



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

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of 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: October 16, 2018 5 - 7
[Commission Minutes 10-16-18](#)
5. PUBLIC HEARINGS
 - 5.1. Request by Bob Superneau on behalf of Citi Bank, N.A. for adoption of a resolution granting demolition permit and design review approval in order to accommodate exterior modifications and site improvements to the property located at 1399 Railroad Avenue in the Central Business (CB) district. 9 - 24

CEQA Determination: Exempt pursuant to Section 15301 and 15303 of the CEQA Guidelines.
Prepared By: Aaron Hecock, Senior Planner
Recommendation:
For the reasons stated above, staff recommends that the Planning Commission:
 1. Determine that the project is exempt from the requirements of CEQA pursuant to Sections 15301 and 15303; and
 2. Accept the required findings and approve a resolution granting

Demolition Permit and Design Review approval for the applicant to make modifications to the building located at 1399 Railroad Avenue.

[PC - Request by Bob Superneau on behalf of Citi Bank, N.A. for adoption of a resolution granting demolition permit and design review approval in order to accommodate exterior modifications and site improvements to the property located at 1399 Railroad Avenue in the Central Business \(CB\) district. - Pdf](#)

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

Below is a link to a list of pending and upcoming projects which may be of interest to the community.

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.

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 November 20, 2018, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on October 24, 2018.



Noah Housh, Planning Director

Appeal. A person who is dissatisfied with a decision of the Planning Commission may appeal that decision to the City Council pursuant to Municipal Code Section 17.08.180, Appeal procedure. Actions of the Planning Commission will be listed on the City Council agenda the following Tuesday to give the City Council opportunity to review the Planning Commission's decision. Absent of an appeal by the City Council or by a citizen, the appeal period will terminate two weeks after the Planning Commission hearing.

Special Assistance for the Disabled. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this

meeting, please call the City Clerk's Office (707) 967-2792. Notification 48 hours prior to the meeting will enable City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility. The City Clerk has equipment to assist those with a hearing impairment.

PUBLIC TESTIMONY PROCEDURES

Pursuant to the Government Code Section 54954.3, the public may address the Commission on each agenda item during the Commission's consideration of that item. Each speaker has the option to state his or her name for the record before testifying. Depending on the number of speakers or the interest of the item, the Planning Commission Chairman may also restrict, at his/her discretion, the speaker's time to three minutes. The

Chairman may also restrict public comments if they become irrelevant to the agenda item or repetitious of prior comments. All persons interested may appear and be heard or submit written statements prior to the Planning Commission meeting. Please note that if you challenge the City's decision on any of these matters in court, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the City at, or prior to, the meeting.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Planning Commission regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the Planning Department's Office located at 1480 Main Street, St. Helena, California, during normal business hours. In addition, such writings or documents will be made available

on the City's web site at <http://cityofsthelena.org> and will be available for public review at the respective meeting.

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

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

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

Absent: None

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No public comment received.

4. CONSENT ITEMS

4.1 Approval of Minutes: October 2, 2018

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

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

5.1 Request by Brian Moore on behalf of Verizon Wireless for adoption of a resolution granting use permit and 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

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301 and 15303; and
2. Consider the required findings enumerated in SHMC Sections 17.164.030 and 17.168.050 and adopt a resolution to approve, modify or deny a use permit and design review for the proposed addition of wireless antennas on the existing PG&E tower located near the 1600 block of Grayson Avenue.

Senior Planner, Aaron Hecock reported on the item.

Brian Moore, applicant, Snehil Tiwari, Radio Frequency Engineer, William Hammett, FCC Radio Frequency Report author, addressed the Planning Commission.

No public comment received.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

6. SCHEDULED MATTERS

No items to report.

7. DEPARTMENT REPORTS

Noah reported on the following:

- Informational open houses on City Measure E and County Measure I
- General Plan & EIR public review and comment period
- Pending applications for future Planning Commissioner
- Cancellation of the Planning Commission meeting of January 1, 2019

8. AGENDA FORCAST

No items to report.

9. ADJOURNMENT

Chair Hardy adjourned the meeting at **7:52 P.M.**

The October 16, 2018 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

Lester Hardy, Planning Commission Chair

Noah Housh, Planning and Community Improvement Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of November 6, 2018

AGENDA SECTION: Public Hearing

FILE NUMBER: PL18-029

SUBJECT: Request by Bob Superneau on behalf of Citi Bank, N.A. for adoption of a resolution granting demolition permit and design review approval in order to accommodate exterior modifications and site improvements to the property located at 1399 Railroad Avenue in the Central Business (CB) 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: 04/11/18

ACCEPTED AS COMPLETE: 10/02/18

LOCATION OF PROPERTY: 1399 Railroad Avenue

APN: 009-212-002

GENERAL PLAN/ZONING: Central Business (CB)

APPLICANT: Bob Superneau

PHONE: (949) 923-6902

BACKGROUND

It should be noted that the building design proposed in the applicant's first submittal consisted of what staff considered to be corporate architecture complete with stone veneer, acme brick and cementitious panels (the plans are attached for reference). As such, staff provided the applicant with a comment letter questioning the building's design and use of materials in the context of St. Helena's Historic Main Street District. To the applicant's credit, they listened to staff's comments and suggestions and completely redesigned the building to better reflect the context of the site and its surroundings.

PROJECT DESCRIPTION

The applicant is requesting design review approval in order to accommodate exterior modifications and site improvements to the property located at 1399 Railroad Avenue in the Central Business (CB) district. These improvements are to both improve the aesthetic of the building and property in general and also to update the property to conform with current building code, fire code and ADA standards.

The existing 2,879 square foot (s.f.) building is located at the southwest corner of the intersection of Adams Street (Adams) and Railroad Avenue (Railroad). Pedestrian access to the building is available from both Adams and Railroad while vehicular access to the parking lot is from Adams with vehicular exits available on both Adams and Railroad. No changes to pedestrian or vehicular access are being proposed as part of the proposed project. The applicant is proposing to make the following improvements to the existing site and structure:

- A complete remodel of the exterior including new siding, new windows, a new roof and the addition of two (2) walk-up ATM machines;
- While the roof will be modified by adding new gabled ends, the height of the existing building will remain unchanged at 23'6";
- The exterior will be finished with a variety of materials including asphalt shingle roofing, half-round shingle siding, tongue and groove siding, board and batten siding, a small stone veneer base, and aluminum clad windows;
- A complete remodel of the interior including removal of the 517 s.f. mezzanine which will reduce the structures overall square footage down to 2,362 s.f.
- A new code compliant covered trash enclosure would be constructed;
- New long-term bicycle parking lockers would be located near the trash enclosure; and
- New landscaping with greater consideration towards the aesthetic of the site would be installed.

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 15301 which exempts the minor alteration of existing private structures and Section 15303, which exempts the construction or conversion of small structures including commercial buildings not exceeding 10,000 square feet. 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 has a General Plan land use designation of Central Business (CB). This designation provides for retail, personal service uses, offices, restaurants, hotels/motels, service stations, public and quasi-public uses, and similar and compatible uses that serve local residents and the surrounding area. Emphasis is on pedestrian-oriented retail and service uses on the ground floor level, with office and residential uses on the upper levels. The intent is for the CB district to remain primarily local resident-serving in character. New uses which serve both local residents and tourists are allowed. General Plan policies applicable to the proposed project include:

- **2.6.33** - Provide sufficient parking to serve the needs of residents in proximity to commercial destinations.
- **2.6.35** - Maintain the Central Business District as the City's social and cultural core and the primary center for retail business.
- **2.6.38** - Encourage primarily local serving businesses in the CB and SC designated areas.
- **2.6.39** - All retail businesses shall conform to a scale commensurate and compatible with the small town character of St. Helena.
- **4.3.1** - Preserve the rural small town quality of St. Helena which includes the compact commercial core of one and two story buildings.
- **4.3.4** - Strengthen community identity by appropriate building design, size, and site landscaping.

Staff Response: Staff finds that the proposed structural modifications are consistent with the General Plan in that they would help improve the overall aesthetic of the site and its surroundings. Additionally, once operational, the bank would provide local serving employment and services.

ZONING

Consistent with the Central Business land use designation in the General Plan, the site exhibits a zoning designation of Central Business (CB). This designation provides for retail, personal service uses, offices, restaurants, hotels/motels and other similar and compatible uses. The intent is for the CB district to remain primarily locally serving in character. New uses which serve both local residents and tourists are allowed; however; uses which are primarily tourist-serving are not permitted. Bank / savings and loan institutions are a permitted use in the CB district.

Pursuant to St. Helena Municipal Code (SHMC) Section 17.164, any new structures or buildings, or exterior revisions to any existing structures or buildings for both permitted and conditional uses shall require design review in the CB district.

Staff Response: The proposed changes described above are to an existing commercial building. No new square footage is being added and the project as described is in conformance with all development standards.

DEMOLITION PERMIT

As provided in SHMC Section 17.164.050(E), 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 approval of the demolition of a housing structure.

Staff Response: The existing building was constructed in approximately 1984 and is not listed on the City of St. Helena's historical resources inventory nor is the existing building architecturally significant. While the structure will not be completely demolished, construction associated with the remodel will require removing the existing walls and roof, however, this work would not impact a historical resource or otherwise negatively affect the character of the immediate area.

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 SHMC 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: Staff believes that the proposed project is consistent with the required design review criteria listed above in that the project consists of exterior modifications and site improvements to an existing commercial building in a commercially designated area. The findings included in the attached resolution identify this compliance. Staff believes the proposed project will improve the site and its surroundings.

HISTORIC RESOURCES

The existing building was constructed in approximately 1984 and is not listed on the City's Historic Resources Master List. The project site is located within the Main 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 Main 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.

Staff Response: The applicant has designed the project to be compatible with the site and its surroundings within the larger Main Street historical context. For this reason, and the reasons stated above, construction associated with the proposed project will not detract from or be incompatible with existing historic districts or structures.

PARKING

The applicant's building is within the City's parking impact overlay district. The purpose of the parking impact overlay district is to establish parking standards for portions of the City generally located within the central business district. This area of the City is impacted by a lack of off-street parking because the buildings are of historic and unique character and were constructed in the early history of the City when automobiles were not as common. Pursuant to SHMC Section 17.104.020 and 17.124.030(D), one (1) parking space is required for each 300 s.f. of building floor area for general commercial and office uses. Therefore, a 2,362 s.f. commercial building is required to provide eight (8) off-street parking spaces.

Staff Response: The existing project site currently provides eleven (11) off-street parking spaces, however, two (2) of those spaces are being removed in order to accommodate long-term bicycle storage, a new code required covered trash enclosure, and associated landscaping. Even with the loss of these two (2) spaces, the project site still provides 9 off-street parking spaces which is one (1) more than required by code.

WATER

Chapter 13.12 of the Municipal Code 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 project consists of remodeling an existing building including the removal of 517 s.f. of floor area; no floor area is being added and the use is not changing, therefore, no "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. Also, the remodeled building would include modern, code compliant fixtures and appliances making it more water efficient than the existing home.

SIGNAGE

The applicant has submitted a separate sign permit application, however, staff is still working with the applicant to ensure that proposed signage is consistent with the SHMC. Therefore, the sign permit application will come before the Commission for consideration at a later date.

ISSUES

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

CORRESPONDENCE

As of the completion of this report staff had received no correspondence related to this application.

STAFF RECOMMENDATION

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Sections 15301 and 15303; and
2. Accept the required findings and approve a resolution granting Demolition Permit and Design Review approval for the applicant to make modifications to the building located at 1399 Railroad Avenue.

ATTACHMENTS

[Resolution](#)

[Applicant Statement](#)

**CITY OF ST. HELENA PLANNING COMMISSION
RESOLUTION NO.
GRANTING DESIGN REVIEW APPROVAL TO
1399 RAILROAD AVENUE (PL18-029)**

PROPERTY OWNER: Gayle Keller Hartsook, Trustee

APN: 009-212-002

RECITALS

1. On April 11, 2018, Citi Bank, N.A. submitted an application for design review approval in order to make exterior modifications and site improvements to the existing commercial building located at 1399 Railroad Avenue in the Central Business (CB) district;
2. A public notice was published in the Napa Valley Register and mailed to residents and occupants within 300 feet of the project site in compliance with state and local law;
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a public hearing on November 6, 2018; and
4. Now, therefore let it be found that, the Planning Commission approves the Design Review 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 the project is exempt from CEQA pursuant to Section 15301, which exempts the minor alteration of existing private structures; and Section 15303, which exempts the construction or conversion of small structures including commercial buildings not exceeding 10,000 square feet in floor area.
- C. Pursuant to Municipal Code Section 17.164.050, the Planning Commission makes the following findings to support the motion to approve the demolition permit to allow for the demolition the existing structure on-site:
 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 in that the existing commercial structure was constructed in 1984 and is not listed on the City's Historical Resources Master List.*
 2. *That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood in that demolition of the existing structure will not negatively affect the character of the neighborhood; and*
 3. *That design review of the proposed replacement structure has been approved in conjunction with the demolition permit.*

1399 Railroad Avenue
Design Review
November 6, 2018

D. 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 a remodel and site improvements to an existing commercial building in a commercially designated area;*
2. *Compatibility of design with the immediate environment of the site in that the project consists of structural and site improvements to an existing commercial building that meets all required development standards;*
3. *Relationship of the design to the site is found to be consistent in that the project was professionally designed in consideration of the unique characteristics of the site and its surroundings;*
4. *That the design is compatible in areas considered by the board as having a unified design or historical character in that the commercial building is not in an area with a unified design and has been designed to be compatible with the site and the surrounding historical area;*
5. *The design promotes harmonious transition in scale and character in areas between different designated land uses in that the project consists of a remodel and site improvements to an existing commercial building in a commercially designated area;*
6. *Compatibility with future construction both on and off the site in that the project consists of a remodel and site improvements to an existing commercial building in a commercially designated area;*
7. *That the architectural design of structures and their materials and colors are appropriate to the function of the project in that the project will enhance the aesthetic appeal of the existing building;*
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 a remodel and site improvements to an existing commercial building in a commercially designated area;*
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 and its limitations;*
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 remodeling of an existing commercial structure;*
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 Adams Street and Railroad Avenue;*
12. *That natural features are appropriately preserved and integrated with the project in that the landscaping plan has been professionally designed to accommodate the site and its limitations;*

1399 Railroad Avenue
Design Review
November 6, 2018

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 in that the project consists of a remodel and site improvements to an existing commercial building in a commercially designated area;*
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 commercial building is not in an area with a unified design character and has 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 the landscape concept depicts an appropriate unity with the various buildings on the site in that the landscaping plan has been professionally designed to accommodate the site and its limitations;*
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 landscaping plan has been professionally designed to accommodate the site and its limitations;*
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 design review 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. This permit shall be vested within one (1) year from the date of approval. A building permit for the improvements allowed under this permit shall have been obtained within one (1) year from the effective date of the permit or the permit shall expire; provided however that the permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals.
3. This permit shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14 day period.
4. Any request for an extension of the permit 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 fees, housing fees, building fees toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior

1399 Railroad Avenue
Design Review
November 6, 2018

to issuance of building permit. Fees shall be those in effect at the time of the issuance of the building permit.

6. Compliance with all permit conditions 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. 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. Pursuant to City Code Chapter 17.146.040, the Housing Impact Fee for telecommunications facilities are determined on a case by case basis. The fee, if applicable will be determined by the Building Department upon submittal of a building permit application.

8. Compliance with all permit conditions shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
9. 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.
10. Provided they are in general compliance with the permit, minor modifications may be approved by the Planning Director.
11. 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.
12. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
13. Construction shall be in compliance with plans submitted and reviewed by the Planning Commission on November 6, 2018, except as modified herein.
14. During construction, the project site shall be adequately fenced and secured to prevent trespassing.

15. Exterior lighting shall be directed or shielded to prevent glare onto the public roadway or adjacent properties.
16. Maintain and preserve stone monument on corner of Railroad Avenue and Adams Street.
17. 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 Department Conditions of Approval

18. 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.
19. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum.
20. The applicant shall install an approved backflow device behind the existing water meter prior to Certificate of Occupancy. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the current requirements of the City of St. Helena's Water Standards and the California Department of Health Standards. Existing meter boxes located within a driveway shall be retrofitted with a traffic-rated box. New laterals shall be located perpendicular to the water main and outside any driveway/drive aisle. Submit utility plans.
21. 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.
22. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the lateral, replacing if necessary and installing any needed cleanouts prior to Certificate of Occupancy.
23. Trash areas, dumpsters and recycling containers shall be enclosed and roofed per State and County standards to prevent water run-on to the trash area and water runoff from the area, to contain litter and trash so that it is not dispersed by the wind or run-off during waste removal. In the event that wine or food is disposed in these areas, the enclosed trash area shall drain to the sanitary sewer system. An area

1399 Railroad Avenue
Design Review
November 6, 2018

drain connected to the sanitary sewer shall be installed in the enclosure area and a structural control such as an oil/water separator or sand filter shall be included. No other area shall drain into the trash enclosure. A sign shall be posted prohibiting the dumping of hazardous materials into the sanitary sewer.

24. Wastewater discharged is subject to all of the requirements and limitations set forth in Chapter 13.20, Sewer Service System, of the St. Helena Municipal Code.
25. No construction may commence until adequate access to fire water supply is available to building sites as approved by the Fire Chief.
26. 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. (Max grades for longitudinal and cross slopes as marked are recommended for design.)
27. An encroachment permit shall be required for any work performed in the public right of way.
28. Applicant shall confirm adequate parking per ADA and City Standards.
29. 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. 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.

Building Department Conditions of Approval

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

Fire Department Conditions of Approval

- 37. Fire sprinklers shall be installed as required by the St. Helena Fire Department per Fire Code standards.
- 38. Fire equipment shall be inspected annually by the Fire Department.

I HEREBY CERTIFY that the foregoing 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 November 6, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Lester Hardy
Chair, Planning Commission

Noah Housh, Planning Director



Stantec Architecture Inc.
38 Technology Drive, Irvine CA 92618-5312

March 26, 2018
File: 222769078

Attention: Planning Division

City of St. Helena
Planning Department
1480 Main Street
St. Helena, CA 94574

**Reference: New Chase Bank – Railroad Ave. & Adams St.
1399 Railroad Ave.
St. Helena, CA 94574**

Site Design and Architectural Review Narrative:

The project site of .21 Acres is located at SE corner of the intersection of Railroad Avenue and Adams Street. The existing building had been used as a bank with pedestrian access from both Railroad Avenue and Adams Street. Entry and exiting to the parking lot is from Adams Street. There is also an existing one-way exit lane along the east end of the building out to Railroad Avenue. We propose to retain this pedestrian and vehicle access. Site utilities exist and will be reutilized.

The overall project intent is to demolish the existing roof, the interior walls (except for the existing vault) and most of the exterior wall finishes but retain the original building's Structural bearing walls around the perimeter and existing footprint while adding a new Roof Structure and taller parapet walls, brick and stone tile veneer and EIFS façade. New insulated glass storefronts and entry doors will be provided.

New tower Entry elements at a height of 26'-6" will face Railroad Avenue and the parking lot. The building will have parapet walls ranging between 18'-0" and 21'-0" in height and will screen any mechanical units.

The interior space will be completely renovated with new columns and roof deck, interior partitions, ceilings, lighting, mechanical, electrical, and plumbing systems and the existing mezzanine will be eliminated.

Site development will include resurfacing and restriping the existing asphalt parking lot. Parking spaces in excess of the required 8 parking spaces will be utilized for a new trash enclosure and long-term bike storage. The remaining existing parking spaces, as well as the one handicap parking space, will remain. Short term bike storage will be added near the entrance on Railroad Avenue. New landscaping will be installed along Railroad Avenue along the length of the building façade. The existing evergreen hedge along Adams Street will remain. The existing wood privacy fence along the east side of the building will also remain.

Site Lighting and Accessible route from the existing parking lot and ADA space to the SE entry will also be improved in compliance with Building and Planning codes.

Design with community in mind



March 26, 2018

Error! Reference source not found.

Page 2 of 2

**Reference: New Chase Bank – Railroad Ave. & Adams St.
1399 Railroad Ave.
St. Helena, CA 94574**

Thank you in advance for your consideration.

Regards,

A handwritten signature in blue ink, appearing to read 'Bob Superneau', with a long horizontal flourish extending to the right.

Stantec Architecture, Inc.
Bob Superneau
Project Manager
Phone: (949) 923-6905
Fax: (949) 923-6190
Bob.SuperneauJr@stantec.com

Design with community in mind