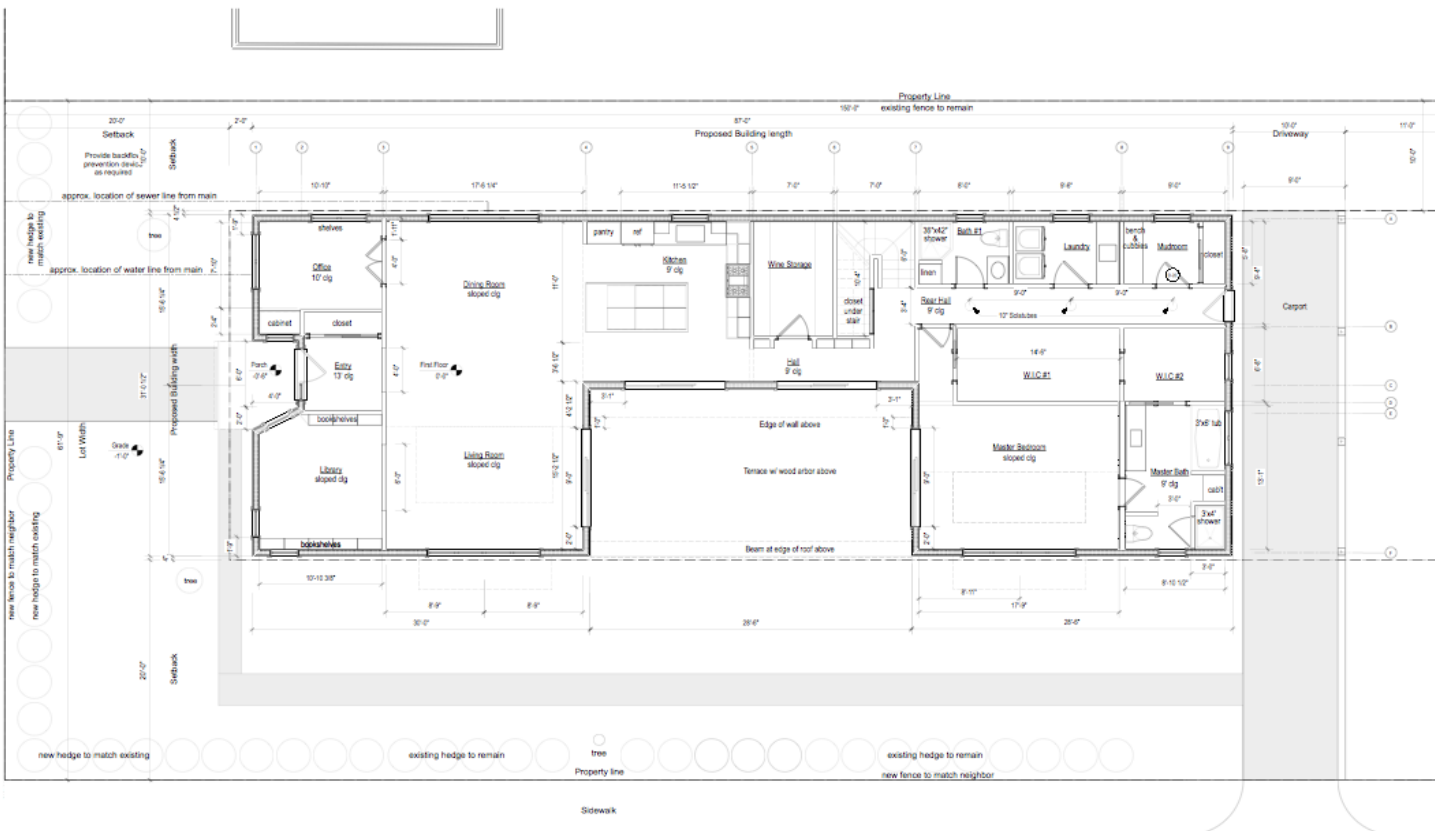
First Floor Plan

Date: 05/21/2018

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

Sheet:

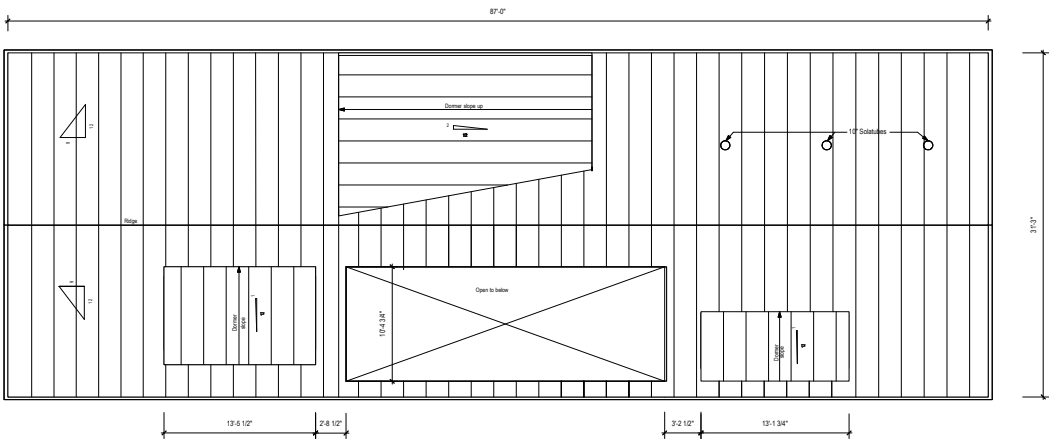
A1.1



1 First Floor Plan
Scale: 1/4" = 1'-0"

First Floor: 2206 S.F.

[illegible]



1 Roof Plan
Scale: 1/4" = 1'-0"



PROJECT TEAM	
ARCHITECT	LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 357-6840
PROJECT MANAGER	POLLY OGDEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94724 (707) 963-7999
STRUCTURAL ENGINEER	JOSHUA B. KARDON + CO 2634 GRANT STREET BERNARD, CA 94703 (510) 548-1852
SOILS ENGINEER	PJC ASSOCIATES, INC P.O. BOX 489 SONOMA, CA 94961 (707) 535-3147
HISTORIC CONSULTANT	BRUNZELL HISTORICAL (707) 290-2918
PROJECT CLIENT	
MACNEIL/MILLS RESIDENCE	
K. MACNEIL / M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94724 (707) 963-1146	
Roof Plan	
Date:	05/21/2018
Scale:	1/4" = 1'-0"
Sheet:	A1.3

ARCHITECT

LFA ARCHIVES
352 MEMORIAL DRIVE
CAMBRIDGE, MASSACHUSETTS 02142
(617) 757-6840

PROBLEM SOLVING

POLLY OBRIEN ASSOCIATES
P.O. BOX 963
516 HILBINA, CA 94574
(916) 963-7999

STRUCTURAL ENGINEER

JOHNIA H. KARDON • C.O.
2534 CHANT STREET
BERKELEY, CA 94703
(415) 548-1892

SOILS ENGINEER

P.J. ASSOCIATES, INC.
P.O. BOX 469
SONOMA, CA 94929
(707) 326 3347

HISTORIC CONSULTANT

BRUNZELL HISTORICAL
[197] 200 2000

PROJECT/CLIENT

MAGNETIC RESONANCE

K. MACNEIL/M. MILLS
1804 STOCKTON STREET
ST. HELENA, CA 94754
(707) 963 8946

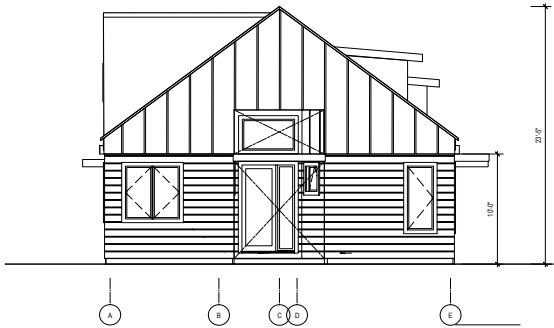
**Context Plan
& Elevations
(Stockton & Pine)**

Date: 05/21/2018

Scale: $3/32"=1'$

Client:

A2.0



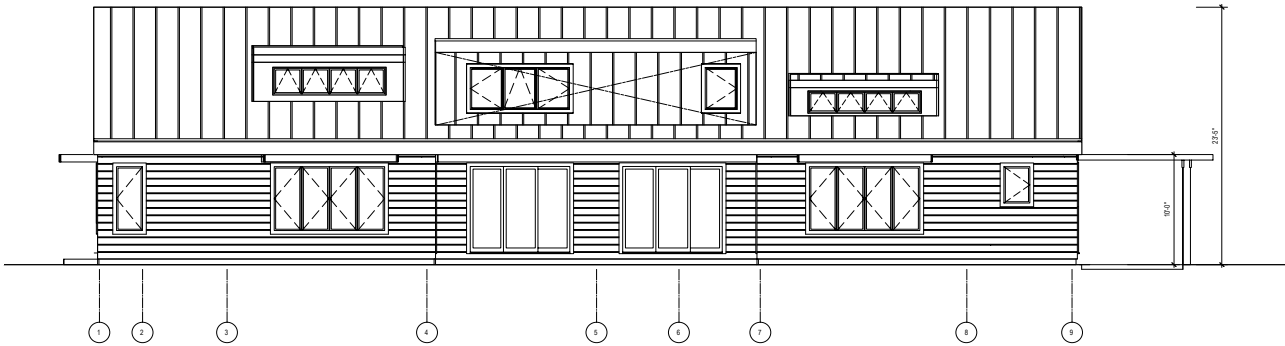
1 West Elevation-Stockton Street
Scale: 1/4" = 1'-0"



PROPOSED ROOFING:
standing seam metal

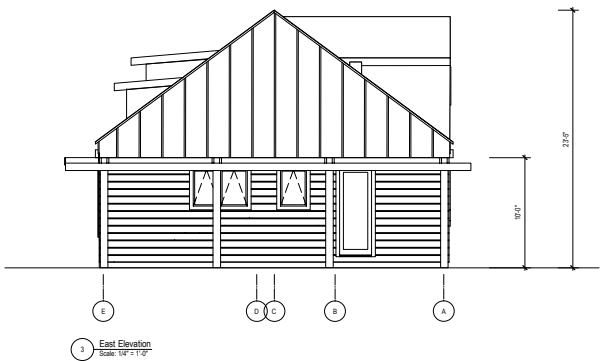


PROPOSED SIDING:
painted wood channel shiplap



2 West Elevation-Stockton Street
Scale: 1/4" = 1'-0"

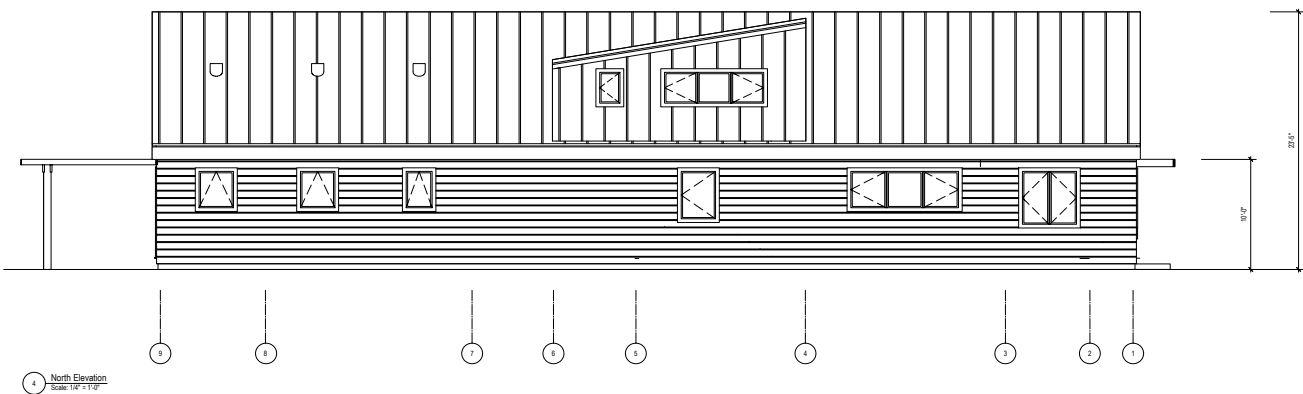
PROJECT TEAM	
ARCHITECT	LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 357-6842
PROJECT MANAGER	POLLY ODGEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94774 (707) 963-7999
STRUCTURAL ENGINEER	JOSHUA B. KARDON + CO 2634 GRANT STREET BERNARD, CA 94703 (510) 548-1852
SOILS ENGINEER	PJC ASSOCIATES, INC. P.O. BOX 489 SONOMA, CA 94981 (707) 535-3147
HISTORIC CONSULTANT	BRUNZELL HISTORICAL (707) 290-2918
PROJECT CLIENT	
MACNEIL MILLS RESIDENCE	
K. MACNEIL / M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94774 (707) 963-1146	
West & South Elevations (Stockton & Pine)	
Date:	05/21/2018
Scale:	1/4" = 1'-0"
Sheet:	A2.1



PROPOSED ROOFING:
standing seam metal

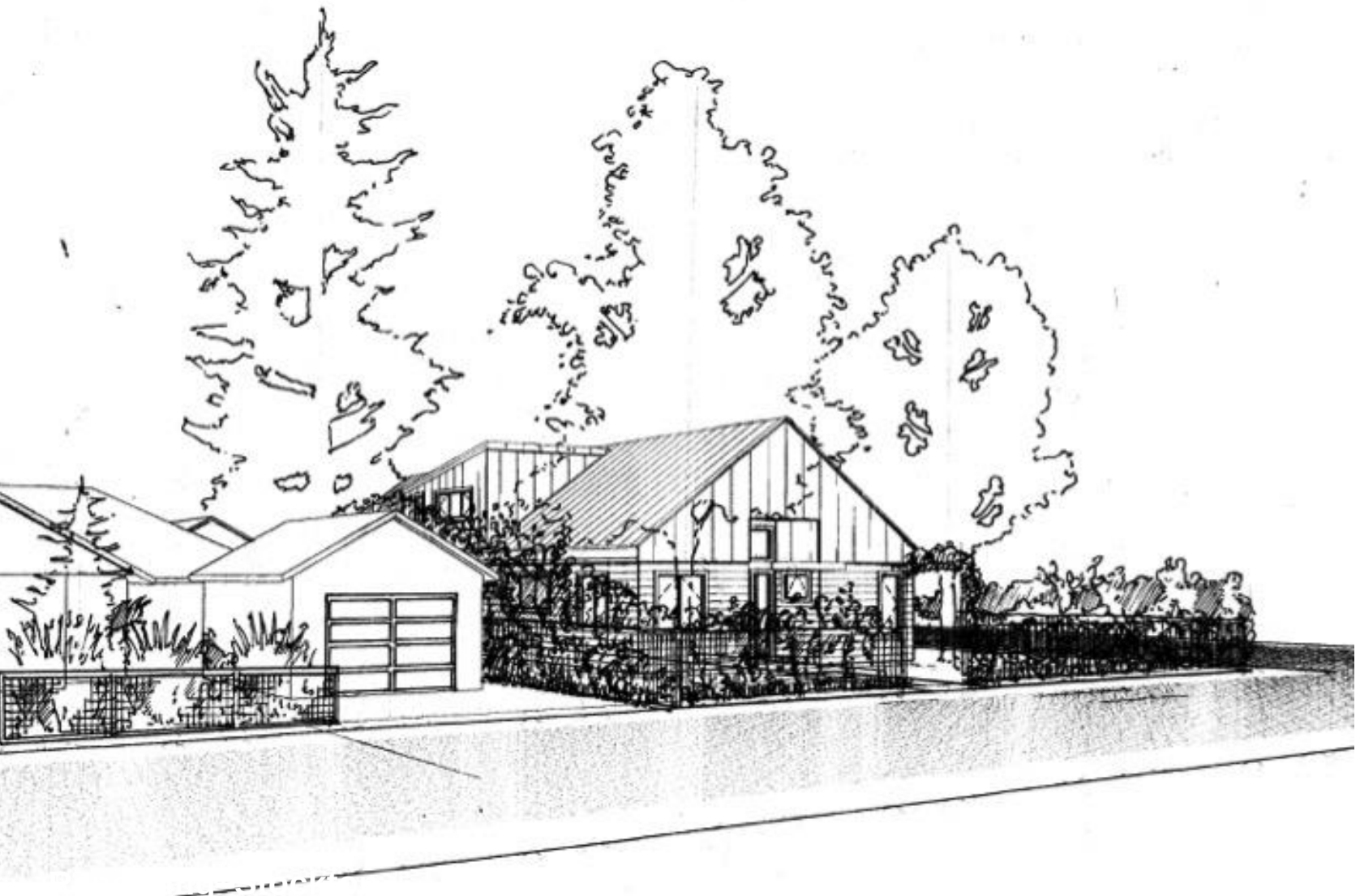


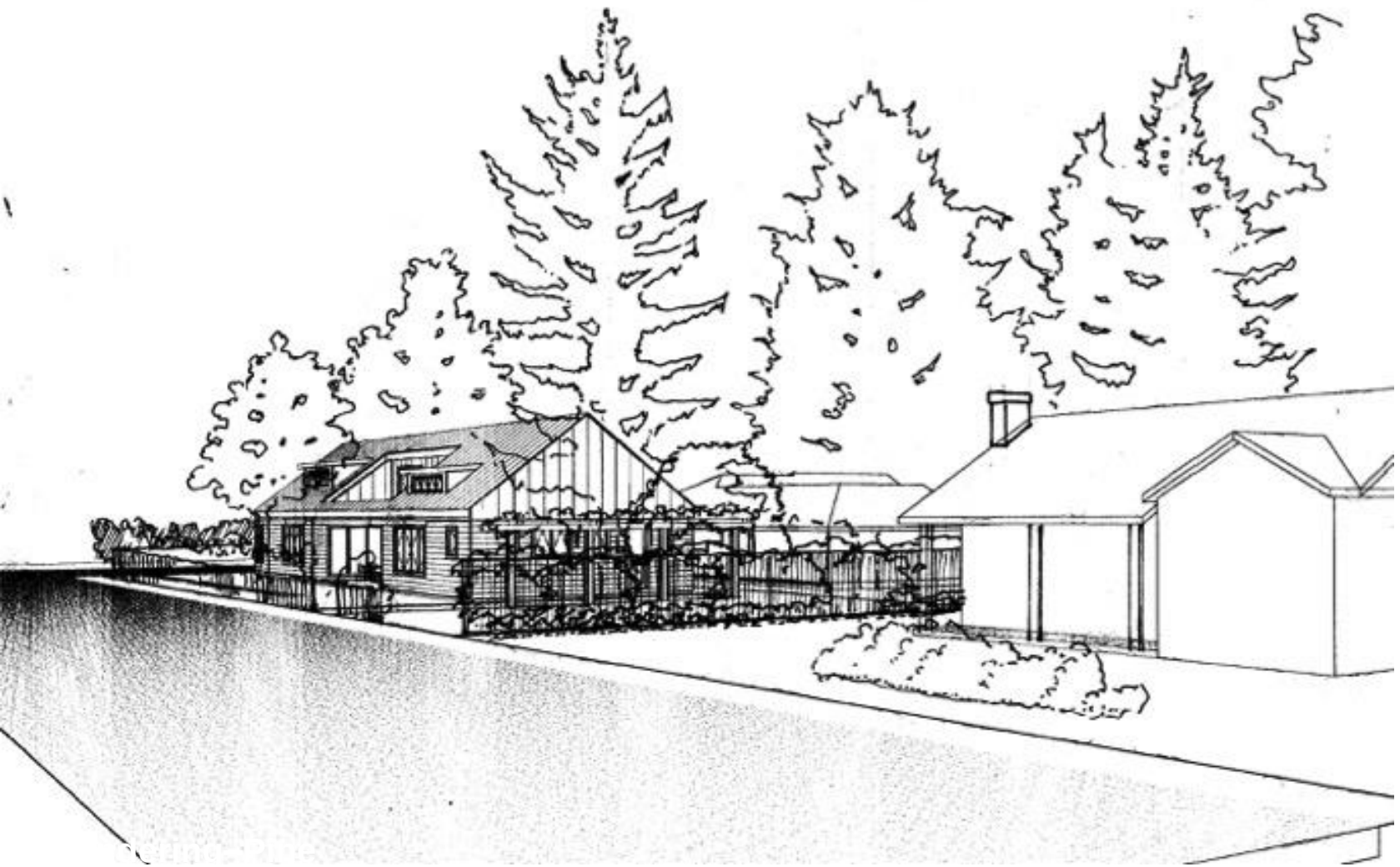
PROPOSED SIDING:
painted wood channel shiplap



ISSUED	PROJECT TEAM	
	ARCHITECT	
	LFA ARCHITECTS 362 MEMORIAL DRIVE CAMBRIDGE, MA 02139 (617) 767-6842	
	PROJECT MANAGER	
	POLLY ODGEN ASSOCIATES P.O. BOX 963 ST. HELENA, CA 94754 (707) 963-7999	
	STRUCTURAL ENGINEER	
	JOSHUA B. KARDON + CO 2634 GRANT STREET BERNARDVILLE, CA 94703 (510) 548-1852	
	SOILS ENGINEER	
	PJC ASSOCIATES, INC. P.O. BOX 489 SONOMA, CA 94961 (707) 535-3147	
	HISTORIC CONSULTANT	
	BRUNZELL HISTORICAL (707) 292-2918	
	PROJECT CLIENT	
	MACNEIL/MILLS RESIDENCE	
	K. MACNEIL / M. MILLS 1504 STOCKTON STREET ST. HELENA, CA 94754 (707) 963-1146	
	East & North Elevations	
	Date:	05/21/2018
	Scale:	1/4"=1'-0"
	Sheet:	A2.2

Scaled Renderings





1504 Stockton Views



1504—view from Stockton neighbor



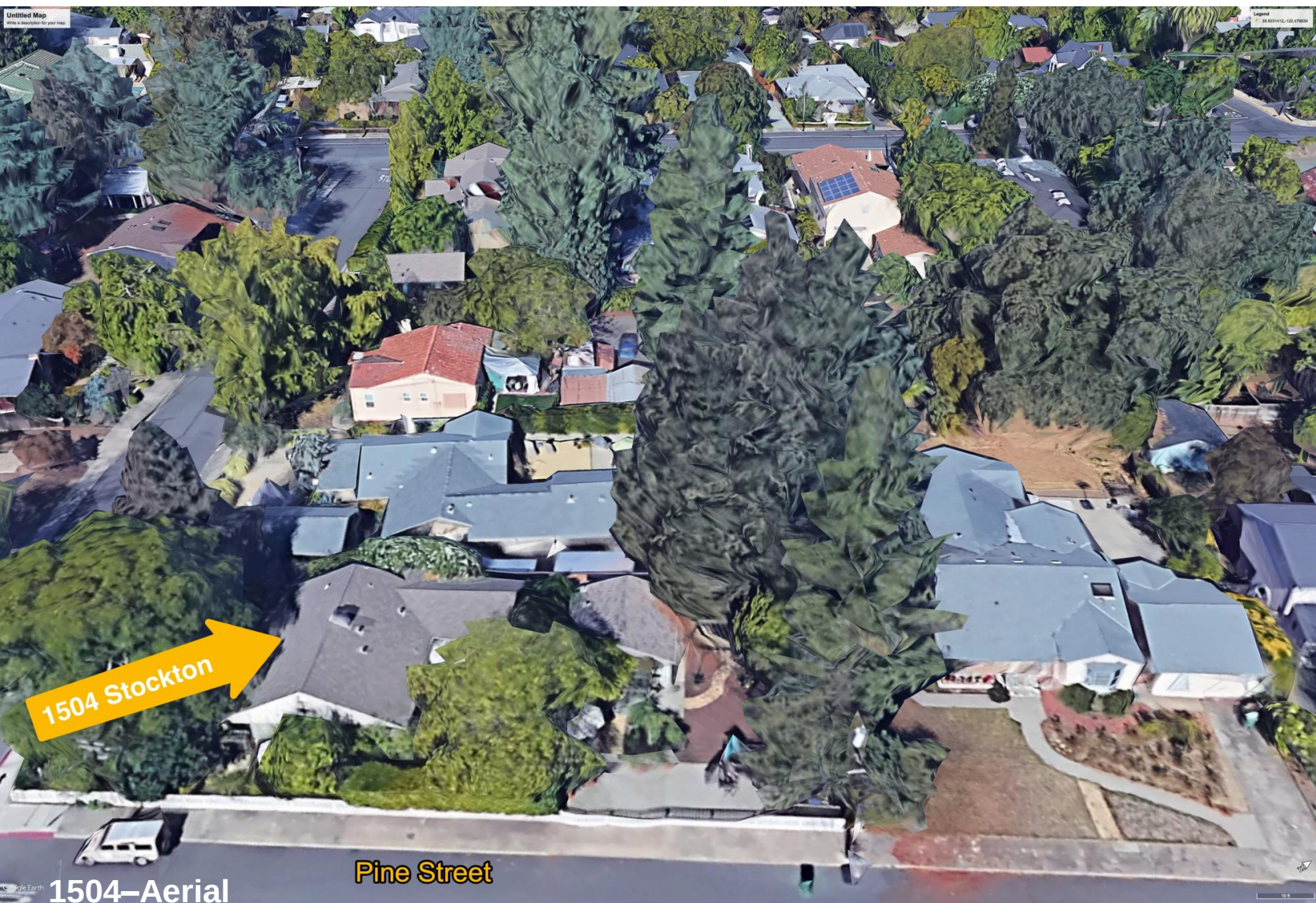
1504—view from across-Stockton neighbor



1504—view from across-Pine neighbor



1504—view from Pine neighbor



Neighborhood Context



1611 Madrona a





1530 Stockton



1215 Stockton



1242 Allyn a



1242 Allyn b



1248 Hudson

Additional Neighborhood Context



1639 Adams



1644 Adams



1842 Pine



1580 Hillview



1334 Stockton



1401 Allyn



1401 Allyn b



1508 Spring

Materials



Shiplap—Stockton



Standing Seam—Stockton



Shiplap & Metal Roof—Stockton



Fence



PLANNING COMMISSION REPORT
Planning Commission Meeting of July 17, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-005

SUBJECT: *This item is continued from the July 3, 2018 Planning Commission meeting and will be again continued to an uncertain future date. *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 Public Comment for July 17, 2018 Meeting

Re: Verizon application to add cellular infrastructure to PG&E high tension tower behind our home at 1476 Grayson Ave – File number PL18-005

John and Cathrine Chen

Owners of the home at 1476 Grayson Avenue.

Thank you for allowing us to address the planning commission in writing to make a follow-up statement regarding Verizon's request to add cellular infrastructure to the PG&E high tension tower behind our home.

While we appreciate Verizon's consideration to redesign the installation to mitigate aesthetic issues, we would like to respond to a few of the comments made at the prior June 19th planning commission meeting with additional details. To reiterate our past statements, the tower in question is immediately behind our property and is visible from both our bedroom and living rooms which face towards Beckstoffer's vineyard. The easement and access road for the towers run along our property line and the tower itself is approximately 15 feet from our property and less than 150 feet from our home.

- Comments by the Verizon representative stating that the company took all steps to mitigate the obtrusiveness of the installation did not include any comments about the tower's location immediately adjacent to residential areas. In fact, the comments made indicated that the company's main interest was to fill existing service "dead zones", which, by itself, makes sense. Utilizing the PG&E tower enables the company to fulfil that particular goal without the added expense of building a stand-alone tower, but without regard to the visual impact to residents directly next to the tower. The following photograph illustrates the tower's position relative to our home and others that run nearly the entire length of the north side of Grayson Avenue and back up to the PG&E power lines and easement.



This second photo highlights our property relative to the tower in question:



- Other than the location of the tower providing a convenient location for Verizon, there is NO other infrastructure available to support the cellular installation. Both power and network connections would have to be brought in from a significant distance, likely 900 feet along the easement from the east in order to activate the antennas.
- If an existing PG&E tower must be utilized, the tower immediately east of the currently proposed tower would likely serve most of the same goals sought by Verizon. However, unlike the current location, the tower to the east is located in a primarily commercial area with J Schram Winery to the south and Tre Posti to the north. The tower's base, where supporting equipment would be housed and fenced off, is also currently partially surrounded by oleander bushes and the area is being used to store a storage container. In addition, the location is also served with existing local power lines that could be utilized for the installation, unlike the currently proposed location which includes no infrastructure other than the existing tower itself. The above-mentioned points can be seen in the following south-facing photo.



- Alternatively, a stand-alone tower located towards the north side of the vineyard and possibly disguised as a tree would likely serve the same goals but would have nearly zero visual impact. The north side of the vineyard along the industrial portion of Charter Oak (west of highway 29) currently holds the city yard and provides access to the Harold Smith and Son's rock facility. In addition, Sulphur Creek runs alongside this portion of the road and has a substantial amount of tree coverage that could also help to make a cellular tower – disguised as a tree or not – far less visible to anyone and is far enough away from all homes, including neighborhoods to the north, to cause any unsightly visual obstructions. The following photo taken from our property facing north across Beckstoffer's Dr. Crane Vineyard illustrates the tree line along Sulphur Creek as well as the absence of residential areas.



- Per the original proposal for a tower extension, the visual impact can be seen in the following two photos, taken from the perspective of our back deck. The first picture is the current view, while the second is a composite with the tower extension added via image editing software. The added antennas and tower extension are similar to the original design proposed by Verizon. Using the tower, even with significant modifications to the antenna design would result in a highly visible and unsightly change. It is important to note that the poor aesthetics result largely from the cables running up the side of the tower and the additional equipment that would be attached lower on the tower, not just from the antennas themselves.



- Finally, any agreement by Verizon to remove unused equipment and apply for additional installations does not deal with the likely possibility of other carriers requesting installation of equipment to serve their own networks (AT&T, Sprint, etc.). Approval of Verizon's requests sets a precedent and would also establish infrastructure needed to support additional equipment and would further bolster arguments from other carriers to seek their own installations.

Similar to comments made by some on the planning commission, we do agree with and support the improvement of infrastructure serving St Helena, but at the same time we obviously side with comments made regarding the concerns of those improvements creating negative aesthetic issues to residents within our small town. Being directly impacted by this proposal, we hope for and appreciate any consideration by the commission to address our concerns as part of a larger goal of preserving the residential character of neighborhoods throughout our town.

Thank you again for allowing us to voice our concerns.

Best regards,
John and Cathrine Chen