



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, August 21, 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 17, 2018
[Commission Minutes 07-17-18](#)
 - 4.2. Request by Michael Collins for Design Review Exemption to construct a free-standing 13 foot tall, approximately 420 sq-ft trellis in the backyard at 1585 Arrowhead Drive in the Medium Density Residential (MR) Zoning District.

7 - 12

13 - 29

CEQA Determination: Exempt from the requirements of CEQA pursuant to Section 15301, which exempts the construction of small accessory structures.

Prepared By: Lilly Bianco, Contract Planner

Recommendation:

Staff recommends that the Planning Commission adopt a resolution to:

1. Find that the project is exempt from the requirements of CEQA as a Class 1 Categorical Exemption pursuant to CEQA Section 15301 as a small accessory structure, and
2. Accept the required findings and approve the Design Review Exemption for the proposed trellis at 1585 Arrowhead Drive.

[Staff Report - 1585 Arrowhead Dr.](#)

- 4.3. Request by Don Gallagher for adoption of a resolution granting a design review exemption in order to construct two storage sheds near an existing agricultural barn located at 1859 Hillview Place in the Twenty-acre Agriculture (A-20) district. 31 - 61

CEQA Determination: Exempt pursuant to CEQA Guidelines Section 15303.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

Staff finds that the proposed accessory structures raise no substantial design problems and therefore recommend that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15303; and
2. Approve a resolution finding that the project is exempt from design review thereby approving the construction of two storage sheds on the property located at 1859 Hillview Place.

[Staff Report -1859 Hillview Pl.](#)

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

[Joy & Barry Brown -Public Comment Provided at Meeting](#)

- 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. 63 - 88

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

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

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

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

[Staff Report - 929 Main St.](#)

5. PUBLIC HEARINGS

- 5.1. Request by Gary Head for Design Review Approval to construct a new single family residence with detached accessory dwelling, landscaping, pool (under separate permit), and other appurtenant improvements at 1760 Dean York Lane in St. Helena. 89 - 149

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to Section 15303, which exempts the construction of single-family residences, amongst other things.

Prepared By: Lilly Bianco, Contract Planner

Recommendation:

Staff finds that the proposed configuration of the site, the overall design elements and proposed materials/finishes are appropriate for the subject property and recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA, pursuant to Section 15303, which exempts the construction single-family residences.
2. Accept the required findings and grant design review approval for the Cypress House at 1760 Dean York Lane.

[Staff Report - 1760 Dean York Ln.](#)

- 5.2. Consideration and recommendation to the City Council of an Ordinance amending St. Helena Municipal Code ("SHMC") Title 17, Section 17.148, Signs, as deemed appropriate by the Planning Commission. 151 - 172

CEQA Determination: Exempt pursuant to Section 15061 of the CEQA Guidelines.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

Staff recommends that the Planning Commission review the Draft Ordinance and proposed text amendments to the Sign Ordinance and recommend the following:

1. Determine that the proposed text amendments are exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15061; and
2. Recommend that the City Council approve the proposed Ordinance in order to update and modify existing zoning code regulations governing signs, expand the current allowances for Administrative Sign Permits and create and implement an administrative sign permit fee.

[Staff Report - Amending the City's Zoning Ordinance, St. Helena Municipal Code \("SHMC"\) Title 17, Section 17.148, Signs.](#)

- 5.3. Review and recommendation to the City Council of an Ordinance amending and restating St. Helena Municipal Code (SHMC) Chapter 17.164 'Design Review', modifying the requirements and process for Design Review primarily as applied to single family residential projects; proposing to eliminate the requirement for Design Review for "Outdoor Seating" identified in SHMC Chapters 17.48.090 and 17.52.090; and proposing to eliminate the requirement for Design Review for the installation of "Awnings and Canopies", as identified in SHMC Chapter 17.112.070, citywide. 173 - 197

CEQA Determination: Exempt from the requirements of CEQA under Sections 15301, 15302 and 15303 and 15061 (b)(3)

Prepared By: Noah Housh, Planning & Community Improvement Director

Recommendation:

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

1. Find that the proposed changes are exempt from the requirements of CEQA pursuant to Guidelines Sections 15301, 15302 and 15303 in that these modifications reduce the administrative process for modifications to and replacement of existing single family residential structures and further allow the construction or conversion of "Small Structures" as defined in the statute; that the proposed text amendments are consistent with the environmental impact analysis of the 1993 General Plan and Zoning Code EIR, and that the proposed changes are exempt from the requirements of CEQA, under Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore, the activity is not subject to CEQA; and

2. Review, comment and make a recommendation to the City Council on the proposed changes to Chapters 17.164, 17.48.090 C. 6., 17.52.090 D. 6., 17.112.050 B. and 17.112.070 of the St. Helena Municipal Code.

[Staff Report - Amending and restating St. Helena Municipal Code \(SHMC\) Chapter 17.164 'Design Review' 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 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 on our city website 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 September 4, 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 August 8, 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 17, 2018 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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

Present: Vice-Chair Lester Hardy, Commissioner Bobbi Monnette, and Commissioner John Ponte

Absent: Commissioner David Knudsen

Staff Present: Noah Housh, Planning & Community Improvement Director, Erica Ahmann Smithies, Public Works Director and City Engineer, Lilly Bianco, Contract Planner, and Xinia Gamero, Administrative Assistant

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

No public comment received.

4. CONSENT ITEMS

Planning Director Housh pulled item 4.2. Commissioner Ponte pulled item 4.3 on the Consent Calendar.

4.1 Approval of Minutes: July 3, 2018

Commissioner John Ponte moved to approve the Minutes from the July 3, 2018 meeting on the Consent Calendar. The motion was seconded by Commissioner Bobbi Monnette and on roll call carried by the following vote:

AYES: Lester Hardy, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: David Knudsen

ABSTAIN: None

RECUSE: None

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).

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.

Xinia Gamero, Administrative Assistant reported on the item.

No public comment received.

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

AYES: Lester Hardy, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: David Knudsen

ABSTAIN: None

RECUSE: None

- 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

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.

Planning and Community Improvement Director Noah Housh reported on the

item.

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

AYES: Lester Hardy, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: David Knudsen

ABSTAIN: None

RECUSE: None

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.

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.

Contract Planner Lilly Bianco reported on the item.

Chair Hardy opened public hearing.

Robert Rocchetti and Joe Farrel addressed the Planning Commission.

Chair Hardy closed public comment.

Joe Farrell, architect addressed the Commission.

Chair Hardy reopened public hearing.

Robert Rocchetti addressed the Planning Commission.

Chair Hardy closed public hearing.

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

AYES: Lester Hardy, Bobbi Monnette, and John Ponte

NOES: None

ABSENT: David Knudsen

ABSTAIN: None

RECUSE: None

- 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.

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.

Contract Planner Lilly Bianco reported on the item.

Applicants Karen McNeil and Michael Mills addressed the Commission.

No public comment received.

Chair Hardy disclosed visiting project site.

Chair Hardy opened public hearing.

Michael Mills addressed the Commission.

Chair Hardy closed public hearing.

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

AYES: Lester Hardy and Bobbi Monnette

NOES: John Ponte

ABSENT: David Knudsen

ABSTAIN: None

RECUSE: None

- 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.

CEQA Determination: The project is exempt from the requirements of CEQA pursuant to Section 15301 and 15303.

Prepared By: Aaron Hecock, Senior Planner

Chair Hardy opened public hearing.

Kathy Warner addressed the Commission.

Chair Hardy closed public hearing.

Item will be re-noticed and continued to a date uncertain.

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

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

8. AGENDA FORCAST

- 8.1 A list of all current planning projects is available on our City website.

9. ADJOURNMENT

Chair Hardy adjourned the meeting at **7:39 P.M.**

The July 17, 2018 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

Lester Hardy, Chair

Noah Housh, Planning and Community
Improvement Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-046

SUBJECT: Request by Michael Collins for Design Review Exemption to construct a free-standing 13 foot tall, approximately 420 sq-ft trellis in the backyard at 1585 Arrowhead Drive in the Medium Density Residential (MR) Zoning District.

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:06/08/18

ACCEPTED AS COMPLETE:07/10/18

LOCATION OF PROPERTY: 1585 Arrowhead Drive

APN: 027-520-022

GENERAL PLAN/ZONING: Medium Density Residential: MR

APPLICANT: Michael Collins

PHONE: (650) 799-9455

BACKGROUND

The subject property is a 0.32 acre (13,939 sq-ft) parcel at 1585 Arrowhead Drive and within the Medium Density Residential zoning district. At present, the property is improved with a single family residence, pool, and landscaping.

PROJECT DESCRIPTION

Applicant, Michael Collins, is requesting a Design Review Exemption to construct an approximately 420 sq-ft trellis in the backyard of the property at 1585 Arrowhead. The proposed trellis structure would measure approximately 21' by 21' and would be 13 feet tall. The trellis will be constructed of cedar which matches the eaves of the house and fence.

ANALYSIS

GENERAL PLAN

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

Staff finds the subject project consistent with all applicable General Plan policies, particularly, 4.3.4, which calls for the City to, " Strengthen community identity by appropriate building design, size, and site landscaping.

ZONING

Consistent with the GP land use designation, 1585 Arrowhead Drive, exhibits a zoning designation of MR: Medium Density Residential. The MR zoning district allows for single-family detached homes, accessory structures, and other compatible uses insofar as they conform to the development standards prescribed by Municipal Code Section 17.40.060.

Review of the project indicates compliance with all applicable development standards of the MDR District. It would exhibit a minimum (rear) setback of 7' and would be separated from the pool and primary residence by at least 8'. As a structure unenclosed on all four sides, the building is not subject to FAR requirements and the FAR exhibited by the property would remain unchanged. The total built square footage, with trellis structure, would amount to 3,604 which would result in a lot coverage of 25.8 percent, which is within the 45 percent allowed.

DESIGN REVIEW

The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. Consistent with Zoning Code Section 17.164.060, the Commission may approve a design review exemption insofar as the project raises no substantial design problems of the sort enumerated in sections 17.164.010 to 17.164.030.

Design Review Criteria.

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

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

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

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

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

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

Staff Analysis

The proposed trellis design and materials would be compatible with the current exterior treatment of the residence, meets all applicable development criteria and would be located within the rear yard of the property. Accordingly, there is no expectation that the proposed work would raise any substantial design issues or would otherwise conflict with any of the required design review findings enumerated above. Pursuant to St. Helena Zoning Code, Section Sec. 17.164.060, A. staff finds a Design Review Exemption is appropriate given that the project poses no substantial design problems and meets the criteria for an exemption pursuant to Municipal Code Section 17.164.030.

CEQA

The project is exempt from the requirements of CEQA pursuant to Section 15301, which exempts the construction of small accessory structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not located on or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impacts.

ISSUES

No Issues Identified.

CORRESPONDENCE

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

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt a resolution to:

1. Find that the project is exempt from the requirements of CEQA as a Class 1 Categorical Exemption pursuant to CEQA Section 15301 as a small accessory structure, and
2. Accept the required findings and approve the Design Review Exemption for the proposed trellis at 1585 Arrowhead Drive.

ATTACHMENTS

[1585 Arrowhead Attch 1. Draft Resolution](#)

[1585 Arrowhead Attch 2. APN Map](#)

[1585 Arrowhead Attch 3. Aerial View](#)

[1585 Arrowhead Attch 4. Project Narrative](#)

[1585 Arrowhead Attch 5. Plan Sets](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC20xx-xx

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A DESIGN REVIEW EXEMPTION
FOR THE TRELLIS AT 1585 ARROWHEAD DRIVE (File No. PL18-046)**

PROPERTY OWNER: Michael Collins **APN:** 027-520-022

Recitals

1. On June 8, 2018 Michael Collins submitted an application for a Design Review Exemption to construct an approximately 250 sq-ft free-standing trellis at 1585 Arrowhead Drive in the Medium Density Residential District; and
2. A staff report dated August 21, 2018 and incorporated herein by reference analyzed the projects consistency with the Design Criteria enumerated in Section 17.164.030 of the Municipal Code, and
3. On August 21, 2018 the Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing.
4. Now, therefore let it be found that, the Planning Commission approves the requested Design Review Exemption on the following basis:

Resolution

A. The project is exempt from the requirements of CEQA pursuant to Section 15301, which exempts the construction of small accessory structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not located on or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impacts.

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

:

1. Consistency and compatibility with applicable elements of the general plan in that the project maintains the standards for lot sizes and development, identified in the Agriculture designation;
2. Compatibility of design with the immediate environment of the site given that the design maintains historic design features and materials;
3. Relationship of the design to the site given the scale of the addition, the proposed setbacks and the context of the neighborhood;
4. Determination that the design is compatible in areas considered by the Commission as having a unified design or historical character given the historic scale and design features incorporated into the proposal;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land use given the surrounding agricultural properties;
6. Compatibility with future construction both on and off the site given the access, context and historic nature of the surrounding neighborhood;
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project providing appropriate design elements and exterior features;
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community which the project does through appropriate setbacks and thoughtful site planning;
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures which they are given the provided site plan, setback and landscaping proposed;
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept which the outdoor decks, pool and rear yard arbor are found to be;
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles which they are given the continuation of the single family use and maintenance of the existing access to the property;
12. Whether natural features are appropriately preserved and integrated with the project which the project seeks to do through careful site planning;
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are

compatible with the adjacent and neighboring structure and functions which they are given the historic design themes and elements;

14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character which the design is found to be, given the features and elements referenced above;
15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site which it does through careful and appropriate planting choices and locations;
16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena, which it is given the drought tolerant elements proposed;
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials which is, based on the significant energy and water saving requirements of the California Building Code and City of St Helena development criteria.

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

Conditions of Approval

1. The Design Review permit shall be vested within one (1) year from the date of approval. A building permit for the design allowed under this approval shall have been obtained within one (1) year from the effective date of the Design Review decision or these approvals shall expire; provided however that the approved Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
2. This permit is valid for this design only. New permits must be applied for any substantial change in design.
3. The Design Review shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14 day period.
4. Any request for an extension of the Design Review must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.

5. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.
6. Pursuant to City Council Resolution 2003-65, the owner and applicant are informed of the following:

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

7. Compliance with all permit conditions shall be clearly identified on all plans submitted for building permit approval, shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
8. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
9. Provided they are in general compliance with the approved Design Review, minor modifications found to be in substantial conformance with the approved design may be approved by the Planning Director.
10. This Design Review shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
11. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
12. Construction documents shall be in compliance with approved plans and exhibits.
13. 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

14. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
15. For any improvements outside the existing building envelope, a grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining, and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.
16. No added drainage from the new hardscape, roofs, decks, pools or roof improvements shall be allowed to leave the site. The grading and/or site improvement plans shall provide a method to address how drainage will be treated, detained, diverted and infiltrated on site and at the property lines to prevent inundation of neighboring properties.
17. The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. Any new and modified existing water laterals, meters and backflow prevention devices shall be required to be constructed and tested 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.
18. 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.
19. 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.
20. An encroachment permit shall be required for any work performed in the public right of way.

Building Department Conditions of Approval

21. A building permit is required for all onsite demolition, construction and/or change of occupancy.
22. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2013 Title 24 codes.
23. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
24. The applicant shall provide a construction waste management plan with the building permit application.
25. 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.
26. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
27. 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.
28. 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.

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

I HEREBY CERTIFY that the foregoing Design Review Exemption was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 21, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

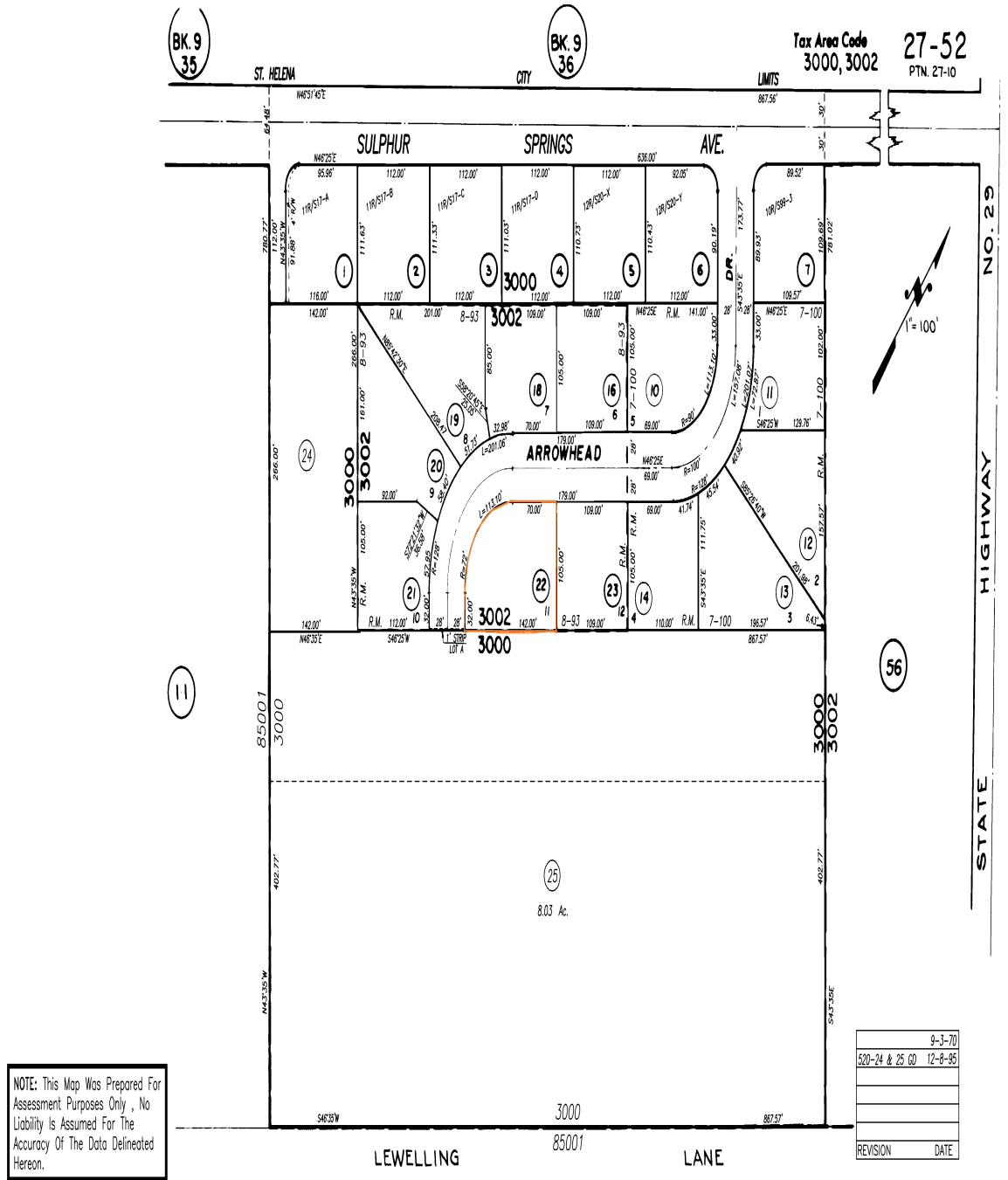
ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh,
Planning and Community
Improvement Director

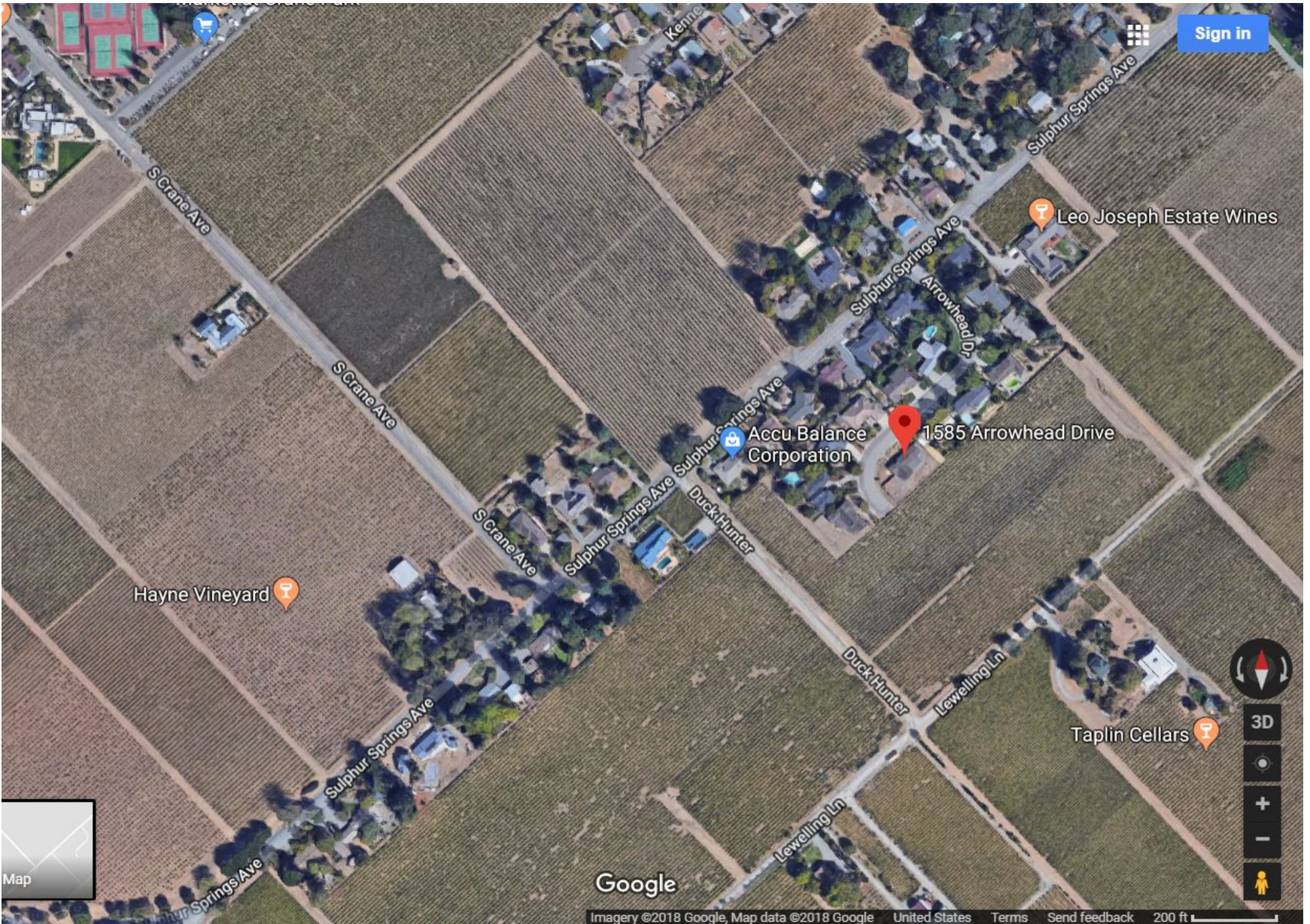


INDIAN VALLEY UNIT NO.1 R.M.BK. 7, PG.100
INDIAN VALLEY UNIT NO.2 R.M.BK. 8, PG. 93

10

NOTE: Assessor's Block Numbers Shown in Ellipses.
Assessor's Parcel Numbers Shown in Circles.

Assessor's Map Bk.27 -Pg.52
County of Napa, Calif.



1585 Arrowhead Drive

St. Helena, Ca

94574

RECEIVED
PLANNING DEPARTMENT

JUN 08 2018

CITY OF ST HELENA

Written Statement

- Trellis to provide shade in the backyard of property
- Trellis will be 13 feet in height.
- Trellis will be 20 feet in width and length.
- Trellis will be in keeping with the overall design of the home. It will be built using cedar lumber, which is consistent with eaves of house and fence.

Handwritten signature: haley all

Roger Hartley, P.E.
Consulting Engineer



These drawings constitute the original work of the designer and may not be used without his written consent.

ENGINEER
Roger Hartley, RCE 25588
19376 Linden Street
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roger@rogerhartley.com

OWNER
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GEOTECHNICAL ENGINEER
RGH Consultants
1041 Jefferson St, Suite 4
Napa, CA 94559
707.252.8105

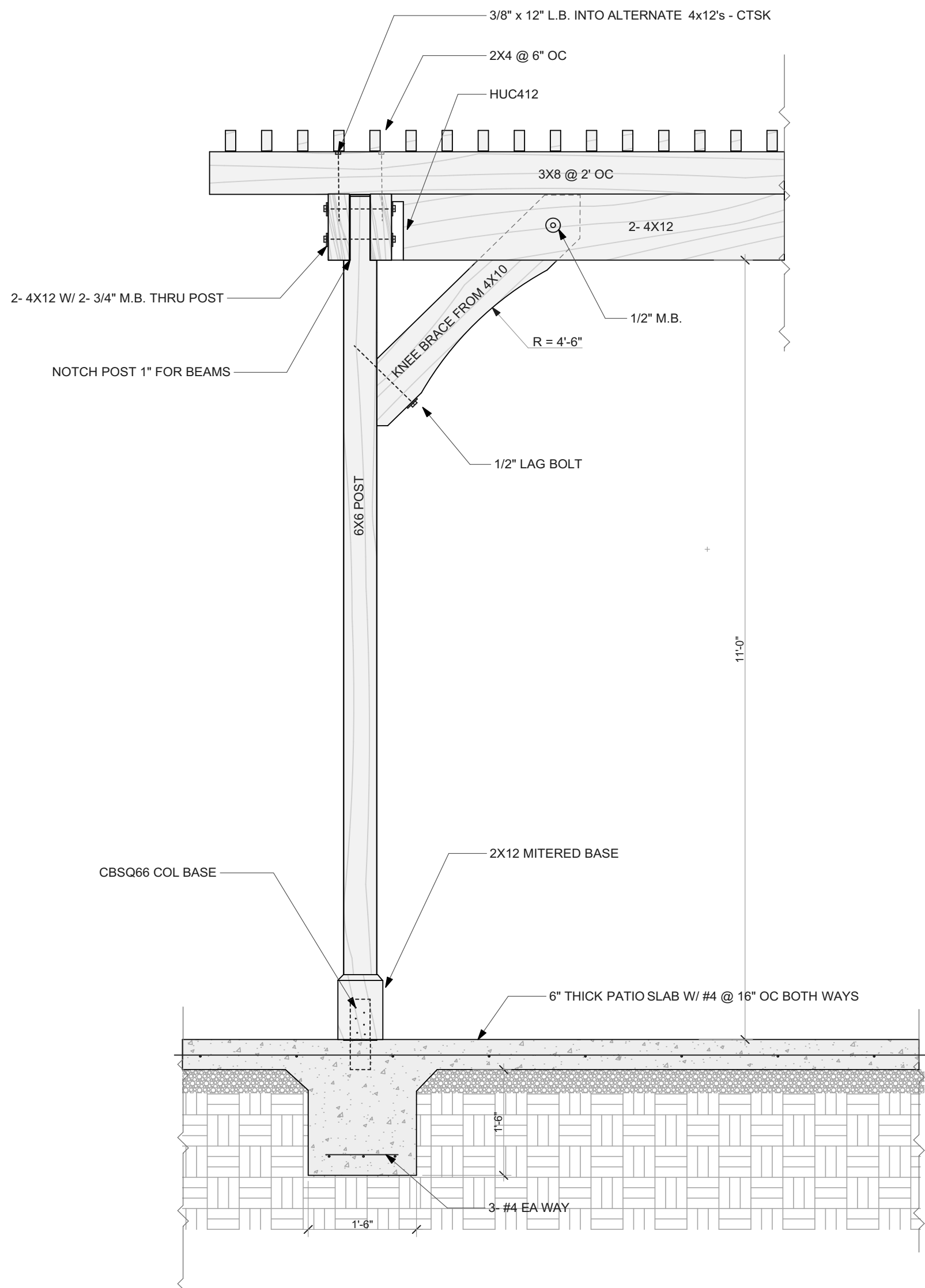
COLLINS RESIDENCE
1585 Arrowhead Drive Saint Helena
California

ISSUES		DESCRIPTION
REV	DATE	
	4/21/2016	PRELIM CHECK SET
	5/4/2016	PERMIT ISSUE
	6/5/2018	TRELLIS SUBMITTAL

PRINT DATE: 6/6/2018

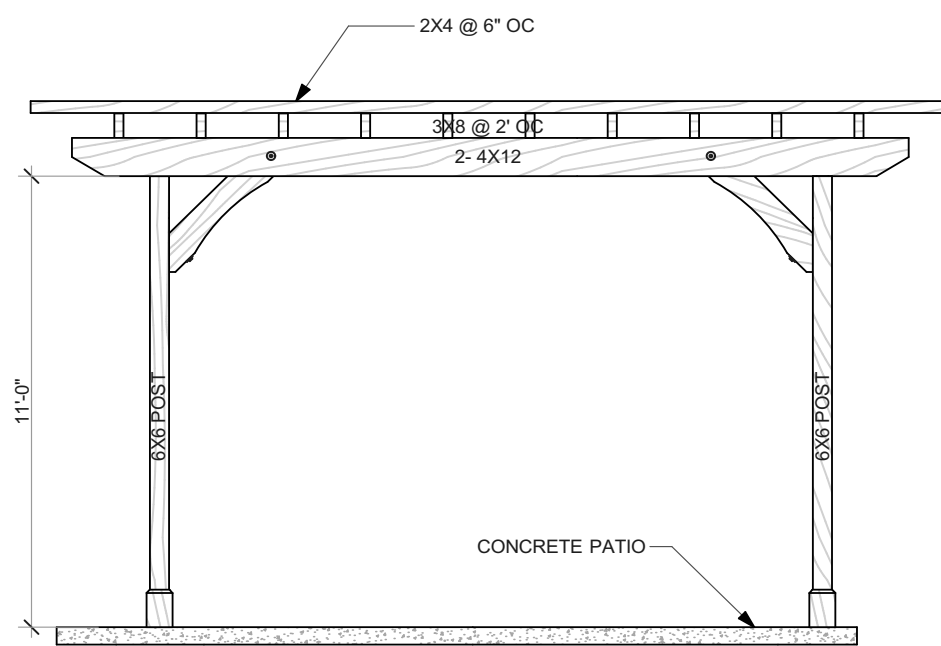
TRELLIS PLAN

SHEET
S-09

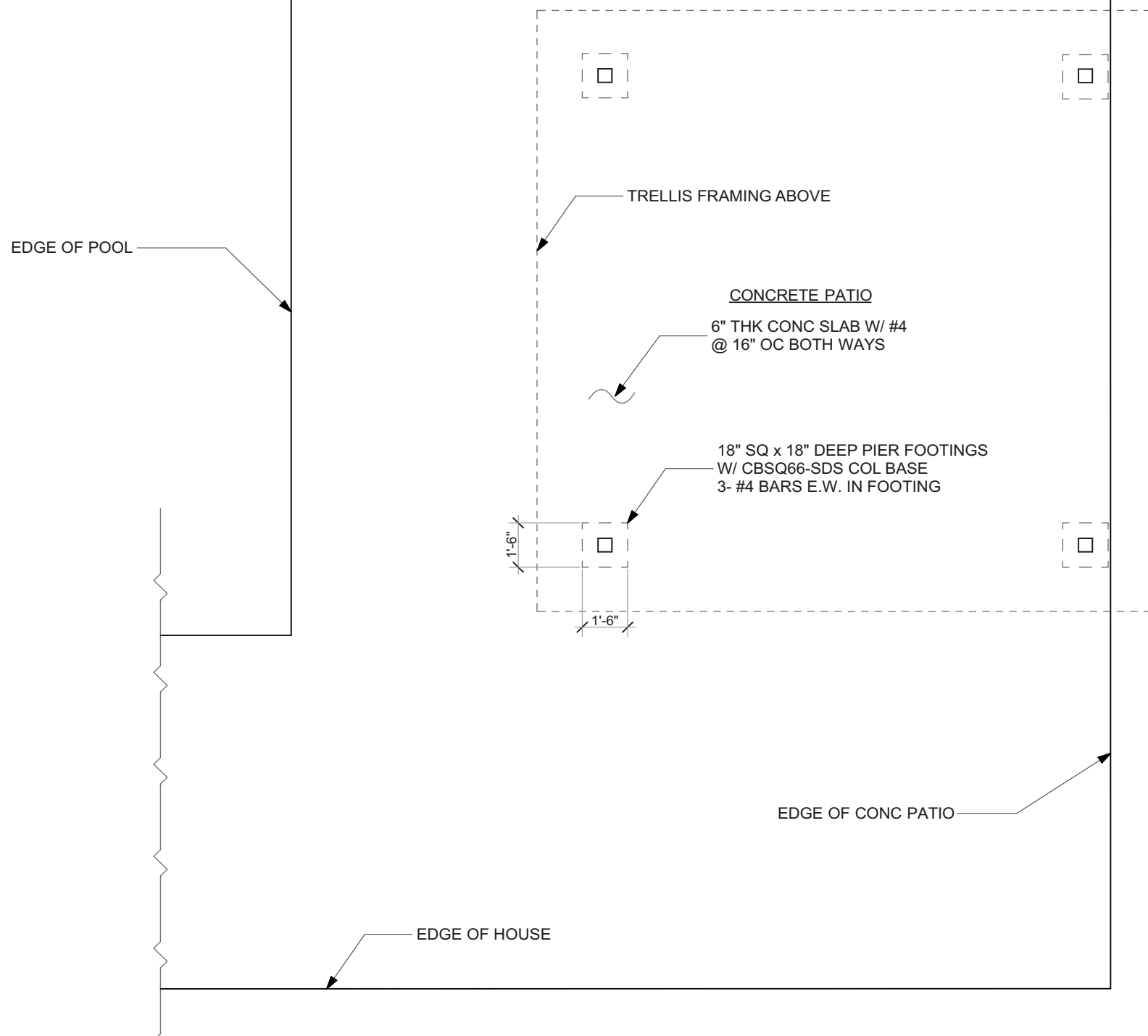


4
S-09 TRELLIS DETAIL
SCALE: 3/4" = 1'-0"

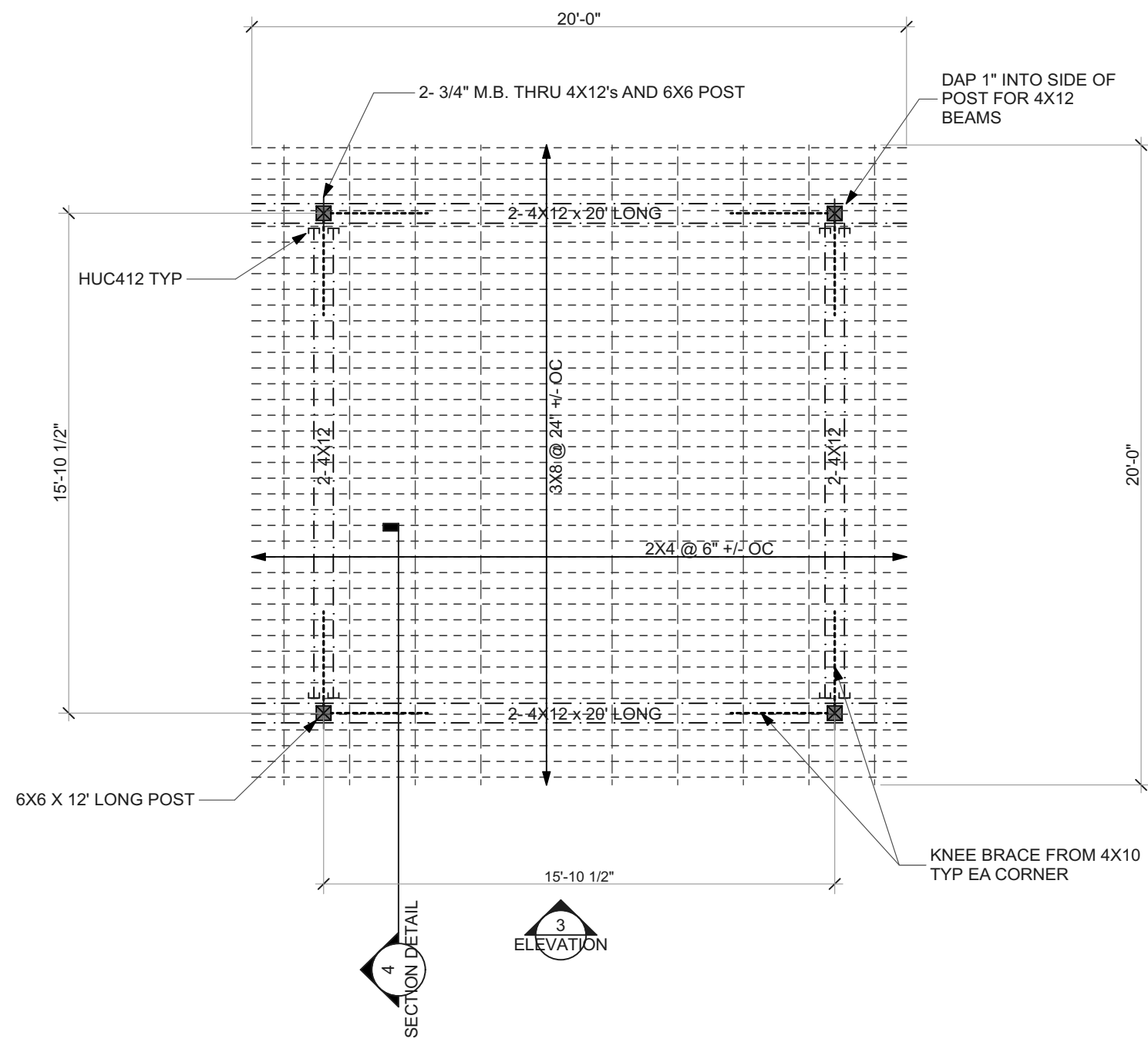
- NOTES:
1. ALL WOOD TO BE EITHER CEDAR SELECT TIGHT KNOT OR REDWOOD, CLEAR ALL HEART.
 2. ALL HARDWARE EXPOSED TO WEATHER TO BE HOT DIPPED GALVANIZED.
 3. SEE STRUCTURAL NOTES S-06 FOR SPECIFICATIONS OF CONCRETE AND REINFORCING STEEL.
 4. PATIOSLAB TO SLOPE MIN 1/4" PER FT FOR DRAINAGE. SEE DRAINAGE PLAN FOR LOCATIONS OF DRAINS AND OUTFALLS.



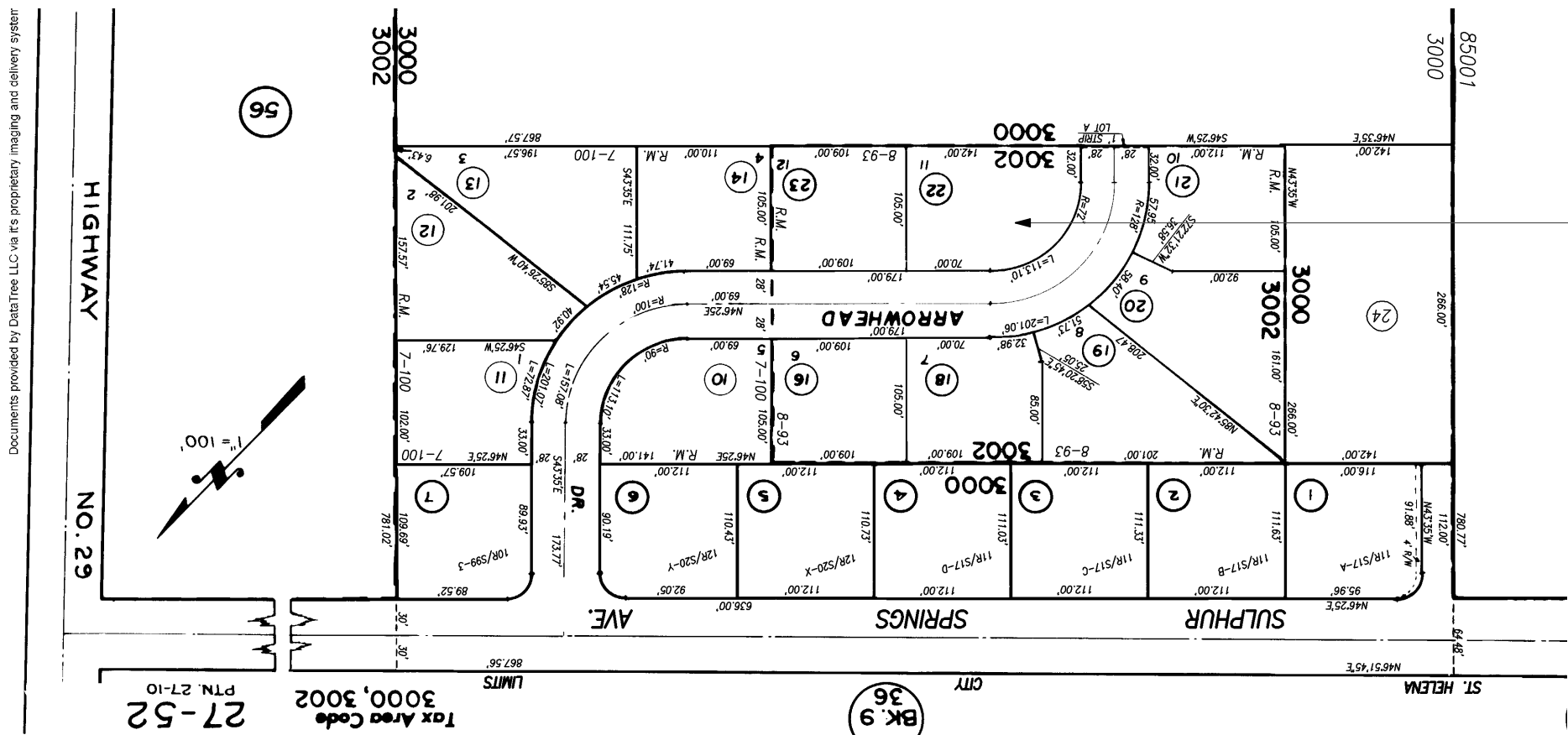
3
S-09 ELEVATION
SCALE: 1/4" = 1'-0"



2
S-09 TRELLIS FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



1
S-09 TRELLIS FRAMING PLAN
SCALE: 1/4" = 1'-0"

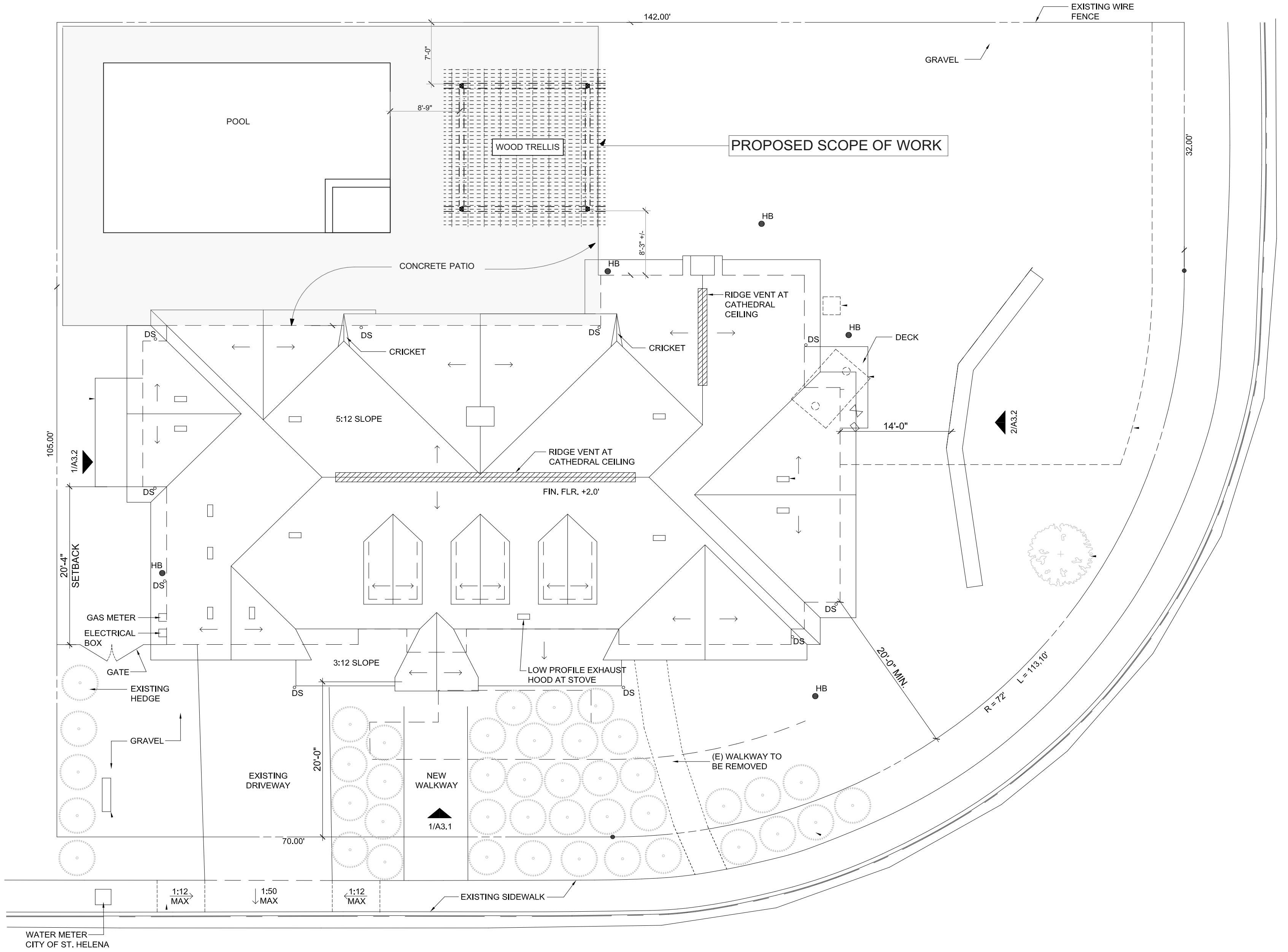


PROJECT LOCATION

2
S-08

PARCEL MAP

SCALE: 1:1.73



1
S-08

SITE PLAN - REVISED FOR NEW TRELLIS

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

Roger Hartley, P.E.
Consulting Engineer



These drawings constitute the original work of the designer and may not be used without his written consent.

ENGINEER
Roger Hartley, RCE 25588
19376 Linden Street
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OWNER
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GEOTECHNICAL ENGINEER
RGH Consultants
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Napa, CA 94559
707.252.8105

COLLINS RESIDENCE
1585 Arrowhead Drive Saint Helena
California

ISSUES	
REV	DESCRIPTION
1	PRELIM CHECK SET
2	PERMIT ISSUE
3	TRELLIS SUBMITTAL

PRINT DATE: 6/6/2018

SITE PLAN - REVISED

SHEET
S-08

OF 6

COLLINS
RESIDENCE

1585 ARROWHEAD DR.
SAINT HELENA, CA 94574

KSH ARCHITECTS
KORTH SUNSERI HAGEY

349 SUTTER STREET
SAN FRANCISCO, CA 94108
TEL: 415.954.1960 WEB: www.ksha.com



ISSUES AND REVISIONS		
NO.	DATE	DESCRIPTION
	03.01.2016	COORDINATION
	04.21.2016	PERMIT
	07.06.2016	PERMIT REVISIONS

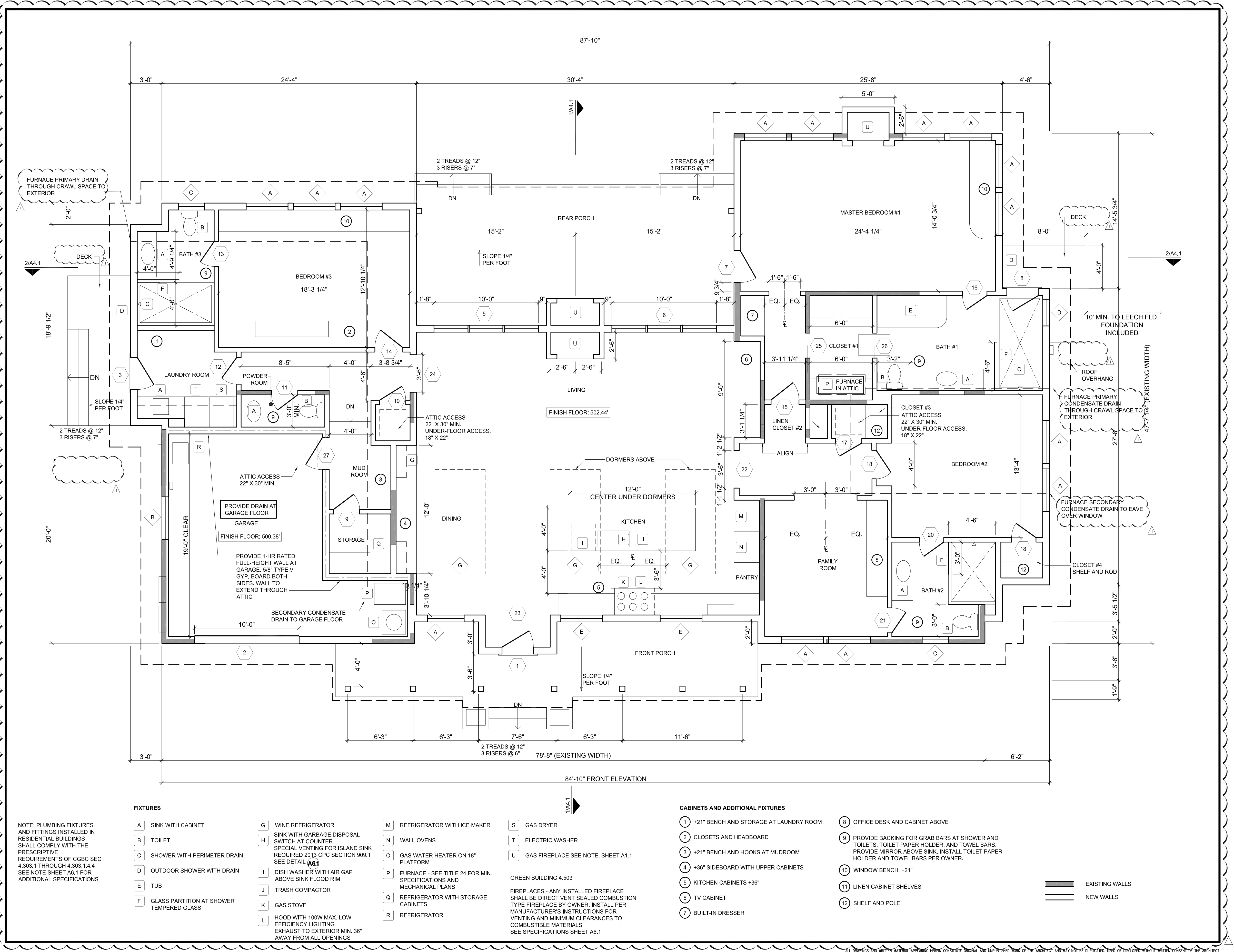
PROJECT NUMBER
15043

SHEET TITLE
PROPOSED FLOOR PLAN

SCALE
1/4"=1'-0"

SHEET NUMBER

A2.2



ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED OR DISCLOSED WITHOUT WRITTEN CONSENT OF THE ARCHITECT



PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-042

SUBJECT: Request by Don Gallagher for adoption of a resolution granting a design review exemption in order to construct two storage sheds near an existing agricultural barn located at 1859 Hillview Place in the Twenty-acre Agriculture (A-20) district.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 06/01/18

ACCEPTED AS COMPLETE: 06/29/18

LOCATION OF PROPERTY: 1859 Hillview Place

APN: 009-470-019

GENERAL PLAN/ZONING: Agriculture/A-20

APPLICANT: Don Gallagher

PHONE: (707) 963-1421

BACKGROUND

The applicant received use permit and design review approval (#2011-59) in 2011 in order to construct an 800 square foot (sf) agricultural barn on the 5-acre property in order to serve the existing vineyard. Recently, staff became aware of two unpermitted accessory structures on the property and subsequently met with the property owner to let them know that the structures require both planning approval and a building permit. As a result, the property owner/applicant has submitted for a design review exemption in order to retroactively legitimize two previously constructed storage sheds, which did not have the benefit of a permit prior to their construction.

PROJECT DESCRIPTION

The following application has been reviewed by the Planning Department for compliance with Design Review regulations. The Planning Department has found this project exempt from Design Review pursuant to Section 17.164.060 which states that whenever the city planner finds that a proposal raises no substantial design problems the planner shall place such an exemption recommendation on the Planning Commission's consent agenda.

The two storage sheds are located in the center of the 5-acre property and are largely surrounded by existing vineyards. The sheds are constructed of a variety of materials including wood and stone siding and corrugated metal roofing, in keeping with the design theme of the barn. The larger of the two sheds is approximately 150-sf and 12-feet tall while the smaller of the two sheds is approximately 121-sf and 11'8" tall.

ANALYSIS**CEQA**

Staff has conducted the requisite analysis and concluded that the project is categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15303 which exempts the new construction or conversion of small structures including accessory structures including garages, carports, patios, pools, etc. 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.

GENERAL PLAN

The subject property exhibits a General Plan Land Use designation of Agriculture (AG). The AG designation provides for agricultural uses, wineries, single-family residences, and public and quasi-public uses. The AG designation is applied to extensive areas of the valley floor that surround the urban core area. With the exception of those hillside areas designated Woodlands and Watershed (WW), all lands outside the Urban Limit Line are designated AG regardless of their actual size or actual use. General Plan Policies applicable to the proposed project include the following:

- 4.3.4 - *Strengthen community identity by appropriate building design, size, and site landscaping.*
- 7.5.9 - *Require new development in or adjacent to historic areas or buildings to be compatible in pattern and character with existing historic buildings.*

Staff Response: Staff finds that the proposed project is consistent with the General Plan policies listed above in that the storage sheds have been designed to be compatible with the surrounding area, are an appropriate size and are not easily visible from neighboring properties.

ZONING

Consistent with the Agricultural Land Use Designation, the site exhibits a zoning designation of Twenty-Acre Agriculture (A-20). The A-20 designation provides for agricultural and residential uses. With the exception of those hillside areas designated woodlands and watershed, and wineries designated winery, all lands outside the urban limit line are designated A-20 regardless of their size or use. The purpose of the A-20 district is to promote and implement the policies of the general plan to preserve agricultural land uses and provide for future orderly development as the urban limit line is adjusted to accommodate urban growth. This district restricts the density of residential use and stipulates the location and area of residential development to promote preservation of agricultural land use and reduce impacts to the provision of infrastructure as the urban area of the city expands.

Pursuant to Chapter 17.164, all subdivisions, signs, new structures or buildings (except for one accessory dwelling unit which complies with the provisions set forth in Section 17.116.030), or exterior revisions (not including change in exterior color) of any existing structures or buildings for both permitted and conditional uses shall require design review in the A-20 district.

Pursuant to §17.20.060(C) of the St. Helena Municipal Code (SHMC), for lots greater than two acres in area, floor area ratios are not regulated however, non-agricultural coverage is limited to 1-acre. This means that no more than 1-acre of any one parcel shall be removed from active agricultural uses in the A-20 district.

Staff Response: The proposed storage sheds would be located within the 1-acre envelope not in agricultural production on the greater 5-acre parcel. Furthermore, the sheds raise no substantial design problems and are not visible from adjacent properties.

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. Pursuant to Municipal Code Section 17.164.030, the following design criteria should be considered by the Planning Commission in review of this application:

1. Consistency and compatibility with applicable elements of the general plan;
2. Compatibility of design with the immediate environment of the site;
3. Relationship of the design to the site;
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
6. Compatibility with future construction both on and off the site;
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;

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

Staff Response: As previously noted, the proposed storage sheds are constructed of quality materials, in keeping with the design theme of the existing barn on site. They would be located within 1-acre taken out of agricultural production in the center of the greater 5-acre parcel. In addition, the sheds are essentially surrounded by vineyards and are not easily visible from neighboring properties. As such, staff finds that the proposed project meets the design review criteria enumerated above.

WATER

Chapter 13.12 of the SHMC sets forth minimum water efficiency requirements for new development. Amongst these provisions is the requirement that 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) offset new demand by an amount of water equal to the new demand on the city

water system. The offset must be clearly demonstrated, to the satisfaction of the Director of Public Works.

Staff Response: The proposed storage sheds do not have plumbing, therefore, are not "new development" as defined above is proposed and no increase in the water use for the property is anticipated as a component of the project.

HISTORIC RESOURCES

The existing barn and storage sheds were all constructed in the last 10 years and the property is not listed on the City's Historic Resources Master List. The project site is adjacent to the Adams Street District, one of three geographical areas within which the 1993 General Plan mapped historic and potentially historic resources identified in the City's historic resources survey/inventory. However, the Adams Street District/geographical area has not itself been listed as an area-wide historical resource, nor has the City created a Historic Preservation Overlay Zoning District covering the district or the project site. The construction of two small storage sheds would not detract from or be incompatible with existing historic districts or structures.

ISSUES

Staff has not identified any issues related to the size, design, or placement of the two accessory structures described above. As noted, the application is intended to legitimize the construction of the sheds, which originally occurred without the benefit of a permit. If the design is approved, the structures will then be reviewed and inspected as a part of the building permit process.

CORRESPONDENCE

At the time of packet distribution staff had received no correspondence related to this application.

STAFF RECOMMENDATION

Staff finds that the proposed accessory structures raise no substantial design problems and therefore recommend that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15303; and
2. Approve a resolution finding that the project is exempt from design review thereby approving the construction of two storage sheds on the property located at 1859 Hillview Place.

ATTACHMENTS

[Resolution](#)

[APN map](#)

[Aerial View](#)

[Site Plan](#)

[Storage Shed #1](#)

[Storage Shed #2](#)

**CITY OF ST. HELENA PLANNING COMMISSION
RESOLUTION NO.
GRANTING A DESIGN REVIEW EXEMPTION TO
1859 HILLVIEW PLACE (PL18-042)**

PROPERTY OWNER: Don Gallagher

APN: 009-470-019

RECITALS

1. The applicant submitted an application on June 1, 2018 requesting approval of a resolution granting a design review exemption in order to construct two storage sheds near an existing agricultural barn located at 1859 Hillview Place in the Twenty-acre Agriculture (A-20) district.
2. 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 August 21, 2018.

RESOLUTION

The Planning Commission of the City of St. Helena, State of California, approved the design review exemption 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 the project is exempt from CEQA pursuant to Section 15303 which exempts the new construction or conversion of small structures including accessory structures including garages, carports, patios, pools, etc.
- C. In accordance with the design review criteria identified in Municipal Code Section 17.164.030, the Planning Commission hereby finds that the project demonstrates the following:
 1. *Consistency and compatibility with applicable elements of the general plan in that the project consists of constructing two small accessory structures near the center of a large agriculturally designated property;*
 2. *Compatibility of design with the immediate environment of the site in that the storage sheds have been designed to be compatible with the surrounding area, are an appropriate size and are not easily visible from neighboring properties;*
 3. *Relationship of the design to the site is found to be consistent in that in that the storage sheds have been designed to be compatible with the surrounding area, are an appropriate size and are not easily visible from neighboring properties;*
 4. *That the design is compatible in areas considered by the board as having a unified design or historical character in that the structures are not in an area of*

1859 Hillview Place
Design Review Exemption
August 21, 2018

with a unified design character and have been designed to be compatible with the site and the surrounding area;

- 5. The design promotes harmonious transition in scale and character in areas between different designated land uses in that the storage sheds would be located near the center of a 5-acre agriculturally designated parcel, raise no substantial design problems, and aren't easily visible from adjacent properties;*
- 6. Compatibility with future construction both on and off the site in that the project consists of constructing two small accessory structures near the center of a large agriculturally designated property;*
- 7. That the architectural design of structures and their materials and colors are appropriate to the function of the project in that the project consists of constructing two small accessory structures near the center of a large agriculturally designated property;*
- 8. That 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 in that the project consists of constructing two small accessory structures near the center of a large agriculturally designated property;*
- 9. That the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures in that the open space and landscaping has been designed to accommodate the site;*
- 10. That sufficient ancillary functions are provided to support the main functions of the project and that they are compatible with the project's design concept in that the project meets all City requirements for the construction and placement of accessory structures;*
- 11. That access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles in that access to the site will remain from Hillview Place;*
- 12. That natural features are appropriately preserved and integrated with the project in that the site is designated for agricultural purposes and is largely planted with grape vines;*
- 13. That the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and that they are compatible with the adjacent and neighboring structure and functions in that the storage sheds would be located near the center of a 5-acre agriculturally designated parcel, raise no substantial design problems, and aren't easily visible from adjacent properties;*
- 14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character in that the structures are not in an area of with a unified design character and have been designed to be compatible with the site and the surrounding area;*

15. *That 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 in that the site is designated for agricultural purposes and is largely planted with grape vines;*
16. *That 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 in that the site is designated for agricultural purposes and is largely planted with grape vines;*
17. *That 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 in that construction will meet all California Building Codes and City of St. Helena development standards.*

Planning Department Conditions of Approval

- D. The Planning Commission approves the design review exemption for the above-described project with the following conditions of approval. 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 project shall be in conformance with all city ordinances, rules, regulations and policies in effect at the time of issuance of a building permit.
 2. The design review shall be vested within one (1) year from the date of final action. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of this action or the approval shall expire, provided however that the approval 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 this approval shall be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
 3. The approvals shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14-day period.
 4. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
 5. 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,

1859 Hillview Place
Design Review Exemption
August 21, 2018

and/or similar fair and appropriate mechanisms, to provide funds for or to develop additional affordable housing.

6. 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.
7. 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.
8. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
9. Pursuant to St. Helena Municipal Code Section 17.08.110, this 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.
10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.
11. Construction shall be in compliance with plans submitted and reviewed by the Planning Commission on August 21, 2018, except as modified herein.
12. Toilet plumbing is not permitted in either accessory structure.
13. During construction, the project site shall be adequately fenced and secured to prevent trespassing.
14. Exterior lighting shall be directed or shielded to prevent glare onto the public roadway or adjacent properties.
15. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give

1859 Hillview Place
Design Review Exemption
August 21, 2018

approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.

Public Works Department Conditions of Approval

16. 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.
17. 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.
18. 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.
19. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
20. Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.
21. 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.
22. 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.
23. An encroachment permit shall be required for any work performed in the public right of way.

Building Department Conditions of Approval

24. 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.
25. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.

*1859 Hillview Place
Design Review Exemption
August 21, 2018*

26. The applicant shall provide a construction waste management plan with the building permit application.
27. 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.
28. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
29. 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.

Fire Department Conditions of Approval

30. Fire sprinklers shall be installed as required by the Fire Department and the California Fire Code.

I HEREBY CERTIFY that the foregoing design review exemption was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 21, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh
Planning Director

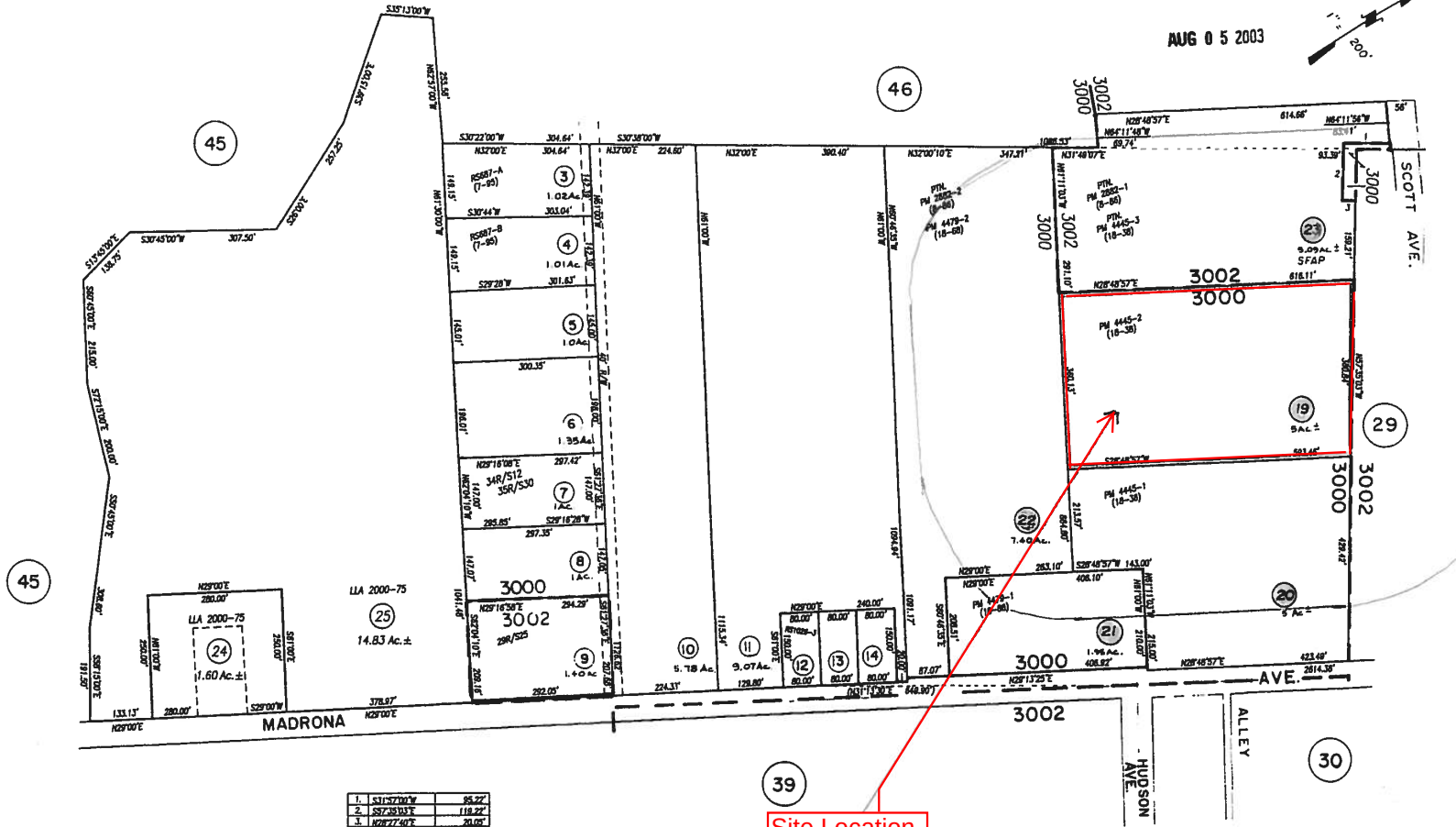
1859 Hillview Place
Design Review Exemption
August 21, 2018

PTN. RANCHO CARNE HUMANA
R.M. BK. D OF PATENTS, PG.127

Tax Area Code
3000, 3002

9-47
9-38

AUG 05 2003



1.	S37°13'00"W	95.22'
2.	S57°13'00"E	118.22'
3.	N28°27'30"E	20.00'

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

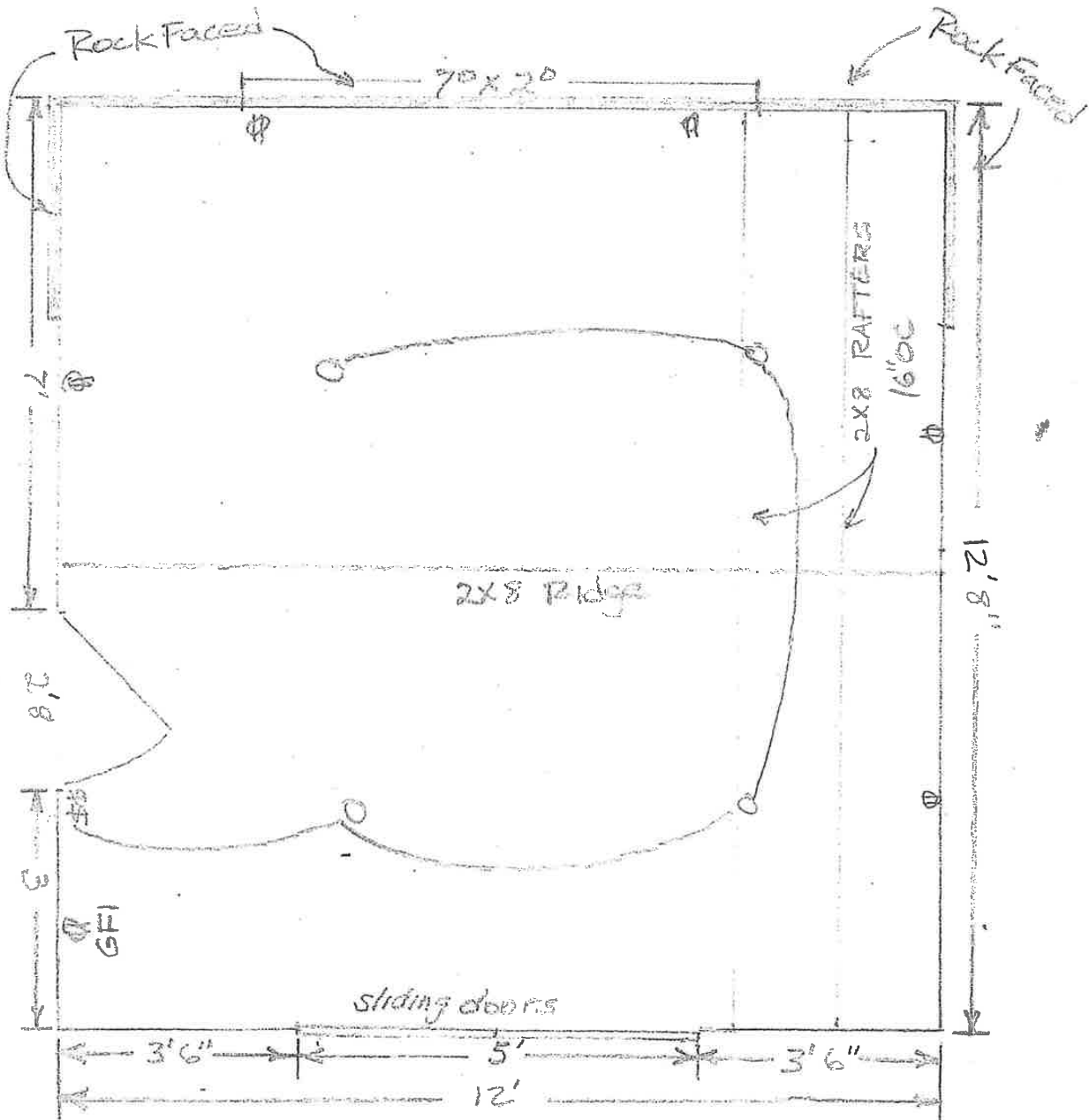
NOTE Assessor's Block Numbers Shown in Ellipses.
Assessor's Parcel Numbers Shown in Circles.
SFAP=Separated for Assessment Purposes Only

6-3-94	
470-24 & 25 ULA	6-14-01
470-07 RS	8-1-01
470-07 RS	2-25-03
REVISION	DATE

Assessor's Map Bk. 9 Pg. 47
County of Napa, Calif.



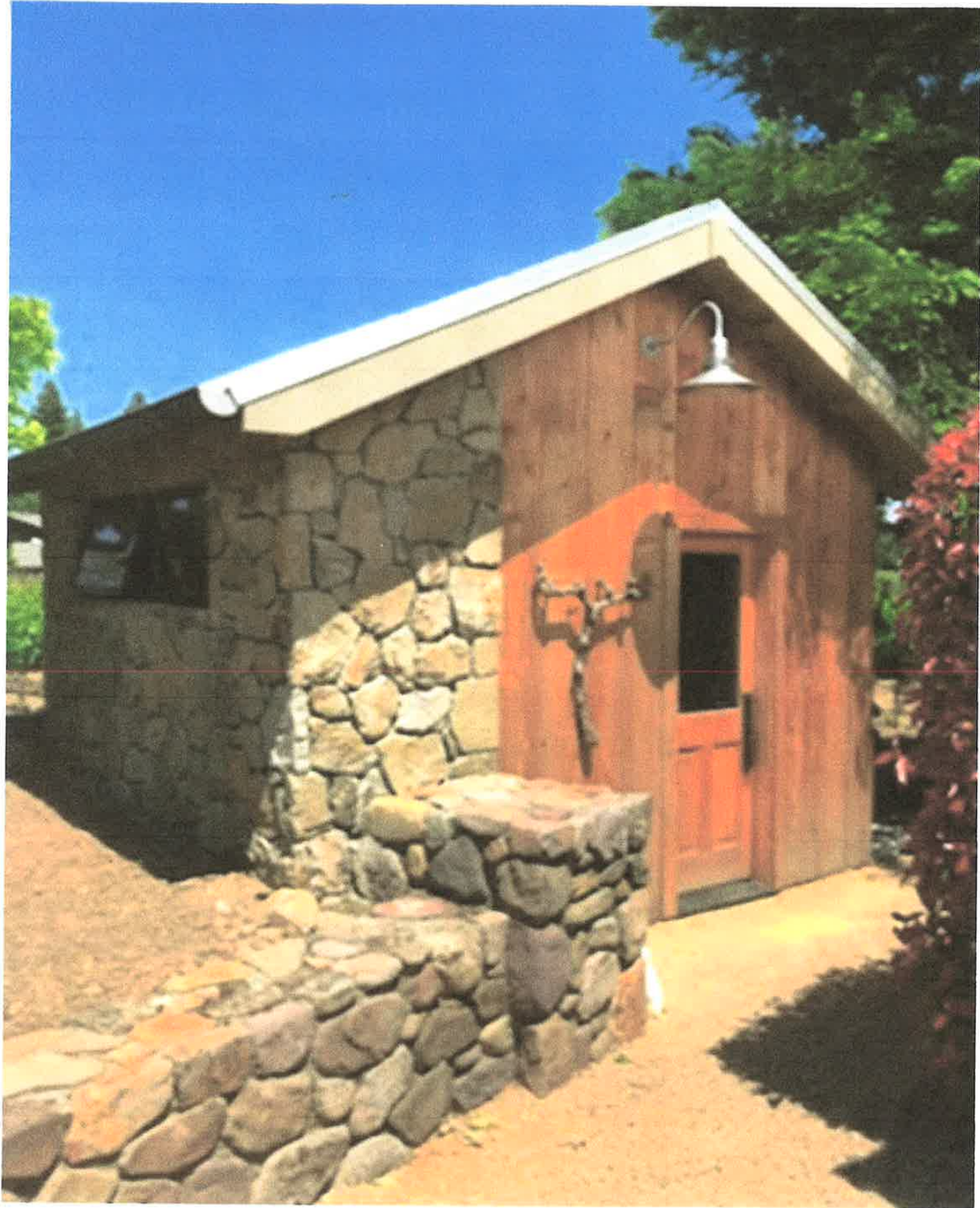
STORAGE SHED #1

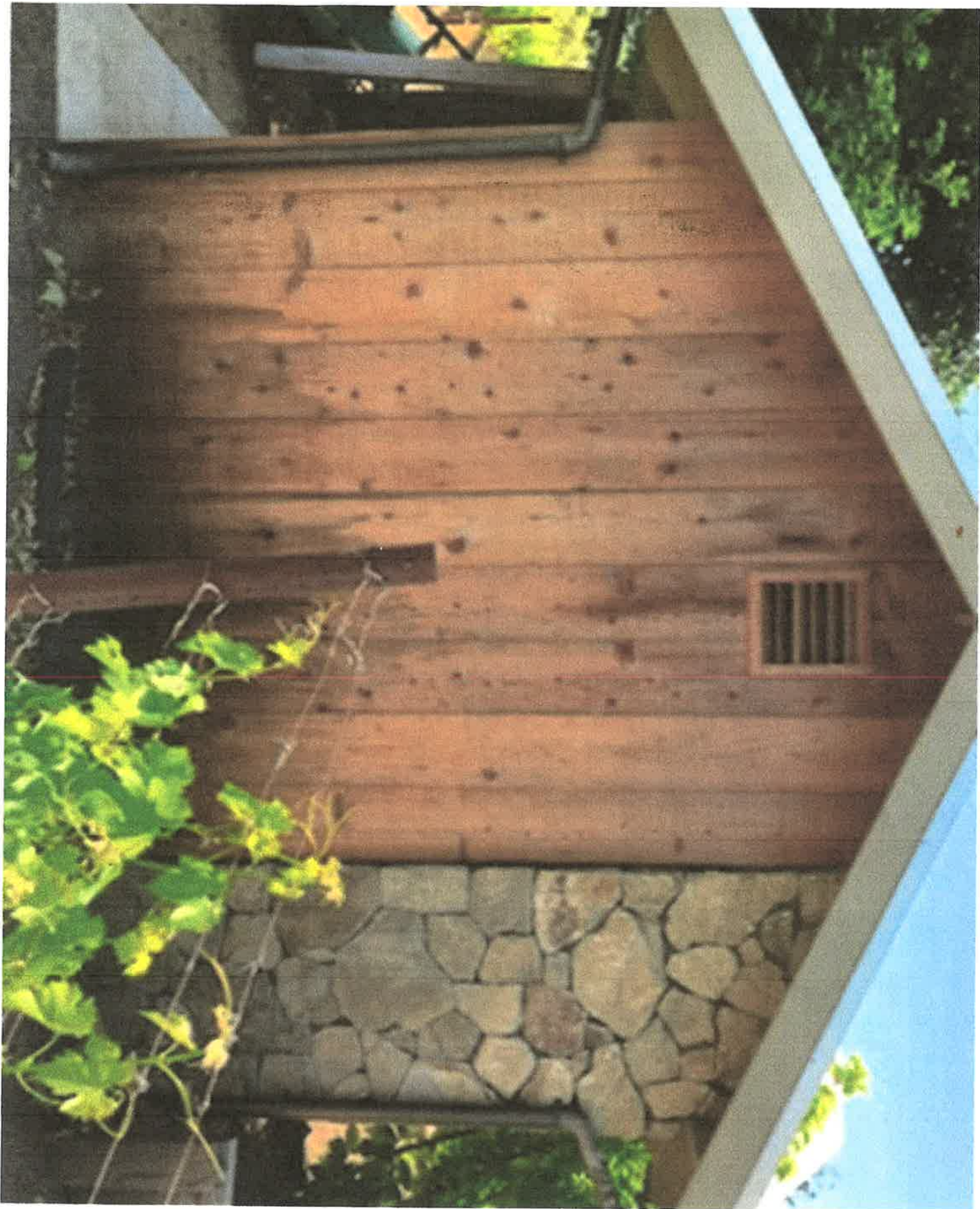


2x6 STUDS 16"OC

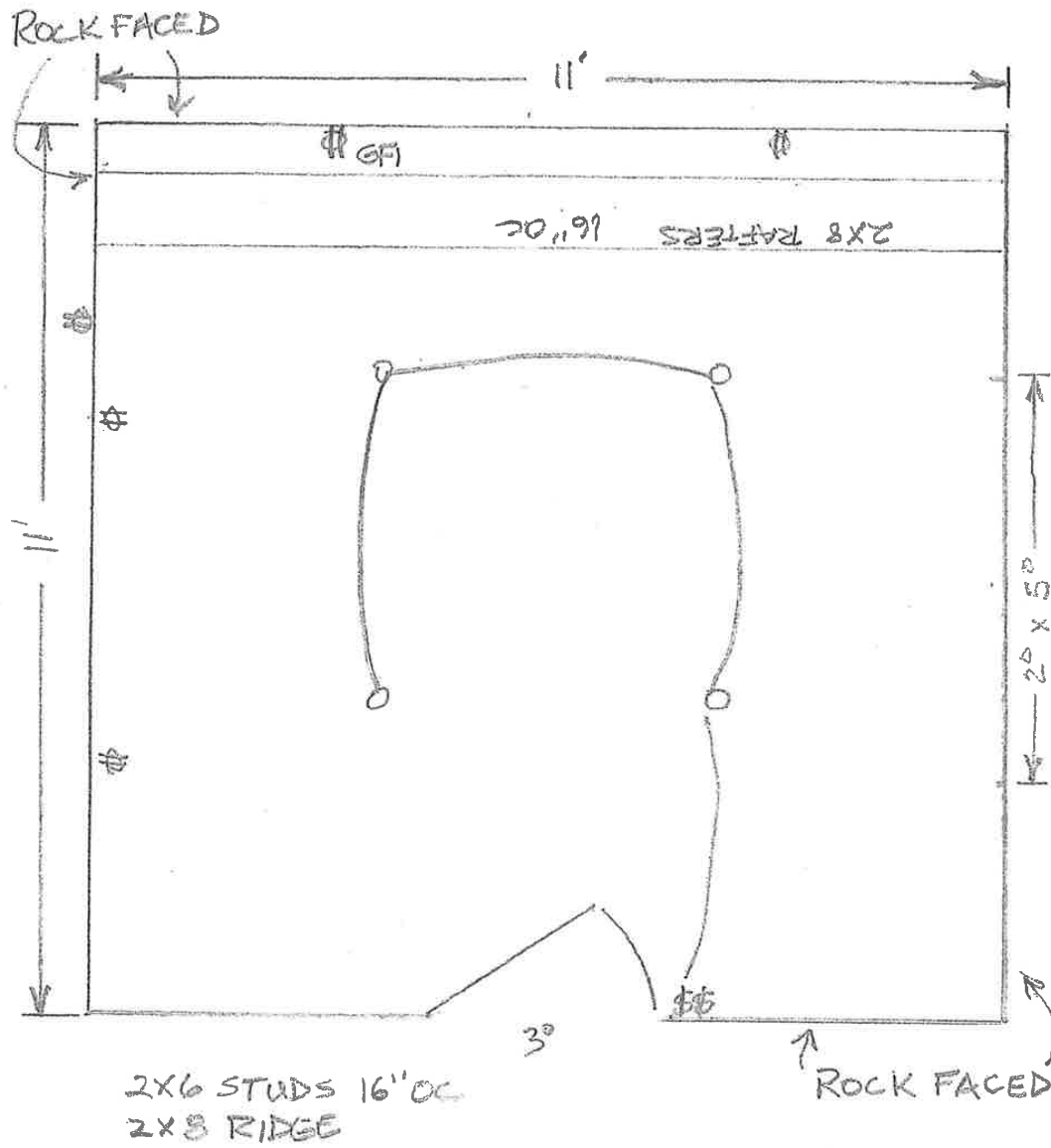
1x12 RR SIDING







STORAGE SHED #2











On Aug 19, 2018, at 6:43 PM, Connie Wilson <clw1956@comcast.net> wrote:

Dear Mr. Housh,

As a longtime resident of Scott Street, I wish to voice my concern for the upcoming Trespass Vineyards hearing.

I have known the Gallagher's for many years, as our children attended local schools together. I support their right to farm their vineyard and produce fine wine. What concerns me, however, is their hearing to right wrongs that have been occurring for many years. What seems to be a regular occurrence in the wine business is to construct buildings and/or host tastings and sales without the proper permits, then ask forgiveness and permission. At some point the city government needs to stop granting design review exemptions when laws have been clearly broken.

Tours and tastings should never be allowed in a medium-density residential district such as ours. Please consider the rights of neighbors to not be subject to increased traffic of tour buses and limos, loud music at events, and general disruption of a very quiet neighborhood.

Thank you very much.

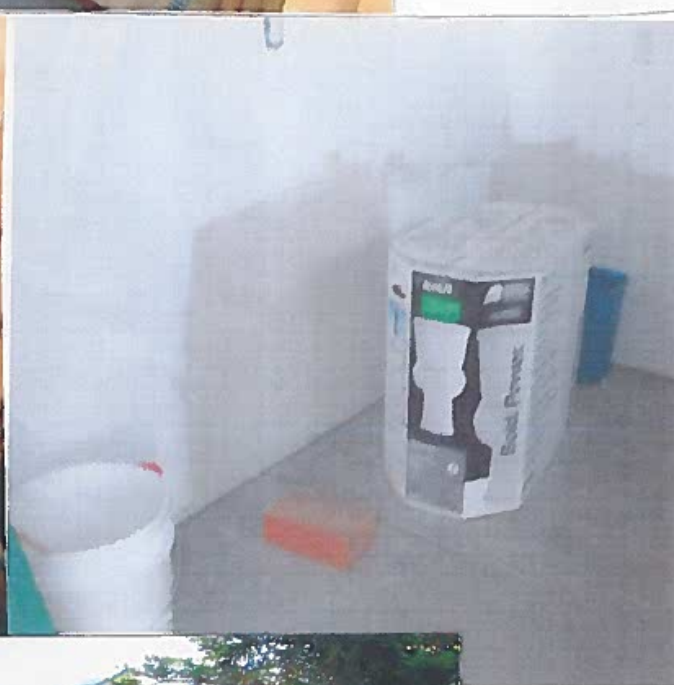
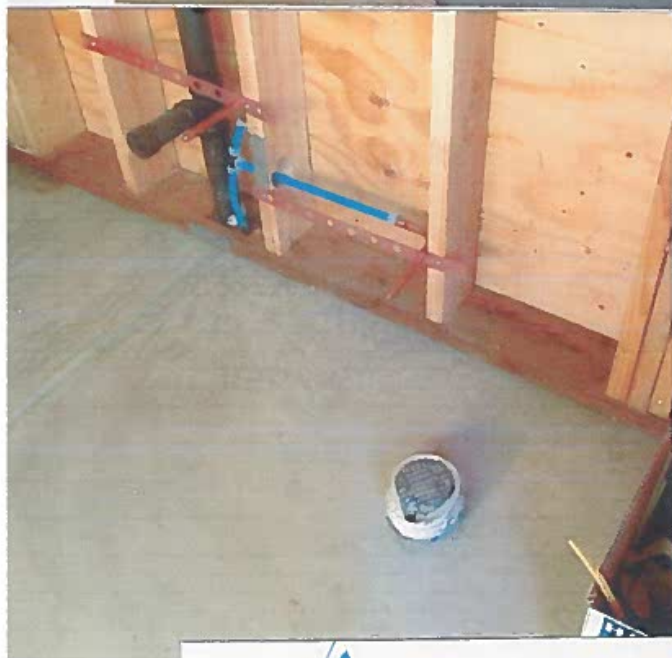
Connie Wilson
1658 Scott Street
St. Helena, CA 94574

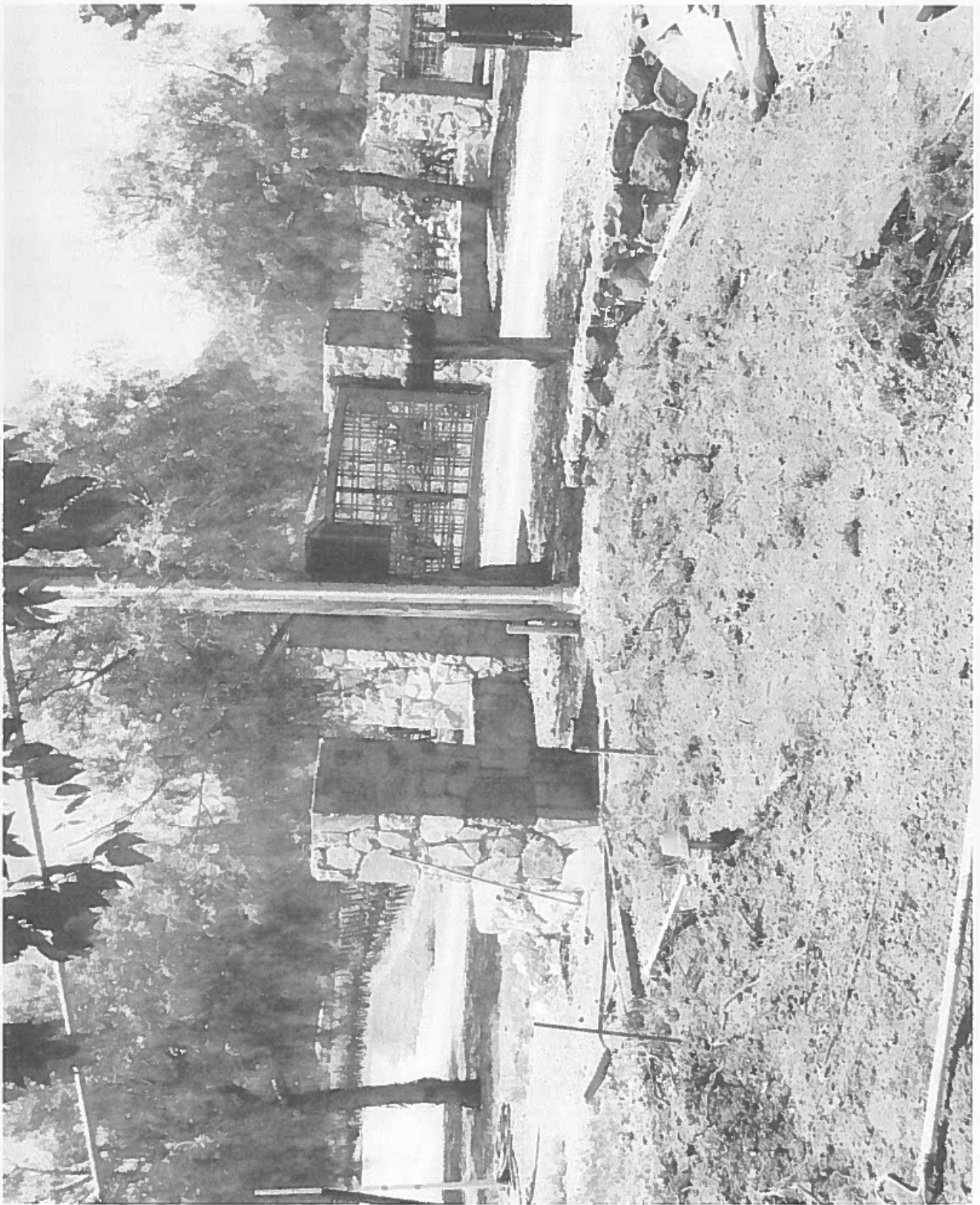


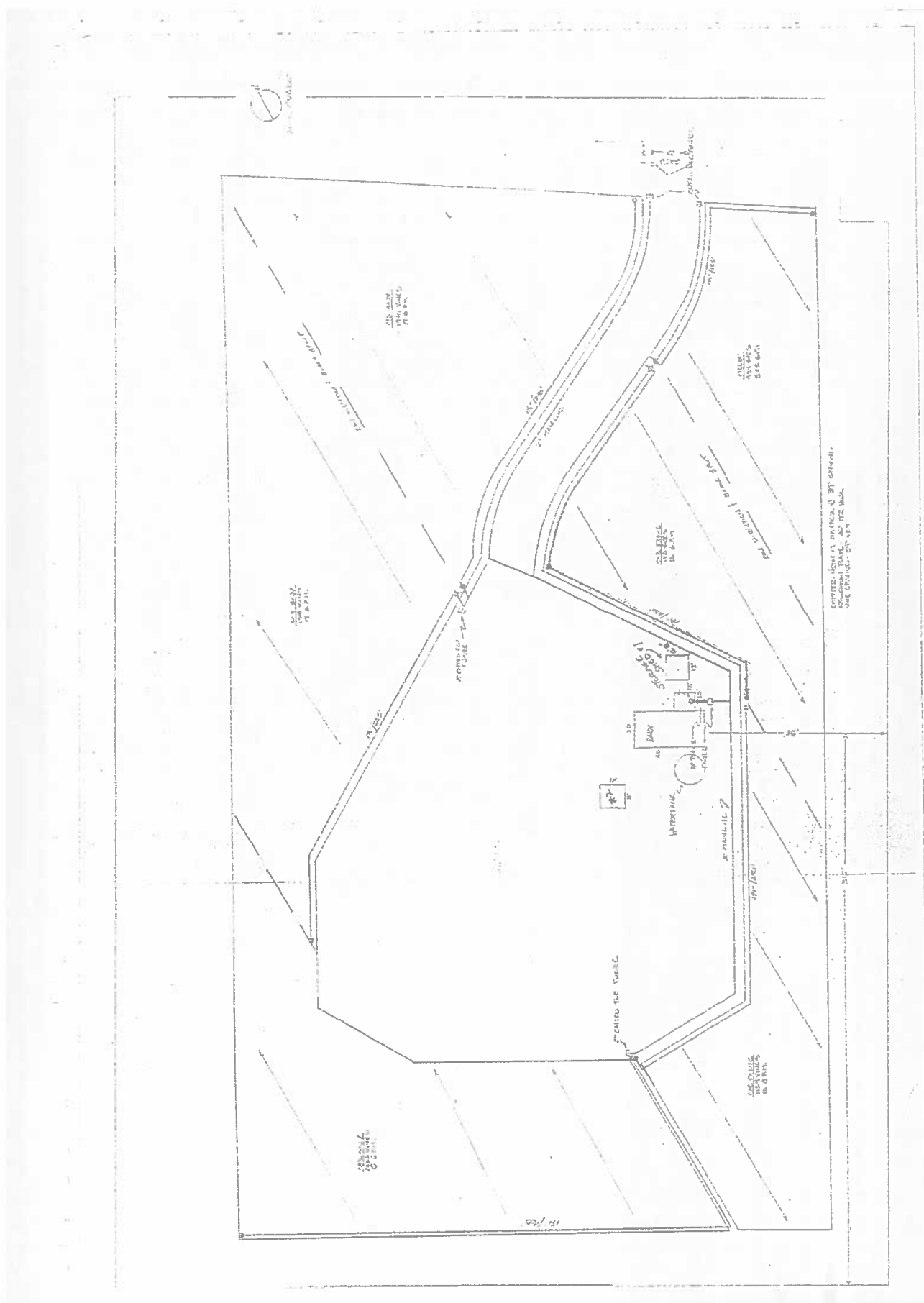
Trespass-Vineyard (13) Item 4 of 17



Donny's self appointed "man cave" is located next to the vineyard and is a great place to relax regardless of what the weather is outside. Features a television and comfortable amenities – including several art pieces that are for sale. To join the mailing list or for more information, visit: www.trespassvineyard.com









PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Consent

FILE NUMBER: PL18-021

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

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 03/02/18

ACCEPTED AS COMPLETE: 06/04/18

LOCATION OF PROPERTY: 929 Main Street

APN: 009-180-038

GENERAL PLAN/ZONING: Service Commercial (SC)

APPLICANT: Jay M. Behmke

PHONE: (707) 520-4242

BACKGROUND

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

This item was originally presented at the July 3, 2018 meeting of the Planning Commission where it was continued in order to allow the applicant time to lower the signs on the chimneys below the roof line and to clarify the design and lighting of the illuminated sign near the front door. As noted in the attached plan set, the two signs on the north and south chimneys have been lowered below the roof line and the sign near the front door has been modified so that the illumination mechanism is no longer within the internal structure of the pin mounted letters.

As far as the illumination of this sign is concerned, only "Yao Family Wines" will be illuminated, the other letters are too small. According to the applicant, the LED strips that would be used to illuminate the sign have 42 LEDs per foot and generate approximately 519 lumens per foot (12.36 lumens per each LED). The strips can be cut every 2 inches resulting in 7 LEDs per 2 inch strip. Therefore each 2-inch strip produces 86.5 lumens (7 x 12.36). One (1) 2-inch strip would be placed behind each letter in "YAO FAMILY WINES" resulting in 1,211 lumens total (14 letters x 86.5 lumens each). For reference, one 75 watt light bulb is approximately 1,100 lumens and one 100 watt light bulb is approximately 1,600 lumens. In addition to the low light levels that would be emitted from the sign, each LED will be equipped with a dimmer switch which will allow the applicant to dim the soft halo effect to a desired level.

PROJECT DESCRIPTION

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

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

ANALYSIS

CEQA

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

GENERAL PLAN / ZONING

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

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

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

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

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

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

Staff Response: Proposed signage associated with this application meets the required code standards described above in that 60-sf is proposed for the building's primary frontage and 20-sf is proposed for the building's secondary frontages. The proposed primary frontage signs are similar in location, size, and lighting to previously approved

signage associated with the Bello tasting room (see attached). In addition, the secondary frontage signs will not be illuminated. Staff has no concerns about the proposed signage and feels that the proposed signs are an improvement over the signage currently on-site.

ISSUES

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

CORRESPONDENCE

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

STAFF RECOMMENDATION

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

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

ATTACHMENTS

[Resolution](#)

[Aerial View](#)

[Photos](#)

[Sign Location Map](#)

[Sign Plans- Renderings 07.23.18](#)

[Bello Primary](#)

[Bello daytime](#)

[Bello nighttime](#)

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

PROPERTY OWNER: 929 Main Street LLC

APN: 009-180-038

RECITALS

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

Two signs are also proposed on the building's secondary frontages. One sign would be located on the building's northern chimney and the other would be located on the building's southern chimney. Each of these signs would read "Yao Family Wines" would be 10-sf in size (2' x 5') and consist of pin mounted red acrylic letters. These signs would not be illuminated;
3. The Planning Commission of the City of St. Helena, State of California, considered the signs, staff report, and all testimony, written and spoken, at a hearing on August 21, 2018; and
4. Now, therefore let it be found that, the Planning Commission approves the sign permit and authorizes the modifications contained in said plans based on the findings below and subject to the conditions of approval enumerated herein.

RESOLUTION

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

*929 Main Street
Sign Permit
August 21, 2018*

- C. The Planning Commission further finds that the proposed signs are in compliance with the requirements of Municipal Code Section 17.148 relating to the placement of signs in the Service Commercial district.
- D. The Sign Permit for the above described is granted subject to compliance with the following conditions. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed:
 - 1. The permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit should one be required.
 - 2. The Permits shall be vested within one (1) year from the date of approval. The Permits may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals. Any request for an extension of the Sign Permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
 - 3. This permit will expire if the use is discontinued pursuant to existing ordinances and regulations.
 - 4. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
 - 5. This sign permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
 - 6. The signs authorized by this sign permit shall conform to the details and dimensions shown on the Exhibits which were reviewed and approved by the Planning Commission at their August 21, 2018 meeting.
 - 7. All un-permitted signage shall be removed prior to issuance of a final building permit.
 - 8. No signage is permitted above the roof line of the building.
 - 9. No internal illumination of signs is permitted.
 - 10. Up-lighting shall utilize cut-off shielding to prevent light trespass onto adjacent properties.

929 Main Street
Sign Permit
August 21, 2018

11. 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.
12. 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 August 21, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh
Planning Director





Street View Looking South



Street View Looking North



View of Building from South

Location of Proposed Wall Sign

Location of Proposed Secondary Sign

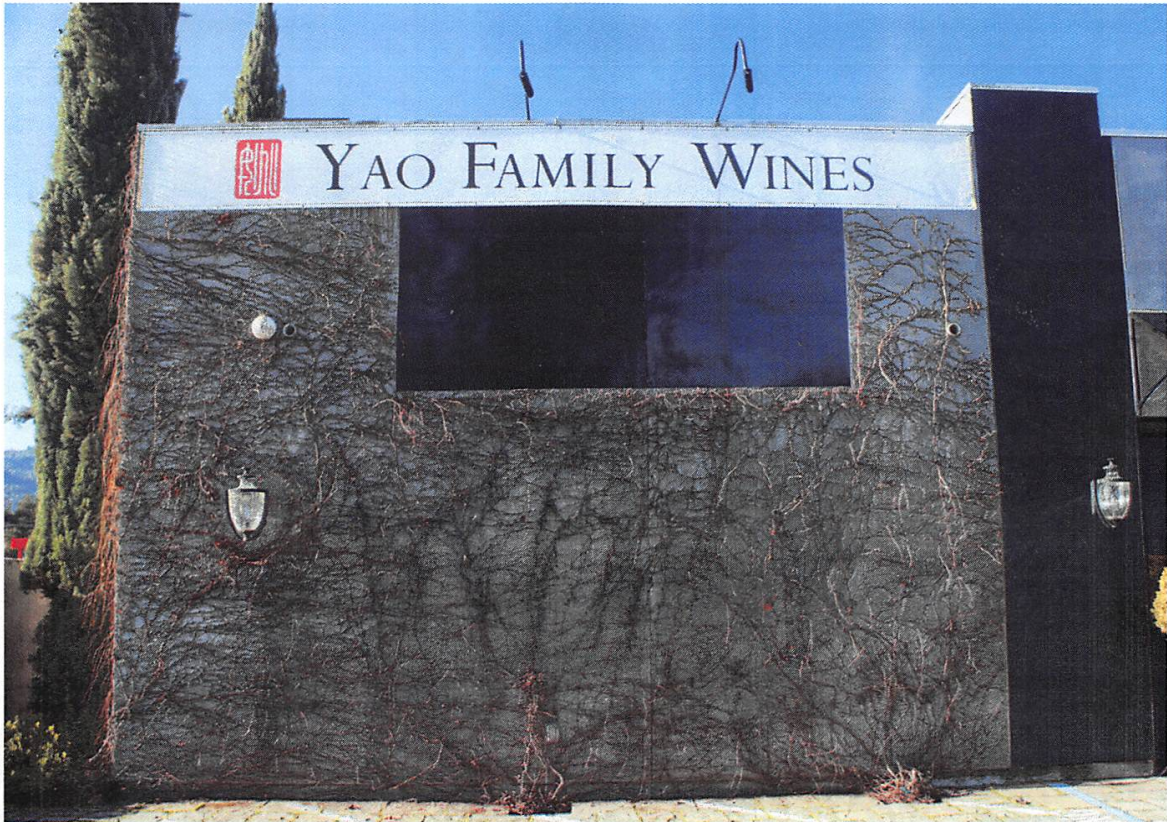
Location of Proposed Front Door Sign



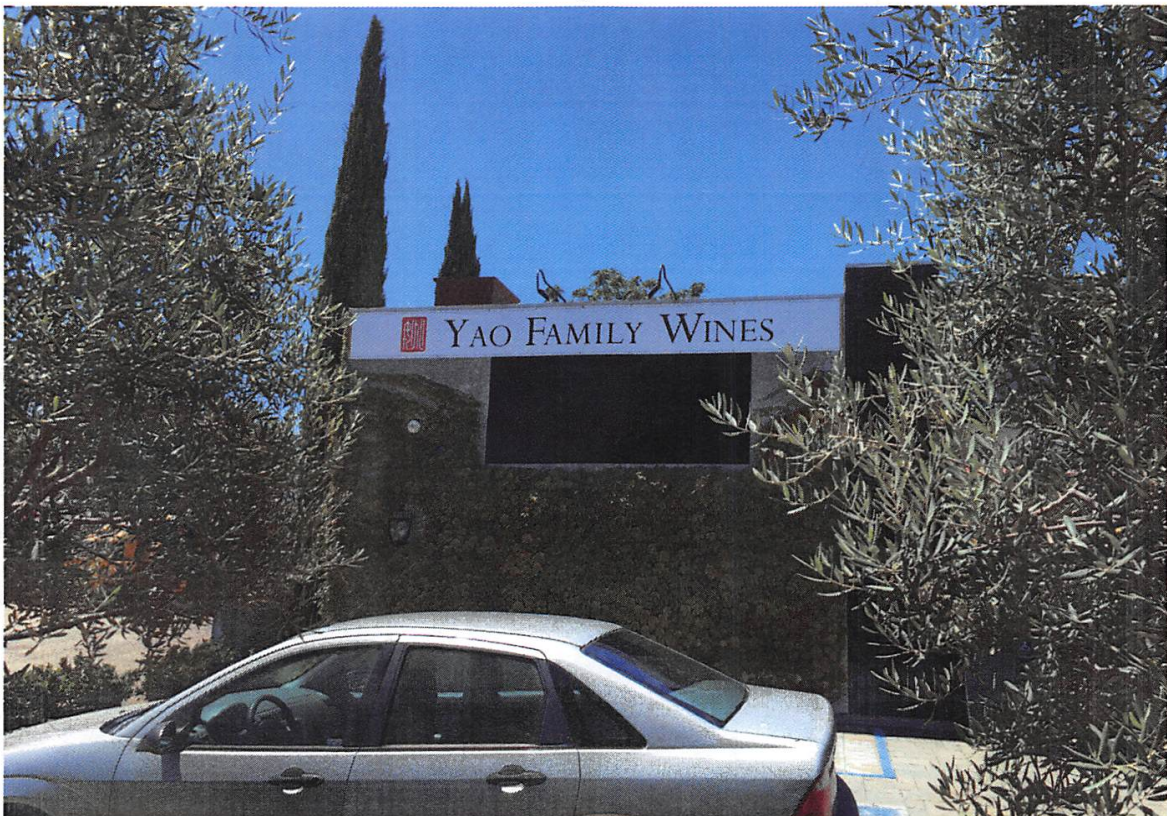
Front of 929 Main looking North



Front of 929 Main looking South



Front Wall Sign Location



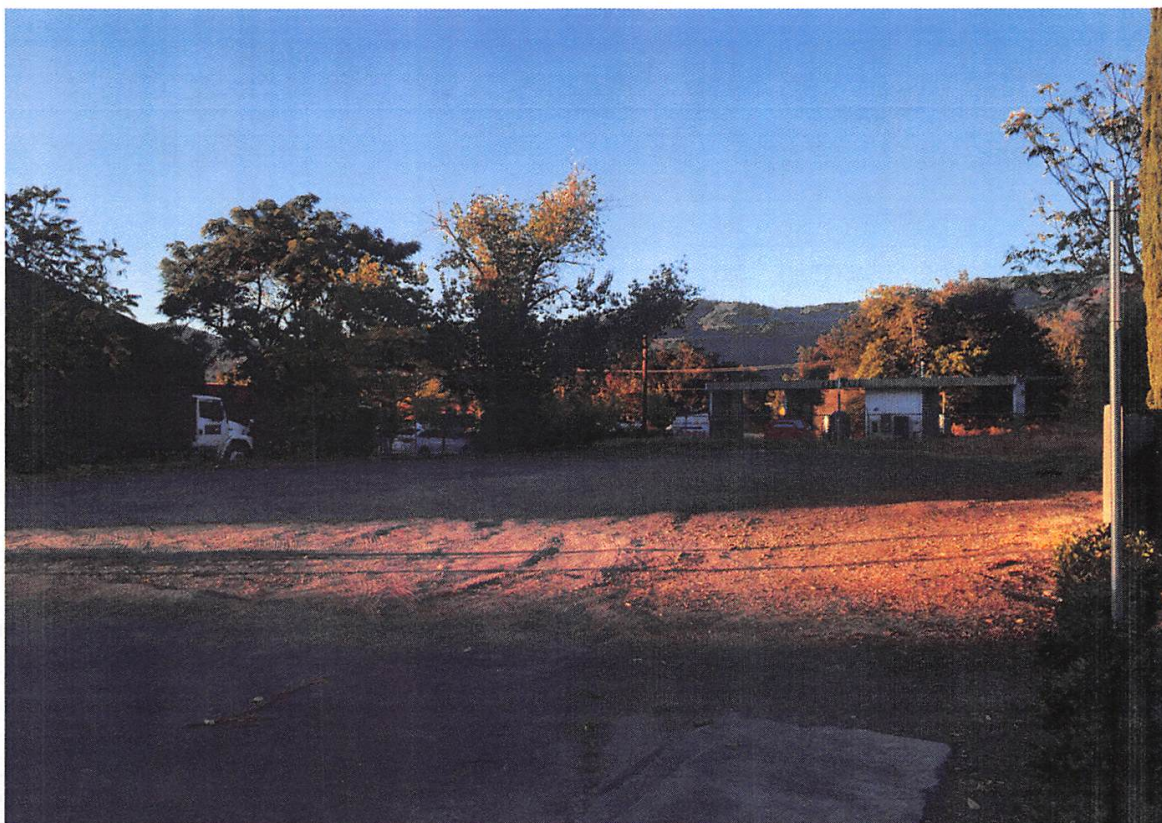
Front Wall Sign Location



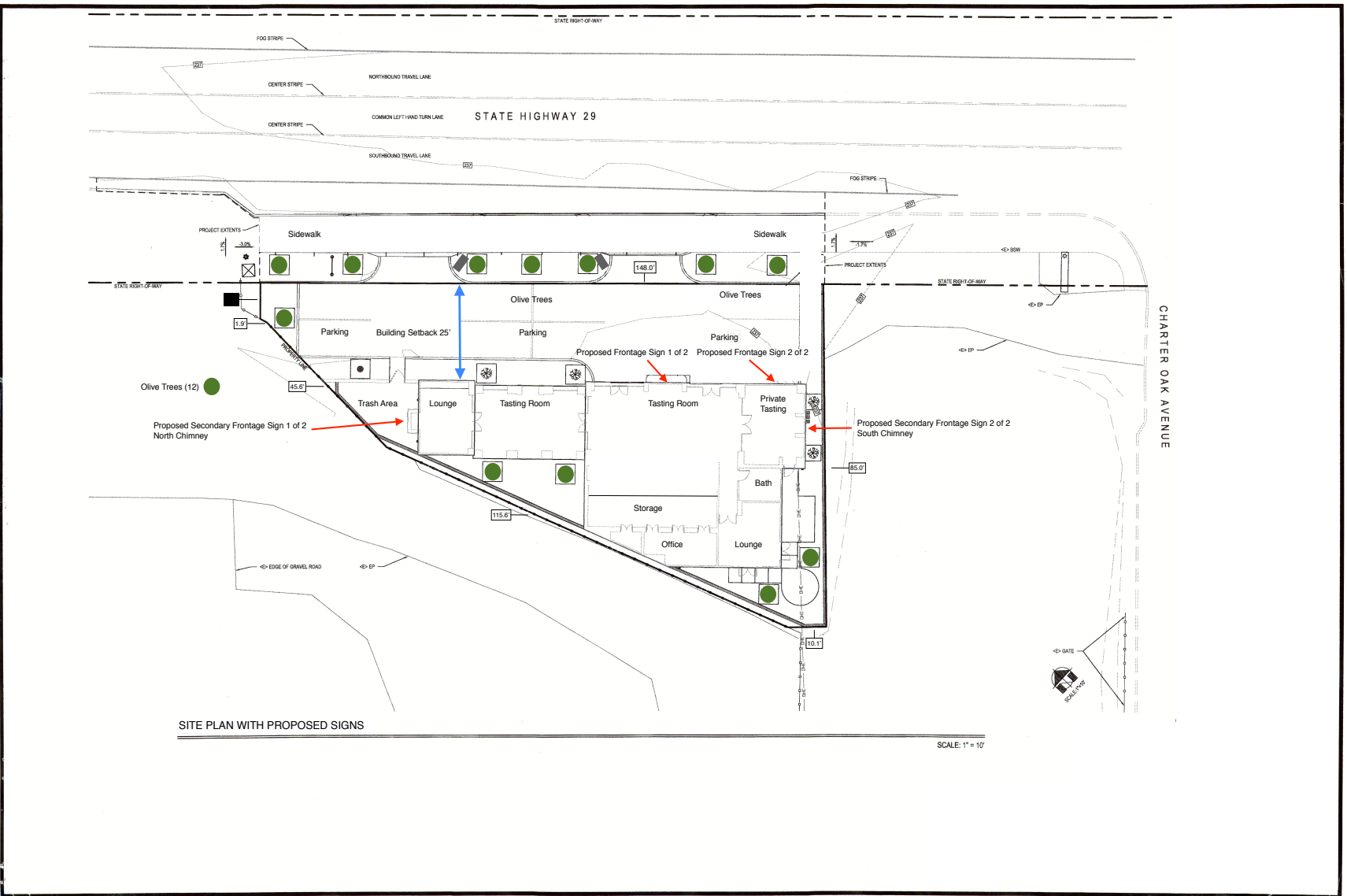
South Wall and Chimney



North Wall and Chimney



Vacant Lot Adjacent to South of 929 Main



144 in

48 in

20.75 in

**YAO FAMILY
WINES**

1/2" opaque acrylic

Studs

Spec Sheet: Yao Family Wines Front Sign

4th proof

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



48 sq ft

Spec Sheet : Yao Family Wines CllFront doorB

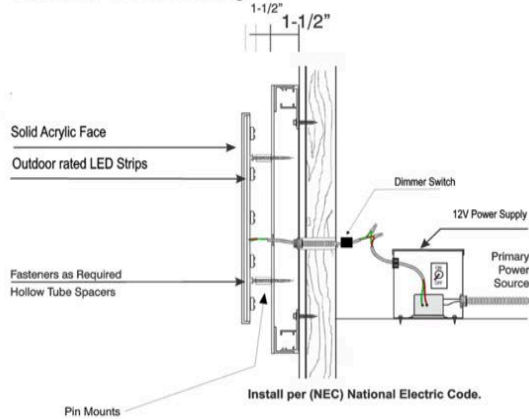
2nd proof

Date:	7/23/18
File Name:	Yao Family Wines Front Door
In Folder:	Yao
Drawing By:	Mike F
Company:	Yao Family Wines
Contact Person:	Jay Behnke
Address:	
City:	Napa Valley, CA 94515
Phone:	707 - 695 - 5100
Email Address:	jmbehnke@yaofamilywines.com
APPROVALS:	
Owner	
Tenant	
Landlord	

SIGNS
par excellence
sign company

3485D Airway Drive
Santa Rosa, CA 95403
(707) 579-8982
FAX 579-8980
sales@signspe.com
2017 California State
Licensed Contractor
#947901

Reverse Halo Section
Full Size Slim Wireway



Nighttime Example



Reverse "Halo" Letters (Full size backer panel)

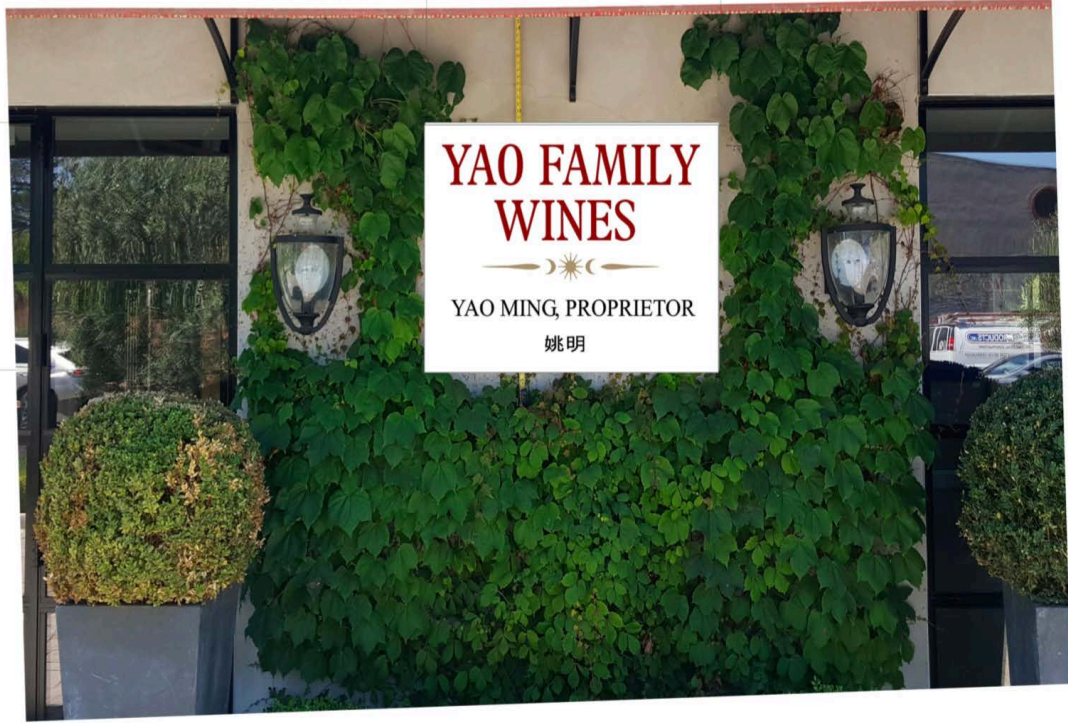


Spec Sheet : Yao Family Wines CifFront doorB

1st proof

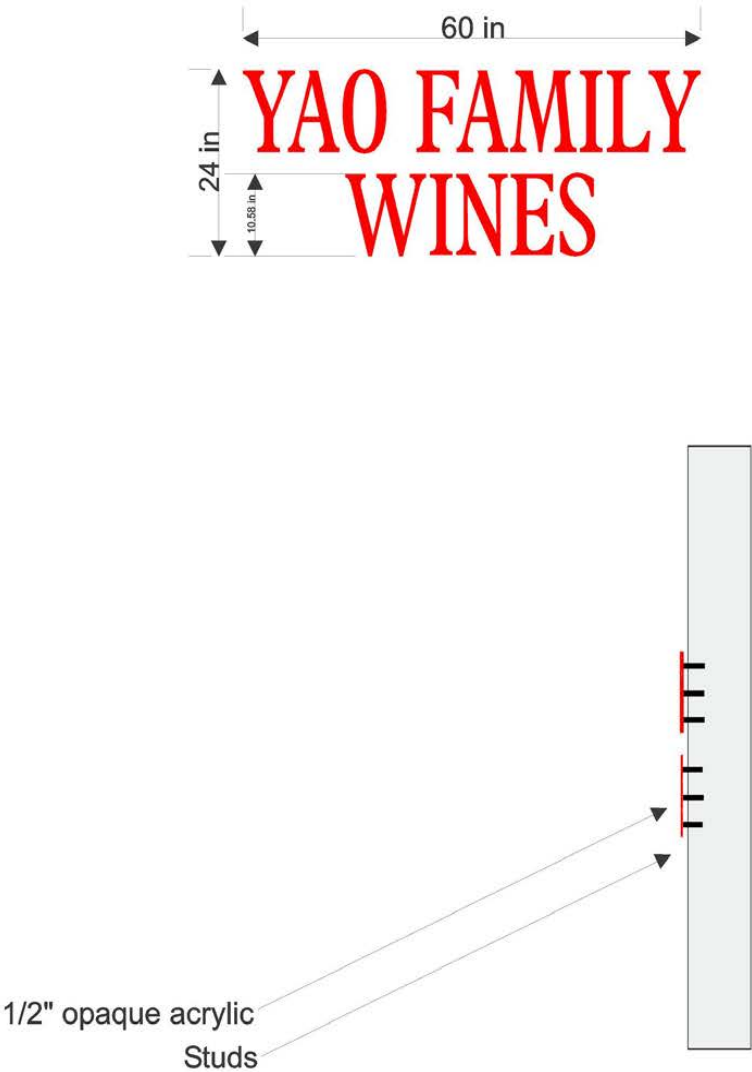
Date: 7/23/18	
File Name: Yao Family Wines Front door	
In Folder: Yao	
Drawing By: Mike F	
Company: Yao Family Wines	
Contact Person: Jay Behnke	
Address:	
City: Napa Valley, CA 94515	
Phone: 707 - 695 - 5100	
Email Address: jimbahnke@yaofamilywines.com	
APPROVALS:	3485D Airway Drive Santa Rosa, CA 95403 (707) 579-8882 FAX 579-5980 sales@signspe.com California State Licensed Contractor #947901
Owner	
Tenant	
Landlord	

36 in



48 in

Spec Sheet: Yao Family Wines Chimney Signs	Date: 01/24/2018
	File Name: Yao Family Wines Front
	In Folder: Yao
	Drawing By: Mike F
	Company: Yao Family Wines
	Contact Person: Jay Behmke
	Address:
	City: Napa Valley, CA 94515
	Phone: 707 - 695 - 5100
	Email Address: jmbehmke@yaofamilywines.com
4th proof	APPROVALS:
1/2" acrylic with studs	Owner
10 sq ft.	Tenant
	Landlord
SIGNS par excellence sign company 3485D Airway Drive Santa Rosa, CA 95403 (707) 579-8982 FAX 579-8980 sales@signspe.com California State Licensed Contractor #947901	



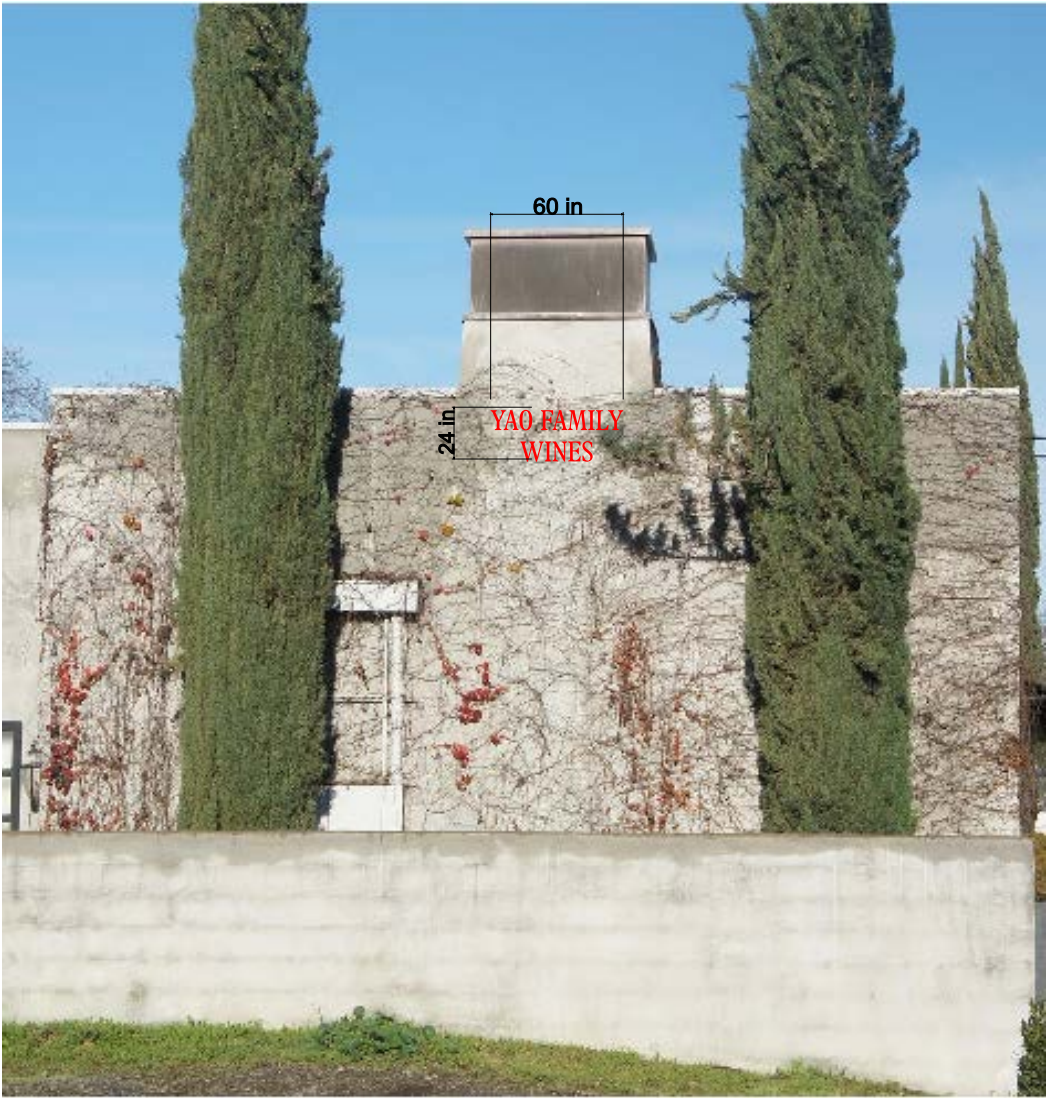
Spec Sheet: Yao Family Wines Chimney Sign

1st prrof

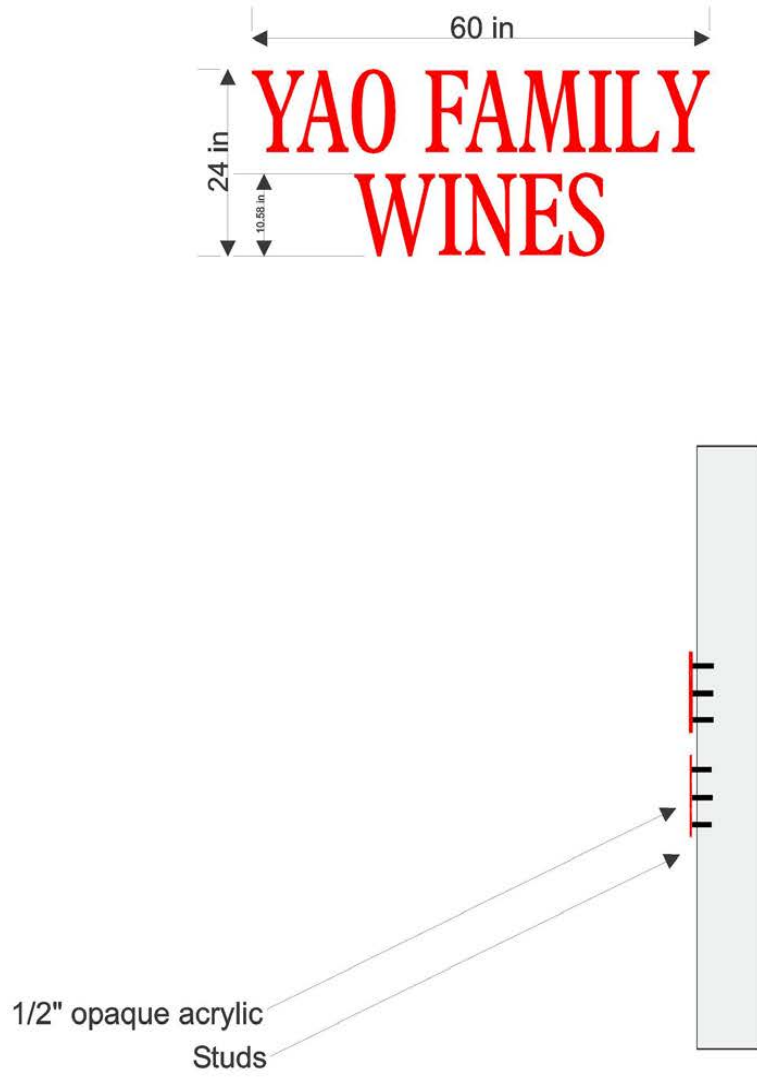
Date:	7/8/18
File Name:	Yao Family Wines Front Sign
In Folder:	Yao
Drawing By:	Mike F
Company:	Yao Family Wines
Contact Person:	Jay Behmke
Address:	
City:	Napa Valley, CA 94515
Phone:	707 - 695 - 5100
Email Address:	jbehmke@yaofamilywines.com
APPROVALS:	
Owner	
Tenant	
Landlord	

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1/2" acrylic with studs 10 sq ft. 4th proof	Date: 01/24/2018 File Name: Yao Family Wines Front Sign In Folder: Yao Drawing By: Mike F Company: Yao Family Wines Contact Person: Jay Behmke Address: City: Napa Valley, CA 94515 Phone: 707 - 695 - 5100 Email Address: jmbehmke@yaofamilywines.com APPROVALS: Owner Tenant Landlord SIGNS par excellence sign company 3485D Airway Drive Santa Rosa, CA 95403 (707) 579-8882 FAX 579-8880 sales@signspe.com California State Licensed Contractor #947901
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Spec Sheet : Yao Family Wines Chimney Sign B	Date: 2/13/18
	File Name: Yao Family Wines From Signs
1st proof	In Folder: Yao
	Drawing By: Mike F
	Company: Yao Family Wines
	Contact Person: Jay Behnke
	Address:
	City: Napa Valley, CA 94515
	Phone: 707 - 695 - 5100
	Email Address: jmbehnke@yaofamilywines.com
	APPROVALS:
	Owner
	Tenant
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PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-033

SUBJECT: Request by Gary Head for Design Review Approval to construct a new single family residence with detached accessory dwelling, landscaping, pool (under separate permit), and other appurtenant improvements at 1760 Dean York Lane in St. Helena.

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 04/23/18

ACCEPTED AS COMPLETE: 07/23/18

LOCATION OF PROPERTY: 1760 Dean York Lane

APN: 009-680-018

GENERAL PLAN/ZONING: LR-1A: Low Density Residential- One Acre Minimum

APPLICANT: Gary Head

PHONE: (415) 705 6200 Ext. 104

BACKGROUND

On May 8, 2018, the City mailed a Notice of Application (NOA) to neighboring property owners and tenants located within 300 feet of the subject property and notifying them that a Design Review application had been received. The NOA provided basic information about the project and a brief description of the proposal. Recipients of the letter were provided thirty days to submit written or oral comments on the project.

The subject property is a vacant residential lot of approximately 0.692 acres (30,056 sq-ft) and zoned LR-1A: Low Density Residential- One Acre Minimum. A House existed on

the property prior to 2012, at which time it was demolished and the property has remained vacant since (2012 Demolition Resolution included as **Attachment 8**). The property is accessed via a long driveway off of Dean York Lane and is not generally viewable from the public way.

PROJECT DESCRIPTION

Applicant, Gary Head, is requesting Design Review approval on behalf of property owners, Shay Zak and Mary Moore, to construct a new single family residence with detached accessory dwelling, landscaping, pool (under separate permit), and other appurtenant improvements, including a covered dining area and covered porch, at 1760 Dean York Lane in St. Helena. The total enclosed square footage would amount to 4,704 square feet.

The proposed residence and accessory dwelling unit (ADU) would exhibit a traditional form and style. As detailed in the project narrative (**Attachment 4**), the buildings have been designed as multiple structures in order to reduce massing and enhance visual interest. The main residence (2,760sq-ft) would be single story and feature vaulted ceilings, an open floor plan and large folding glass doors at the front/rear elevations, a 792 sq-ft garage would be attached to the primary residence via a trellis. Like the main residence, the ADU (1,152 sq-ft) would also be a single story and would include vaulted ceilings and large sliding glass doors at the front and rear elevations. The maximum height measured at the peak of the roof would be 24' for the primary residence and 19' for the ADU.

The various buildings would be unified by a common architectural theme. The style would be a modern interpretation of agricultural structures found throughout St Helena and Napa County generally. The materials would consist of painted vertical wood siding, corrugated metal roofing and black painted metal doors and windows. A total landscape area of 15,113 square feet is proposed and would consist of lawn and water efficient landscape plantings. Other landscape elements would include an outdoor kitchen/patio area, a covered shade patio, a pool, and a spa. Also proposed is a series of raised planting beds at property rear. All proposed landscaping will be in compliance with the MWEL provisions as required by the Director of Public Works.

An 5' galvanized metal fence (and 5' wood fence around the "bump out" at property rear) would extend around the rear and side yard property lines with a lower, 3'6" fence located along a portion of the property frontage. To accommodate new landscaping and site improvements, the applicant proposes the removal of one existing fir tree and two redwood trees located at property front.

ANALYSIS

GENERAL PLAN

The property has a General Plan designation of Low Density Residential (LR), providing for single-family detached homes, accessory dwelling units and other compatible uses. The construction of one single-family home is a permitted use under this land use

designation. The LR designation is applied to areas where large, residentially subdivided parcels already exist, mainly near the City's perimeter.

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 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.

4.3.27 Encourage large specimen street trees and generous landscaping to shade homes and the street and to link various neighborhoods.

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

Staff Analysis:

The proposed residence is consistent with the policies enumerated above. While the property is currently vacant, it was developed with a residence pre-2012 and therefore exhibits ready access to utilities and services, which in turn precludes the need to extend utilities beyond the urban limit line and reduces pressure on areas outside of the urban service area. The design of the proposed residence gives a nod to traditional building forms and exhibits detailing reflective of St. Helena's agricultural character which further strengthens the neighborhood identity and complements other residences in the area. Further, the siting and configuration of the residence is appropriate for the lot and, generous landscaping proposed around the property will soften the look of the new residence and enhance the visual character. Accordingly, Staff finds the project to be consistent with applicable General Plan policies.

ZONING

Consistent with the GP land use designation, 1760 Dean York Lane exhibits a zoning designation of LR-1A: Low Density Residential- 1 acre minimum. The LR- 1A zoning

designation allows for single-family detached homes, accessory dwelling units, limited agricultural use and other compatible uses insofar as they conform to the development standards prescribed by Municipal Code Section 17.36.060.

Under Zoning Code Section 17.36.070, a 30,056 sq-ft parcel is allowed a maximum floor area of 0.180, which equates to a maximum of 5,410 max gross floor area (or 6,010 with garage and ADU exemptions). Accordingly, the applicant is proposing a net floor area of 4,104 sq-ft (with exemptions) or an F.A.R of 0.136 which is below the maximum permitted, as detailed below.

NET FLOOR AREA:

MAIN DWELLING	2,760 SQ-FT
GARAGE	792 SQ-FT
ADU	1,152 SQ-FT
COVERED PARKING EXEMPTION	- 200 SQ-FT
ADU EXEMPTION	- 400 SQ-FT
TOTAL	4104 SQ-FT

FLOOR AREA RATIO: 4,104/30,056 = **0.136**

Staff Analysis:

As proposed, staff finds that the residence meets all development criteria including height, setback, parking and floor area criteria prescribed by Section 17.36.060. The residence will exhibit a minimum setback of 20' at the front, rear and 10' at the interior side yard. The maximum height as measured at the ridge of the roof will be approximately 24'.

WATER

Chapter 13.12.050 of the Municipal Code, sets forth mandatory water efficiency measures for new construction and water demand offset requirements. Amongst these provisions is the requirement that 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) offset new demand by an amount of water equal to the new demand on the city water system using the methodology defined in Section 13.12.050. The offset must be clearly demonstrated, to the satisfaction of the Director of Public Works.

*Accordingly, the applicant provided a water neutrality analysis (**Attachment 6**). The proposed total water usage (internal and external) is estimated to be 912 gallons per day (gpd). As the baseline water use of the site amounts to 1,447 gpd, the applicant is not required to install any offsite retrofits. Note that the baseline reflects the water use of previously demolished residence and was substantiated by the Water Use Analysis*

submitted with the 2012 Demolition/Design Review application. The project is determined to be consistent with the water neutrality provisions.

GROWTH MANAGEMENT

The City of St. Helena has a Residential Growth Management System (GMS) that limits the number of residential building permits that can be issued each year (Municipal Code Chapter 17.152). The stated purpose of the GMS is to regulate the residential growth of the City to approximately 2% per year, while providing for both market rate and affordable housing. Generally, permits are regulated for market rate housing and not for exempt categories including all non-residential development, replacement or relocated housing, additions, guest cottages, second units and affordable housing. As this project constitutes **replacement housing** (replacing the house demolished in 2012), this project is not subject to the GMS and no allocation is needed.

DESIGN REVIEW

The purpose of design review is to, amongst 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. To approve design review, the Commission must find that the project is consistent with the design criteria prescribed by Section 17.164.030 and exhibits 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. The project appears to be of a design consistent with the character of the established neighborhood and meets the Design Review criteria outlined below and as further described below in italic typeface.

1.Consistency and compatibility with applicable elements of the general plan;
As described above, under "General Plan analysis," the project is consistent with applicable goals of the General Plan.

2.Compatibility of design with the immediate environment of the site;
The proposed residence will feature a traditionally-inspired design and will be contemporary farmhouse style. The proposed design, while not particularly visible from the public way, will be appropriate for the surrounding environment and compatible with neighbors.

3.Relationship of the design to the site;
The siting and configuration of the proposed residence is generally consistent with that of the neighborhood and generous landscaping proposed around the property frontage and street site setback that includes shrubs and trees will soften the look of the new residence and allow it to blend in.

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

The immediate vicinity is not identified as having a unified design or consistent historical character.

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

The subject parcel is entirely bordered by residential land uses.

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

The design of the proposed residence gives a nod to traditional building forms and exhibits detailing reflective of St. Helena's agricultural character which further strengthens the neighborhood identity and complements other residences in the area and is expected to be compatible with any future development in the area.

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

The design of the proposed residence gives a nod to traditional agricultural building forms and exhibits detailing reflective of St. Helena's established character. The proposed uses (main residence, ADU, garage) are housed in quasi-distinct structures so as to reduce massing while also maintaining site functionality.

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 siting and configuration of the residence, ADU, and garage is appropriate for the lot and reduces the massing while being reminiscent of historical agricultural properties. Last, generous landscaping proposed around the property frontage will soften the look of the new residence and provide continuity with the surrounding environment.

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

The siting and configuration of the residence is generally consistent with that of the neighborhood. Last, generous landscaping proposed around the property will soften the look of the new residence and provide continuity with the surrounding environment.

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 proposed residence is located within the urban limit line and is well served by public utilities and services.

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

Site access will not substantially change and would not inhibit safe and convenient pedestrian, bicycle or vehicular access in the vicinity of the subject site. An existing bridge that provides access to the property will be upgraded to meet current standards and will be required per condition of approval.

12. Whether natural features are appropriately preserved and integrated with the project;
Existing natural features will be integrated into the site design to the extent feasible. As a vacant residential lot, the important natural features requiring preservation are limited, the project does require the removal of two redwood trees and fir trees, none of which are heritage trees or appear to be particularly significant.

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;

All structures are unified with similar paint and trim color choices. The proposed materials, colors, and design elements are traditionally-inspired and are readily consistent with those typified by other residential buildings in the neighborhood.

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 stated above, the subject property is not located in an area identified as having a unified design or historical character. It is also not readily visible from the public roadway.

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;

Generous landscaping proposed around the property that includes shrubs and trees will soften the look of the new residence and provide continuity with the immediate environment of the site and at a level commensurate with that exhibited by other properties in the neighborhood.

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 vegetation is common throughout this region and readily adaptable to the climate and capable of being easily maintained.

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 proposed residence will use energy and water efficient fixtures and comply with Title 24 energy requirements.

CEQA

The project is exempt from the requirements of CEQA pursuant to Section 15303, which exempts the construction of single-family residences, amongst other things.

ISSUES

No Issues have been identified at the writing of this staff report.

CORRESPONDENCE

As of the completion of this report, staff had received one comment letter/ question in response to the Notice of Application sent out to neighboring properties (**Attachment 7**). The Commenter inquired as to whether a pool equipment enclosure was to be included. In response to the neighbor comment, the applicant agreed to include a pool equipment enclosure and a condition of approval was also added.

STAFF RECOMMENDATION

Staff finds that the proposed configuration of the site, the overall design elements and proposed materials/finishes are appropriate for the subject property and recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA, pursuant to Section 15303, which exempts the construction single-family residences.
2. Accept the required findings and grant design review approval for the Cypress House at 1760 Dean York Lane.

ATTACHMENTS

[1760 Dean York Lane- Attch 1. Draft Resolution](#)

[1760 Dean York Lane- Attch 2. APN Map](#)

[1760 Dean York Lane- Attch 3. Aerial View](#)

[1760 Dean York Lane- Attch 4. Project Narrative](#)

[1760 Dean York Lane- Attch 5. Project Plans](#)

[1760 Dean York Lane- Attch 6. Water analysis](#)

[1760 Dean York Lane - Attch 7. Written Comment](#)

[1760 Dean York Lane- Attch 8. 2012 Demolition Resolution](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. x

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF DESIGN REVIEW FOR THE CYPRESS HOUSE LOCATED
AT 1760 DEAN YORK LANE**

PROPERTY OWNER: Gary Head

APN: 009-680-018

Recitals

1. Request by Gary Head for Design Review approval to construct a new single-family residence at 1760 Dean York Lane and in the LR-1A: Low Density Residential-one acre minimum District, and
2. A Staff Report dated August 21, 2018 and incorporated herein by reference analyzed the projects consistency with the Design Review criteria enumerated in Code Section 17.164.030, and
3. On August 9, 2018, the project was duly noticed as a public hearing in the St. Helena Star and mailed to all residents and property owners located within 300 feet of the project site, and
4. 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 August 21, 2018.
5. Now therefore let it be found that, the Planning Commission approves the requested Design Review application on the following basis:

Resolution

- A. The Planning Commission hereby finds that the project is exempt from CEQA pursuant to 15303, which exempts the construction of small structures including single-family residences, garages, pools, etc.

B. DESIGN REVIEW

The purpose of design review is to, amongst 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. To approve design review, the Commission must find that the project is consistent with the design criteria prescribed by Section 17.164.030 and exhibits 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.

*1760 Dean York Lane
Design Review
August 21, 2018*

The project appears to be of a design consistent with the character of the established neighborhood and meets the Design Review criteria outlined below and as further described below in *italic typeface*.

1. Consistency and compatibility with applicable elements of the general plan;
The project is consistent with applicable goals of the General Plan. While the property is currently vacant, it was developed with a residence at some point prior to 2012 and therefore exhibits ready access to utilities and services, which in turn reduces pressure on areas outside of the urban service area. The design of the proposed residence gives a nod to traditional building forms and exhibits detailing reflective of St. Helena's agricultural character which further strengthens the neighborhood identity and complements other residences in the area. Further, the siting and configuration of the residence is appropriate for the lot and, generous landscaping proposed around the property will soften the look of the new residence and enhance the visual character. Accordingly, the project appears to be consistent with applicable General Plan policies.
2. Compatibility of design with the immediate environment of the site;
The proposed residence will feature a traditionally-inspired design and will be of a contemporary farmhouse style. The proposed design, while not particularly visible from the public way, will be appropriate for the surrounding environment and compatible with neighbors.
3. Relationship of the design to the site;
The siting and configuration of the proposed residence is generally consistent with that of the neighborhood and generous landscaping proposed around the property frontage and street setback that includes shrubs and trees will soften the look of the new residence and allow it to blend in.
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The immediate vicinity is not identified as having a unified design or consistent historical character.
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
The subject parcel is entirely bordered by residential land uses.
6. Compatibility with future construction both on and off the site;
The design of the proposed residence gives a nod to traditional building forms and exhibits detailing reflective of St. Helena's agricultural character which further strengthens the neighborhood identity and complements other residences in the area and is expected to be compatible with any future development in the area.
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;

1760 Dean York Lane
 Design Review
 August 21, 2018

The design of the proposed residence gives a nod to traditional agricultural building forms and exhibits detailing reflective of St. Helena's established character. The proposed uses (main residence, ADU, garage) are housed in quasi-distinct structures so as to reduce massing while also maintaining site functionality.

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 siting and configuration of the residence, ADU, and garage is appropriate for the lot and reduces the massing while being reminiscent of historical agricultural properties. Last, generous landscaping proposed around the property frontage will soften the look of the new residence and provide continuity with the surrounding environment.
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
The siting and configuration of the residence is generally consistent with that of the neighborhood. Last, generous landscaping proposed around the property will soften the look of the new residence and provide continuity with the surrounding environment.
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 proposed residence is located within the UGB and is well served by public utilities and services.
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
Site access will not substantially change and would not inhibit safe and convenient pedestrian, bicycle or vehicular access in the vicinity of the subject site. An existing bridge that provides access to the property will be upgraded to meet current standards, as required per condition of approval.
12. Whether natural features are appropriately preserved and integrated with the project;
Existing natural features will be integrated into the site design to the extent feasible. As a vacant residential lot, the important natural features requiring preservation are limited, the project does require the removal of two redwood trees and fir trees, none of which are heritage trees or appear to be particularly significant.
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;

All structures are unified with similar paint and trim color choices. The proposed materials, colors, and design elements are traditionally-inspired and are readily consistent with those typified by other residential buildings in the neighborhood.

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 stated above, the subject property is not located in an area identified as having a unified design or historical character.
15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;
Generous landscaping proposed around the property that includes shrubs and trees will soften the look of the new residence and provide continuity with the immediate environment of the site and at a level commensurate with that exhibited by other properties in the neighborhood.
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 vegetation is common throughout this region and readily adaptable to the climate and capable of being easily maintained.
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 proposed residence will use energy and water efficient fixtures and comply with Title 24 energy requirements.

Planning Department Conditions of Approval

1. The design review shall be vested within one (1) year from the date of final action. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of this action or the approval shall expire, provided however that the approval 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 this approval shall be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
2. The approvals 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.
3. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District

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fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.

4. 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.

5. 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.
6. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
7. Pursuant to St. Helena Municipal Code Section 17.08.110, this 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.
8. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.
9. Construction shall be in compliance with plans date stamped July 27, 2018 and reviewed by the Planning Commission on August 21, 2018 except as modified herein.
10. Pool equipment is required to be enclosed. Plans submitted for building permit shall clearly depict the pool equipment enclosure and specify materials and dimensions of enclosure subject to review and approval by Planning Department. The enclosure shall feature a design that reasonably reduces/attenuates noise of pool equipment in order to keep ambient noise levels at neighboring property lines low.
11. For the purposes of setback compliance, all buildings and structures, as measured from the *edge of structure*, shall meet the minimum setback requirements as enumerated in the St. Helena Zoning Ordinance. Compliance with setbacks shall be clearly shown on all plans submitted for building permit.

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12. Any future garden shed(s) shall be subject to Design Review requirements in effect at the time of application submittal.
13. Exterior lighting shall be directed or shielded to prevent glare onto the public roadway or adjacent properties.
14. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.
15. Where the LR-1A District adjoins agricultural districts or uses, 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

16. 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.
17. 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.
18. 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.

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Design Review
August 21, 2018

19. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
20. Prepare and implement a Stormwater Control Plan as required by the Bay Area Stormwater Management Agencies Association (BASMAA) Post-Construction Manual, dated July 14, 2014.
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. 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 and required retrofits into the proposed project per the Water Demand Analysis dated March 12, 2018 by Summit Engineering. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises. The water conservation requirements shall be replicated in full on the architectural plans.
25. 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.
26. The approximate location of the City's 8" water main is in the northeast corner of the parcel. The applicant shall pothole for utilities to confirm location and depth of the City's existing 8" water main on the parcel prior to issuance of building permits. The applicant will not be allowed to construct any structures over the water main. If the 8" water main is in conflict with any proposed structures onsite and it's possible to realign the water main, it will be designed and constructed by the applicant and coordinated with the City in order to minimize disruptions in service to other users and ensure the main is installed correctly.

27. Depending on the actual location of the existing 8" water main or proposed relocation, the applicant will be required to dedicate up to a 15' wide utility easement to the City and will not build structures or plant any intrusive vegetation within the utility easement in accordance with City standards. The easement will require review and approval by the City and be recorded prior to Certificate of Occupancy.
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 mains and laterals, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
29. The developer shall underground all on-site utility lines per St. Helena Municipal Code. The cost of undergrounding shall be the responsibility of project developer.
30. Due to the economic and engineering infeasibility of undergrounding regional serving overhead power lines, such existing lines may remain on overhead power poles.
31. 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.
32. 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.
33. 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.
34. An encroachment permit shall be required for any work performed in the public right of way.

Fire Department Conditions of Approval

35. The access bridge shall be brought up to current standards consistent with AASHTO's H-20 requirements. Plans for the bridge reinforcement shall be reviewed and approved prior to issuance of building permit for the "Cypress House" project. The reinforcement of the bridge, consistent with approved plans, shall occur prior to substantial building framing activities or at the discretion of the St. Helena Fire Marshall so as to ensure the access bridge may adequately support materials and vehicles utilized during construction activities and thereafter.
36. To ensure unimpeded emergency access along Dean York Lane, applicant shall be required to install an on-site fire hydrant prior to substantial building framing activities. Location of said fire hydrant shall be determined in coordination with St. Helena Fire Department and reviewed and approved by Fire Marshall prior to issuance of building permit.

1760 Dean York Lane
Design Review
August 21, 2018

- 37. Installation of approved interior fire sprinkler system is required.
- 38. All 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 and with California's Wildland Urban interface (WUI) code.
- 39. 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
- 40. Any gates installed to control vehicular access to a property are required to be setback 30 feet from the property line and/or edge of 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

- 41. A building permit is required for all onsite demolition, construction and/or change of occupancy.
- 42. A building permit is required for each separate structure which could include demolition permit(s) for the main dwelling and/or garage. If structures are attached, such as the main dwelling and the garage, only one permit would be required.
- 43. 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 Building Codes.
- 44. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist which includes three (3) full sets of plans as well as one (1) set of reduced sized civil drawings.
- 45. The applicant shall provide a construction waste management plan with the building permit application.
- 46. 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.
- 47. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
- 48. 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

1760 Dean York Lane
Design Review
August 21, 2018

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.

49. Properties which rely on septic systems and which are 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.

50. Plan check fees are due the time of Building plan submission. Fee amounts differ based on the scope of the project.

I HEREBY CERTIFY that the foregoing Design Review application was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 21, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

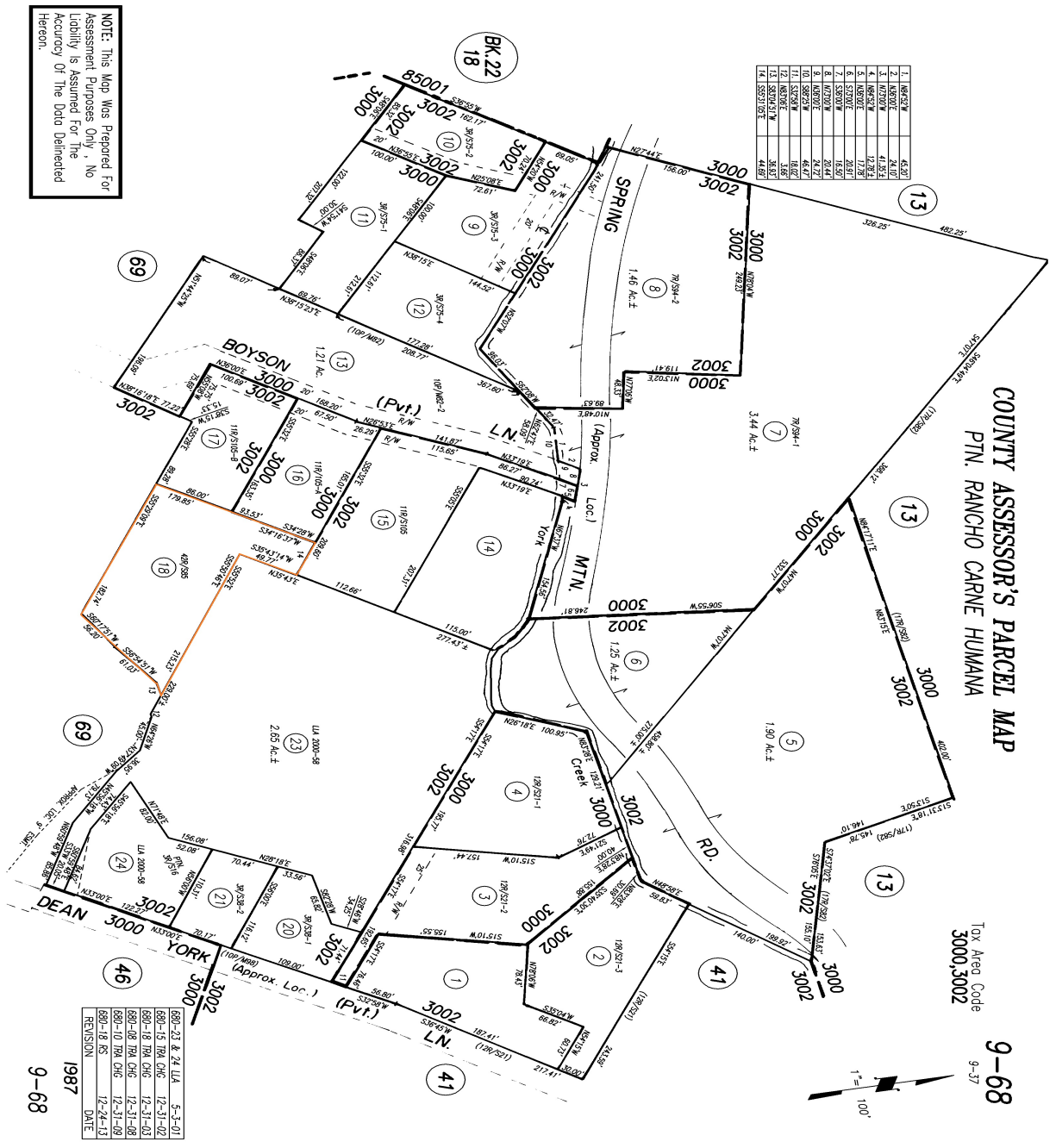
ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy,
Chair

Noah Housh
Planning Director



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



1760 Dean York Lane – Design Review Project Statement

Shay Zak and Mary Moore Residence
 1760 Dean York Lane
 St Helena, CA 94574

APN: 009-680-018

Zoning: LR-1A

Parcel Size: 0.692 ac / 30,056 sf

Project Site:

The subject site was previously developed with a single-family residence. The previous residence was demolished in 2012 and therefore the parcel is currently vacant. This project proposes to develop a new 3,552 sf primary residence consisting of 4-bedrooms, 4.5 baths and an attached 3-car garage. Also proposed is a 1,152 sf accessory dwelling unit consisting of 2-bedrooms, 2 baths and a kitchen. Total conditioned space will be 4,704 sf which is less than the allowed maximum coverage of 5,410 sf.

Project Program:

The project has been designed as multiple structures to reduce massing and to create visual interest.

The primary residence consists of 3,552 sf and is configured with 2-bedrooms, 2.5 bathrooms, a kitchen, dining room, great room and storage/mechanical rooms and an attached 3-car garage. This structure has been designed as a single story and features vaulted ceilings, an open floor plan and large folding glass doors at the front/rear elevations which allow natural light and easy access to the yard.

The accessory dwelling unit consists of 1,152 sf and includes 2-bedrooms, 2-baths and a kitchen. This structure is also a single story and includes vaulted ceilings and large sliding glass doors at the front and rear elevations.

All of the structures share the same architectural style and materials. The style is a modern interpretation of agricultural structures found throughout St Helena and Napa County generally. The materials consist of painted vertical wood siding, corrugated metal roofing and black painted metal doors and windows.

The following table outlines the project's conformance with the development standards for the Low Density Residential One Acre Minimum (LR-1A) District.

Criteria	LR-1A	Proposed
Front setback	20'	20'+
Side yard	10'	10'+
Rear yard	20'	20'+
Maximum height	30'	24'
Maximum Lot Coverage	35%	13%
Maximum Floor Area	5,410 sf	4,704 sf

The maximum height of the primary residence is 24' and the maximum height of the accessory dwelling unit is 19' - measured from the ridge of the roof to grade.

Project landscaping consists outdoor living areas consisting of an outdoor kitchen/dining patio, a covered shade patio, a pool and a spa. There is a garden area with raised beds located at the rear of

the yard and all grade breaks will consist of low board formed concrete retaining walls and steps. The planting palette consists of water efficient landscape materials.

Summary:

We find that, as proposed, the project will result in a well-designed, well-sited and appropriately scaled single-family residence. Overall, this project will contribute positively to the neighborhood and the City of St Helena.

Attachments:

- 1 – Design Review Exhibits – architecture/civil/landscape
- 2 – Water Use Analysis Report
- 3 – Title Report

CYPRESS HOUSE
1760 DEAN YORK LANE

ST. HELENA, CA 94574
APN: 009-680-018

PLANNING RESUBMISSION
06.15.18



ZAK ARCHITECTURE
245 VALLEJO STREET
SAN FRANCISCO, CA 94111
tel 415-705-6200
fax 415-705-6215
www.zakarchitecture.com

ABBREVIATIONS

A.B.

ANCHOR BOLT

A/C

AIR CONDITION

A.F.F.

ABOVE FINISHED FLOOR

APP

APPROVED

ARCH.

ARCHITECT

ARCHL

ARCHITECTURAL

BD.

BOARD

BLDG.

BUILDING

BLK/G

BLOCKING

BM.

BEAM

B.O.

BY OWNER

BOT.

BOTTOM

B.O.W.

BASE OF WALL

B.U.

BUILT-UP

CL

CENTERLINE

CLR.

CLEAR

CLG.

CEILING

COL.

COLUMN

CSK

COUNTERSINK

COMP.

COMPOSITION

CONC.

CONCRETE

CONT.

CONTINUOUS

CONTR.

CONTRACTOR

CRC

COLD-ROLLED CHANNEL

C.T.

CERAMIC TILE

DBL

DOUBLE

DET.

DETAIL

DWR.

DRAWER

DIM.

DIMENSION

(E)

EXISTING

EA

EACH

ELEV.

ELEVATION

EQ.

EQUAL

EXH

EXHAUST

EXP.

EXPANSION

EXT.

EXTERIOR

F.A.

FLOOR AREA

F.D.

FLOOR DRAIN

FDN.

FOUNDATION

F.G.

FIXED GLAZING

FIN.

FINISH

FL/ FLR.

FLOOR

FLUOR.

FLOURESCENT

F.O.

FACE OF

FTG.

FOOTING

GA.

GAUGE

GALV.

GALVANIZED

G.B.

GYPSPUM BOARD

G.I.

GALVANIZED IRON

GLB

GLUE-LAMINATED BEAM

GFRB

GLASS FIBER REINFORCED GYP.

GSM

GALVANIZED SHEET METAL

H.B.

HOSE BIB

H.C.

HOLLOW CORE

H.D.

HOLDDOWN

HDR.

HEADER

HT.

HEIGHT

INCL.

INCLUDE(D)

INSUL.

INSULATION

INT.

INTERIOR

JST.

JOIST

JT.

JOINT

L.H.

LEFT HAND

L.H.R.

LEFT HAND REVERSE

L/S

LANDSCAPE

LT.

LIGHT

MAX.

MAXIMUM

M.B.

MACHINE BOLT

MECH.

MECHANICAL

MEMB.

MEMBRANE

MTL.

METAL

MFR.

MANUFACTURER

MIN.

MINIMUM

MTD.

MOUNTED

(N)

NEW

N.I.C.

NOT IN CONTRACT

N.T.S.

NOT TO SCALE

O.A.

OVERALL

O.C.

ON CENTER

OP.

OPERABLE

OPG.

OPENING

OPP.

OPPOSITE

PL

PLATE

P-LAM

PLASTIC LAMINATE

P.V.

PLYWOOD

PROP.

PROPERTY

P.T.

PRESSURE-TREATED

R.

RISER

(R)

RE-LOCATE(D)

R.D.

ROOF DRAIN

REC.

RECESSED

REG.

REGISTER

REINF.

REINFORCED

REQ'D

REQUIRED

REV.

REVERSE

R.H.

RIGHT HAND

R.H.R.

RIGHT HAND REVERSE

RWD.

REDWOOD

R.W.L.

RAINWATER LEADER

S.C.

SOLID CORE

S.D.

SMOKE DETECTOR

SHT/G

SHEATHING

SIM.

SIMILAR

SQ.

SQUARE

S.S.D.

SEE STRUCTURAL DRAWINGS

T.

TREAD

T&G

TONGUE & GROOVE

TBD

TO BE DETERMINED

TEMP.

TEMPERED

THK.

THICK

T.O.C.

TOP OF CURB

T.O.W.

TOP OF WALL

TYP.

TYPICAL

U.O.N.

UNLESS OTHERWISE NOTED

UHMW

ULTRA HIGH MOLECULAR WEIGHT POLY-ETHELENE

W/

WITH

W.C.

WATER CLOSET

W.H.

WATERHEATER

W.P.

WATERPROOF

W.W.M.

WELDED WIRE MESH

WIN.

WINDOW

W/O

WITHOUT

WD.

WOOD

APPLICABLE CODES

ST. HELENA MUNICIPAL CODE.

PART 2, KNOWN AS THE 2016 CALIFORNIA BUILDING CODE (CBC)

PART 2.5, KNOWN AS THE 2016 CALIFORNIA RESIDENTIAL CODE (CRC)

PART 3, KNOWN AS THE 2016 CALIFORNIA ELECTRICAL CODE (CEC)

PART 4, KNOWN AS THE 2016 CALIFORNIA MECHANICAL CODE (CMC)

PART 5, KNOWN AS THE 2016 CALIFORNIA PLUMBING CODE (CPC)

PART 6, KNOWN AS THE 2016 CALIFORNIA ENERGY CODE, AND ENERGY COMMISSION STANDARDS (CECS)

PART 11, KNOWN AS THE 2016 CALIFORNIA GREEN BUILDING STANDARDS CODE (CGBSC)

PLUMBING NOTES

FIXTURES ARE TO COMPLY WITH WATER DEMAND REPORT INCLUDING INSTALLING 1.28 GAL TOILETS,1.5 GPM FAUCETS, 2.0 LOW FLOW SHOWERS, EFFICIENT GAL PER CYCLE DISHWASHER, AND 20 GAL PER LOAD CLOTHES WASHER.

CONDITIONS OF APPROVAL

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.

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.

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.

Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.

Provide details of any and all proposed fencing, gates, and/or walls on all plans submitted for building permit review.

The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle.

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.

The applicant shall incorporate water conservation practices and required retrofits into the proposed project per the approved Water Demand Analysis dated X and prepared by Summit Engineering. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises. The water conservation requirements shall be replicated in full on the architectural plans.

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.

The applicant shall pay to design and construct a new water main to replace the existing 8" water main that runs through the parcel. The applicant will be required to coordinate with the City throughout design and construction of the new main in order to minimize disruptions in service to other users and ensure the main is installed correctly.

The applicant will dedicate a 15' utility easement to the City for the new water main and will not build structures or plant any intrusive vegetation within the utility easement in accordance with City standards. The easement will require review and approval by the City and be recorded prior to Certificate of Occupancy.

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 mains and laterals, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.

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.

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.

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.

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

1.

FIRE DEPARTMENT

THE ACCESS BRIDGE WILL BE UNDER SEPARATE PERMIT.

A FIRE HYDRANT WILL BE LOCATED ON THE PROPERTY. LOCATION TO BE APPROVED BY THE FIRE DEPARTMENT.

ALL BUILDINGS WILL HAVE SPRINKLERS IN COMPLIANCE WITH CURRENT CODES.

THE PROJECT WILL COMPLY WITH CALIFORNIA WILDLAND URBAN INTERFACE (WUI).

AREA SUMMARY

MAIN DWELLING2760 SF

GARAGE792 SF

ADU1154 SF

SUBTOTAL4704 SF

COVERED PARKING EXEMPTION-200 SF

ADU EXEMPTION-400 SF

TOTAL SF:4104 SF

COVERED DINING531 SF

COVERED PORCH531 SF

TRELLIS70 SF

TOTAL NON-CONDITIONED SF:1132 SF

GROSS LOT SIZE30.056 SF (.69 ACRE)

PROPOSED LOT COVERAGE5,836/30,056=(19%)

FAR4.104/30.056=(14%)

LANDSCAPED AREA15,113 SF

SCOPE OF WORK

CONSTRUCTION OF ONE STORY SINGLE FAMILY RESIDENCE.

THE POOL IS UNDER SEPARATE PERMIT.

DRAWING SYMBOLS

FIN. FL. +0'-0"

DATUM POINT, DIMENSION POINT

A

GRIDLINE (F.O.S. AT FRAMING, CENTERLINE AT STRUCT. COL.)

1/A0.00

MATCHLINE

1 (DRAWING NO.)

A1.01 (SHEET NO.)

SECTION TAG

1 (DRAWING NO.)

A1.01 (SHEET NO.)

DETAIL TAG

1 (DRAWING NO.)

A1.01 (SHEET NO.)

EXTERIOR ELEVATION TAG

A

B A1.01 D

C

INTERIOR ELEVATION TAG

1

DOOR NUMBER

A

WINDOW NUMBER

A

REVISION NUMBER

PROJECT DIRECTORY

OWNER

SHAY ZAK AND MARY MOORE

245 VALLEJO STREET

SAN FRANCISCO, CA 94111

T. 415.705.6200

ARCHITECT

ZAK ARCHITECTURE -SHAY ZAK

245 VALLEJO STREET

SAN FRANCISCO, CA 94111

T. 415.705.6200

F. 415.705.6215

LANDSCAPE ARCHITECT

ANDREA COCHRAN LANDSCAPE ARCH.

2325 THIRD ST. #210

SAN FRANCISCO, CA 94107

T. 415.503.0060

CONTRACTOR

ROLAND B. FRIEDRICH CONSTRUCTION

ROLAND FRIEDRICH

951 SANTARIUM ROAD

DEER PARK, CA 94576

T. 707.326.3634

STRUCTURAL ENGINEER

NISSEN ENGINEERING

PETER NISSEN

250 BEL MARIN KEYS BLVD.

SUITE D-2

NOVATO, CA 94949

T. 415.382.7790

F. 415.382.7791

SURVEYOR

ALBION SURVEYS, INC.

1113 HUNT AVE.

ST HELENA, CA 94574

T. 707.963.1217

TITLE 24 REPORT

ENERGY CALC. CO.

45 MITCHELL BLVD.

SUITE 16

SAN RAFAEL, CA 94903

T. 415.457.0990

PROJECT DATA

PROJECT ADDRESS

1760 DEAN YORK ST. HELENA, CA 94574

ASSESSOR'S PARCEL #

009-680-018

ZONING

LR-1A

LOW DENSITY RESIDENTIAL ONE ACRE MINIMUM DISTRICT

BUILDING TYPE

SINGLE-STORY SINGLE FAMILY

OCCUPANCY

R3

CONSTRUCTION TYPE

TYPE V-B

LOT AREA

30,056 SQ.FT. / .692 ACRE

LOT COVERAGE LIMIT

35%

F.A.R. LIMIT

.18 FOR PARCEL AREA OF 30,056 SQ.FT.

SETBACKS

20' FRONT

20' REAR

10' SIDE

3' FOR GARAGE

HEIGHT LIMITS

30'

DRAWING INDEX

A0.00

COVER SHEET

A0.01

PROJECT INFORMATION

COLOR ELEVATION

A1.01

SURVEY

SITE PLAN

A2.01

FLOOR PLAN

A2.21

ROOF PLAN

A3.01

EXTERIOR ELEVATIONS + MATERIALS

A3.02

EXTERIOR ELEVATIONS

A3.03

EXTERIOR ELEVATIONS

C3.0

GRADING & DRAINAGE PLAN

L1.00

VEGETATION MAP

L2.00

SITE IMAGES

L3.00

PLANTING PLAN

L4.00

HYDROZONE PLAN

L5.00

DETAIL SHEET

ZAK

ZAK ARCHITECTURE

245 VALLEJO STREET

SAN FRANCISCO, CA 94111

415-705-6200

415-705-6215

www.zakarchitecture.com

CYPRESS HOUSE

I 760 DEAN YORK LANE

ST. HELENA, CALIFORNIA 94574

APN: 009-680-018

This work was prepared by me or under my supervision. Construction of this project will be under my observation.

DATE

04.15.18

ISSUE

PLANNING REVIEW

06.15.18

PLANNING RESUBMISSION

PROJECT INFORMATION

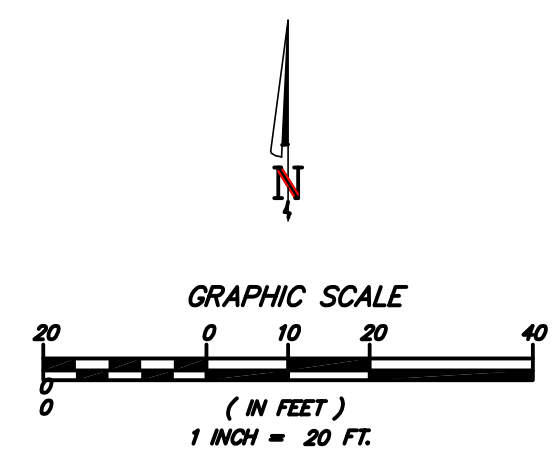
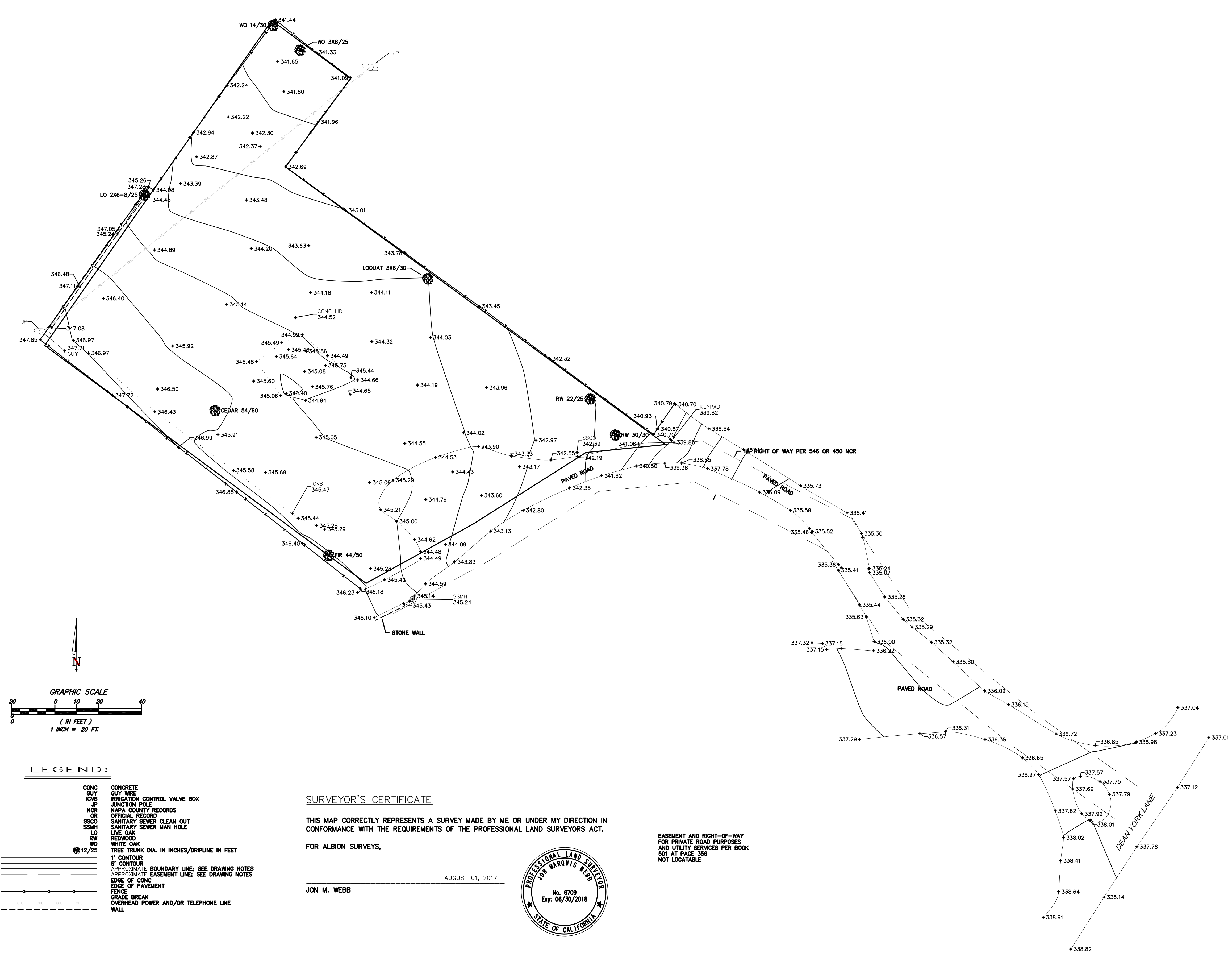
SCALE: -

DRAWN: gh

A0.01

Agenda Item #5.1.





LEGEND:

- CONC CONCRETE
- CLY GUY WIRE
- ICVB IRRIGATION CONTROL VALVE BOX
- JP JUNCTION POLE
- NCR NAPA COUNTY RECORDS
- OR OFFICIAL RECORD
- SSCO SANITARY SEWER CLEAN OUT
- SSMH SANITARY SEWER MAN HOLE
- LO LIVE OAK
- RW REDWOOD
- WO WHITE TRUNK DIA. IN INCHES/DRIPLINE IN FEET
- 1" CONTOUR
- 5' CONTOUR
- APPROXIMATE BOUNDARY LINE; SEE DRAWING NOTES
- APPROXIMATE EASEMENT LINE; SEE DRAWING NOTES
- EDGE OF CONC
- EDGE OF PAVEMENT
- FENCE
- GRADE BREAK
- OVERHEAD POWER AND/OR TELEPHONE LINE
- WALL

SURVEYOR'S CERTIFICATE

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

FOR ALBION SURVEYS,

AUGUST 01, 2017

JON M. WEBB



EASEMENT AND RIGHT-OF-WAY FOR PRIVATE ROAD PURPOSES AND UTILITY SERVICES PER BOOK 501 AT PAGE 356 NOT LOCATABLE



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

DRAWING NOTES

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 FENCED DIMENSION, ACRES OR EASEMENT LOCATIONS. A FIELD SURVEY SHOULD BE PERFORMED PRIOR TO ANY OTHER DESIGN WORK, CONSTRUCTION OR CONVEYANCE. EASEMENTS MAY AFFECT THIS PROPERTY. THIS SURVEYOR WAS NOT PROVIDED ANY INFORMATION REGARDING EASEMENTS BY THE OWNER.

SITE INFORMATION

APN: 009-680-018
ADDRESS: 1760 DEAN YORK LANE
SAINT HELENA, CA 94574

MAP OF TOPOGRAPHY
OF A PORTION OF THE LANDS OF
1760 DEAN YORK LANE
COUNTY OF NAPA STATE OF CALIFORNIA

REVISIONS & ADDITIONS

DATE	BY	NO.
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785
08-01-2017	FB	785

ALBION REFERENCES

PROJECT NO: 3327
PROJECT MANAGER: J. WEBB
DATE OF SURVEY: JULY, 2017

CONTOUR INTERVAL = 1'

VERTICAL DATUM BASED ON NAD 88

HORIZONTAL DATUM BASED ON NAD 83

PER GPS OBSERVATIONS USING TRIMBLE NETWORK

SHEET 1 OF 1
C3D PROJECT 3327
3327-02 TOPO v2004.dwg

CYPRESS HOUSE
1760 DEAN YORK LANE

ST. HELENA, CALIFORNIA 94574
APN: 009-680-018

This work was prepared by me or under my supervision.
Construction of this project will be under my observation.

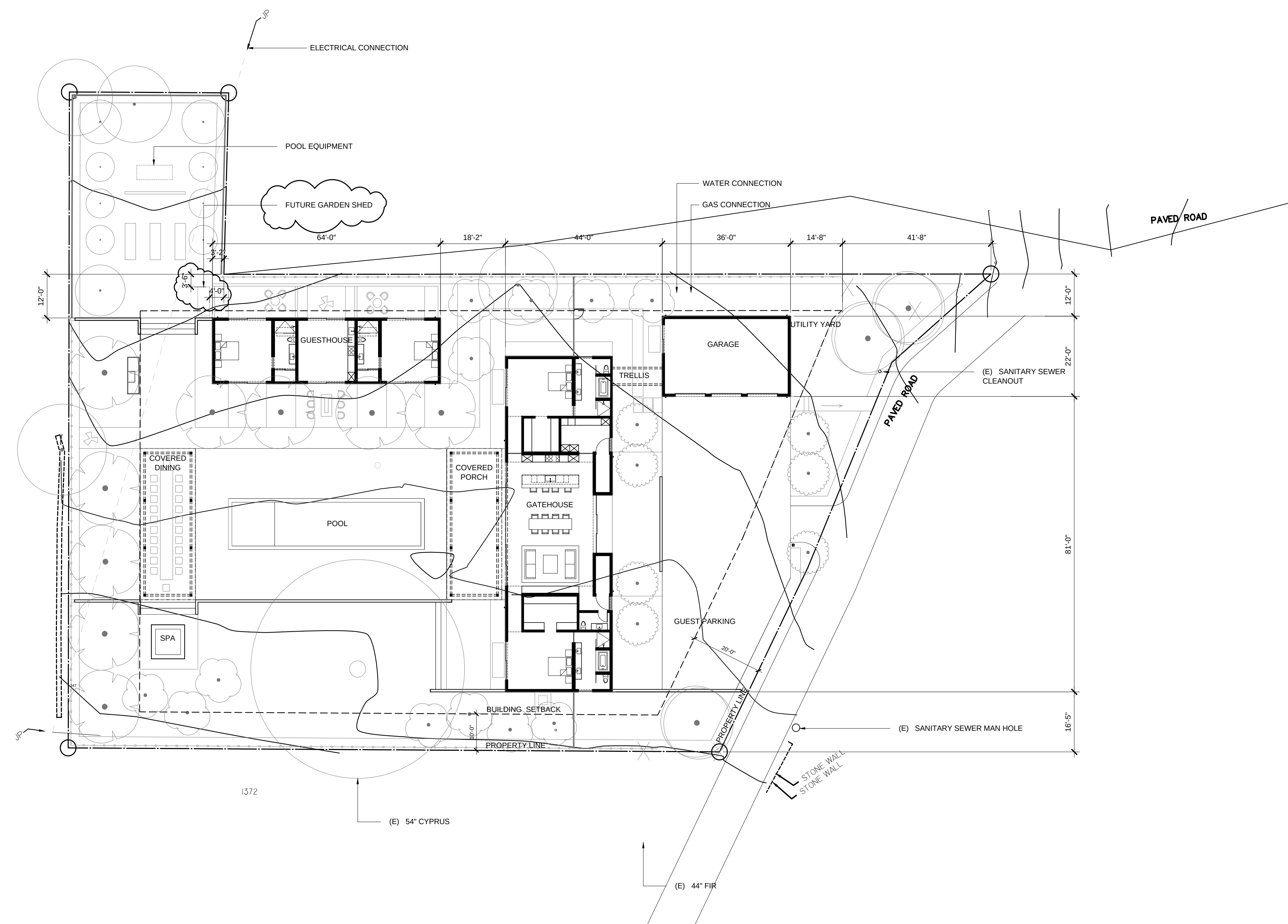
DATE	ISSUE
04.15.18	PLANNING REVIEW
06.15.18	PLANNING RESUBMISSION

SITE PLAN

SCALE: 1/16" = 1'-0"

DRAWN: gh

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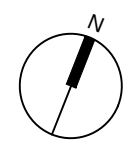
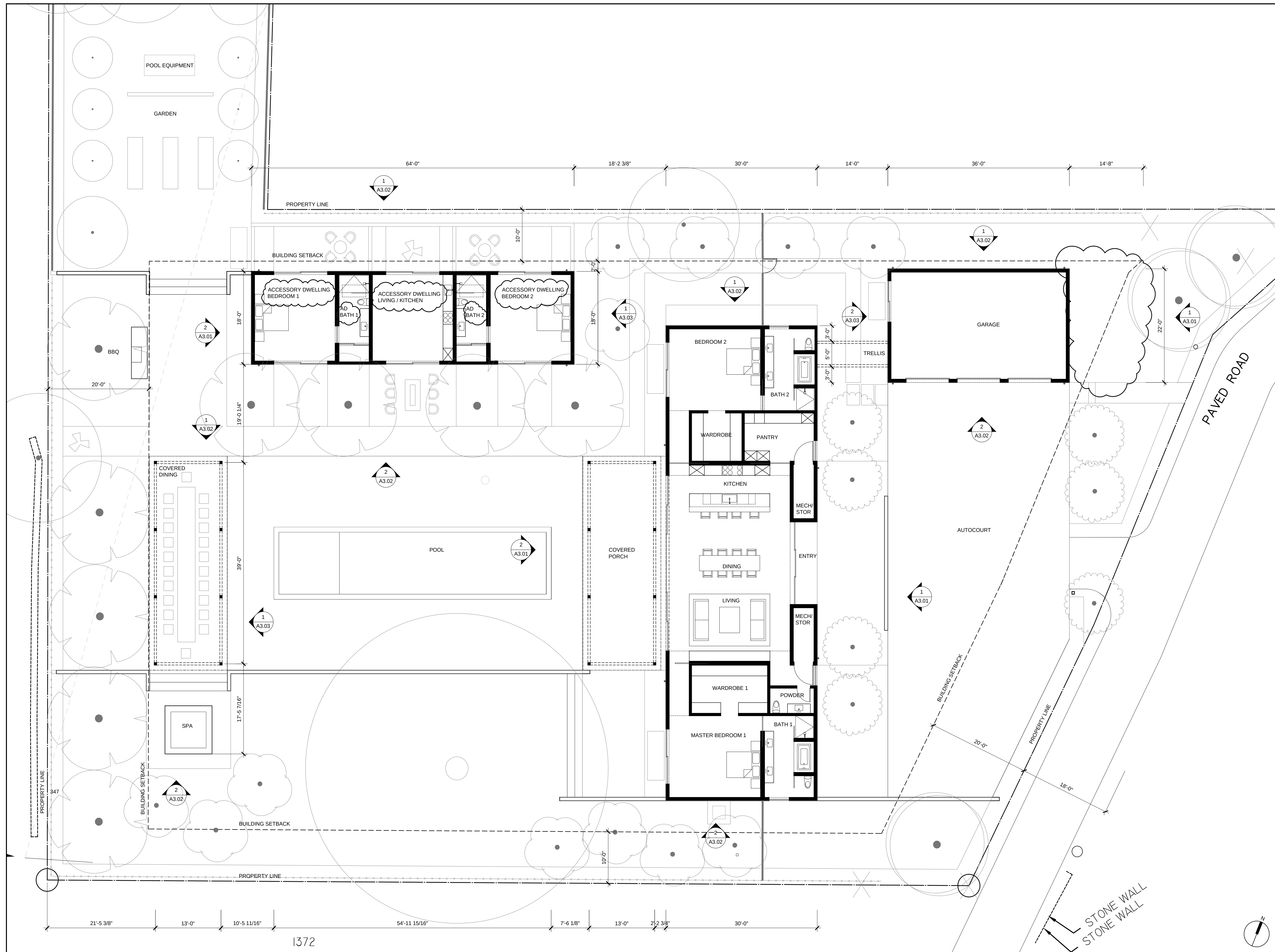
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FLOOR PLAN

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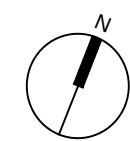
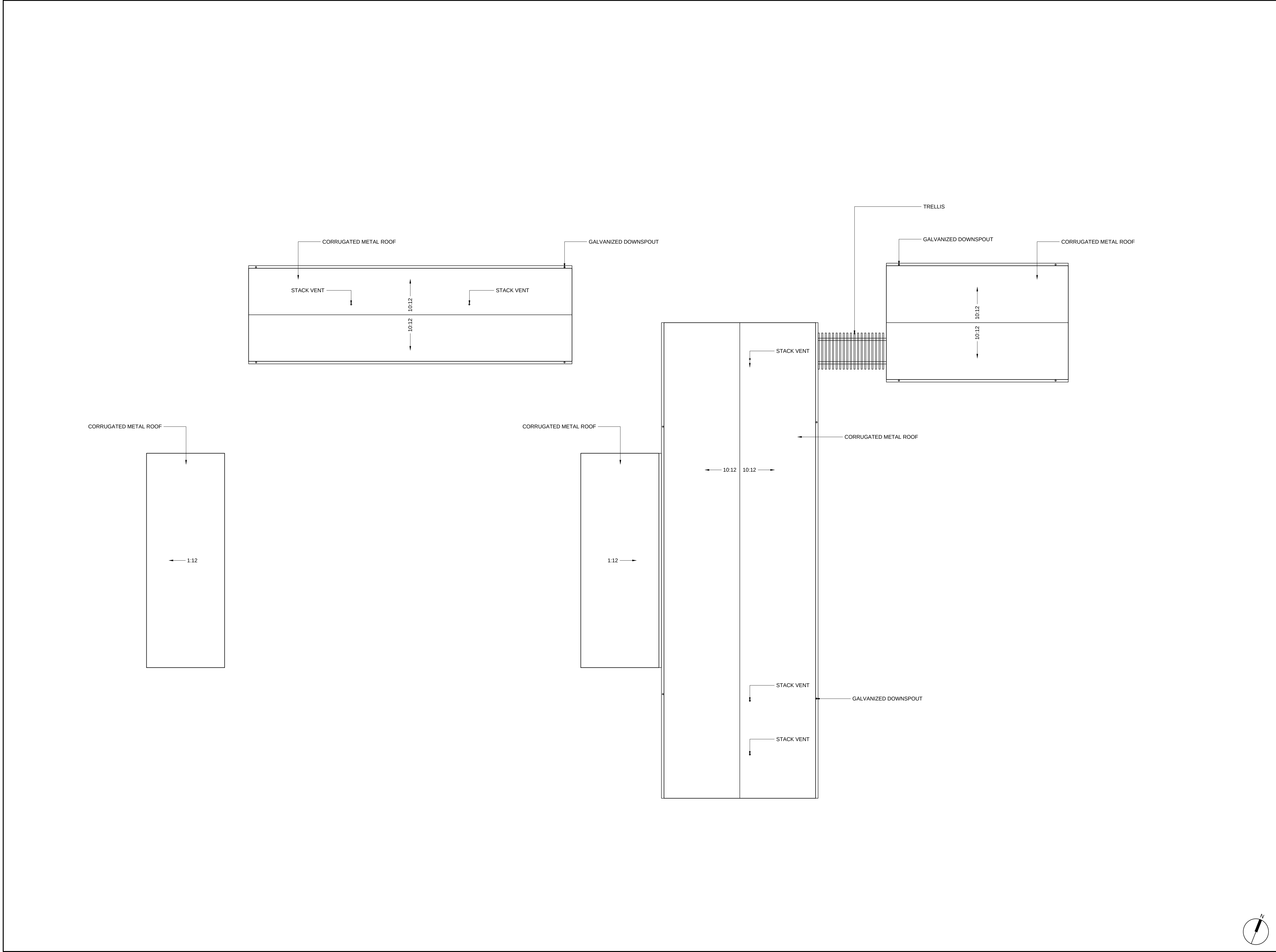
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ROOF PLAN

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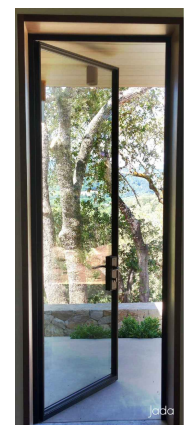
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ELEVATIONS

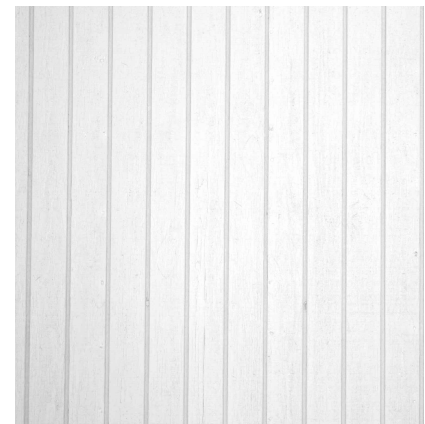
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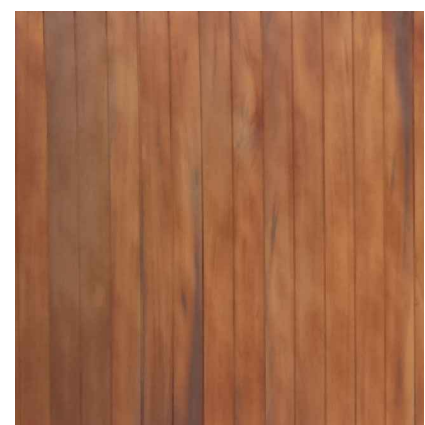
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METAL ROOFING



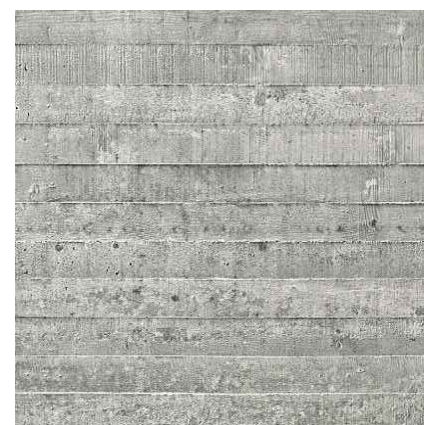
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WINDOW FRAME



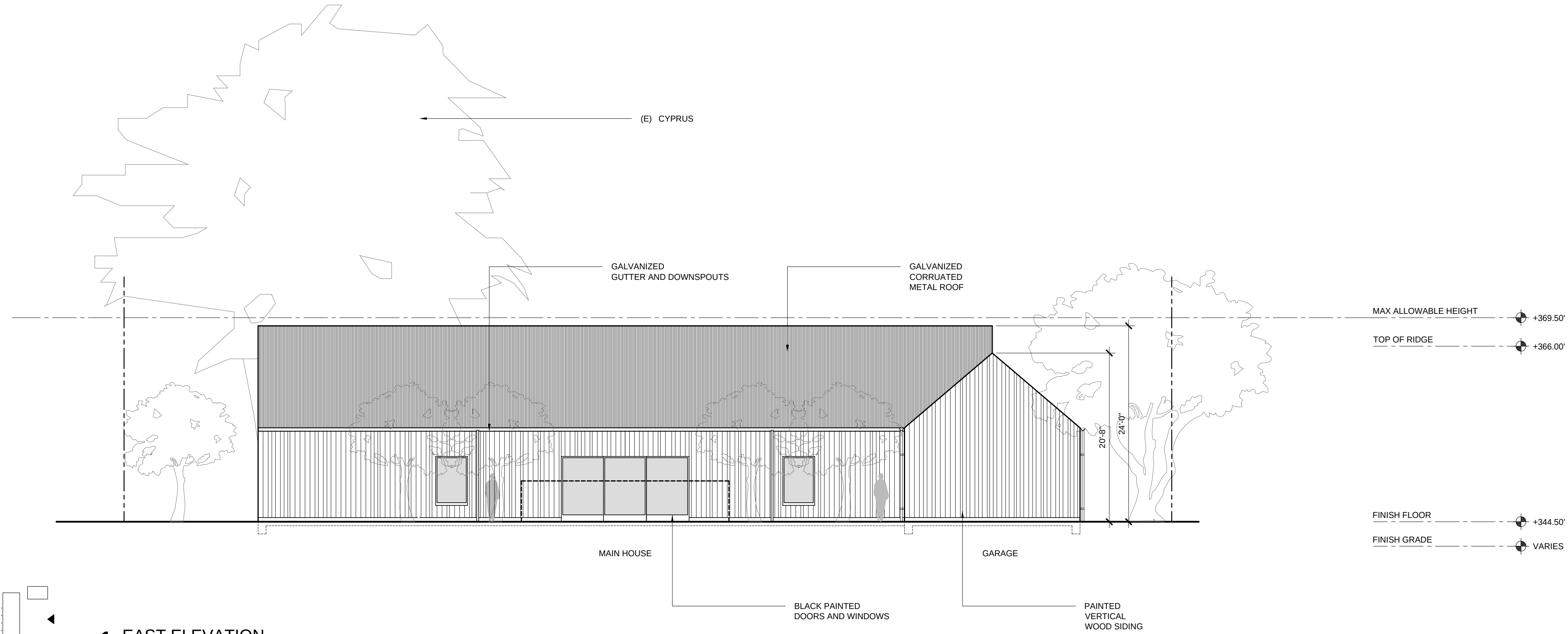
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WOOD SIDING



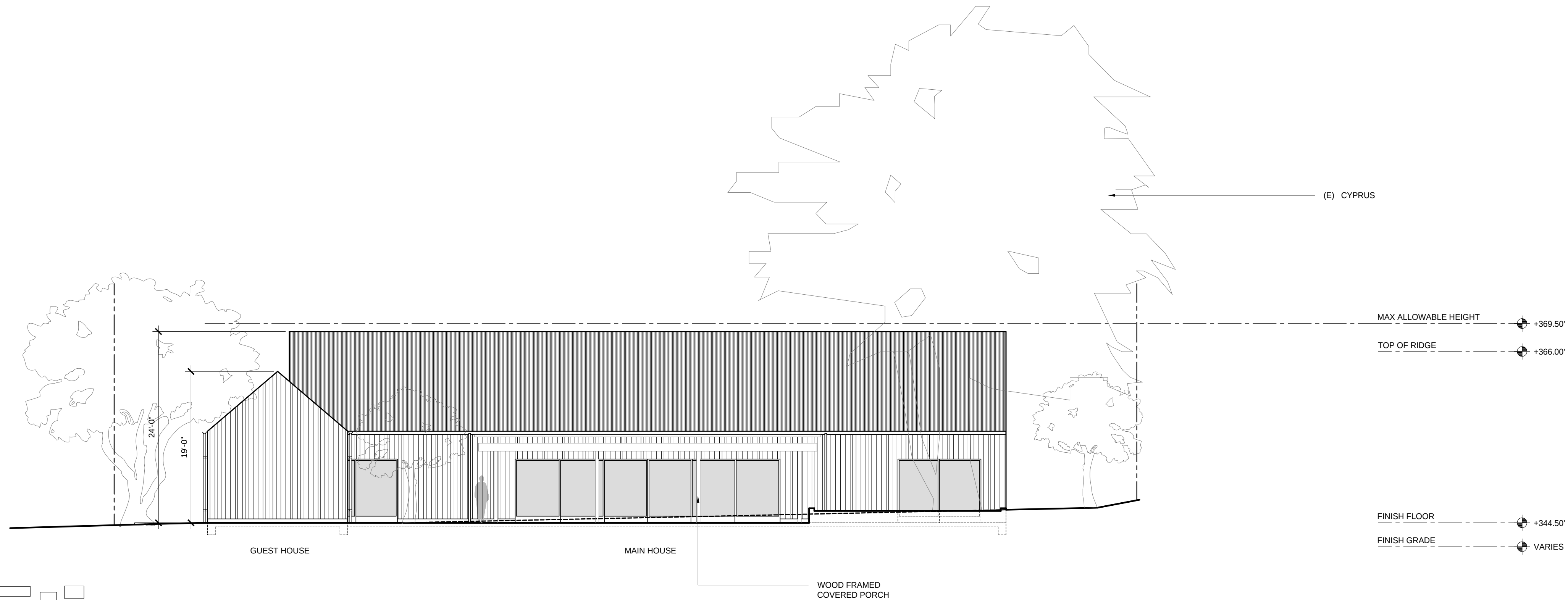
WESTERN RED CEDAR
GATES



BOARD FORM
CONCRETE SITE WALLS



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



2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



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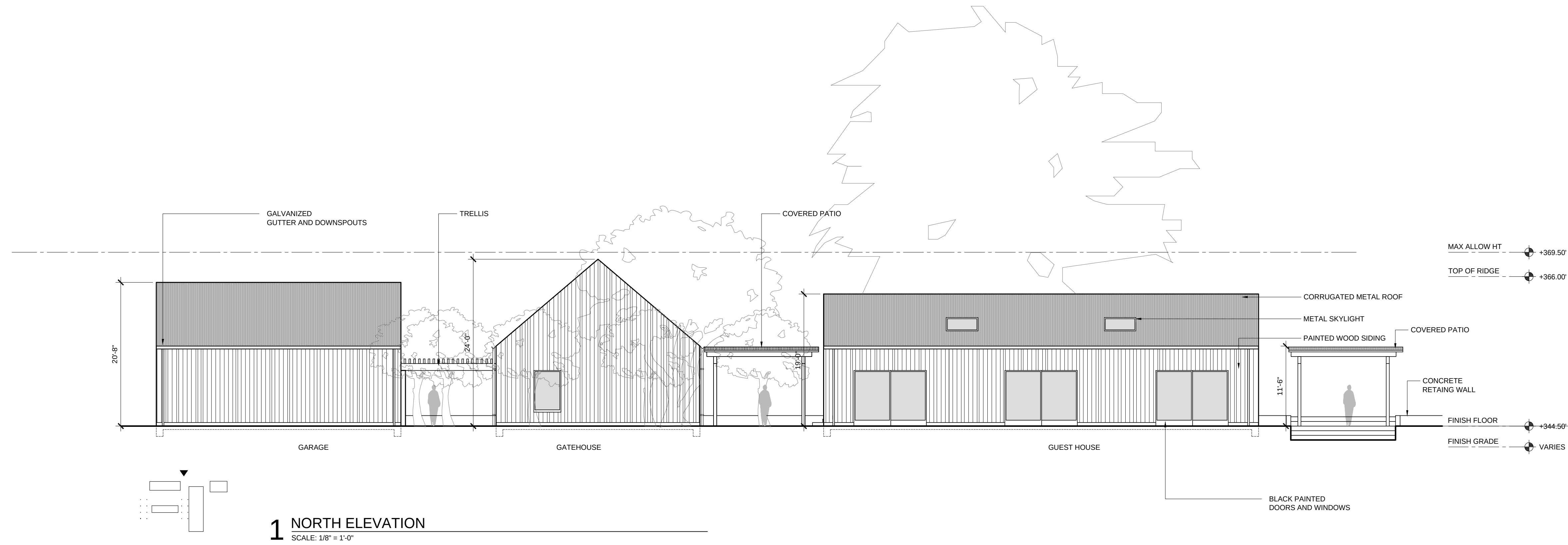
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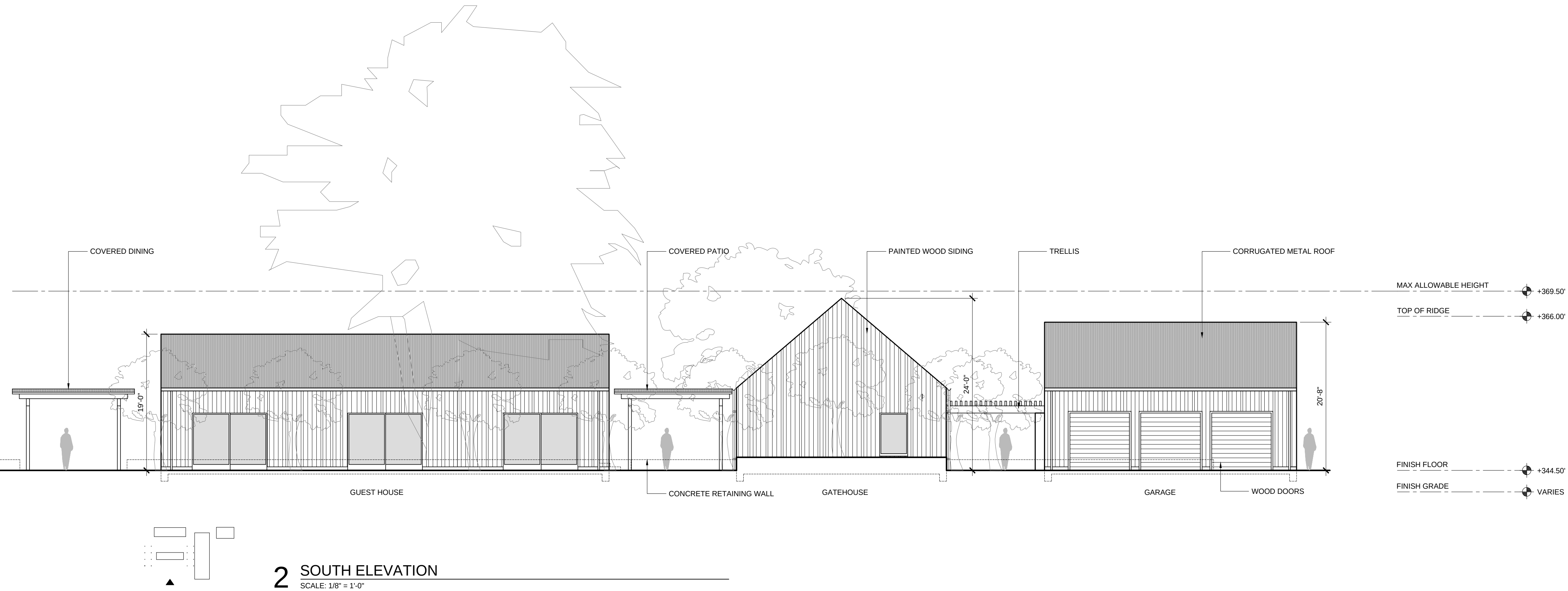
ELEVATIONS

SCALE: 1/8" = 1'-0"
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A3.02



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



2 SOUTH ELEVATION
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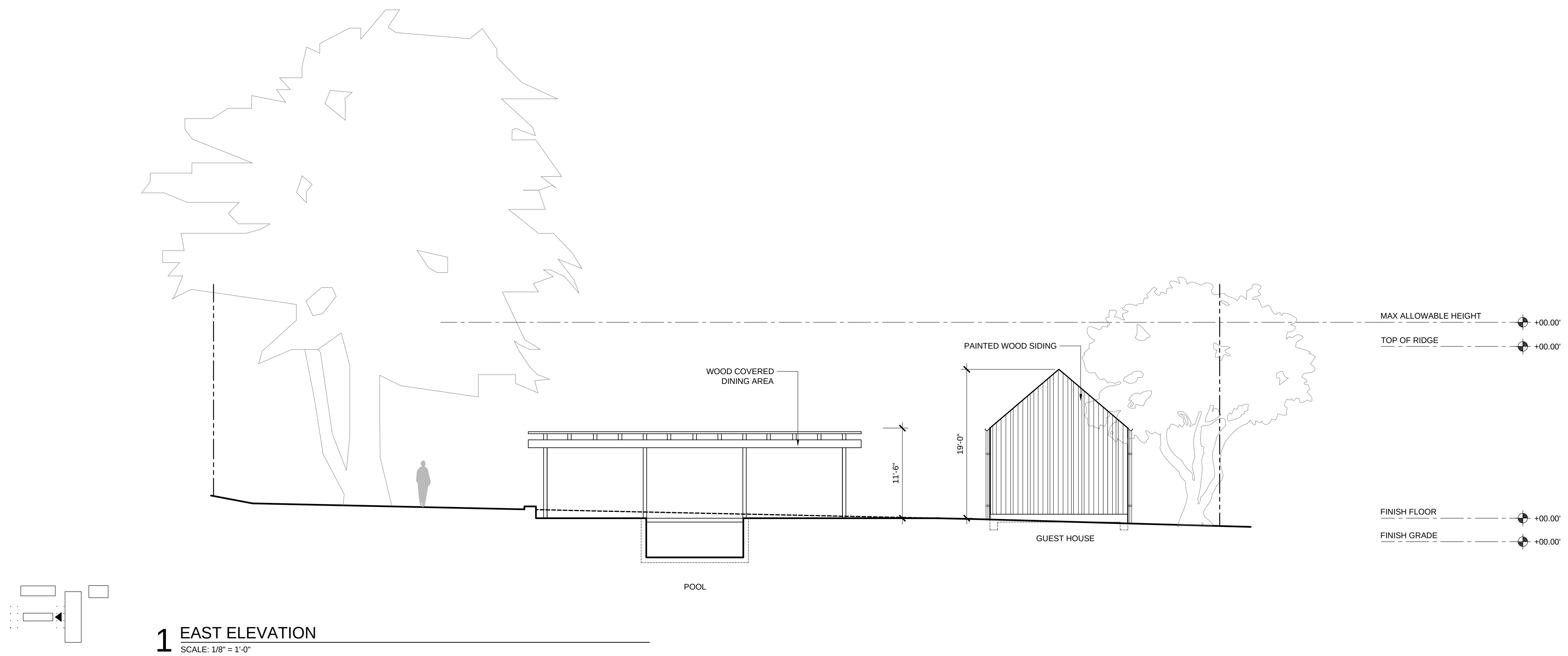
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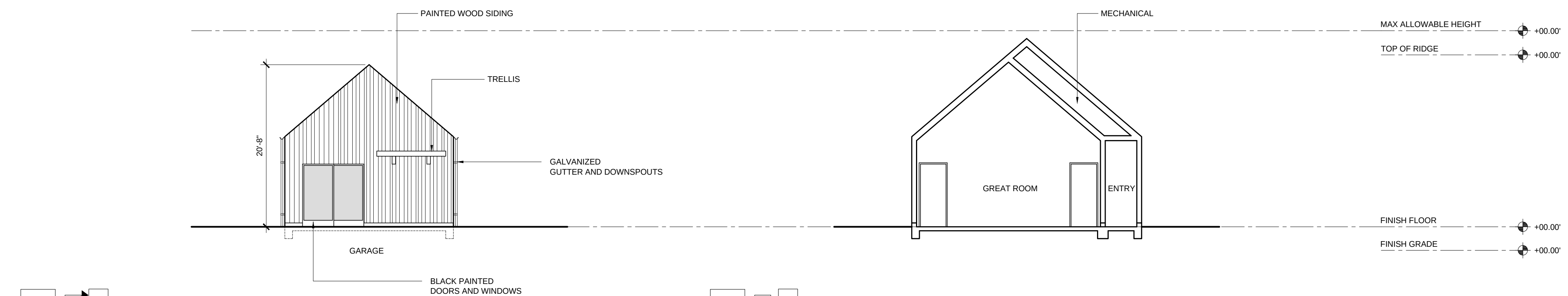
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ELEVATIONS

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A3.03



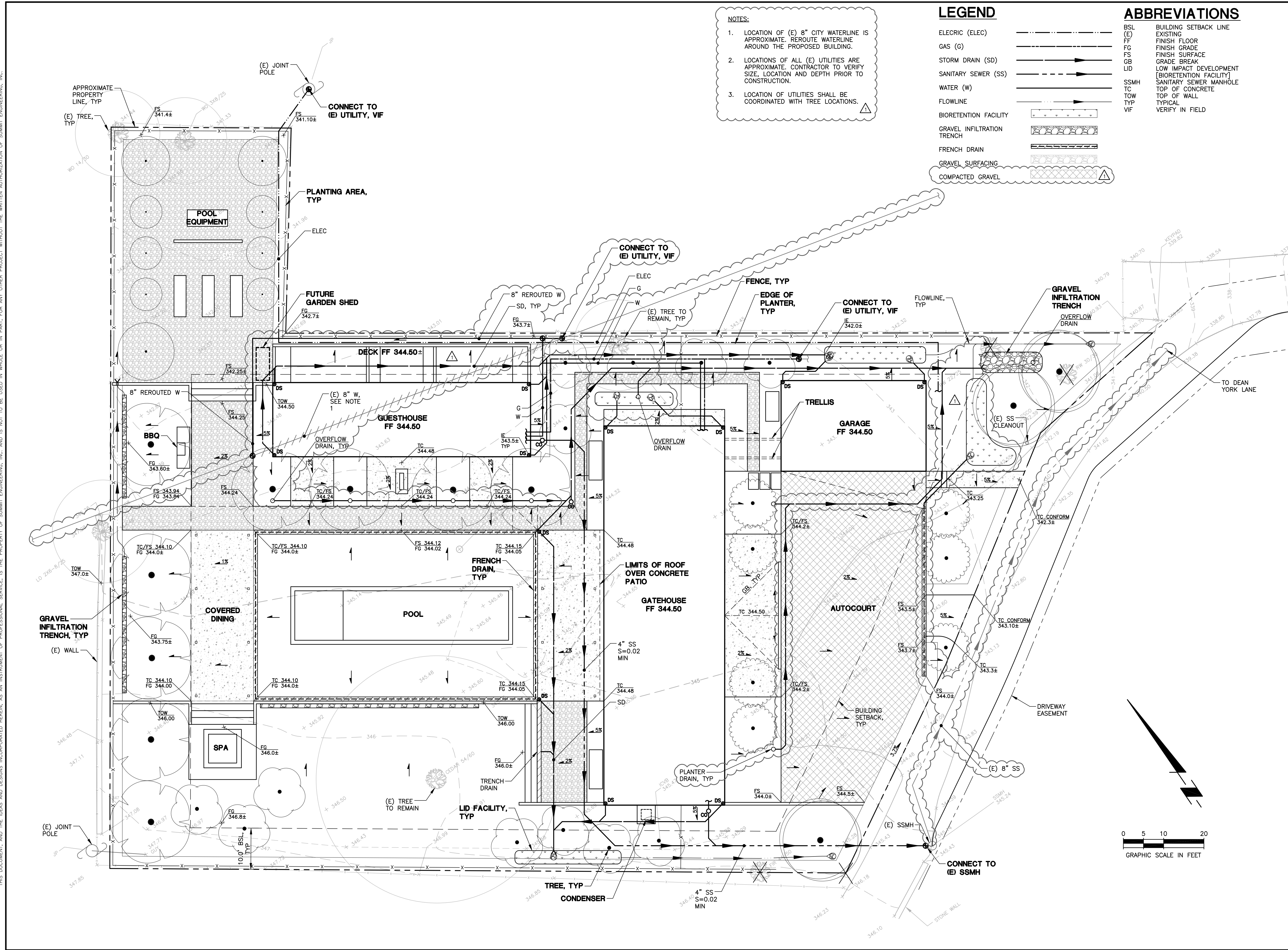
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SCALE: 1/8" = 1'-0"



2 WEST ELEVATION
SCALE: 1/8" = 1'-0"

3 SECTION AT GREAT ROOM
SCALE: 1/8" = 1'-0"

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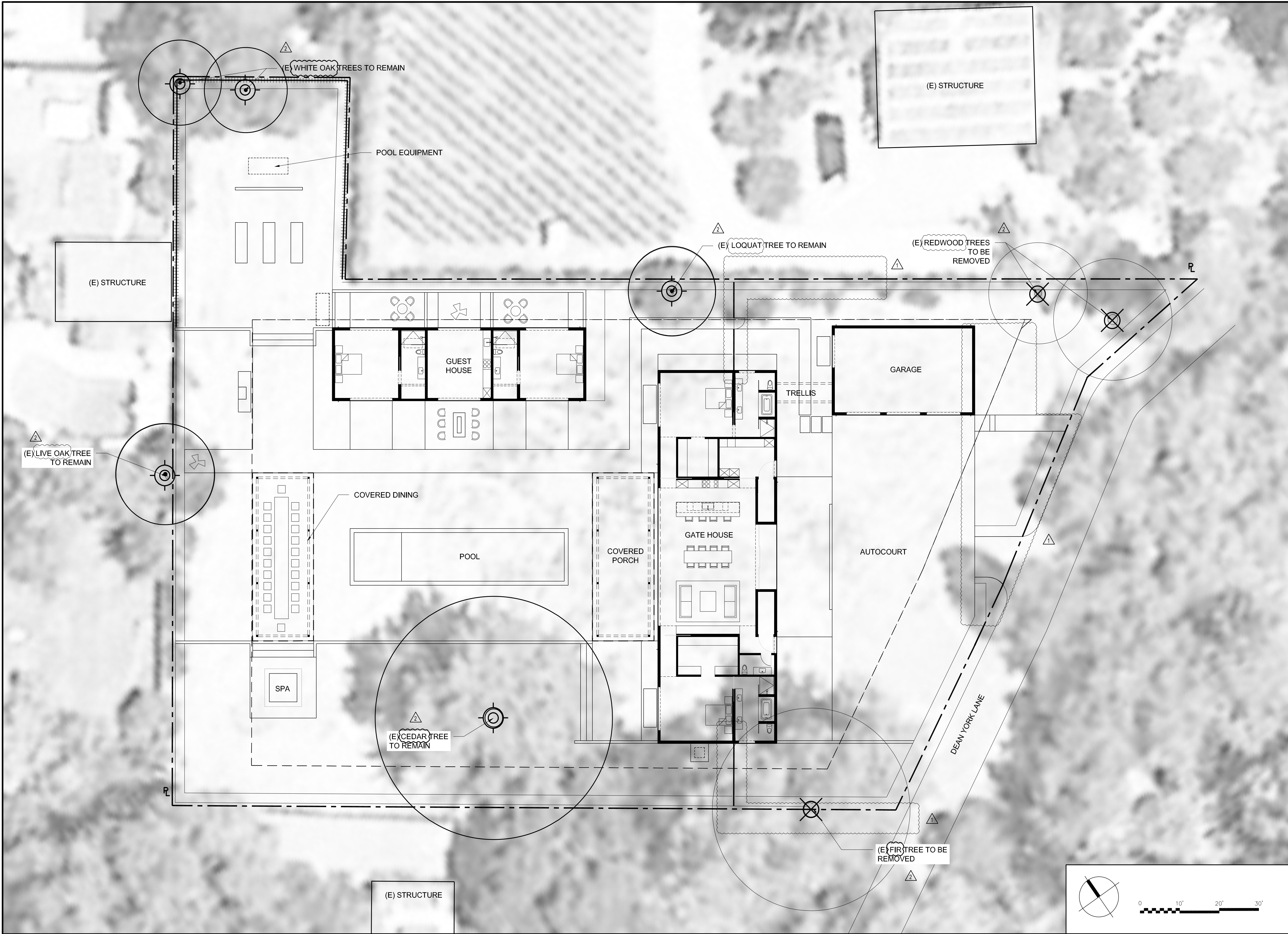
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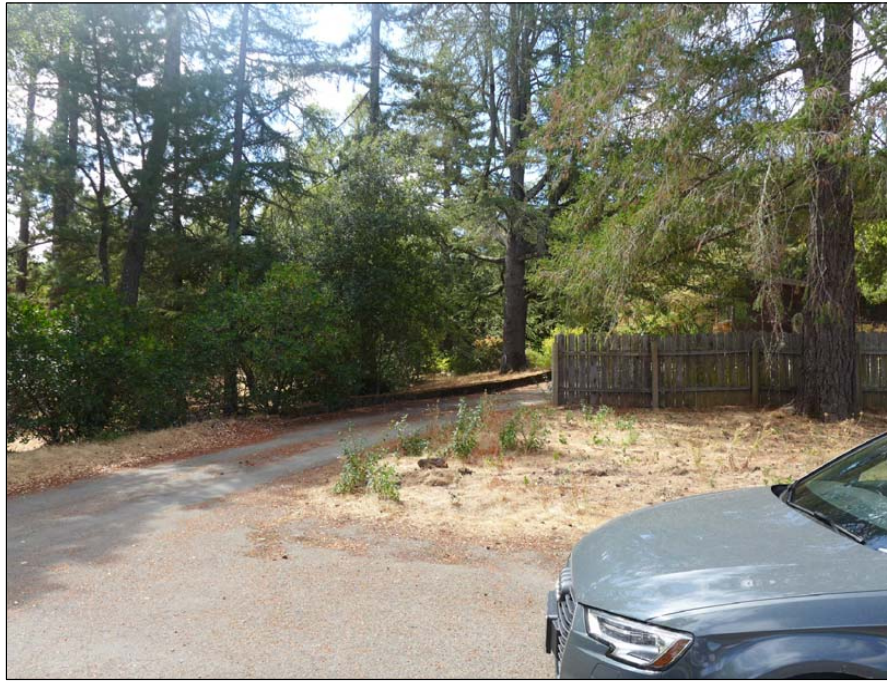
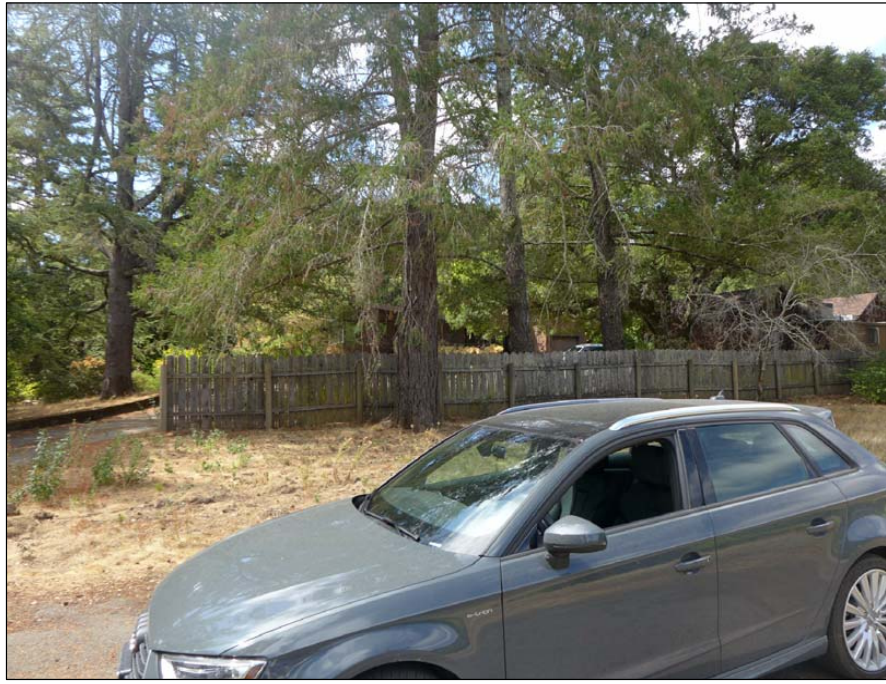
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EXISTING
VEGETATION PLAN

SCALE: 1/10" = 1'-0"
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L1.00





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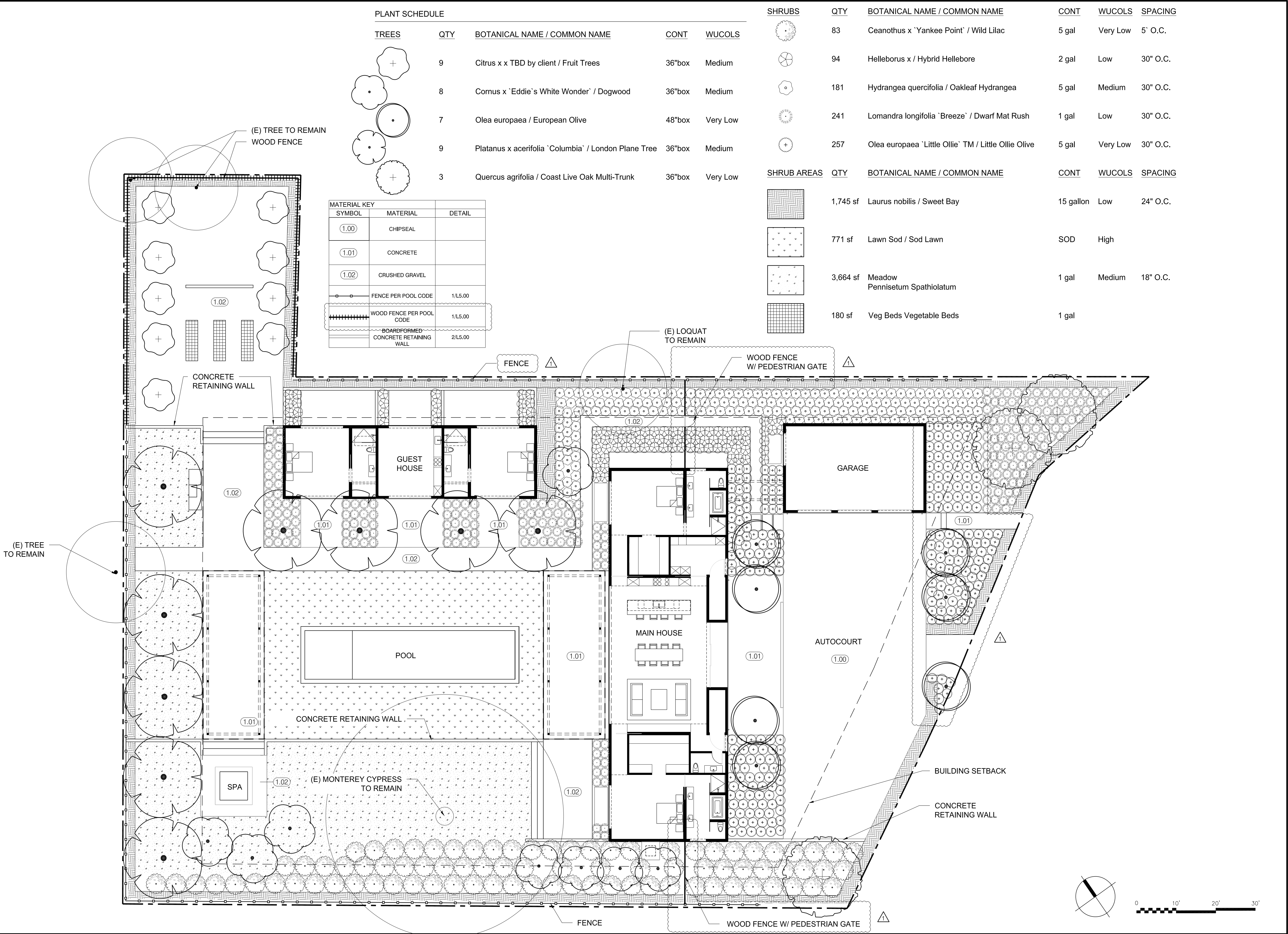
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SITE IMAGES

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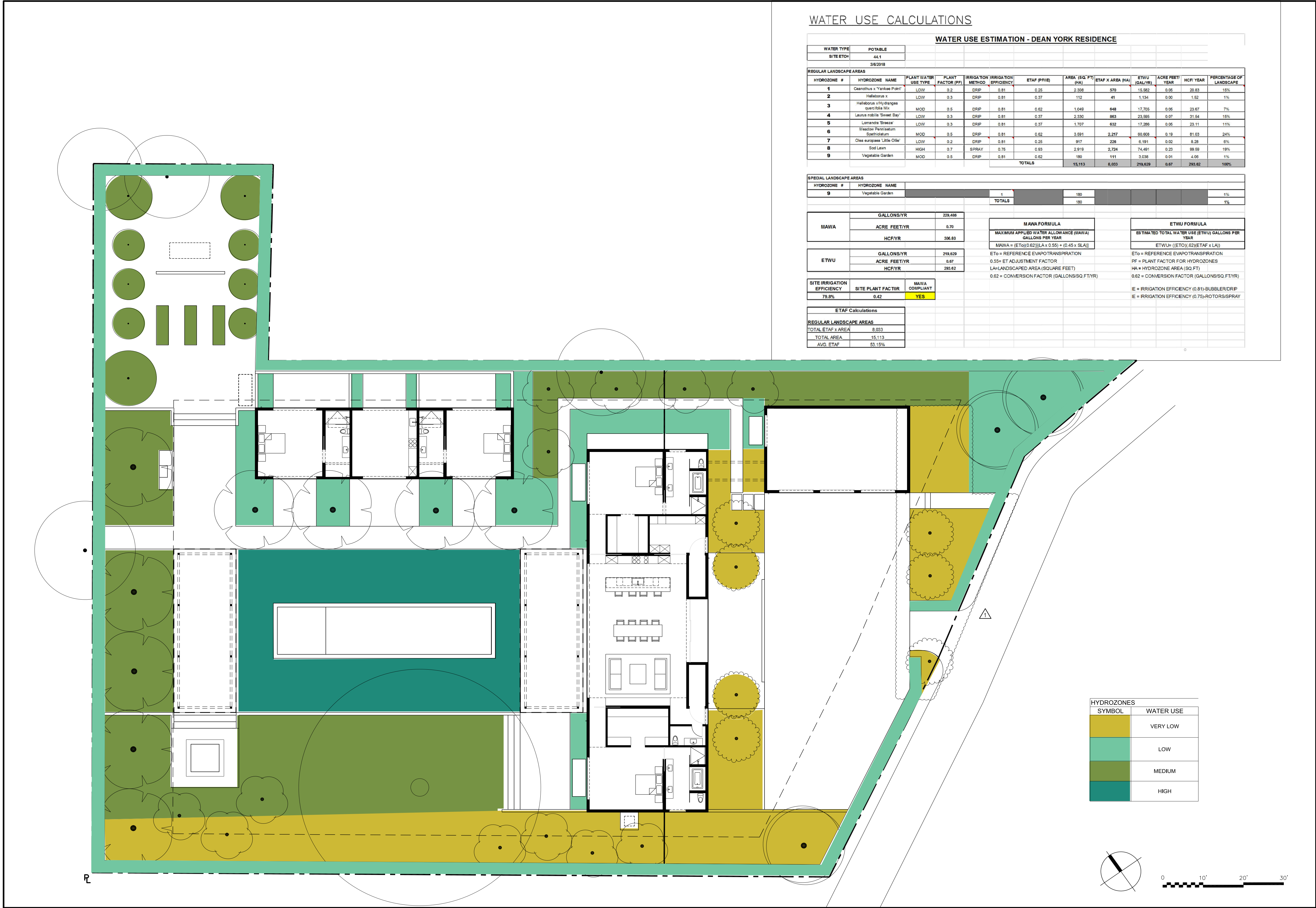
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PLANTING PLAN

SCALE: 1/10" = 1'-0"

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L3.00



WATER USE CALCULATIONS

WATER USE ESTIMATION - DEAN YORK RESIDENCE													
WATER TYPE		POTABLE											
SITE ETOH		44.1											
		3/6/2018											
REGULAR LANDSCAPE AREAS													
HYDROZONE #	HYDROZONE NAME	PLANT WATER USE TYPE	PLANT FACTOR (PF)	IRRIGATION METHOD	IRRIGATION EFFICIENCY	ETAF (PF*IE)	AREA (SQ. FT) (HA)	ETAF X AREA (HA)	ETWU (GAL/YR)	ACRE FEET/YEAR	HCF/YEAR	PERCENTAGE OF LANDSCAPE	
1	Ceanothus x Yucca Plant	LOW	0.2	Drip	0.81	0.26	2,308	579	13,562	0.05	20.63	15%	
2	Heliconia x	LOW	0.3	Drip	0.81	0.27	112	41	1,134	0.00	1.62	1%	
3	Heliconia x Hydrangea quercifolia Mix	MOD	0.5	Drip	0.81	0.62	1,049	648	17,705	0.06	23.67	7%	
4	Laurus nobilis 'Sweet Bay'	LOW	0.3	Drip	0.81	0.27	2,330	863	23,585	0.07	21.64	15%	
5	Lomandra 'Stressor'	LOW	0.3	Drip	0.81	0.27	1,707	632	17,285	0.05	23.11	11%	
6	Meadow Penstemon	MOD	0.5	Drip	0.81	0.62	3,591	2,217	50,909	0.19	61.03	24%	
7	Olea europaea 'Little Oller'	LOW	0.2	Drip	0.81	0.26	917	226	6,191	0.02	6.29	6%	
8	Sod Lawn	HIGH	0.7	SPRAY	0.75	0.53	2,919	2,724	74,491	0.25	89.59	19%	
9	Vegetable Garden	MOD	0.5	Drip	0.81	0.62	180	111	3,036	0.01	4.08	1%	
TOTALS							15,113	8,033	219,629	0.67	293.62	100%	
SPECIAL LANDSCAPE AREAS													
HYDROZONE #	HYDROZONE NAME												
9	Vegetable Garden											1%	
TOTALS							180					1%	
MAWA		GALLONS/YR	229,486										
		ACRE FEET/YR	0.70										
		HCF/YR	306.80										
ETWU		GALLONS/YR	219,629										
		ACRE FEET/YR	0.67										
		HCF/YR	293.62										
SITE IRRIGATION EFFICIENCY		SITE PLANT FACTOR	0.42										
		MAWA COMPLIANT	YES										
ETAF Calculations													
REGULAR LANDSCAPE AREAS													
TOTAL ETAF x AREA		8,033											
TOTAL AREA		15,113											
AVG. ETAF		53.15%											

HYDROZONES	
SYMBOL	WATER USE
	VERY LOW
	LOW
	MEDIUM
	HIGH

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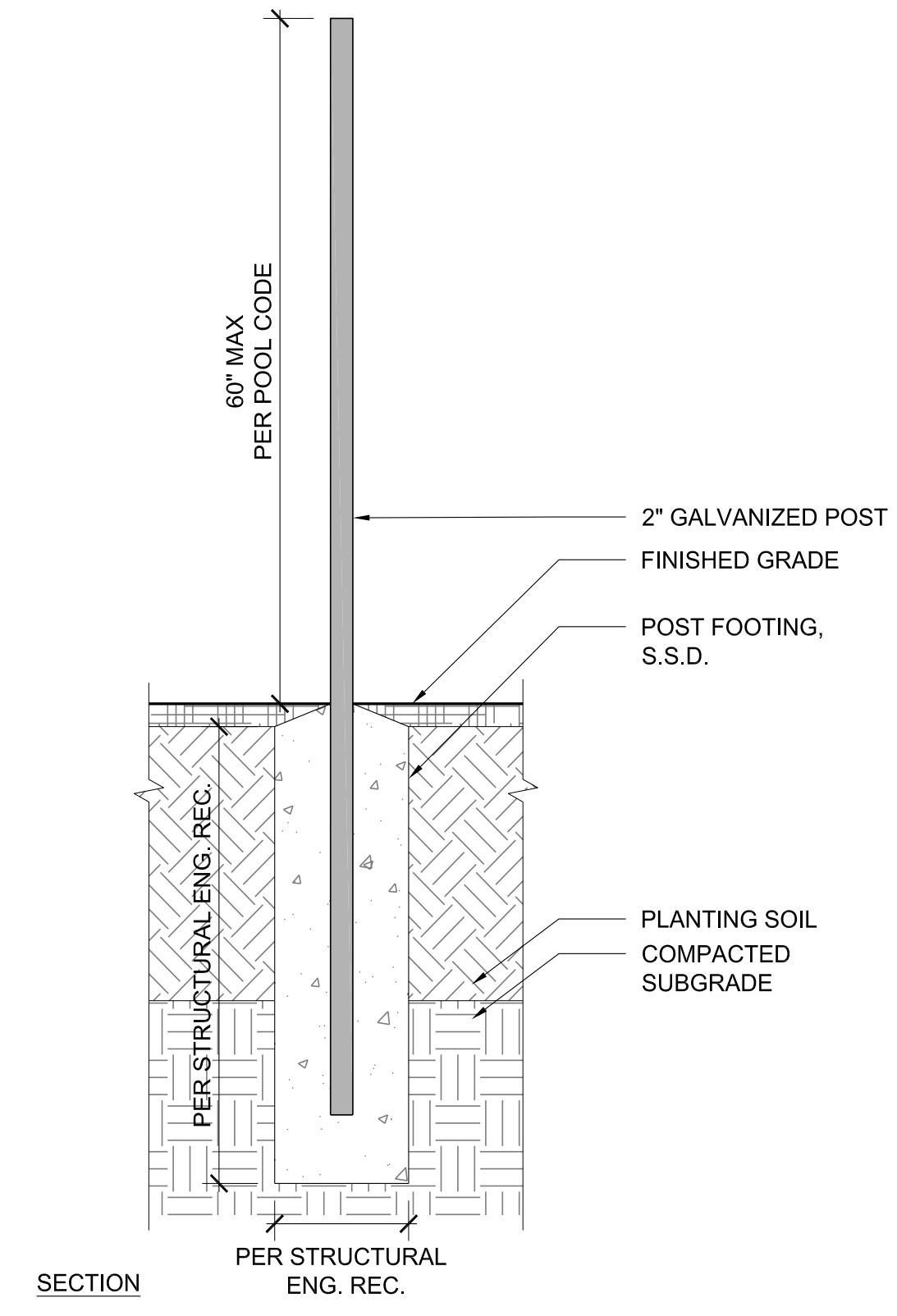
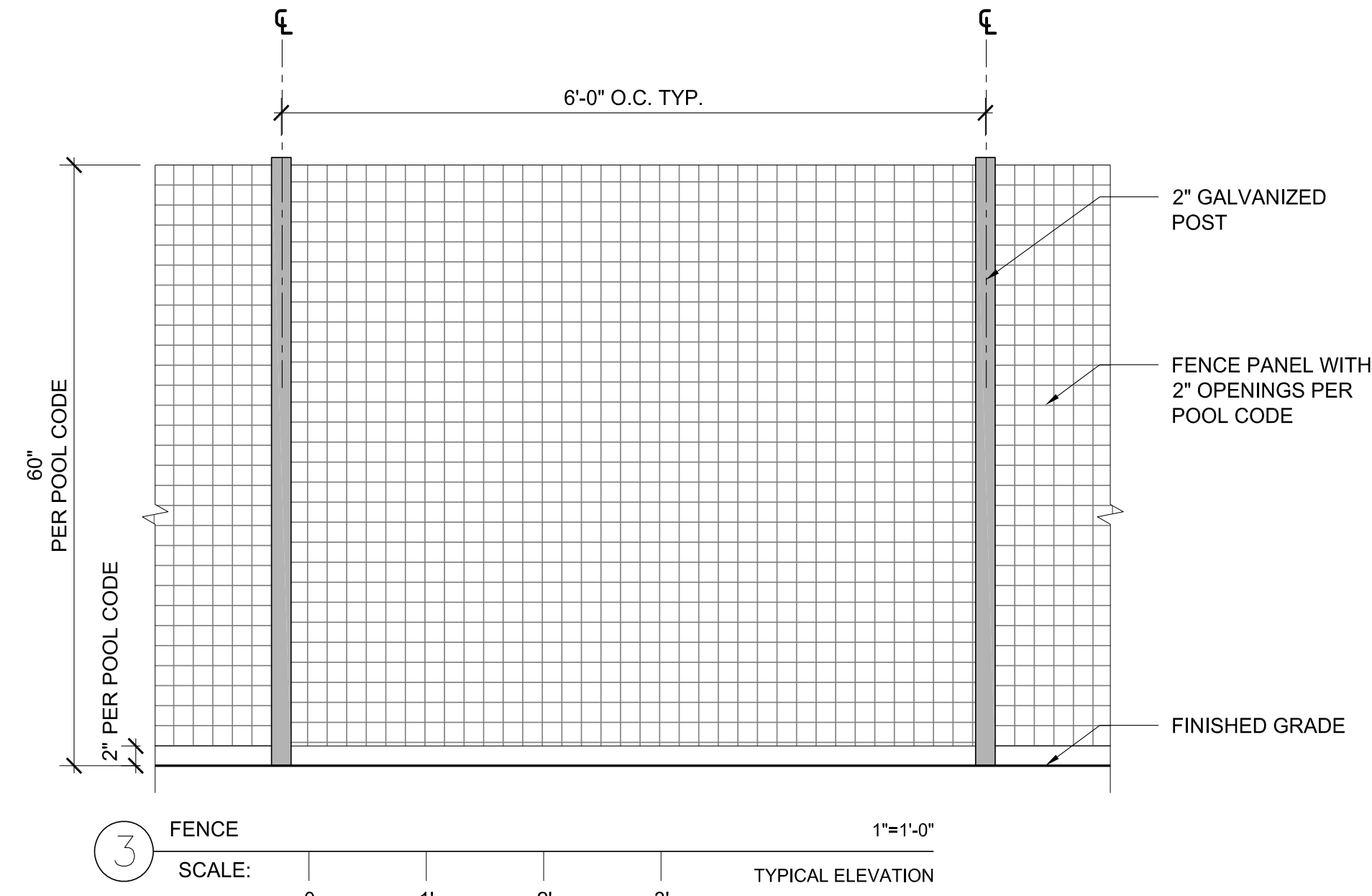
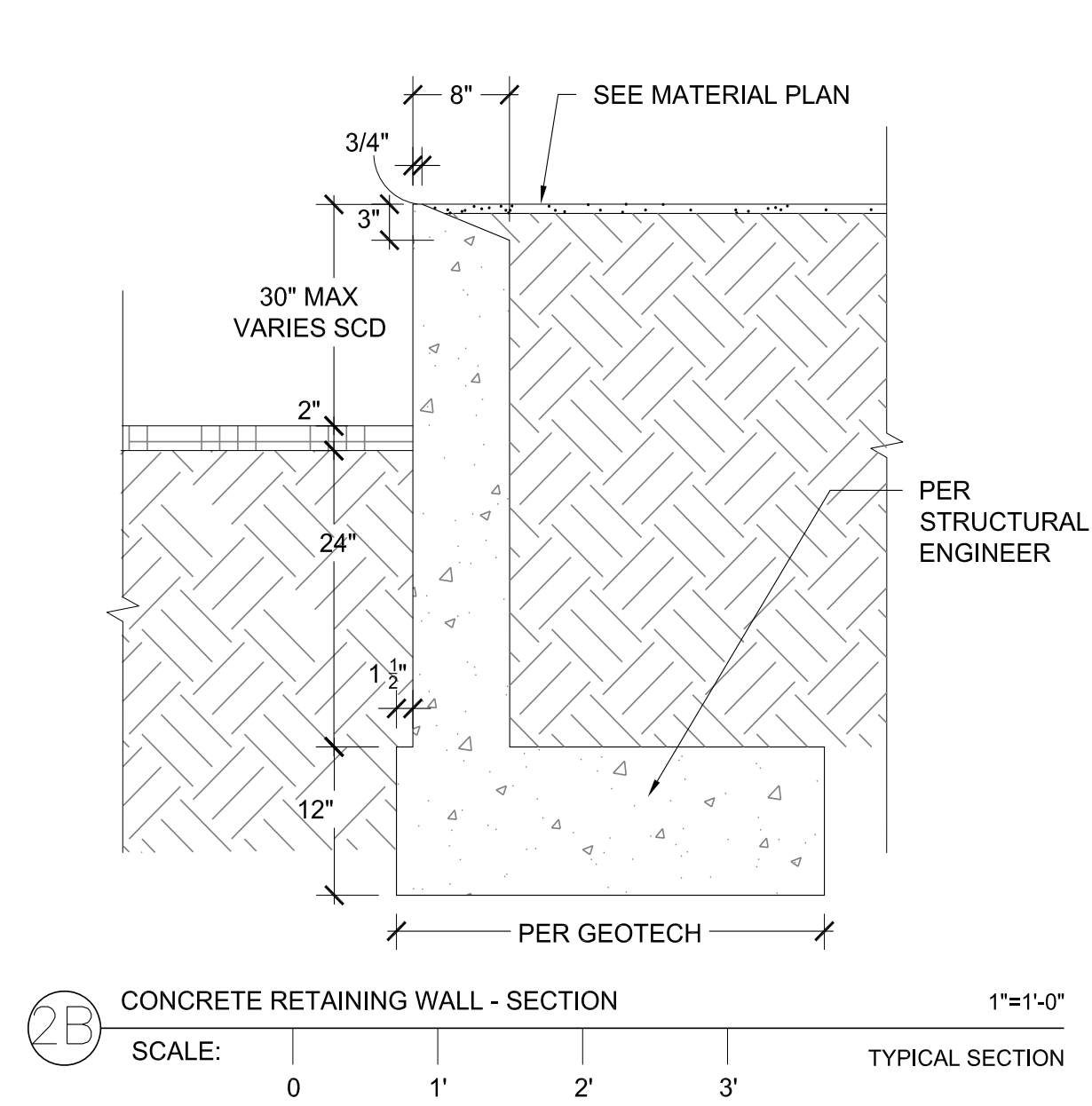
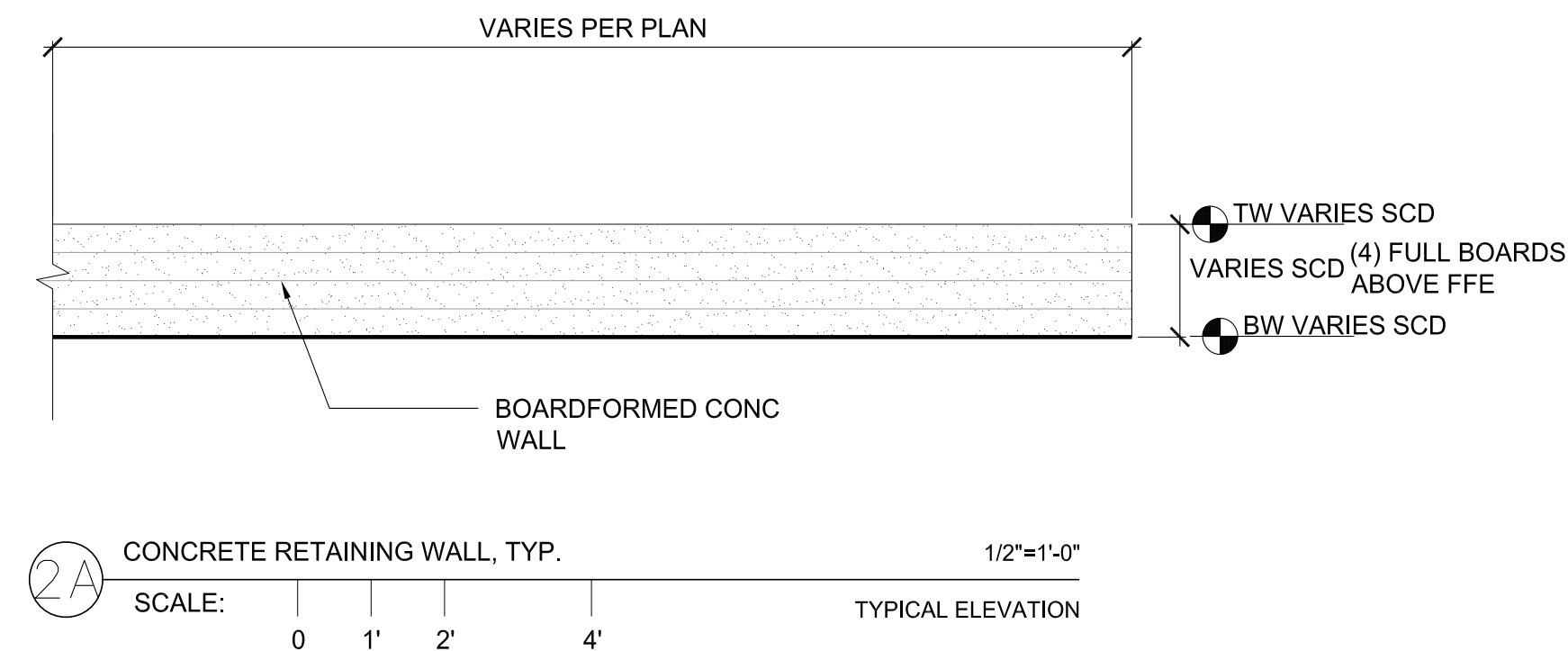
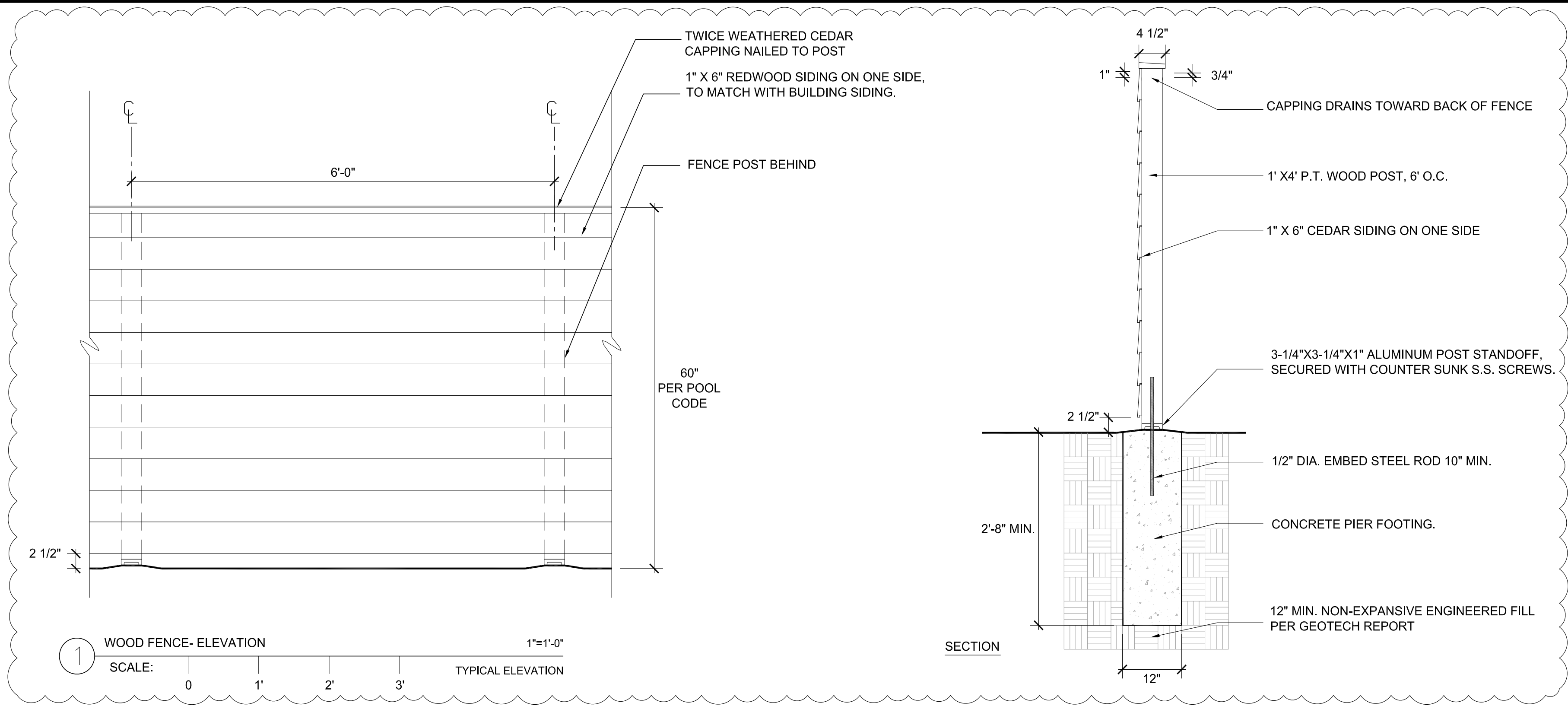
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HYDROZONE PLAN

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DETAIL SHEET

SCALE: PER DETAILS

DRAWN: HH/ ACLA

L5.00

WATER DEMAND ANALYSIS

FOR CYPRESS HOUSE

1760 Dean York Lane
St. Helena, CA, 94574
APN: 009-680-018

Project No. 2018029

March 12, 2018



SUMMIT ENGINEERING, INC.
463 Aviation Blvd., Suite 200
Santa Rosa, California 95403
(707) 527-0775

CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

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Appendix B: Baseline and Proposed Water Demand Calculations

Appendix C: Landscape Architect Water Demand Calculations

CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

PROJECT DESCRIPTION

The Cypress House (APN 009-680-018) is an existing residential property located at 1760 Dean York Lane in St. Helena, Napa County California. The previously existing residence has been demolished and is proposed to be replaced. The planned improvements to the property consist of a new residence, guest house, garage, pool, spa, and associated driveway and landscape improvements. The existing residence has been served by the City water system since its establishment and seeks to continue this connection.

Per the City of St. Helena Water Neutral Policy for Development, the post development water usage must maintain water neutrality with the baseline water usage. The following water demand report compares the estimated water demand for the proposed improvements to the estimated historic water use. Historical water billing records were not available for the property; therefore the baseline demand for the historic condition of the three-bedroom house and associated landscaping is estimated in the following analysis.

BASELINE WATER DEMAND

Per the St. Helena Water Neutral Policy for Development, the existing baseline water demand is calculated based on the existing indoor and outdoor uses.

Based on the City water demand analysis criteria, flows are calculated in average gallons per day (GPD) for the three-bedroom residence and landscaping, and extrapolated to gallons per year (GPY). Wastewater generation and water demand are closely correlated; therefore, the Napa County Alternative Sewer Treatment System Standards (ASTS) are used to calculate the baseline water use. For residential applications, the acceptable wastewater generation rate is 150 GPD per bedroom. Domestic water demand for the three-bedroom residence is therefore:

3 Bedroom Residence	3 BR	x	150 GPD	=	450 GPD
Total Daily Indoor Water Demand				=	450 GPD
				=	164,250 GPY

Previous plans for landscaping at the residence, along with a prior water neutrality report for the property were utilized to estimate the irrigation demand. The outdoor residential water demand is calculated based on 7,282 square feet of lawn area utilizing spray irrigation and 3,471 square feet of landscaping utilizing drip irrigation. The lawn area is assumed to be watered every third day during the dry months (May-October). 600 gallons of water per day is estimated for every 1,000 square feet of lawn per the previous analysis of baseline irrigation conditions. The landscaped area is assumed to utilize 1 gallon per hour drip emitters. The emitter spacing is assumed to be 2 feet and the spacing between laterals is 2 feet. Drip irrigation is assumed to occur for 4 hours per week during the dry season (26 weeks, May-October). The corresponding estimated historic outdoor water demand is:

CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

Table 1: Spray Irrigation Water Demand

	SPRAY AREA (SF)	GAL/SF/DAY	DAYS OF IRRIGATION	TOTAL ANNUAL FLOW (GPY)	AVG. DAILY WATER USE
Spray Irrigation Water Usage	7,282	0.6	61	266,521	730 GPD

Table 2: Drip Irrigation Water Demand

	DRIP AREA (SF)	NUMBER OF EMITTERS ¹	FLOW PER EMITTER PER HOUR	HOURS PER EMITTER PER YEAR ²	TOTAL ANNUAL FLOW (GPY)	AVG. DAILY WATER USE
Drip Irrigation Water Usage	3,741	936	1	104	97,344	267 GPD

¹ Assumed 1 emitter per 4 square feet of area.

² Assumed 4 hours of watering per week for 26 weeks.

Table 3: Baseline Water Demand

BASELINE DOMESTIC WATER DEMAND		WATER USE	
INDOOR RESIDENTIAL WATER DEMAND	=	450	GPD
OUTDOOR RESIDENTIAL WATER DEMAND	=	997	GPD
AVG. DAILY WATER USE	=	1,447	GPD
	=	528,115	GPY

The average historical water demand is estimated to be 1,447 GPD, or 528,115 GPY.

PROJECTED DOMESTIC WATER DEMAND

INDOOR RESIDENTIAL WATER DEMAND:

The proposed residential improvements with City water demand will be based on a two-bedroom main residence, and two-bedroom guest residence. Two occupants per bedroom will be used to determine the anticipated future water demand for all bedrooms, per the City of St. Helena's Water Neutral Policy for Development. The occupancy for the Cypress House improvements is shown in the calculation below:

Main Residence	2-bedroom	x	2 occupants/bedroom	=	4 occupants
Guest Residence	2-bedrooms	x	2 occupant/bedroom	=	4 occupants
Total Proposed Occupancy				=	8 occupants

The calculated occupancy will be used to determine the anticipated indoor future water demand for both residences. All indoor fixtures planned for installation will be low-flow and water efficient. The anticipated fixture flow rates are based on input from the City of St Helena's Water Neutral Policy for Development. The anticipated flow duration per fixture is anticipated to be equivalent to the acceptable City residential demands. The following is a breakdown of the projected indoor water demand for the proposed improvements:

CYPRESS HOUSE
Project No. 2018029

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Water Demand Analysis
BY: NM CHK: SW

Table 4: Indoor Residential Water Demand

FIXTURE	FLOW RATE	FLOW DURATION (min, flush, etc.)	# of Daily Uses	OCCUPANTS	WATER USE
Toilet	1.3 gal/flush	1	3	8	31 GPD
Showerhead	2 gal/min	8	1	8	128 GPD
Sink Faucet	1.5 gal/min	0.25	3	8	9 GPD
Kitchen Faucet	1.5 gal/min	4	1	8	48 GPD
Clothes Washer	19.7 gal/load	1	0.37	8	58 GPD
Dishwasher	6.3 gal/load	1	0.1	8	5 GPD
Average Indoor Daily Water Use					280 GPD

The indoor residential water demand is projected to be **280 GPD** based on recommendations provided in the City's Water Neutral Policy for Development.

HOT TUB WATER DEMAND

As part of the proposed improvements, the residence will have an outdoor hot tub. Hot tub fill water and supplemental fills will be supplied by the City water system. Based on anticipated evaporation rates (see Appendix B), the daily hot tub water demand is as follows:

Table 5: Hot Tub Water Demand

Hot Tub Area (SF)	ANNUAL EVAPORATION (GAL/YEAR)	TOTAL ANNUAL WATER DEMAND (GAL/YEAR)	AVG. DAILY WATER DEMAND ¹ (GPD)
49	1,811	1,811	5

The total estimated daily water demand for the hot tubs is **5 GPD**.

POOL WATER DEMAND

An additional part of the proposed improvements is a pool for the use of residents and their guests. Pool water will be trucked in when filled initially or when drained, and only minimal evaporation loss is anticipated to be met with City water. Based on anticipated evaporation rates (see Appendix B), the daily pool water demand is as follows:

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Water Demand Analysis
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Table 6: Pool Water Demand

Pool Area (SF)	ANNUAL EVAPORATION (GAL/YEAR)	ANNUAL PRECIPITATION (GAL/YEAR)	TOTAL ANNUAL WATER DEMAND (GAL/YEAR)	AVG. DAILY WATER DEMAND (GPD)
612	22,620	13,307	9,313	26

The total estimated daily water demand for the pool is **26 GPD**.

PROPOSED WATER DEMAND SUMMARY

The projected average daily water demand is summarized in the following Table:

Table 7: Total Daily Domestic Water Demand

PROJECTED DOMESTIC WATER DEMAND		WATER USE
INDOOR RESIDENTIAL WATER DEMAND	=	280 GPD
HOT TUB WATER DEMAND	=	5 GPD
POOL WATER DEMAND	=	26 GPD
TOTAL DAILY WATER USE	=	311 GPD
	=	113,515 GPY

PROPOSED IRRIGATION WATER DEMAND

The Cypress property will include a new landscaping design as part of the site improvements. The landscape irrigation system will be supplied through the City water system. The estimated total water use (ETWU) is estimated by the landscape architect below and can be seen in Appendix C.

$$\text{ETWU} = 219,629 \text{ GAL/YEAR}$$

$$\text{Average Daily Irrigation Demand} = 602 \text{ GPD}$$

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Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

WATER NEUTRALITY

A summary of the anticipated average daily water demand for the proposed project is shown in the following table:

Table 8: Avg. Daily Water Demand

WATER DEMAND		WATER USE	
INDOOR RESIDENTIAL WATER DEMAND	=	280	GPD
HOT TUB WATER DEMAND	=	5	GPD
POOL WATER DEMAND	=	26	GPD
LANDSCAPE IRRIGATION DEMAND	=	602	GPD
TOTAL DAILY WATER USE	=	912	GPD

The calculated existing baseline water demand is 1,447 GPD, based on a theoretical estimate of domestic and landscape water uses on the property. As the anticipated average water demand of 912 GPD does not surpass the calculated existing water demand, the overall property improvements comply with the City of St. Helena Water Neutral Policy for Development. No increase in water use is proposed for the new residence and associated facilities and landscaping.

CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

APPENDIX A
OVERALL SITE PLAN

ZAK

ZAK ARCHITECTURE
245 VALLEJO STREET
SAN FRANCISCO, CA 94111
415-705-6200
415-705-6215
www.zakarchitecture.com

CYPRESS HOUSE
1760 DEAN YORK LANE

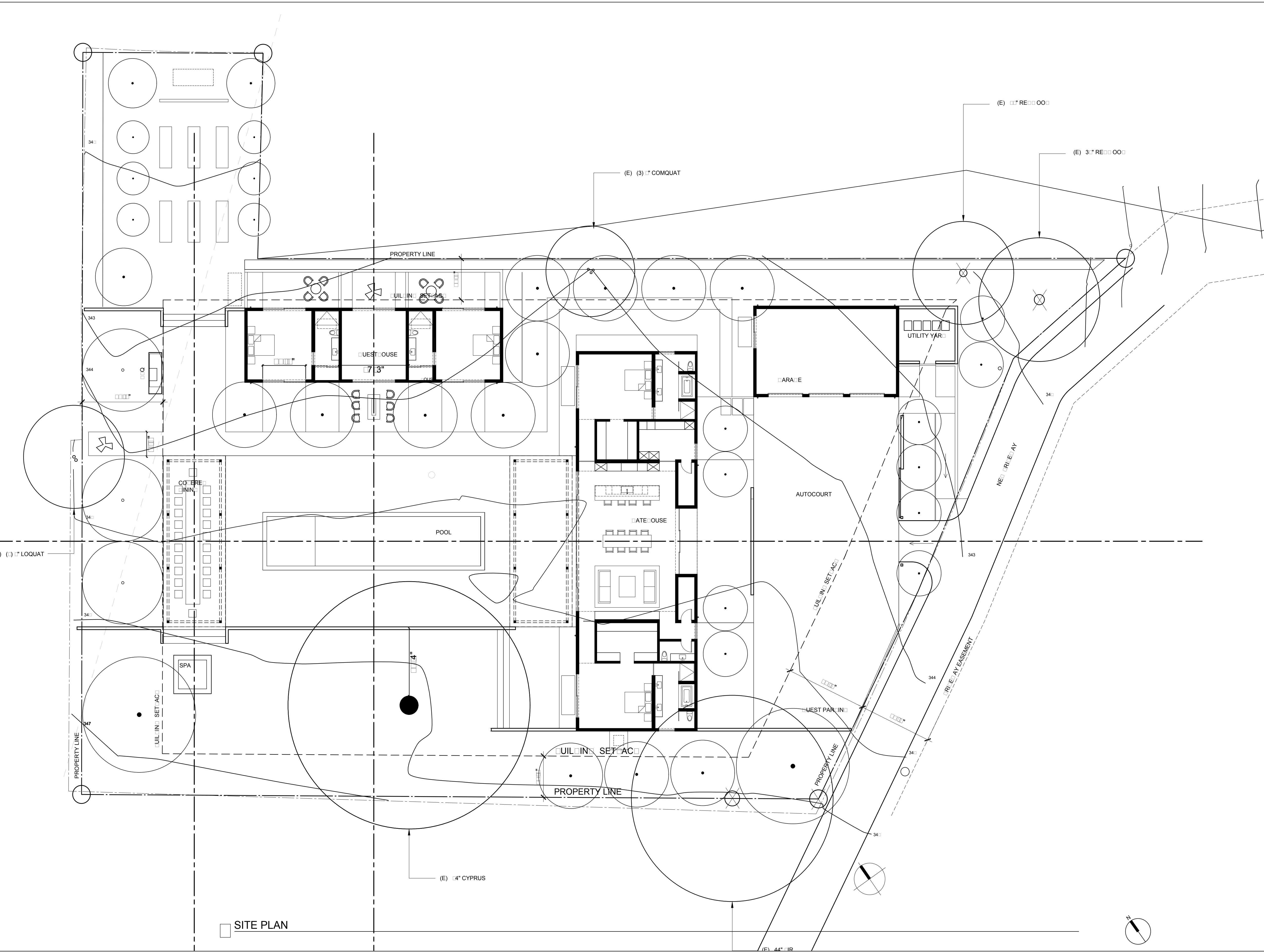
ST. HELENA, CALIFORNIA 94574
APN: 009-680-018

This work was prepared for me or
under my supervision.
Completion of this project
will be under my observation.

DATE: XXXX
ISSUE: X

SITE PLAN

SCALE: 1" = 10'-0"
DRAWN: gh
A1.00



CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

APPENDIX B
WATER DEMAND CALCULATIONS

SUMMIT ENGINEERING, INC.	CYPRESS HOUSE Estimated Baseline Water Use Water Demand Analysis	PROJECT NO. 2018029 BY: NM CHK: SW
--------------------------	--	--

Estimated Baseline Water use per Delta

Assumptions

Bedrooms	3	
Lawn Area	7,282 ft	600 gal/1000 ft turf
Landscaping Area	3,741 ft	Drip irrigation expected 4 hrs/ week for 26 weeks

	Bedrooms	Daily (gpd)	Annual (gpy)	Ac-Ft/Year
Domestic (150 gal/bedroom)	3	450	164,250	0.504

	Spray Area (SF)	Gal/SF/Day	Days of Spray Irrigation	Total Annual Flow (gpy)	Total Daily Flow (gpd)	Total Annual Flow (ac-ft/year)
Spray Irrigation Water Usage	7,282	0.6	61	266,521	730	0.82

	Drip Area (SF)	Number of Emitters	Flow per Emitter per Hour	Flow per Emitter per Year (gal)	Total Annual Flow (gpy)	Total Daily Flow (gpd)	Total Annual Flow (ac-ft/year)
Drip Irrigation Water Usage	3,741	936	1	104	97,344	267	0.30

Total Estimated Annual Water Use	1.62	Ac-ft/year
Total Estimated Daily Water use	1,447	GPD

SUMMIT ENGINEERING, INC.	CYPRESS HOUSE Estimated Proposed Water Use Water Demand Analysis	PROJECT NO. 2018029 BY: NM CHK: SW
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Estimated Proposed Water Use

Indoor Residential Demand						
FIXTURE	FLOW RATE	FLOW DURATION (min, flush, etc.)	# of Daily Uses	OCCUPANTS	WATER USE	
Toilet	1.3 gal/flush	1	3	8		31 GPD
Showerhead ^a	2 gal/min	8	1	8		128 GPD
Sink Faucet	1.5 gal/min	0.25	3	8		9 GPD
Kitchen Faucet	1.5 gal/min	4	1	8		48 GPD
Clothes Washer	19.7 gal/load	1	0.37	8		58 GPD
Dishwasher	6.3 gal/load	1	0.1	8		5 GPD
Total Indoor Daily Water Use						280 GPD

Pool Water Demand						
Pool Area (SF)	Annual Lake Evaporation	Annual Lake Evaporation	Annual Precipitation	Annual Precipitation	Total Annual Water Demand	Total Daily Water Demand
(SF)	(CF)	(GPY)	(CF)	(GPY)	(GPY)	(GPD)
	612	3,024	22,620	1,779	13,307	26

Hot Tub Water Demand				
Hot Tub Area (SF)	Annual Lake Evaporation	Annual Lake Evaporation	Total Annual Water Demand	Total Daily Water Demand
(SF)	(CF)	(GPY)	(GPY)	(GPD)
	49	242	1,811	5

Landscape Water Demand		
ETWU	=	219,629 GPY
	=	602 GPD

Total Estimated Water Demand = 912 GPD

SUMMIT ENGINEERING, INC.	CYPRESS HOUSE Climate Water Demand Analysis	PROJECT NO. 2018029 BY: NM CHK: SW
--------------------------	---	--

Month	Days	Average	Reference		Pan Evaporation ^c (in)	Lake Evaporation ^d (in)	Average Precipitation ^e (in)	10-Year Precipitation ^f (in)	100-Year Precipitation ^f (in)
		Temp ^a (F)	Evapotranspiration ^b (in)						
August	31	71.0	6.5		12.06	9.3	0.08	0.1	0.2
September	30	68.6	5.1		8.67	6.7	0.41	0.6	0.9
October	31	62.5	3.4		5.72	4.4	1.84	2.8	4.0
November	30	53.4	1.8		2.48	1.9	4.83	7.3	10.4
December	31	47.6	0.9		1.66	1.3	5.22	7.9	11.3
January	31	47.9	1.2		1.53	1.2	7.46	11.3	16.1
February	28	51.4	1.7		2.15	1.7	7.10	10.7	15.3
March	31	54.1	3.4		3.79	2.9	5.31	8.0	11.5
April	30	58.6	4.8		5.82	4.5	1.74	2.6	3.8
May	31	63.6	6.2		8.90	6.9	0.68	1.0	1.5
June	30	68.8	6.9		11.00	8.5	0.17	0.3	0.4
July	31	71.6	7.4		13.22	10.2	0.04	0.1	0.1
Total	365		49.4		77.0	59.3	34.9	52.6	75.4

^a Average monthly temperature observed between 1931 and 2001 for Saint Helena, Napa, CA from NOAA

^b Average monthly reference evaporation rates for Zone 8, Inland San Francisco Bay Area, typical rainfall year, CIMIS, DWR, 2001. See www.itrc.org.

^c Average monthly pan evaporation rates observed at Lake Berryessa, between 1957 and 1970. See <http://www.calclim.dri.edu/ccda/comparative/avgpan.html>

^d Pan evaporation rates adjusted by a factor of 0.77 to determine lake evaporation.

^e Average monthly rainfall observed between 1931 and 2001 for Saint Helena, Napa, CA from NOAA

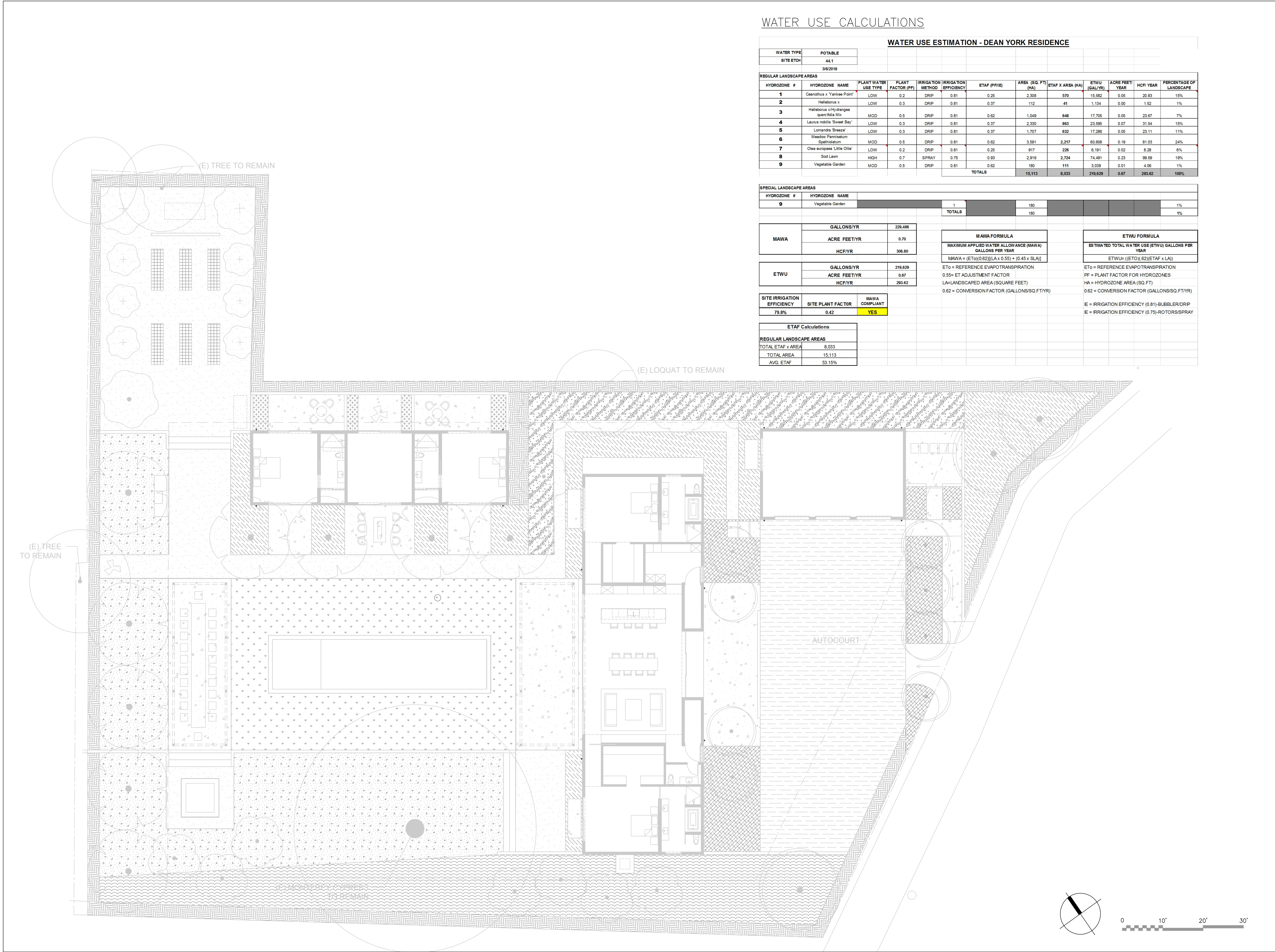
^f Average monthly rainfall adjusted by the ratio of 10-yr and 100-yr wet year return storm identified by Pearsons Log III Distribution (St Helena)

CYPRESS HOUSE
Project No. 2018029

SUMMIT ENGINEERING, INC.
Water Demand Analysis
BY: NM CHK: SW

APPENDIX C

LANDSCAPE ARCHITECT WATER DEMAND CALCULATIONS



WATER USE CALCULATIONS

WATER USE ESTIMATION - DEAN YORK RESIDENCE												
WATER TYPE		POTABLE										
SITE ETOH		44.1										
		3/6/2018										
REGULAR LANDSCAPE AREAS												
HYDROZONE #	HYDROZONE NAME	PLANT WATER USE TYPE	PLANT FACTOR (PF)	IRRIGATION METHOD	IRRIGATION EFFICIENCY	ETAF (PF*IE)	AREA (SQ. FT) (HA)	ETAF X AREA (HA)	ETWU (GAL/YR)	ACRE FEET/ YEAR	HCF/ YEAR	PERCENTAGE OF LANDSCAPE
1	Ceanothus x 'Yankee Point'	LOW	0.2	DRIP	0.81	0.25	2,308	570	15,582	0.05	20.83	15%
2	Heliconia x	LOW	0.3	DRIP	0.81	0.37	112	41	1,134	0.00	1.52	1%
3	Heliconia xHydrangea quercifolia Mix	MOD	0.5	DRIP	0.81	0.62	1,049	648	17,705	0.05	23.67	7%
4	Laurus nobilis 'Sweet Bay'	LOW	0.3	DRIP	0.81	0.37	2,330	863	23,595	0.07	31.54	15%
5	Lomandra 'Breeze'	LOW	0.3	DRIP	0.81	0.37	1,707	632	17,288	0.05	23.11	11%
6	Meadow Thymelaeum Spatholatum	MOD	0.5	DRIP	0.81	0.62	3,591	2,217	60,608	0.19	81.03	24%
7	Olea europaea 'Little Olive'	LOW	0.2	DRIP	0.81	0.25	917	226	6,191	0.02	8.28	6%
8	Sod Lawn	HIGH	0.7	SPRAY	0.75	0.93	2,919	2,724	74,491	0.23	99.59	19%
9	Vegetable Garden	MOD	0.5	DRIP	0.81	0.62	180	111	3,038	0.01	4.05	1%
TOTALS							15,113	8,033	219,629	0.67	283.62	100%
SPECIAL LANDSCAPE AREAS												
HYDROZONE #	HYDROZONE NAME											
9	Vegetable Garden						1	180			1%	
TOTALS							180			1%		
MAWA	GALLONS/YR		229,696									
	ACRE FEET/YR		0.70									
	HCF/YR		306.80									
ETWU	GALLONS/YR		219,629									
	ACRE FEET/YR		0.67									
	HCF/YR		283.62									
SITE IRRIGATION EFFICIENCY		SITE PLANT FACTOR		MAWA COMPLIANT								
79.8%		0.42		YES								
ETAF Calculations												
REGULAR LANDSCAPE AREAS												
TOTAL ETAF x AREA							8,033					
TOTAL AREA							15,113					
AVG. ETAF							53.15%					
MAWA FORMULA												
MAXIMUM APPLIED WATER ALLOWANCE (MAWA) GALLONS PER YEAR												
MAWA = (ETO)(0.62)(LA x 0.55) + (0.45 x SLA)												
ETWU FORMULA												
ESTIMATED TOTAL WATER USE (ETWU) GALLONS PER YEAR												
ETWU = (ETO)(0.62)(ETAF x LA)												
ETO = REFERENCE EVAPOTRANSPIRATION												
0.55 = ET ADJUSTMENT FACTOR												
LA = LANDSCAPED AREA (SQUARE FEET)												
0.62 = CONVERSION FACTOR (GALLONS/SQ. FT/YR)												
ETAF = PLANT FACTOR FOR HYDROZONES												
HA = HYDROZONE AREA (SQ. FT)												
0.62 = CONVERSION FACTOR (GALLONS/SQ. FT/YR)												
IE = IRRIGATION EFFICIENCY (0.81) - BUBBLER/DRIP												
IE = IRRIGATION EFFICIENCY (0.75) - ROTORS/SPRAY												

ZAK

ZAK ARCHITECTURE
245 VALLEJO STREET
SAN FRANCISCO, CA 94111
415-705-6200
415-705-6215
www.zakarchitecture.com

This work was prepared by me or under my supervision. Construction of this project will be under my observation.

DATE: XXXX
ISSUE: X

IRRIGATION
WATER
CALCULATIONS

SCALE: 1/10" = 1'-0"
DRAWN: HH/ACLA
LX.XX

Lilly Bianco

From: Craig Williams <cwilliams@netwiz.net>
Sent: Thursday, June 21, 2018 10:50 AM
To: Lilly Bianco
Subject: Re: 1760 Dean York Lane Design Review

Follow Up Flag: Follow up
Flag Status: Flagged

Lilly:

Good morning and thank you again for this link to the 1760 Dean York Lane Design Review.

I realize the written or oral comments deadline has passed and accept this note may now not be applicable. We met with our original landscaper today to review a few items that need attention at our home and mentioned in passing about the pool equipment location for the 1760 DYL project. He suggested we ask for a four sided containment structure to mitigate equipment noise for the adjacent properties. Supposedly these structures direct the noise upwards. Perhaps this is something that you have already considered?

In sum, we are supportive of this new home and development; and look forward to meeting our new neighbors.

Regards,

Craig Williams

> On May 21, 2018, at 8:53 AM, Lilly Bianco <LBianco@cityofsthelena.org> wrote:
>
> Good morning Craig,
>
> I apologize for the faulty link; I am not sure why that is happening. Try this link:
> <http://www.cityofsthelena.org/planning/project/pl18-033-1760-dean-york-ln-moore-residence-design-review>
>
> Please feel free to call or email if you run into any further issues.
>
> Kind regards,
>
> Lilly
>
> Lilly Bianco
> Contract Planner
> City of St. Helena
> 1480 Main Street
> St. Helena, CA 94574
> (707) 968-2748
>
> -----Original Message-----
> From: Craig Williams [<mailto:cwilliams@netwiz.net>]
> Sent: Saturday, May 19, 2018 2:49 PM

> To: Lilly Bianco
> Subject: 1760 Dean York Lane Design Review

>

> Dear Lilly:

>

> I have attempted multiple times to access the project plans for 1760 Dean York Lane on your Planning Department site using the http:// address noted in your May 8, 2018 letter to neighboring properties. Each time I get a "404 page not found" response. I work in Napa and will have difficulty visiting your department during working hours. Any chance there's an error in the http address? I do want to see the design before the City shuts down the comment period. Thank you.

>

> Sincerely,

>

> Craig Williams

> 2265 Boysen Lane

>

**CITY OF ST. HELENA, STATE OF CALIFORNIA
DEMOLITION PERMIT & DESIGN REVIEW NO. 2012-58 GRANTED TO
1760 DEAN YORK LANE**

PROPERTY OWNER: Michael & Diane Dahl

APN: 009-680-018

Recitals

1. The owners submitted an application for a Demolition Permit and Design Review to demolish an existing 1,800 sq ft residence to replace it with a 3,928 sq ft residence and a 680 sq ft detached second unit. The project site is located at located at 1760 Dean York Lane.
2. The Planning Commission of the City of St. Helena, State of California, held a noticed public hearing on October 2, 2012.

Resolution

The Planning Commission of the City of St. Helena, State of California, approved the Demolition Permit and Design Review application on the following basis:

- A. The Planning Commission hereby finds that this project is exempt from the requirements of CEQA pursuant to Section 15301, Class 1 which exempts demolition of one single family residence and accessory structures. The new construction is exempt pursuant to Section 15303, Class 3 which exempts construction and location of limited numbers of new small structures.
- B. Pursuant to Section 17.164.050.E of the Municipal Code, the Planning Commission makes the following findings to support a motion to approve a Demolition Permit:
 1. *That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.*
 2. *That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood.*
- C. The Planning Commission determines the project is in compliance with the following Design Review criteria of Municipal Code Section 17.164.030.
 1. *To promote those qualities in the environment which bring value to the community.*
 2. *To foster the attractiveness & functional utility of the community as a place to live and work.*
 3. *To preserve the character & quality of our heritage by maintaining the integrity of those areas which have a discernible character or are of special historic significance.*
 4. *To protect certain public investments in the area.*
 5. *To encourage where appropriate, a mix of uses within permissible use zones.*
 6. *To raise the level of community expectations for the quality of its environment.*

2012-58 1760 Dean York Lane
Demolition Permit & Design Review - Conditions
October 2, 2012
Page - 1 - of 6

The following design criteria were considered by the Planning Commission in review of this application:

1. *Consistency and compatibility with applicable elements of the general plan;*
2. *Compatibility of design with the immediate environment of the site;*
3. *Relationship of the design to the site;*
4. *Determination that the design is compatible in areas considered by the board as having a unified design or historical character;*
5. *Whether the design promotes harmonious transition in scale and character in areas between different designated land use;*
6. *Compatibility with future construction both on and off the site;*
7. *Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;*
8. *Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;*
9. *Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;*
10. *Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;*
11. *Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;*
12. *Whether natural features are appropriately preserved and integrated with the project;*
13. *Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;*
14. *In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;*
15. *Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;*
16. *Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;*
17. *Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.*

D. The Planning Commission approves the Demolition Permit and Design Review for the above-described project with the following conditions of approval. The project shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1. The Demolition Permit and Design Review Permit shall be vested within one (1) year from the date of final action. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of this action or the approval shall expire, provided however that the approval 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 this approval shall be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
2. These approvals are valid for this use only. New permits must be applied for upon any change in use. These permits will expire if the use is discontinued pursuant to St. Helena Municipal Code Section 17.08.120, Term of Permits and Approvals.
3. The approvals shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14-day period.
4. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
5. The applicant shall defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
6. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
7. Pursuant to St. Helena Municipal Code Section 17.08.110, this 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.
8. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and any applicable accessibility standards of Title 24.
9. Construction shall be in compliance with plans submitted and reviewed by the Planning Commission on October 2 2012, except as modified herein. The Planning Director may also authorize minor modifications to the plans.
10. Exterior lighting shall be directed or shielded to prevent glare onto the public roadway or adjacent properties.
11. Property owners within the district shall recognize that there exists a right to farm properties within the district and in the vicinity of the district. There is a good faith expectation that no complaints will occur regarding legal, normal agricultural activities on properties in the district

or in the vicinity of the district. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.

12. Prior to issuance of a Building (Demolition) Permit the applicant shall contact the Bay Area Air Quality Management District to determine if a job number (J#) is required for demolition. A copy of the notification with the J# shall be submitted to the Building Department.
13. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.

Public Works Conditions:

1. Approval of this project shall be subject to the requirements of, and designed and constructed in accordance with, the most current versions of all federal, state, county and city codes governing such improvements.
2. For any improvements outside the building envelope, a grading and drainage 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. A complete topographic survey to and including Dean York Lane along with engineered design plans are required showing all improvements and utilities existing and proposed. All access easements along with complete topographic information of such shall be shown on the plans.
3. Any improvements performed in a public right of way will require an encroachment permit from the City. Improvements on private shared roadways will require approval by all parties of ownership of the access easements.
4. Concerns about fences, access road pavement and location outside easements and overhead lines per the ALTA by Albion Surveys dated July 23, 2012 and the Preliminary Title Report by First American Title dated July 30, 2012 shall be addressed prior to building permit issuance.
5. All easements shall be noted on the grading plan, including but not limited to the water pipe line easement and access easements noted in the Preliminary Title Report noted above.
6. No added drainage from the new hardscape, decks, pools or roof improvements shall be allowed to leave the site. The stormwater plan shall provide a method to address how

drainage will be handled on site and at the property lines to prevent inundation of neighboring properties.

7. Stormwater treatment shall be designed and constructed in accordance with St. Helena Development Manual Stormwater Standards and the State of California standards for the stormwater run-off for 85th percentile storm event. In the event the engineer's analysis shows potential for downstream erosion, the predeveloped flows from the 100 year storm events may be required to be detained and infiltrated on site or metered off-site. A system to detain the post-developed flows shall be designed in accordance with City/County/State standards at the direction of the City Engineer.
8. Any grading or disturbance in or near the creek or creek bank shall be approved by the California Department of Fish and Game, State Water Resources Board and Army Corps where applicable. Applicant shall provide state or federal permits, as required, to the City prior to building permit issuance.
9. No construction may commence until adequate access to fire water supply is available to building sites as approved by the Fire Chief.
10. No construction may commence until any access bridges are assessed for adequacy by a structural engineer and approved by the Fire Chief for access by emergency vehicles.
11. Where fire sprinklers are required, applicant shall install an appropriately-sized water service system to adhere to the latest city and state fire codes prior to Certificate of Occupancy.
12. The applicant shall incorporate water conservation practices into the proposed project per the Theoretical Water Use Report prepared by Delta Consulting & Engineering, dated September 24, 2012, including installing 1.28 gal toilets, 1.5 gpm faucets, 1.75 gpm shower heads, 24 gal bathtubs, efficient 3 gal to 5 gal per cycle dishwashers, 12 gal clothes washer, drip irrigation, a maximum 600 sf of spray irrigation, and a Smart Yard Sensor System as provided by the City of St. Helena Water Department. Pool water shall be trucked or well water when filled initially or when drained.
13. The applicant shall conform to the Napa County Department of Environmental Management's regulations, policies and guidelines for the design and construction of septic systems and wells. Where a septic system or well will not be used, any existing on-site systems shall be demolished in accordance with the County Department of Environmental Management (DEM) guidelines. Where the septic system is not used, the parcel shall be annexed to the City's sewer district, pay all associated fees and connected to the St. Helena sewer system prior to any building permit issuance.
14. The applicant shall repair all public and private improvements along Dean York and the private access drive that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.
15. 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.

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 October 2, 2012 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Greg Desmond, Interim Planning Director

Michael Dahl, Owner

Diane Dahl, Owner



PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: N/A

SUBJECT: Consideration and recommendation to the City Council of an Ordinance amending St. Helena Municipal Code ("SHMC") Title 17, Section 17.148, Signs, as deemed appropriate by the Planning Commission.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED:

LOCATION OF PROPERTY: Citywide

BACKGROUND

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

On August 22, 2017, the City Council and the Planning Commission prioritized an update of the zoning code as a top priority to both address these on-going issues, as well as provide an efficient method to tackle a number of other priorities identified by the Planning Commission and City Council.

On October 4, 2017, the Council of the City of St Helena adopted their three year goals which included a goal to Enhance Organizational Performance. Under this goal was a line item directing planning department staff to "Prepare recommended updates to the City's Sign Ordinance." The Council prioritized preparing recommended updates to the sign ordinance by June 30, 2018.

On February 20, 2018, staff presented a number of suggested sign code changes to the Commission for discussion where the Commission provided general support for the changes.

On May 15, 2018, the Planning Commission decided to segment the discussion of the sign ordinance by moving forward with recommended changes regarding "free speech" signs while postponing other proposed changes for further discussion. Those segmented items were taken before the Council for review and action and are now in place.

PROJECT DESCRIPTION

Review Municipal Code Section 17.148 (Signs)

Process Improvements

The current sign code has two processes, an administrative sign permit and a Planning Commission sign permit, both of which have prescriptive standards for the number, size and location of commercial signage. The code also contains language that allows the Planning Commission to consider illuminated signs (including neon), signs that are larger, or signs in addition to those permitted with an administrative sign permit. In addition, 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.

Staff finds that the prescriptive limitations in place (currently for both Planning Commission and administrative sign permits), would allow sign permit applications which clearly meet these design criteria applications, to be reviewed at the staff level. Any request for signs which fall outside those prescriptive limitations, would then be elevated to Planning Commission for review. This change would make the sign permit process less cumbersome and more efficient for the public, staff, and the Commission, and therefore work to both encourage compliance and to more efficiently utilize staff resources.

As such, staff is recommending amendment to Municipal Code Section 17.148 which would allow signs within the prescriptive standards set forth in Municipal Code Section 17.148.040 to be approved at the staff level with sign permit requests falling outside those prescribed limitations (more or larger signs) requiring Planning Commission approval.

Other Changes

In addition, staff has identified other minor changes that would improve the functionality of the sign ordinance including the following:

- Several definitions have been modified for greater clarity and additional sign types have been added to the list of Exclusions (17.148.020);
- Section 17.148.080 'Real estate signs', has been slightly modified including deletion of the asterisk stating that the section terminates on May 26, 2009, with the intention that the section become permanent;
- In response to the recent Kosmont report on the City's downtown retail environment and suggestions for improvement made therein, staff has included a draft 'way-finding signs' framework and is requesting input from the Commission on its contents; and
- Staff is recommending that an administrative sign permit fee of approximately \$500.00 be created and implemented, as the current sign permit application fee of \$1,000 does not accurately differentiate between the process required to review an administrative sign permit and that required for Planning Commission sign permit approval;

At this time, staff is seeking direction from the Commission on the suggested changes attached to the report and a recommendation to the City Council that said changes should be adopted. As previously noted, suggested amendments to Municipal Code Section 17.148 "Signs" are attached for Commission review. Additions are shown in underline and deletions are shown in ~~striketrough~~.

ANALYSIS

Amendments are governed by Municipal Code Section 17.12 and by Government Code Section 65853. Municipal Code Section 17.12 stipulates that text amendments may be recommended by the Planning Commission for approval by the City Council insofar as the Planning Commission finds the proposed amendments are in conformance with the General Plan and consistent with the public necessity, convenience, general welfare, and good zoning practice.

General Plan Consistency

The proposed text amendments are intended to clarify and streamline existing sign regulations and to bring the code into compliance with current state law. As such, the proposed text amendments are found to be consistent with the following policy listed in the in the 1993 City of St. Helena General Plan:

- *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.*

- 4.3.21 – *This area (Service Commercial) serves as part of the entry sequence into the city from the south. For this reason care shall be exercised to ensure that this area is attractive and a positive element of the cityscape.*

Staff Response: As detailed under Municipal Code Section 17.12.080, the City Council may, by ordinance, approve Code amendments whenever the public necessity, the general community welfare, and good zoning practice warrant such amendment. Accordingly, the proposed text amendments would further the public necessity, convenience, general and good zoning practice by creating a more efficient and effective process for the administration of sign permits.

CEQA

An action to adopt an Ordinance to amend Chapter 17 of the St. Helena Municipal Code is exempt from the requirements of the California Environmental Quality Act (Public Resources Code Section 21000, et seq.) pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the “General Rule” Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant effect on the environment, projects are exempt from the requirements of CEQA. Furthermore, these changes are in accordance with the adopted 1993 General Plan Environmental Impact Report (EIR) and 2015 Housing Element Mitigated Negative Declaration (MND).

ISSUES

No additional issues other than those described above have been identified by staff as requiring additional discussion.

CORRESPONDENCE

At the time of packet distribution staff had not received any correspondence related to this application.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission review the Draft Ordinance and proposed text amendments to the Sign Ordinance and recommend the following:

1. Determine that the proposed text amendments are exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15061; and
2. Recommend that the City Council approve the proposed Ordinance in order to update and modify existing zoning code regulations governing signs, expand the current allowances for Administrative Sign Permits and create and implement an administrative sign permit fee.

ATTACHMENTS

[Resolution](#)

[Chapter 17.148 redline](#)

[Draft Ordinance update](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
RECOMMENDING TO THE CITY COUNCIL ADOPTION OF THE ATTACHED
ORDINANCE (EXHIBIT 1) AMENDING MUNICIPAL CODE TITLE 17 TO UPDATE AND
MODIFY EXISTING ZONING CODE PROCEDURES AND REGULATIONS
GOVERNING SIGNS.**

Recitals

- A.** City of St. Helena Municipal Code Section 17.148 regulates the placement and modification of signs within the City;
- B.** To facilitate a better functioning code and more efficient process, the City prepared draft text amendments to remove and/or amend certain elements of the code;
- C.** The proposed text amendments are consistent with the goals and objectives of the General Plan;
- D.** The proposed text amendments are consistent with public necessity, convenience, general welfare, and good zoning practice;
- E.** The current sign permit application fee does not accurately reflect the staff time required to process and evaluate an administrative sign permit;
- F.** Staff has recommended that an Administrative Sign Permit fee of \$500.00 be created and implemented, in an effort to capture the staff time required to process, analyze, and issue an administrative sign permit. This fee is a conservative estimate of the time required to process such an application and is based on the overall staff blended rate of \$150/hour identified in the fee schedule; and
- G.** The Planning Commission of the City of St. Helena held a duly noticed Public Hearing to review the proposed text amendments on August 21, 2018 at which time all interested parties had the opportunity to be heard.

Resolution

- H. Now, therefore let it be resolved** that, the Planning Commission finds that the action to adopt this Ordinance to amend St. Helena Municipal Code Title 17 is exempt from the requirements of CEQA pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the “General Rule” Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant effect on the environment.

- I. Now, therefore be it further resolved** that the Planning Commission recommends that the City Council adopt the Ordinance attached hereto as **Exhibit 1**, modifying existing zoning code regulations governing signs.

I HEREBY CERTIFY that the foregoing recommendation to the City Council 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 August 21, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh
Planning and Community
Improvement Director

Chapter 17.148

SIGNS

Sections:

- 17.148.010 Definitions.
- 17.148.020 Exclusions.
- 17.148.030 Signs prohibited.
- 17.148.040 Regulated signs.
- 17.148.050 Illumination.
- 17.148.060 Neon signs.
- 17.148.070 Monument signs.
- 17.148.080 Real estate signs.
- 17.148.090 Temporary noncommercial signs.
- 17.148.100 Public information signs.
- 17.148.110 Miscellaneous regulations.
- 17.148.120 Administration.
- 17.148.130 Nonconforming signs.

17.148.010 Definitions.

As used in this chapter:

“Abandoned sign” means any sign which pertains to a business or occupation which is no longer using the particular property, or which relates to a time or event which no longer applies, constitutes abandoned advertising or identification.

“Advertising billboard” means any structure or sign upon which there is any advertising message calling attention to a use, product, service or similar function not conducted or sold upon the site upon which the billboard is located or in the structure to which the billboard is attached or otherwise affixed. Billboards may be freestanding or affixed or otherwise attached to another structure.

“Awning, canopy or marquee” means a permanent roof-like shelter extending from part or all of a building face over a public right-of-way and constructed of a durable material such as metal, wood, glass or plastic or a less permanent hood or cover which projects from the wall of a building and is covered with a rigid or nonrigid material such as canvas.

“Awning, canopy or marquee sign” means any message which is painted on or otherwise affixed to a building awning, canopy or marquee. Each side of an awning with a message shall be counted as a separate sign.

“Balloon sign” means a temporary sign which may or may not contain graphics painted on or affixed to a balloon or inflated character.

“Banner” means a temporary sign for grand openings or special events composed of lightweight material either enclosed or not enclosed in a rigid frame, secured or mounted so as not to allow movement of the sign.

“Building sign” means a sign lettered to give the name of a building itself or the date constructed, as opposed to the name of occupants or services.

“Changeable copy sign” means a sign which, in part or whole, provides for periodic changes in the letters or in the material composing the sign. Signs on which the only change is a periodic price change for the product or products customarily sold on the premises and on which the location, size and color of the numbers remain constant are not to be considered changeable copy signs.

“Commercial message” means any copy that directly or indirectly names, draws attention to, or advertises a business, product, good, service, or other commercial activity, or which proposes a commercial transaction.

“Commercial sign” means a sign with a commercial message.

“Directory sign” means a sign designed and intended to list and/or name any or all of the business firms and/or types of businesses conducted at an office building or shopping-center-type development and which are freestanding or attached to the building or structure in which the use is conducted.

“Election period” means the period commencing 60 days before any national, state, or local election in which city electors may vote up through the date of the election.

“Encroachment” means the extension of any sign over a public right-of-way or private access way.

“Freestanding sign” means a sign that is self-supporting in a fixed location and not attached to a building.

“Home occupation sign” means a sign identifying a home occupation, which is an accessory use of a residential property for gainful employment by the resident of a dwelling.

“Identification sign” means a sign designed and intended to identify the name of a commercial business, professional office use, public use, quasi-public use, or similar use and which sign is located upon the premises to be identified.

“Illegal sign” means any sign which was not lawfully erected or maintained, or was not in conformance with the ordinance in effect at the time of the erection of the sign or advertising statuary, or which was not installed with a valid permit from the city.

“Illuminated awning” means an internally illuminated shelter projecting from and supported by the exterior wall of a building constructed of a nonrigid translucent covering over a supporting framework. This type of sign may or may not contain graphics or copy on the surface of the awning.

“Incidental sign” means a sign pertaining to and advertising goods, products, services or facilities which are available on the premises. Such signing is in addition to the main identification signing.

“Interior sign” means a sign which may be displayed within a business or residence provided it is not displayed so as to be viewed from any public space.

“Internally illuminated sign” means a sign which is illuminated from a lighting source within the internal structure of the sign which illuminates the entire face of the sign; (does not include neon signs or halo illuminated signs).

“Message” means a graphic, letter, numeral, symbol, logo, hallmark, text, insignia, sample, model, picture, drawing, device, or appliance, or combination thereof, affixed to identification, and/or services.

“Monument sign (freestanding or detached or pole)” means a sign supported by structures or supports that are placed on or anchored in the ground that are independent from any building or other structure.

“Neon sign” means a sign which is illuminated in whole or in part by neon or similar gas.

“Nonappurtenant sign” means a sign which advertises a business, products, services or other uses which are not associated with the premises where the sign is located.

“Noncommercial message” means any copy that communicates a message that is not a commercial message. A noncommercial message does not directly or indirectly, name, draw attention to, or advertise a business, product, good, service, or other commercial activity, or propose a commercial transaction.

“Noncommercial sign” means a sign with a noncommercial message.

“Nonprojecting sign” means a sign which uses a building structure as its main source of support and contains copy that is parallel to the wall to which it is affixed.

“Pennant” means any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire or string, usually in series designed to move in the wind.

“Portable freestanding sign” means a sign that is designed to be movable and is not structurally attached to the ground, a building, a structure or any other sign. Portable freestanding signs include, but are not limited to, sandwich board signs, A-frame signs, and easels.

“Primary frontage” means the side of a building facing a street or, in the case of a building having more than one side facing a street, the side so designated by the property owner.

“Projecting sign” means a sign which uses a building structure as its main source of support and contains copy that is perpendicular, or at an angle, to the building face.

“Public information sign” means a sign bearing symbols, badges or other messages identifying, stating the location of, or providing information concerning regularly scheduled meetings of civic and community service clubs, churches and religious organizations, hospitals serving the general public, and municipal services and buildings (e.g., fire station, police station, city hall, post office, etc.).

“Real estate open house sign” means a temporary portable freestanding two-sided A-frame sign that directs customers to property where an open house is in progress.

“Real estate sign” means a temporary, on-premises sign, which gives notice offering the sale, rental, or lease of real estate.

“Rider” shall mean additional signs or copy appended or attached to the main sign and frequently provides additional information in the form of text, graphics, and/or logo.

“Roof sign” means a sign placed upon, projecting from, or above the ridge of the roof, or above the roof itself, if there is no ridge.

“Secondary frontage” means the sides of a building other than the primary frontage which are visible from a public right-of-way or from adjacent private property or which provide secondary access to the use or activity.

“Shopping center development” means an integrated commercial development larger than one acre in size where two or more commercial uses are conducted and are provided with a common parking lot.

“Shopping center identification sign” means a sign designed and intended to name or identify a shopping-center-type development.

“Sign” means any medium, including its structure and component parts in view of the general public, which is used to attract attention for advertising or identifying purposes.

“Sign area” means that area enclosed in the frame of the sign as measured from the outside of the frame and following the contour of the frame. In those instances where a sign is painted or otherwise affixed or attached to a wall or similar structure or portion thereof, the area of a sign shall be computed by measuring the overall length and width of the message. This computation shall also be utilized when raised or freestanding letters are affixed or attached to a structural surface.

“Street furniture sign” means a sign located on a bench or similar structure which is located within the public right-of-way.

“Subdivision identification sign” means an identification sign with the name of the residential subdivision which is located within the subdivision.

“Temporary sign” means a sign constructed of cloth, canvas, lightweight fabric, cardboard, wallboard, wood or other light materials, with or without frames, which is not intended for or suitable for long-term or permanent display, due to the materials used, the means of display, or the procedures by which it is approved.

“Temporary advertising sign” means a sign used for grand openings or special sales that is attached to the interior of a window.

“Vehicular sign” means a sign affixed on a vehicle or trailer for the purpose of circumventing the regulations within this chapter.

“Wall sign” means a sign which is in any manner affixed to any exterior wall of a building or structure and which projects not more than two feet from the building or structure and does not extend above the roof, parapet, building facade or any outermost edge of the building or structure.

“Window sign” means any sign painted on or attached to a window or located inside a window and designed to be viewed from outside of the building in which the window is located. This term does not include merchandise located in a window. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); Ord. 02-6 § 14; prior code § 27.320)

17.148.020 Exclusions.

The following signs are not governed by the provisions of this chapter:

A. Official notices posted by any public officer in performance of a public duty or by any person giving legal notice;

B. Business name added to a Directory sign for which a sign permit has previously been authorized.

C. City signs. Signs identifying the department, service, or location of City facilities and operations.

D. Directional warning or information signs required by law or by governmental authority;

~~EE.~~ Signs of public utility companies indicating danger or which serve as an aid to public safety or which show the location of underground facilities or public telephones;

~~FD.~~ Signs advertising a future occupant of a building or noting the contractors, engineers or architects erecting or remodeling a building, provided the same do not exceed sixteen (16) square feet, are single-faced and are removed upon occupancy or completion of erection or remodeling;

~~GE.~~ Signs which are not visible from a public right-of-way or from other private property in the vicinity;

~~HF.~~ Signs which are part of a temporary window display and which are not affixed to the window;

~~IG.~~ Festival/benefit banners on/over public property, or off-premises signs advertising community events sponsored by or for the benefit of nonprofit organizations as approved by resolution of the city council;

~~JH.~~ No more than one national flag of a country and/or no more than one flag of a state which are displayed in a manner consistent with laws governing respect of such flags, and flown from a pole the height of which is no more than the maximum permitted height for structures in the applicable zoning district. Other types of flags shall be considered signs;

~~KI.~~ Temporary advertising signs for a business grand opening provided the sign is not displayed for more than thirty (30) days;

~~LJ.~~ Temporary advertising signs or balloons (twelve (12) inches or smaller) for a special business sale or promotional event, provided the sign is not displayed for more than two weeks at any one time and for not more than four times per year (maximum of eight weeks of temporary advertising signs being displayed per year). When balloons (twelve (12) inches or smaller) are included as temporary advertising the number of balloons shall be limited so they are not the primary advertising feature;

~~MK.~~ Paper banners attached to the interior of the window advertising weekly specials at grocery stores and variety stores;

~~NL.~~ Real estate signs less than four square feet in size on the property in which the sign represents;

~~O.~~ ~~T~~Temporary signs for blood bank, community service club events or similar not for profit community activities, and garage or rummage sale signs pertaining to activity on the property where they are located and displayed on the day of the activity only;

~~PM.~~ Building signs as defined in Section 17.148.010 and less than four square feet in size;

~~QN.~~ Signs required to be posted by law;

~~RO.~~ Holiday lights and decorations. (Ord. 08-2 § 2 (part): Ord. 06-5 § 2 (part): prior code § 27.321)

17.148.030 Signs prohibited.

The following signs shall be prohibited within the city:

- A. Airborne balloons greater than twelve (12) inches in size, banners (except as excluded by Section 17.148.020(G)), pennants, valances, propellers, spinners, streamers, lights or similar devices or ornamentation designed for purposes of attracting attention, promotion or advertising;
- B. Signs located within the public right-of-way including any sign or handbill attached to a utility pole or street sign pole;
- C. Revolving, animated or moving signs and signs with flashing illumination, including flashing arrows, blinking lights or other devices. This does not include traditional barber poles which may be allowed in front of barbershops upon approval of sign permit by the planning commission;
- D. Off-premises signs, except those signs approved by a planning commission sign permit to be located on a legal easement for an access way through another property when such access is required for public use;
- E. The following types of signs as defined in Section 17.148.010:
 - 1. Advertising billboards,
 - 2. Balloon signs,
 - 3. Changeable copy signs, except for theater marquees or gas station signs,
 - 4. Home occupation signs,
 - 5. Illuminated awnings,
 - 6. Internally illuminated signs, except for theater marquees,
 - 7. Neon "Open" signs, subject to planning commission review, provided the tubing is white and the neon "Open" sign is located on property where the speed limit is in excess of twenty-five (25) miles per hour,
 - 8. Nonappurtenant signs,
 - 9. Pennants,
 - 10. Portable freestanding signs,
 - 11. Roof signs,
 - 12. Street furniture signs,

13. Subdivision identification signs,
14. Vehicular signs, ~~(Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.322)~~

17.148.040 Regulated signs.

No sign, addition to a sign, alteration of a sign or replacement of a sign, unless specifically excluded in Section 17.148.020, shall be permitted in any district without first obtaining an administrative sign permit or a planning commission sign permit.

A. Administrative Sign Permit.

1. An administrative sign permit shall be reviewed by the planning ~~department director~~ for compliance with the standards set forth for the district in which the sign is to be located.
2. The applicant shall be notified within ~~fourteen (14)~~ thirty (30) days whether or not the administrative sign permit is approved. If the permit is not approved the applicant may either amend the design to comply with the standards or may amend the application to request sign permit approval from the planning commission. If the design of the sign is amended and resubmitted for review the applicant shall be notified within ~~fourteen (14)~~ thirty (30) days from the date the amended design is submitted whether or not the administrative sign permit is approved.
3. Insubstantial changes to existing signs, such as a change in color or business name, may be authorized by an administrative sign permit.

B. Planning Commission Sign Permit.

1. A planning commission sign permit shall be reviewed by the planning commission at a regularly scheduled meeting for compliance with the standards set forth for the district in which the sign is to be located.
2. The purpose of the planning commission sign permit is to allow the consideration of illuminated signs (including neon), signs that are larger, of a unique design or location, or signs in addition to those permitted with an administrative sign permit. The planning commission shall consider the compatibility of the sign to the site, the appropriateness of the materials and colors in relation to the project, the compatibility of the sign to the small town character of St. Helena, and the impact the sign may have on surrounding properties. The commission shall not approve signs which obscure or detract from the architecture of a historic building or structure.
3. A sign program addressing the needs for all businesses within a building with multiple tenants, or within shopping centers or other types of planned commercial developments may be required prior to the approval of any signs for an individual business within that development. The planning commission shall consider the cumulative visual effect of all signs, and may reduce the overall number and/or area of signs allowed for each business or may require that directory signs be used instead of individual signs. A sign program ~~shall be required~~ may be proposed for ~~all businesses within~~ a building with multiple tenants, or ~~within~~ shopping centers or other types of planned commercial developments prior to approval of any signs for an individual business within that development ~~when located on a site of one acre or greater in area~~.
4. 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.
5. Permits shall be subject to general administrative procedures set forth in Chapters 17.04, 17.08, 17.12, 17.168 and 17.172.

C. Standards. The size and number of identification signs for each business on a property shall depend upon the zoning district in which it is located as ~~described below follows: All other signs and illumination for signs, unless noted in Section 17.148.020 or Section 17.148.030 of this chapter, shall be subject to review and approval of a~~ planning commission sign permit.

1. CB Central Business District.

a. Administrative Sign Permit. Each business shall be permitted a total of ~~two-three (3)~~ of the following types of nonilluminated signs upon issuance of an administrative permit, provided each sign is in compliance with the specified regulations.

- i. One identification sign not to exceed five (5) square feet ~~with a six-inch maximum letter size~~ on one side of an awning fascia over the primary frontage of the business;
- ii. One nonprojecting identification sign attached to the primary frontage of the building or painted on a door or window, limited to ~~six-ten (10)~~ square feet in size;
- iii. One projecting identification sign attached to the primary frontage of the building limited to three (3) square feet per side; ~~and~~
- iv. The business name, address, and hours of operation painted on a door or window and limited to four (4) square feet in size; ~~and/or~~

~~v. The business name on a directory sign for which a sign permit has previously been authorized.~~

Commented [AH1]: Added to list of exclusions above.

b. ~~Planning Commission Sign Permit. All other signs and illumination for signs, unless noted in Section 17.148.020 or Section 17.148.030 of this chapter, shall be subject to review and approval of a planning commission sign permit. Limitations. The additional following limitations shall apply to administratively approved signs.~~

- i. 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.
- ii. ~~No single sign shall exceed twenty (20) square feet in size.~~
- ii. Secondary frontage signs per business: one sign for each secondary frontage.
- ivii. Maximum cumulative sign area for all secondary frontage signs, including both sides of a two-sided sign: twenty (20) square feet.

Commented [AH2]: No longer applies with the restrictions in size above.

c. Permitted Signs. Each business shall be permitted two nonilluminated incidental signs. Each sign shall not exceed two (2) square feet in size.

d. Identifying Information. Each business shall be permitted to paint on a door or window the address and/or hours of operation in an area not to exceed two (2) square feet.

2. SC Service Commercial District and I Industrial District.

a. Administrative Sign Permit. Each business shall be permitted a total of ~~twothree (3)~~ of the following types of nonilluminated signs upon issuance of an administrative permit, provided each sign is in compliance with the specified regulations.

- i. One identification sign not to exceed ten (10) square feet ~~with a six-inch maximum letter size~~ on one side of an awning fascia over the primary frontage of the business;
- ii. One projecting or nonprojecting identification sign attached to the building or painted on a door or window, limited to a total sign area of twelve (12) square feet in size; ~~and~~
- iii. The business name, address, and hours of operation painted on a door or window and limited to four (4) square feet in size; ~~and/or~~

~~iv. The business name on a directory sign for which a sign permit has previously been authorized.~~

Commented [AH3]: Added to list of exclusions above.

The St. Helena Municipal Code is current through Ordinance 17-3, passed October 24, 2017.

~~b. Planning Commission Sign Permit. All other signs, unless noted in Section 17.148.020 or Section 17.148.030 of this chapter, shall be subject to review and approval of a sign permit by the planning commission. Limitations. The additional following limitations shall apply to administratively approved signs.~~

- i. Maximum number of identification signs on the primary frontage per business: two.
- ii. Maximum cumulative sign area, including both sides of a two-sided sign, of all identification signs on the primary frontage per business: sixty (60) square feet.
- iii. Secondary frontage signs per business: one sign for each secondary frontage.
- iv. Maximum cumulative sign area for all secondary frontage signs, including both sides of a two-sided sign: twenty (20) square feet.
- v. The planning commission may approve signs that exceed the height, size and number of signs specified in this district for properties located along Main Street where sign visibility is impaired due to consideration of the following circumstances:
 - (A) The building is set back from the street for a distance of fifty (50) feet or more;
 - (B) The visibility of the building is obscured;
 - (C) The speed limit on Main Street is greater than thirty-five (35) miles per hour; and
 - (D) A sign meeting the standards of this title would create a safety hazard by obscuring the vision of autos exiting the property.

c. Permitted Signs. Each business shall be permitted two nonilluminated incidental signs not more than two (2) square feet in size.

d. Identifying Information. Each business shall be permitted to paint on a door or window the address and hours of operation in an area not to exceed two (2) square feet.

3. BPO Business and Professional Office District.

a. Administrative Sign Permit. ~~One Two (2)~~ of each of the following types of nonilluminated signs shall be permitted upon issuance of an administrative permit provided each sign is in compliance with the specified regulations:

- i. ~~One identification sign not to exceed ten (10) square feet on one side of an awning fascia over the primary frontage of the business;~~
- ii. ~~One nonprojecting identification sign attached to the primary frontage of the building or painted on a door or window, limited to ten (10) square feet in size;~~
- iii. ~~One projecting identification sign attached to the primary frontage of the building limited to three (3) square feet per side; and~~

~~The business name on a directory sign for which a sign permit has previously been authorized;~~

- iv. The business name, address, and hours of operation painted on a door or window and limited to four (4) square feet in size.

~~b. Planning Commission Sign Permit. All other signs and illumination for signs, unless noted in Section 17.148.020 or Section 17.148.030 of this chapter, shall be subject to review and approval of a planning commission sign permit. Limitations. The additional following limitations shall apply to administratively approved signs.~~

Commented [AH4]: Added to list of exclusions above.

- i. Maximum number of identification signs on the primary frontage per business: two.
- ii. Maximum cumulative sign area, including both sides of a two-sided sign, of all identification signs on the primary frontage per business: forty (40) square feet.
- iii. Secondary frontage signs per business: one sign for each secondary frontage.
- iv. Maximum cumulative sign area for all secondary frontage signs, including both sides of a two-sided sign: twenty (20) square feet.

4. PQP Public and Quasi-Public Districts.

a. Administrative Sign Permit. ~~Two (2) of each of the~~ The following types of nonilluminated signs shall be permitted upon issuance of an administrative permit provided each sign is in compliance with the specified regulations.

- i. One identification sign not to exceed ten (10) square feet on one side of an awning fascia over the primary frontage of the business;
- ii. One nonprojecting identification sign attached to the primary frontage of the building or painted on a door or window, limited to ten (10) square feet in size;
- iii. One projecting identification sign attached to the primary frontage of the building limited to three (3) square feet per side; and
- iv. The business name, address, and hours of operation painted on a door or window and limited to four square feet in size.

b. ~~Planning Commission Sign Permit. All other signs, unless noted in Section 17.148.020 or Section 17.148.030 of this chapter, shall be subject to review and approval of a sign permit by the planning commission. Limitations. The additional following limitations shall apply to administratively approved signs.~~

- i. Maximum number of identification signs on the primary frontage per business: two.
- ii. Maximum cumulative sign area, including both sides of a two-sided sign, of all identification signs on the primary frontage per business: twenty (20) square feet.
- iii. Secondary frontage signs per business: one sign for each secondary frontage.
- iv. Maximum cumulative sign area for all secondary frontage signs, including both sides of a two-sided sign: twenty (20) square feet.

5. Residential Districts. Signs within residential districts are permitted for identification of multifamily residential developments and bed and breakfast inns upon review and approval of a planning commission sign permit. Subdivision identification signs or home occupation signs are not permitted.

- a. For multifamily residential developments: one sign with a maximum sign area of twenty (20) square feet.
- b. For bed and breakfast inns: one sign attached to the main house with a maximum sign area of eight square feet.

6. Winery and Agricultural Districts. Signs within winery or agricultural districts are permitted only upon review and approval of a planning commission sign permit. When reviewing signs for wineries or other agricultural businesses the commission shall consider the cumulative visual impact of all signs on the property. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.323)

17.148.050 Illumination.

All illuminated signs, unless specifically prohibited in Section 17.148.030, shall be subject to review and approval of a planning commission sign permit, who shall review the sign for hours of operation, size, color, intensity of light, and creativity of design. ~~Signs shall not be illuminated when the business is closed. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.324)~~

17.148.060 Neon signs.

- A. All neon signs are regulated by planning commission sign permit.
- B. Each business is limited to one neon sign.
- C. No more than twenty-five percent (25%) of the sign area allowed for the primary frontage of a business shall be neon.
- D. Neon may be used for business identification only and shall not be used for incidental signs pertaining to and advertising goods, products, services, brand names or facilities which are available on the premises. Neon "Open" signs are prohibited. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.325)

17.148.070 Monument signs.

- A. All monument signs shall be located on the property served by the sign; off-premises signs are not permitted.
- B. The maximum height of a monument sign shall be eight feet, as measured from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be considered to be the grade after construction exclusive of any filling, berming, mounding, or excavating for landscaping or for the purpose of locating the sign.
- C. Monument signs shall be located no closer to the right-of-way than one-half the distance of a required front or side setback. Planning Commission Use permit approval shall be required for any request to locate a monument sign closer to the right-of-way than is permitted above. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.326)

17.148.080 Real estate signs.*

~~A. Real estate signs and open house signs that are less than four square feet in size are permitted when located on the property that is listed for sale. These signs are allowed without securing a permit from the city, provided they comply with the requirements of Section 17.148.020, Exclusions.~~

BA. Real estate open house signs, as defined in Section 17.148.010, may be located off-premises as follows:

1. The use of off-premises open house signs is allowed only on Saturdays and Sundays, between the hours of noon to four p.m.
2. Open house signs that are placed on Main Street include the words "Open House" and may have a directional arrow, but shall not include the address of the property where the open house is located nor any other riders. The signs shall not advertise any particular real estate company or agent.
3. Open house signs that are placed on streets other than Main Street may include the words "Open House," may have a directional arrow, may include the address of the property where the open house is located and may include the name of the real estate company or agent. Only one sign per directional change is allowed.
4. Only one sign is allowed at a street intersection.
5. Signs shall not block sidewalks or pedestrian pathways; a four-foot-wide clear path of travel shall remain open.
6. Signs shall not be placed in a manner that impedes the sight distance and visibility for motorists.
7. No signs shall be placed on private property without the written permission of the property owner.
8. No signs shall be posted on street signs or utility poles.

CB. Open house signs in violation of this section may be subject to summary abatement under Section 1.12.130 of this code, Summary abatement of immediate dangers, and a one hundred dollar (\$100.00) penalty to be imposed according to the provisions of Chapter 1.12, Enforcement Procedures. (Ord. 09-1 § 3; Ord. 08-2 § 2 (part))

~~* Code reviser's note: Section 2(B) of Ordinance 08-2, adding Section 17.148.080 and renumbering existing Sections 17.148.080 through 17.148.120 to be 17.148.090 through 17.148.130, provides: "This amendment is enacted for a period of one year and shall terminate on May 26, 2009, unless extended or made permanent by action of the City Council."~~

Commented [AH5]: Staff suggests making this permanent.

17.148.090 Temporary noncommercial signs.

A. General Regulations.

Temporary noncommercial signs in all districts are permitted at all times without a sign permit subject to the following regulations:

- (1) Number. Each parcel is permitted two (2) freestanding or building mounted temporary noncommercial signs at all times. Such signs are in addition to all other signage allowed in this chapter.
- (2) Area. A temporary noncommercial sign may not exceed six (6) square feet in area per side.
- (3) Height. A temporary noncommercial sign may not exceed four (4) feet in height or two (2) feet in height from the top on any wall or fence if posted on a wall or fence. Signs are not permitted on top of walls or fences greater than 42 inches in height. A temporary noncommercial sign mounted, affixed or painted onto a structure may not exceed eight (8) feet in height.
- (4) Location. Temporary noncommercial signs may be placed in the front yard, rear or side yard of any property; provided, that the signs do not encroach into any public right-of-way. Temporary noncommercial signs may not be located in the visibility triangle on corner lots. Temporary noncommercial signs mounted to, affixed or painted to a structure must meet the public right-of-way and vision triangle limitation above and may not impact any character defining element of a historic building or district.
- (5) Lighting. Temporary noncommercial signs may not be illuminated.

B. Election Period Regulations.

During any election period the following additional opportunities for temporary noncommercial signs are provided without a sign permit subject to the following regulations:

- (1) Number. Each parcel in all zoning districts is permitted two (2) temporary noncommercial election period signs. Such signs are in addition to all other signage allowed in this chapter.
- (2) The additional temporary noncommercial election period signs are subject to the area, height, location, and lighting limitations described under §17.148.090(A) above.
- (3) Removal. The additional temporary noncommercial signs permitted during an election period must be removed within seven (7) days following the end of the election period.

17.148.100 Directional Wayfinding Signs

A. Purpose

The Directional Wayfinding Sign Program is intended to increase visitor awareness of prominent business locations, historic points of interest and the location of public facilities within St Helena.

B. Eligibility Criteria

1. The business or facility identified on a sign plaque is likely to be of interest to citizens and/or visitors to St Helena.

2. The business or facility is representative of the civic, commercial, historic or agricultural identity of St Helena.

3. The City Council shall designate, by resolution, a list of the types of uses that may and may not participate in the wayfinding signage program.

C. Design Criteria

To be added based on input from the Planning Commission and/or City Council.

D. Application Process

To be added based on input from the Planning Commission and/or City Council.

17.148.105 Public information signs.

A. Any community service club or organization may erect and maintain a public information sign on the property where they meet without requiring a sign permit. The maximum size for such a sign is five square feet.

B. A public information sign may be maintained along Highway 29 at the south entrance to the community. The maximum area of the public information sign shall be two hundred twenty-five (225) square feet per side, whether single- or double-faced. The sign shall be freestanding, with a maximum height and width of fifteen (15) feet. The sign may be composed of any number of badges, plaques or signs which are either affixed or hanging within the total allowed square footage of the overall sign faces. Only one badge, plaque or sign for each group or organization described within Section 17.148.010 may be mounted on the public information sign. Each such component badge, plaque or sign shall not exceed thirty (30) inches in height, width or diameter, and may be single- or double-faced. Each component badge, plaque or sign of a group or organization may bear an additional attached sign stating only the location and/or times of regularly scheduled meetings of the group or organization, which sign shall not exceed nine inches in height or twenty-four (24) inches in width and may be single- or double-faced.

C. The public information sign must be maintained by the organizations utilizing the sign. The applicable sign permit may be revoked or the sign may be abated by the city council upon the failure to properly maintain such sign.

D. The public information signs shall be considered additional permitted signs which do not reduce nor restrict the signs otherwise permitted on the premises where the organization meets. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.328. Formerly 17.148.090.)

17.148.110 Miscellaneous regulations.

A. Continued Maintenance. All signs must be maintained by the property owner, tenant, or permittee. In the event a sign becomes derelict for reasons of lack of maintenance the approval may be revoked and the sign subject to abatement.

B. Abandonment or Termination of Use. A sign shall be removed by the property owner within thirty (30) days of abandonment or termination of the use.

Commented [NH6]: Staff is seeking input from the Planning Commission on the inclusion of a wayfinding sign element to the existing sign regulation.

C. Obstruction of Pedestrian Ways. 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 surface.

D. Overhanging Signs. No sign shall be permitted over a highway, street, or driveway, except for a festival or benefit banner as approved by the city council.

E. Conflicting Regulations. Exceptions to this chapter may be made for signs for gasoline service stations and other businesses if signs are subject to federal or state government regulations that may be in conflict with this chapter. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.329. Formerly 17.148.100.)

17.148.120 Administration.

A. An application for an administrative sign permit or a planning commission sign permit shall be made by the property owner, or his or her authorized agent, to the planning ~~department director~~ on forms prescribed for this purpose.

B. An applicant for any permit shall file with his or her application a site plan and/or building elevations showing the location of the sign, a sketch or photograph showing the size, coloring, illumination, and manner of construction of the proposed sign and any other matter necessary to a determination of whether or not to issue a permit. When unusual signs are proposed the applicant shall submit a photo montage and/or model which clearly demonstrates the size, shape and location of the sign. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.330. Formerly 17.148.110.)

17.148.130 Nonconforming signs.

Nonconforming signs shall be regulated as set forth in Chapter 17.140. (Ord. 08-2 § 2 (part); Ord. 06-5 § 2 (part); prior code § 27.331. Formerly 17.148.120.)

CITY OF ST. HELENA

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ST. HELENA, CALIFORNIA, AMENDING AND RESTATING ST. HELENA MUNICIPAL CODE CHAPTER 17.148 (SIGNS).

The City Council of the City of the City of St. Helena ordains as follows:

SECTION 1. Findings. The City Council finds as follows:

A. Chapter 17.148 of the St Helena Municipal Code (SHMC) establishes the City's regulations regarding signs primarily located on private property.

B. These regulations further the City's interest in both aesthetics and traffic safety by establishing appropriate limitations on the size, height, number, location and duration of signs so that they are appropriate and in keeping with the zoning district in which the signs are placed and to ensure that the signs do not overly distract, obstruct or otherwise impede traffic circulation.

C. The City desires to make a number of minor amendments to its sign regulations with respect to (1) certain permanent commercial signs located in commercial zoning districts, (2) the applicable procedures for processing sign permit applications, and (3) the signs designated as exempt from any permit requirement.

D. The current sign permit application fee does not accurately reflect the staff time required to process and evaluate an administrative sign permit.

E. City staff has calculated the overall staff time and effort required to process, analyze and issue an administrative sign permit. Based on that calculation, staff has determined that a minimum of 3.5-hours are required to capture the cost of the staff time and efforts required to process such an application.

F. Staff has recommended that an Administrative Sign Permit fee of \$500.00 be created and implemented, in an effort to capture the staff time required to process, analyze, and issue an administrative sign permit. This fee is a conservative estimate of the time required to process such an application and is based on the overall staff blended rate of \$150/hour identified in the fee schedule.

G. The City's Planning Commission reviewed the proposed amendments at a duly noticed public hearing on August 21, 2018. After all interested parties were given full opportunity to be heard, and to present evidence, the Planning Commission voted to recommend to the City Council that the Council adopt the amendments to Chapter 17.148.

H. On September 11, 2018, the City Council conducted a duly noticed public hearing to consider this ordinance, and all interested parties were given full opportunity to be heard and to present evidence.

I. The proposed amendments are consistent with the General Plan in that they will encourage signs that are compatible and complementary to the image and character of St. Helena (policies 2.6.31, 2.6.50, and 4.3.21).

J. The proposed amendments would further the public necessity, convenience, general welfare and good zoning practice by creating a more efficient and effective regulatory processes and adopting regulations that are consistent with current state and federal law.

SECTION 2. Compliance with CEQA. The City Council hereby finds that the action to adopt this Ordinance to amend Chapter 17.148 of the St. Helena Municipal Code is exempt from the requirements of the California Environmental Quality Act (Public Resources Code Section 21000, et seq.) pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the “General Rule” Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant effect on the environment, projects are exempt from the requirements of CEQA. Further the City Council finds that the proposed modifications to the City of St Helena Sign regulations, Chapter 17.148 of the Municipal Code, are consistent with the environmental impact analysis of the 1993 General Plan EIR.

SECTION 3. Amendment. SHMC Chapter 17.148 “SIGNS” is hereby amended and restated as set forth in the attached **Exhibit A**.

SECTION 4. Severability. The City Council hereby declares every section, paragraph, sentence, cause and phrase is severable. If any section, paragraph, sentence, clause or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 5. Effective Date. This ordinance shall take effect and be in force 30 days after its adoption, and a summary of this ordinance shall be published once with the names of the members of the Council voting for and against the ordinance in the St. Helena Star, a newspaper of general circulation published in the City of St. Helena.

SECTION 6. Amendment Declarative Of Existing Law. The City Council finds that the amendment of Title 17 by this Ordinance with respect to the imposition of civil penalties, and the right of the City to seek and obtain civil penalties by civil action, is intended to be declarative of existing law.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the St. Helena City Council on the 11th day of September, 2018 and was adopted at a regular meeting of the St. Helena City Council on the 11th day of September, 2018 by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____
Councilmember Koberstein: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____

APPROVED:

Alan Galbraith, Mayor

ATTEST:

CITY OF ST. HELENA

Cindy Tzafoopoulos, City Clerk

I, CINDY TZAFPOULOS, CITY CLERK of the City of St. Helena, California, do hereby certify that the foregoing Ordinance was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the ____th day of September, 2018. That thereafter said Ordinance was duly adopted and passed at a regular meeting of the City Council on the ____th day of September, 2018 by the following vote:

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



PLANNING COMMISSION REPORT

Planning Commission Meeting of August 21, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: n/a

SUBJECT: Review and recommendation to the City Council of an Ordinance amending and restating St. Helena Municipal Code (SHMC) Chapter 17.164 'Design Review', modifying the requirements and process for Design Review primarily as applied to single family residential projects; proposing to eliminate the requirement for Design Review for "Outdoor Seating" identified in SHMC Chapters 17.48.090 and 17.52.090; and proposing to eliminate the requirement for Design Review for the installation of "Awnings and Canopies", as identified in SHMC Chapter 17.112.070, citywide.

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:

LOCATION OF PROPERTY: Citywide

APN: Citywide

GENERAL PLAN/ZONING: n/a

APPLICANT: City of St Helena

PHONE: 707-968-2659

BACKGROUND

On October 4, 2017, the Council of the City of St Helena adopted their three year goals which included a goal to Enhance Organizational Performance. Under this goal was a line item directing planning department staff to "Draft and present citywide design guidelines to the City Council for adoption and provide recommended improvements to the design review process."

On May 9, 2018, the Council reviewed the City's draft budget proposal which included a recommendation from the Planning Department to reduce the number of projects that require Design Review approval (from the Planning Commission) in an effort to more efficiently utilize staff resources. After reviewing this conceptual proposal, the City Council voted unanimously (5-0) to support the concept, and directed staff to prepare an ordinance to reduce the types of single family residential projects that are required to go before the Planning Commission for action prior to issuance of a building permit.

PROJECT DESCRIPTION

The City of St Helena Zoning Code currently identifies that Design Review approval is required for "any new building or structure or for exterior addition to, alteration of, or modification of any existing structure or building as regulated by each of the established zoning districts." Based on this, many small scale residential projects (including accessory buildings, small additions and exterior renovations) are taken before the Planning Commission for review and action, often frustrating property owners and decision makers themselves with the additional time and expense required to make relatively minor improvements to their property. The requirement for these projects to be reviewed by the Planning Commission also takes significant staff resources to review, process and schedule these relatively benign projects, which ultimately are reviewed for such conformance again as an element of the building permit review process.

In response to the May 9, 2018, directive from the City Council mentioned above, a draft Ordinance to implement their direction is being brought before the Planning Commission for review and comment, prior to scheduling it for review and action by the City Council in time to meet the September 30, 2018 deadline.

The recommended changes conceptually supported by the Council primarily include:

- Eliminating the need for Design Review approval for residential accessory buildings (sheds, trellises, arbors, etc.); and
- Eliminating the need for Design Review approval for exterior alterations, modifications and/or additions to an existing (non-historic) single family home.

Other minor changes include language clean up for the criteria required for Design Review approval (including eliminating redundancy) and clarifying the applicability of Design Review in light of the proposed changes.

It is worth noting that these proposed changes to the applicability of Design Review maintain the requirement that all changes to designated historic structures be reviewed by the Planning Commission and that the Planning Director maintains the ability to elevate any administrative Design Review to the Planning Commission.

Design Review for Outdoor Seating in the Central Business and Service Commercial Districts

Along with the Council directed changes, staff seeks Commission input on making changes to the current requirement that outdoor seating be required to obtain Design Review approval, even if this seating is not increasing the number of approved seats for the restaurant. Outdoor seating is often seen as an amenity in commercial districts and generally (when well managed through prescriptive standards) does not create any design issues. Further the existing code provisions provide specific design criteria regarding how outdoor seating is to be designed, mandate that restaurant owners maintain insurance and include a requirement for obtaining an encroachment permit (if any of the proposed seating is to be located within the public right-of-way). Based on these factors, staff recommends eliminating the requirement that the addition of outdoor seating at an existing restaurant require Design Review approval.

If supported, this change would be achieved through an administrative review of a revocable "sidewalk dining permit" (already referenced in the existing code) to ensure compliance with the standards for these seating areas as set forth in S.H.M.C. Chapter 17.48.090 and 17.52.090 Other Uses standards and requirements. 6. (see attached Exhibit B for proposed code amendments).

Design Review for the Installation of Awnings and Canopies

Currently, the code requires Design Review approval from the Planning Commission for the installation of a new awning, canopy or marquee (S.H.M.C. Chapter 17.112.070 Projections over easements and sidewalks B.). Similar to the outdoor dining section of the code, this section also provides prescriptive requirements for the vertical clearance required and further provides maintenance requirements. In addition, the installation of an awning often triggers the need for a building permit, creating an opportunity for planning staff to review. Based on this, staff finds that the ability to install or replace these types of building elements with an administrative review of the design, would be both an improvement to the process as well as help to encourage maintenance and upkeep of these often temporary building features. This change could be accommodated with the addition of one word to the existing code provisions, as detailed below.

SHMC Chapter 17.112.070 Projections over easements and sidewalks

B.Awnings, canopies, and marquees with a minimum vertical clearance of eight feet and attached to a structure may be allowed to extend over a public sidewalk. Administrative Design Review and a building permit shall be required to erect an awning or canopy~~or marquee~~. All awnings, canopies and marquees shall be maintained in good repair and shall be removed when noticeably worn.*

Elimination of some of the Design Review Criteria

In addition to the procedural changes recommended above, staff has identified redundancy within a number of the Design Review criteria, which are the factors to be considered by the Planning Commission in reviewing all Design Review applications. To further improve the review process for Design Review applications, staff has proposed eliminating Criteria 10, 14 and 16 from Section 17.164.030, and modifying Criterion 12, and requests Planning Commission input on these changes.

Specifically, Criterion 10 references "ancillary functions...to support the main functions of the project..." and from the staff perspective appears more applicable to the review of the use of a site, rather than the design of the structures upon it.

Criterion 14 is almost identical to the language in Criterion 4 and therefore is completely redundant and does not add value to the review process.

Criterion 16 is one of four existing criterion that reference landscaping. By adding "and vegetation" to Criteria 12, this change would further help to eliminate unnecessary redundancy in the review criteria. The State mandated Water Efficient Landscape Ordinance (WELo) requirements and the language in Criterion 17 also help to support this change.

ANALYSIS

CEQA

City staff has determined that the action to adopt this Ordinance to amend Chapter 17.164 of the St. Helena Municipal Code is exempt from the requirements of the California Environmental Quality Act (CEQA-Public Resources Code Section 21000, et seq.) pursuant to Guidelines Sections 15301, 15302 and 15303 in that these modifications reduce the administrative process for modifications to and replacement of existing single family residential structures and further allow the construction or conversion of "Small Structures" as defined in the statute.

Further the proposed modifications to the City of St. Helena Design Review procedures, Chapter 17.164 of the Municipal Code, are consistent with the environmental impact analysis of the 1993 General Plan and Zoning Code EIR. In addition, the proposed changes are exempt from the requirements of CEQA, under Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore, the activity is not subject to CEQA.

General Plan

The changes to the Design Review process (S.H.M.C. Chapter 17.164) are generally proposed to modify the process for single family residential projects and would apply to all areas of the City designated for residential land uses. They would in no way affect zoning requirements for size, location, setbacks, height limits, Floor Area Ratio (F.A.R.) or any other prescribed development standard.

Similarly, the proposed changes to the Central Business, Service Commercial and General Site Design and Development Standards (S.H.M.C. Chapters 17.48.090 C. 6., 17.52.090 D. 6. and 17.112.050 B. respectively), are intended to allow administrative review of relatively benign design features, where the code currently provides prescriptive standards and requirements for their construction, installation and/or use.

These changes would in no way affect zoning requirements for size, location, setbacks, height limits, Floor Area Ratio (F.A.R.) or any other prescribed development standard identified in the code.

Specific General Plan policies which relate to the proposed code amendments include:

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 its economic base.

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

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

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

2.6.28 Maintain the pedestrian-oriented character of the Central Business District and provide for convenient pedestrian connections to encourage walking and reduce vehicle trips within the commercial core area.

2.6.29 Minimize the strip commercial appearance of the area south of the bridge by encouraging the redevelopment of underutilized parcels and poorly designed developments, and by maintaining open space corridors extending from the highway to the east and west as shown on the Land Use Map.

2.6.30 Protect historic resources in the commercial areas, and encourage their rehabilitation and re-use.

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.

2.6.35 Maintain the Central Business District as the City's social cultural core, and the primary center of retail business.

Staff Response-Staff finds that the proposed amendments to the Design Review process and requirements are in keeping with the City of St. Helena General Plan in that these changes preserve the current Design Review requirements for historic resources; maintain the development standards established to ensure new development occurs in a logical manner; encourages residential development both by making the development review process less expensive and arduous for certain residential projects and by freeing up staff resources to focus on more complicated development proposals;

will work to encourage the pedestrian nature of the St. Helena streetscape by facilitating the installation of outdoor amenities in both the Central Business and Service Commercial districts; continues to protect historic commercial buildings; maintains design review requirements for new commercial development to ensure changes are complementary to the image and character of Main Street; and will help to maintain the Central Business District is the social and cultural core of St. Helena by reducing the regulatory burden for outdoor amenities and maintenance of ancillary building features.

Ordinance Process

In keeping with the requirements of S.H.M.C. Chapter 17.12.100, after review and comment by the Planning Commission, the draft Ordinance and proposed changes will be taken before the City Council for further review and action at the next available meeting in September. In considering the proposed changes, both the Commission and the Council shall look for consistency of the proposed amendments with the goals, programs and policies of the General Plan, as well as other existing City policies.

ISSUES

No issues were identified as a part of the drafting of the proposed ordinance.

CORRESPONDENCE

As of the drafting of this report, no written comments on this item have been received.

STAFF RECOMMENDATION

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

1. Find that the proposed changes are exempt from the requirements of CEQA pursuant to Guidelines Sections 15301, 15302 and 15303 in that these modifications reduce the administrative process for modifications to and replacement of existing single family residential structures and further allow the construction or conversion of "Small Structures" as defined in the statute; that the proposed text amendments are consistent with the environmental impact analysis of the 1993 General Plan and Zoning Code EIR, and that the proposed changes are exempt from the requirements of CEQA, under Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore, the activity is not subject to CEQA; and
2. Review, comment and make a recommendation to the City Council on the proposed changes to Chapters 17.164, 17.48.090 C. 6., 17.52.090 D. 6., 17.112.050 B. and 17.112.070 of the St. Helena Municipal Code.

ATTACHMENTS

[Design Review PC Resolution](#)

[Draft DR Ordinance](#)

[Chapter 17.164 Design Review-Exhibit A](#)
[Exhibit B Outdoor Dining and Awning Code Amendment Option](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA RECOMMENDING TO THE CITY COUNCIL ADOPTION OF THE ATTACHED ORDINANCE (EXHIBIT 1) AMENDING ST. HELENA MUNICIPAL CODE (S.H.M.C.) TITLE 17, CHAPTER 17.164 'DESIGN REVIEW' TO MODIFY THE CRITERIA REQUIREMENTS AND PROCESS FOR DESIGN REVIEW; PROPOSING TO ELIMINATE THE REQUIREMENT FOR DESIGN REVIEW FOR "OUTDOOR SEATING" AS IDENTIFIED IN SHMC CHAPTERS 17.48.090 AND 17.52.090; AND PROPOSING TO ELIMINATE DESIGN REVIEW FOR THE INSTALLATION OF "AWNINGS AND CANOPIES", AS IDENTIFIED IN S.H.M.C. CHAPTER 17.112.070, CITYWIDE.

Recitals

- A.** City of St. Helena Municipal Code (S.H.M.C.) Section 17.164 identifies and describes that Design Review is required for "any new building or structure or for exterior addition to, alteration of, or modification of any existing structure or building as regulated by each of the established zoning districts." within the City; and
- B.** S.H.M.C. Chapter 17.48.090 and 17.52.090 "Other Uses standards and requirements" further identifies prescriptive standards for the use and operation of outdoor seating while also identifying that the installation of outdoor seating (on both public and private property) requires Design Review approval; and
- C.** In addition, S.H.M.C. Chapter 17.112.070 "Projections over easements and sidewalks B." requires Design Review approval for the installation of an awning, canopy or marquee, while also providing prescriptive standards for the installation of such structures; and
- D.** To facilitate a better functioning and more efficient development review process, enhance the pedestrian oriented nature of the City's commercial zoning districts and to help maintain the St. Helena downtown as the City's core and primary center of retail business, the City prepared draft text amendments to remove and/or amend the design review provisions.
- E.** The proposed text amendments are found to be consistent with the goals and objectives of the General Plan, as identified in the staff report; and
- F.** The proposed text amendments are consistent with public necessity, convenience, general welfare, and good zoning practice; and
- G.** The Planning Commission of the City of St. Helena held a duly noticed Public Hearing to review the proposed text amendments on August 21, 2018, at which time all interested parties had the opportunity to be heard.

Resolution

- H. Now, therefore let it be resolved** that, the Planning Commission finds that the action to adopt this Ordinance to amend St. Helena Municipal Code Title 17 is exempt from the requirements of CEQA pursuant to Guidelines Sections 15301, 15302 and 15303, in that these modifications reduce the administrative process for modifications to and replacement of existing facilities and further allow the construction, modification or conversion of “Small Structures” as defined in the statute; that the proposed text amendments are consistent with the environmental impact analysis of the 1993 General Plan and Zoning Code EIR, and that the proposed changes are exempt from the requirements of CEQA, under Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore, the activity is not subject to CEQA.
- I. Now, therefore be it further resolved** that the Planning Commission recommends that the City Council adopt the Ordinance attached hereto as **Exhibit A and Exhibit B**, modifying existing zoning code regulations identified in St. Helena municipal code (S.H.M.C.) Title 17, Chapter 17.164 'Design Review' to modify the requirements and process for design review as applied to single family residential projects; proposing to eliminate the requirement for design review for “outdoor seating” as identified in S.H.M.C. chapters 17.48.090 and 17.52.090; and proposing to eliminate the requirement for design review for the installation of “awnings, canopies and marquees”, as identified in S.H.M.C. Chapter 17.112.070, citywide.

I HEREBY CERTIFY that the foregoing recommendation to the City Council 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 August 21, 2018, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh
Planning and Community
Improvement Director

CITY OF ST. HELENA

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ST. HELENA, CALIFORNIA, AMENDING AND RESTATING ST. HELENA MUNICIPAL CODE CHAPTER 17.164 (DESIGN REVIEW).

The City Council of the City of the City of St. Helena ordains as follows:

SECTION 1. Findings. The City Council finds as follows:

A. Chapter 17.164 of the St Helena Municipal Code (SHMC) establishes the City's regulations regarding Design Review primarily located on private property.

B. The City has for several years required discretionary approval for any addition to, alteration of or modification of any existing structure or building.

C. This policy has created un-necessary administrative costs, procedural requirements and general difficulty in permitting minor modifications to existing single family residential properties and structures.

D. The proposed amendments to Chapter 17.164 with respect to the addition to, alteration of or modification of existing residential buildings and/or the construction of accessory residential buildings or structures are intended to further the City's policy of supporting housing and improving the discretionary review process.

E. As such, it is the City's intent to temporarily modify the regulation of single family residential land uses in an effort to reduce the administrative costs and procedural requirements for owners of single family residential property.

F. These regulations further the City's interest in both maintaining the aesthetic qualities and safety considerations of the community by continuing to enforce the appropriate zoning limitations on the size, height, location and lot coverage for single family residential properties so that they are appropriate and in keeping with the zoning district in which the buildings are located, while also reducing the process needed to obtain approvals to make modifications to single family residential property within the City of St. Helena.

G. The City's Planning Commission reviewed the proposed amendments at a duly noticed public hearing on August 21, 2018. After all interested parties were given full opportunity to be heard, and to present evidence, the Planning Commission voted to recommend to the City Council that the Council adopt the amendments to Chapter 17.148.

H. On September 11, 2018, the City Council conducted a duly noticed public hearing to consider this ordinance, and all interested parties were given full opportunity to be heard and to present evidence.

I. The proposed amendments are consistent with the General Plan in that they will encourage residential building designs that are compatible and complementary to the scale and character of St. Helena, would revise the zoning procedures to both maintain the zoning standards while also working to encourage residential development by reducing the administrative process for residential development (policies 2.6.15, 2.6.23, and 2.6.14) and will continue to maintain the zoning and other land use regulations applicable to single family residential development.

J. The proposed amendments would further the public necessity, convenience, general welfare and good zoning practice by creating a more efficient and effective regulatory processes and adopting regulations that are consistent with current state and federal law.

SECTION 2. Compliance with CEQA. The City Council hereby finds that the action to adopt this Ordinance to amend Chapter 17.164 of the St. Helena Municipal Code is exempt from the requirements of the California Environmental Quality Act (Public Resources Code Section 21000, et seq.) pursuant to Guidelines Sections 15301, 15302 and 15303 in that these modifications reduce the administrative process for modifications to and replacement of existing single family residential structures and further allow the construction or conversion of “Small Structures” as defined in the statute. Further the City Council finds that the proposed modifications to the City of St Helena Design Review procedures, Chapter 17.164 of the Municipal Code, are consistent with the environmental impact analysis of the 1993 General Plan and Zoning Code EIR. In addition, the Council finds that the proposed changes are exempt from the requirements of CEQA, under Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore, the activity is not subject to CEQA.

SECTION 3. Amendment. SHMC Chapter 17.164 “DESIGN REVIEW” is hereby amended and restated as set forth in the attached **Exhibit A**.

To be included based on Input from the Planning Commission and City Council

Section X. Amendment. SHMC Chapter 17.112.070 Projections over easements and sidewalks B. is hereby amended and restated as set forth below

Awnings, canopies, and marquees with a minimum vertical clearance of eight feet and attached to a structure may be allowed to extend over a public sidewalk. ~~Administrative~~ Design Review and a building permit shall be required to erect an awning ~~or canopy~~ ~~or marquee~~. All awnings, canopies and marquees shall be maintained in good repair and shall be removed when noticeably worn.*

Section X. Amendment SHMC Chapter 17.48.090 and 17.52.090 Other uses standards and requirements. Is hereby amended and restated as set forth below:

6. Outdoor Seating. ~~Design review~~ Administrative approval ~~of a Sidewalk dining permit~~ is required to establish outdoor seating for dining at restaurants with an approved use permit. Use permit amendment is required for an increase in the number of seats. The ~~design review~~ ~~sidewalk~~

dining permit application shall include a plan showing the number of tables and chairs and the area where the dining will be allowed.

SECTION 4. Severability. The City Council hereby declares every section, paragraph, sentence, cause and phrase is severable. If any section, paragraph, sentence, clause or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 5. Effective Date. This ordinance shall take effect and be in force 30 days after its adoption, and a summary of this ordinance shall be published once with the names of the members of the Council voting for and against the ordinance in the St. Helena Star, a newspaper of general circulation published in the City of St. Helena.

SECTION 6. Amendment Declarative Of Existing Law. The City Council finds that the amendment of Title 17 by this Ordinance with respect to the imposition of civil penalties, and the right of the City to seek and obtain civil penalties by civil action, is intended to be declarative of existing law.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the St. Helena City Council on the 11th day of September, 2018, and was adopted at a regular meeting of the St. Helena City Council on the 25th day of September, 2018, by the following vote:

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

APPROVED:

Alan Galbraith, Mayor

ATTEST:

CITY OF ST. HELENA

Cindy Tzafopoulos, City Clerk

I, CINDY BLACK, CITY CLERK of the City of St. Helena, California, do hereby certify that the foregoing Ordinance was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the 11th day of September, 2018. That thereafter said Ordinance was duly adopted and passed at a regular meeting of the City Council on the 25th day of September, 2018, by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Koberstein: _____

Councilmember Dohring: _____

Councilmember Ellsworth: _____

EXHIBIT A

Chapter 17.164
DESIGN REVIEW

Sections:

- 17.164.010 Statement of policy.
- 17.164.020 Purpose.
- 17.164.030 Design criteria.
- 17.164.040 Limitations of review.
- 17.164.050 Applicability.
- 17.164.060 Exemptions.
- 17.164.070 Submissions.
- 17.164.080 Stages of inquiry.
- 17.164.090 Statement of minimum conditions.
- 17.164.100 Time limitations.
- 17.164.110 Notice.

17.164.010 Statement of policy.

The city council finds that new development can have a substantial impact on the character of the area in which it is located. Some harmful effects of one land use upon another can be prevented through zoning, subdivision controls and housing and building codes. Other aspects of development are more subtle and less amenable to exacting rules of thumb promulgated without regard to specific development proposals. Among these are the general form of the land before and after development, the spatial relationships of the structures and open spaces to proximate land uses and the appearances of buildings and open spaces as they contribute to an area as it is being developed. (Prior code § 27.375)

17.164.020 Purpose.

The purpose of design review ~~are~~ **is**:

- A. To promote those ~~qualifies~~ **qualities** in the environment which bring value to the community;
- B. To foster the attractiveness and functional utility of the community as a place to live and work;
- C. To preserve the character and quality of our heritage by maintaining the integrity of those areas which have a discernible character or are of special historic significance;
- D. To protect certain public investments in the area;
- E. To encourage where appropriate, a mix of uses within permissible use zones;
- F. To raise the level of community expectations for the quality of its environment. (Prior code § 27.376)

17.164.030 Design criteria.

- A. In addition to the purposes prescribed in Section 17.164.020 the following factors shall be considered by the planning commission in reviewing all applications:
 - 1. Consistency and compatibility with applicable elements of the general plan;
 - 2. Compatibility of design with the immediate environment of the site;
 - 3. Relationship of the design to the site;
 - 4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
 - 5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
 - 6. Compatibility with future construction both on and off the site;
 - 7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
 - 8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;

9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
- ~~10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;~~
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
12. Whether natural features **and vegetation** are appropriately preserved and integrated with the project;
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structures and functions;
- ~~14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;~~
15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;
- ~~16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;~~
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.

B. The planning commission shall develop additional criteria for review of architectural and landscape plans. Such criteria shall be approved by the planning commission and city council and shall be designed to form a basis of understanding between project designers and the commission on design objectives for St. Helena. (Ord. 07-4 § 2 (part); prior code § 27.377)

17.164.040 Limitations of review.

A. The commission shall not design or assist in the design of any buildings or projects submitted for approval except on request of the proponent or his or her architect. The commission shall restrict its considerations to a reasonable and professional review of the proposal and plans, leaving full responsibility for the design and development to the applicant.

- B. Individual initiative and experimentation are to be encouraged.
- C. Only the proponent's failure to take reasonable account of the items discussed in Sections 17.164.010 through 17.164.030, shall justify the commission's disapproving a proposal solely on the basis of design.
- D. In its endeavor to improve the quality of a design, the commission shall keep considerations of cost in mind. But consideration of cost shall not override the other objectives of this title.
- E. The commission is not to use design review intentionally or inadvertently to exclude housing for minority groups or housing for low and moderate income persons.
- F. The commission is not to use design review intentionally or inadvertently to prohibit or unduly restrict building types, materials or methods or to vary the specific allowances or other development controls. (Prior code § 27.378)

17.164.050 Applicability.

- A. Any ~~exterior modification to a commercial, multi-family or designated historic building, including new construction; building or structure or for exterior addition to, alteration of, or modification of any existing structure or building as regulated by each of the established zoning districts;~~
- B. ~~The construction of a new single family home;~~
- B. Structures, ~~or~~ **buildings** or site modifications requiring use permits in any district, **excluding fences;**
- C. Tentative map conditions shall include the requirement for design review **approval of any new structure** prior to the issuance of any future building permits **for structures on the newly created parcels** (Note: Effective on maps approved after January 1992);
- D. Any **new** public facility, **or modification there of;**
- E. Demolition. Except when required for the emergency protection of public health, safety or welfare as determined by the ~~city manager~~ **Building Official**, 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. If a building is

determined to be significant by the planning commission, no demolition will be authorized unless the following findings are made by the commission:

- a. That the building poses a threat to health, safety and general welfare if it is not demolished,
 - b. That restoration of the building is not feasible or practicable using current building codes including, but not limited to, the Historic Building Code provisions of the Uniform Building Code of the state of California,
 - c. That no public or other funding is available for financing renovation or purchase of the building.
2. That the demolition does not eliminate 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, **or in conjunction with,** approval of the demolition of a housing structure.

17.164.055 Administrative Design Review

AF. The following activities are subject to all design criteria of the City of St Helena, however their review shall be conducted administratively by City planning staff:* ~~Design review shall not be required for the following:~~

1. Those activities not described above;
2. Any form of repair or maintenance where the work solely involves the replacement of materials in like kind and form or to any such work in areas not visible to the public from the public right-of-way or areas accessible to the public;
3. An accessory dwelling unit that meets the requirements of Section 17.116.030. (Ord. 17-2 § 10; Ord. 07-4 § 2 (part): prior code § 27.379);
- 4. The alteration, modification or addition to an existing single family residential structure or building unless it is determined by the Planning Director that there is substantial evidence that the proposed alteration, modification or addition would cause significant concern from, or impacts to, the adjacent property owners.**
- 5. The construction of a residential accessory structure in keeping with all development criteria of the zoning district in which the structure is proposed.**

The Planning Director or designee shall review the above project types for conformance with the development criteria of the General Plan, the appropriate zoning district, and all other development criteria as an element of the building permit review process.

*The Planning Director reserves the right to elevate any administrative Design Review to the Planning Commission for review and action.

17.164.060 Exemptions.

A. Whenever the city planner finds that a proposal **which requires Planning Commission review and action**, raises no substantial design problem of the sort outlined in Sections 17.164.010 through 17.164.030, the planner shall place such an exemption recommendation on the planning commission's consent agenda.

B. The planning commission may delegate to the city planner responsibility for review and recommendation for applications for zoning and building permits in those cases, where in the opinion of the commission, the proposed use or structure would not have a significant impact on neighboring properties or on the entire area, or in cases where the proposed use of structure is clearly consistent with the purposes of Sections 17.164.020 and 17.164.030 and the remaining requirements of this chapter and the general plan.

C. The city planner may review and approve the replacement of existing architectural features that do not involve substantial design changes or changes in materials. (Prior code § 27.380)

17.164.070 Submissions.

The proponent shall submit through the city **planner planning division** the following:

A. Preliminary building floor plans and exterior elevations drawn to scale adequate to show clearly the design intent. These plans and exterior elevations shall include structures and significant natural features on abutting properties;

B. A site plan, or plans, at a scale to show clearly the following:

1. The dimensions, orientation, and acreage of each lot or plot to be built upon or otherwise used,
2. Layout of the entire project, and its relation to surrounding properties and the existing buildings thereon,
3. Location and dimensions of present and proposed street and highway dedication required to handle the traffic generated by the proposed use,

4. Location of points of entry and exit for motor vehicles and internal vehicular circulation patterns,
 5. The location and layout of all paved areas including off-street parking and loading facilities,
 6. All existing and proposed topography,
 7. Location and size of existing and proposed planting and screening,
 8. The size, shape and location of existing and proposed construction,
 9. Indication of the proposed use of construction shown on the site,
 10. Location of walls, fences and railings, and the indication of their height and the materials of their construction,
 11. Indication of exterior lighting adequate to determine its character and to enable review of possible hazards and disturbances to the public and adjacent properties,
 12. Indication of other potential disturbances to the public and adjacent properties due to noise or odors to be emitted by the proposed use,
 13. Location, size and design of exterior signs and outdoor advertising,
 14. A landscape plan showing grading, landscape materials and irrigating system,
 15. A statement of sustainable and green building principles that have been incorporated into the site and/or building design,
 16. A fee as determined by resolution of the city council;
- C. A photocopy reduction of items in subsection B of this section at eight and one-half inches by eleven (11) inches;
- D. The city planner may waive any of the above submissions that are believed unnecessary. The city planner may require such other information and exhibits as is deemed reasonably necessary to enable the planning commission **or planning division** to reach an informed result. That information may include:
1. Photographs taken on the site showing structures on adjoining property,
 2. Detailed drawings of decorative elements,
 3. Samples of exterior materials and colors,

4. Location and method of refuse storage,
5. Scale drawings of signs,
6. Sectional studies to explain the character of the design,
7. Scale models and/or perspective drawings and/or perspective drawings superimposed at proper scale on photographs of the property. (Ord. 07-4 § 2 (part): prior code § 27.381)

17.164.080 Stages of inquiry.

Prior to filing any submissions, the proponent and/or their architect are encouraged to meet with the city planner in order to obtain information on the general guidelines which the commission expects to use. The proponent or architect are entitled to have the commission's guidelines as they apply to their project in writing so that if they wish to rely on them, a permanent record of the basis for their reliance will exist. The commission will ordinarily approve, approve with minor modifications, or disapprove a proposal on the submissions described in Section 17.164.070 and for reasons based upon compliance with Sections 17.164.020 and 17.164.030. The commission may expressly reserve approval of detailed aspects of development not possible to decide on the submissions as provided by the proponent. (Prior code § 27.382)

17.164.090 Statement of minimum conditions.

Whenever the commission disapproves a submission, at the request of the proponent it will be obliged to specify in writing the conditions under which a majority of the commission would accept the submission. However, it is not the intent of this section to require the commission to furnish the applicant with a design. (Prior code § 27.383)

17.164.100 Time limitations.

When the city's only discretionary action is design review, the commission shall take action at the first reasonable opportunity, ~~following the submittal and review of a complete application. Unless environmental documentation is required, commission inaction within sixty (60) days of submission of a complete application shall constitute approval. The sixty (60) day review period can be extended by mutual consent of applicant and commission.~~ (Ord. 02-6 § 17: prior code § 27.384)

17.164.110 Notice.

A. Entitlement to, method and time of notice under this chapter shall be determined by the secretary of the commission in consultation with the city attorney. Notice should be circulated to reach all interested members of the community in sufficient time to enable them to

participate meaningfully in commission proceedings and at the same time avoid undue expense and delay to the developer. For this purpose, notice may be had by posting, through advertisements in newspapers of general circulation and readership, by postcards, or any other means approved by the commission secretary and the city attorney.

B. Any person or organization desiring to be notified of any or all meetings held pursuant to a submission required by this chapter shall be entitled to notice by filing a request with the secretary and paying a fee reasonably calculated to meet the costs of such notice. (Prior code § 27.385).

Exhibit B

17.48.090 and 17.52.090 Other standards and uses

6. Outdoor Seating. ~~Design review~~ **Administrative** approval of a **Sidewalk dining permit** is required to establish outdoor seating for dining at restaurants with an approved use permit. Use permit amendment is required for an increase in the number of seats. The ~~design review~~ **sidewalk dining permit** application shall include a plan showing the number of tables and chairs and the area where the dining will be allowed.

- a. Outdoor dining for seating that results in an increase in the number of seats shall be reviewed by the planning department for compliance with parking standards and by Napa County Environmental Management for compliance with regulations pertaining to food storage, health and safety.
- b. For those restaurants that wish to serve alcohol outside, the licensee must obtain approval for premises expansion from the California Department of Alcoholic Beverage Control.
- c. All entrances and emergency exits shall be kept free of obstructions to ingress and egress.
- d. For those restaurants that wish to establish outdoor seating for dining on a sidewalk, the following will be required:
 - i. A one-and-one-half-foot "recovery zone" from the edge of curb that must be kept free of obstructions (CalTrans requirement).
 - ii. A four-foot clear path of travel along the sidewalk must be maintained to provide disabled access.
 - iii. Tables and chairs must be brought indoors when the restaurant is closed.
 - iv. Entertainment shall not be allowed on the sidewalk as part of the restaurant service.
 - v. An encroachment permit must be obtained from the city of St. Helena. Application must include documentation of required liability insurance. The city of St. Helena maintains the preeminent right to use the sidewalk and suspend the right to encroach whenever the city needs use of the sidewalk for other public use or for repair.
 - vi. Sidewalk dining permits are revocable at the will of the city, and such revocations do not result in a taking of the owner's property (i.e., a taking of the restaurant).
 - vii. No more than twenty percent (20%) of a total restaurant seating may be located on the sidewalk or other public property.

- e. For those restaurants wishing to allow patrons to bring dogs to the outdoor dining area, the following regulations shall be enforced:
 - i. Employees and patrons shall not allow dogs to come into contact with serving dishes, utensils, tableware, linens or any other items involved with food service operations.
 - ii. Patrons shall keep their dogs on a leash at all times and shall keep their dogs under control.
 - iii. Dogs shall not be allowed on chairs, tables, or other furnishings.
 - iv. All table and chair surfaces shall be cleaned and sanitized between seating of patrons.
 - v. Dog waste shall be removed immediately and the area immediately cleaned and sanitized with an appropriate product.
 - vi. Dogs shall not be permitted to travel through indoor portions of the public food service establishment.

S.H.M.C. Chapter 17.112.070 Projections over easements and sidewalks

B. Awnings, canopies, and marquees with a minimum vertical clearance of eight feet and attached to a structure may be allowed to extend over a public sidewalk. **Administrative Design Review** and a building permit shall be required to erect an awning **or** canopy ~~or marquee~~^{*}. All awnings, canopies and marquees shall be maintained in good repair and shall be removed when noticeably worn.

From: Heidi Tucker [<mailto:heidi@thesaintnapavalley.com>]
Sent: Monday, August 20, 2018 10:05 PM
To: Noah Housh <NHoush@cityofsthelena.org>
Cc: Aaron Hecock <ahecock@cityofsthelena.org>
Subject: Planning Commission Letter of Support

To:
Noah Housh, Planning and Community Improvement Director
The St. Helena Planning Commission and
the St Helena City Council

I've read through the staff notes of the Planning Commission recommendation to replace the formal Design Review process with an administrative approval process for certain low impact residential and commercial modifications.

I'm very pleased with the report and recommendation, as I believe it will create more efficiency for the city staff and a more business-friendly and cost effective climate for business owners to improve their storefronts for the benefit of all residents and visitors. This will in turn help business owners attract more patrons and ultimately pay more sales tax.

Our community has suffered in recent years, and we have far too many vacant storefronts on Main Street. I fully support and appreciate the Planning Department's goal to streamline excessive red-tape and to use their administrative powers and subject matter expertise to make the best decisions in support of local businesses and our community.

Thank you for bringing forward this recommendation and considering the benefits it will bring to our community.

Cheers,

Heidi



Heidi Bamberg Tucker
The Saint
1351 Main Street, St. Helena CA
707.302.5130
www.thesaintnapavalley.com