



**City of St. Helena  
Planning Commission  
Regular Meeting  
Tuesday, June 1, 2021 @ 6:00 PM  
Published: Friday, May 21, 2021 9:23 AM  
Revised: Friday, May 21, 2021 9:23 AM**

In accordance with Executive Order N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways: Members of the public may not physically attend meetings. The Planning Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website, barring technical difficulties. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for Planning Commission meetings will be accepted via email to [publiccomment@cityofstheleena.org](mailto:publiccomment@cityofstheleena.org). All public comments must be emailed by 4:00 PM prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line Planning Commission agenda.

**Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions.**

Spanish translation for this meeting will be offered. To access Spanish translation, you will need to join the meeting using the Zoom app from a computer, iPad or iPhone. You will see an icon on the screen that will allow you to choose Spanish translation. To learn how to use Zoom, please see the instructions below.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/83126645405>

Or One tap mobile :

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Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

**Meeting ID: 831 2664 5405**

International numbers available: <https://us02web.zoom.us/j/83126645405>

**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.**

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**Ciudad de Santa Helena  
Reunión del Comisión de Planificación  
1 de junio del 2021 @ 6:00 PM**

**De acuerdo con las órdenes ejecutivas N-25-20, N-29-20, y la orientación del Departamento de Salud Pública de California sobre reuniones, se permite la participación pública virtual.**

Seguiremos la Orden de la siguiente manera: Los miembros del público no pueden asistir físicamente a las reuniones. La reunión del Comisión de Planificación de la Ciudad se transmitirá en vivo por el Canal 28 de Comcast y en el sitio web de la Ciudad, salvo dificultades técnicas. Aquellos miembros del público que deseen participar deben hacerlo de forma virtual a través de las reuniones electrónicas de Zoom de las siguientes maneras; iniciando sesión en el enlace Zoom ubicado en la agenda de la reunión (descargue la aplicación en su computadora o dispositivo móvil) e ingrese el ID de la reunión o llamando al número ubicado en la agenda e ingrese el ID de la reunión. Se aceptarán comentarios públicos para la reunión del Comisión de Planificación por correo electrónico a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Todos los comentarios públicos se harán públicos y se adjuntarán a la agenda, pero no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda al día siguiente.

**Consulte el final de la agenda para obtener instrucciones detalladas de PARTICIPACIÓN PÚBLICA.**

Se ofrecerá traducción al español para esta reunión. Para acceder a la traducción al español, deberá unirse a la reunión utilizando la aplicación Zoom desde una computadora, iPad o iPhone. Verá un icono en la pantalla que le permitirá elegir la traducción al español. Para aprender como utilizar Zoom, consulte las instrucciones a continuación.

Haga clic en el enlace a continuación para participar en la reunión:

<https://us02web.zoom.us/j/83126645405>

O por iPhone one-tap:

US: +16699006833,,83126645405# or +13462487799,,83126645405#

O por telefono:

Marque (para mejor calidad de llamada, marque al numero basado en su localizacion actual):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

**ID de la Reunión: 831 2664 5405**

Números Internacionales Disponibles: <https://us02web.zoom.us/j/83126645405>

**TENGA EN CUENTA: Cualquier persona que desee hablar sobre un tema en la agenda o hacer un comentario en la sección de "comentario público" de la agenda puede hacerlo, pero por favor observe el límite de tiempo de cuarto minutos.**

Page

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

Chair: John Ponte

Vice Chair: Daniel Hale

Commissioners: Autumn Anderson, Rosaura Segura and Marika Rothfeld.

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: May 18, 2021

9 - 10

[Planning Commission Minutes 05.18.2021](#)

5. PUBLIC HEARINGS

5.1. Request by John Palmer (property owner) for adoption of a resolution recommending Tentative Parcel Map approval to accommodate the subdivision of an existing 2.23-acre parcel into two (2) separate parcels, located at 1780 Dean York Lane in the Low Density One Acre (LR-1A) zoning district.

11 - 22

CEQA Determination: Exempt pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines.

Prepared By: Chantal Power

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA under Section 15315 as a Class 15 "Minor Land Divisions" categorical exemption, and further find that the proposed project is within the scope of the findings and analysis of the 2040 General Plan Update and Zoning Code, whereby the allowances for such a proposed subdivision are expressly identified and permissible.
2. Accept the required findings and adopt the resolution recommending approval of the requested Tentative Parcel Map to the City Council.

[1780 Dean York Ln. - Staff Report](#)

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:

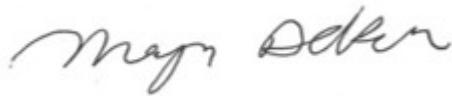
[http://www.cityofsthelena.org/projects?term\\_node\\_tid\\_depth=21](http://www.cityofsthelena.org/projects?term_node_tid_depth=21)

Please contact the assigned project Planner for additional questions.

9. **ADJOURNMENT**

The next Regular Planning Commission meeting is scheduled for June 15, 2021.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on May 21, 2021.



Maya DeRosa, Planning & Building 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.

#### **THE CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN VIRTUAL PLANNING COMMISSION MEETINGS**

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and Governor Newsom's Executive Order N-25-20. These guidelines relate to social distancing, and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the St. Helena Planning Commission will host a Virtual Planning Commission Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment. The meeting will also be recorded, livestreamed, and posted on the City's website after the adjournment of the meeting if technical difficulties occur: <https://sthelena.civicweb.net/Portal/>

**The ZOOM web link, meeting ID, and phone number will be listed at the top of the Planning Commission Meeting Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.**

#### **How to Watch or Listen to Planning Commission Meetings:**

1. Watch on Comcast Channel 28
2. Watch the livestreaming video on the City's website
3. Watch and Listen on Zoom.us by clicking on the link in the Planning Commission Agenda

4. Listen only by calling the Zoom number listed on the Planning Commission Agenda

**Watch Planning Commission Meetings by Joining the Zoom Meeting:**

1. **By Computer, Tablet, or Smart Phone:**

- a. Before joining the virtual Planning Commission Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit [zoom.us/signup](https://zoom.us/signup) and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
- b. If you are logged into your account, Enter the **Meeting ID** listed on the Planning Commission Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
- c. Select if you would like to connect audio and/or video and tap **Join Meeting**.
- d. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

1. **Listen Only by Telephone:**

- a. **Dial** the number listed on the Planning Commission Agenda.
- b. At the prompt, enter the **Meeting ID** provided on the top of the Planning Commission Meeting Agenda and **Press #. A participate ID is not required.**
- c. To disconnect from the meeting, hang up the phone.

**Ways to Provide Public Comment:**

While attending the virtual Planning Commission Meeting, the public will have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Chair will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

1. **Send a Public Comment in by 4:00 PM Prior to the Meeting to:**  
[publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org)

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Please include in the subject line "COMMENT TO PLANNING COMMISSION and the AGENDA ITEM". Any public comment is required to be submitted no later than 2 hours before the scheduled meeting and will be included as an attachment to the agenda. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 4:00 PM will be attached to the agenda the following day.

2. **Provide Comment through Zoom meeting from a computer, tablet, or smart phone**

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the **“raise hand”** feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the **‘raise hand’** button again.

### **3. Call in to the ZOOM meeting from a cell phone or landline phone only**

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial **\*9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press **\*9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.





**MINUTES**  
**City of St. Helena**  
**Planning Commission Meeting**  
**Tuesday, May 18, 2021 @ 6:00 PM**

In accordance with Executive Orders N-25-20, N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways: Members of the public may not physically attend meetings. The Planning Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website, barring technical difficulties. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for Planning Commission meetings will be accepted via email to [publiccomment@cityofsthenela.org](mailto:publiccomment@cityofsthenela.org).

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 John Ponte, Vice Chair Daniel Hale, Commissioner Autumn Anderson, Commissioner Marika Rothfeld, and Commissioner Rosaura Segura

**Absent:** None

**Staff Present:** Maya DeRosa, Planning & Building Director, John Wanger, Interim City Engineer and Xinia Gamero, Permit Technician II

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

No public comment was received.

**4. CONSENT ITEMS**

**4.1 Approval of Minutes: April 6, 2021**

Commissioner Autumn Anderson moved to approve the Minutes as presented. The motion was seconded by Commissioner Rosaura Segura and on roll call carried by the following vote:

AYES: John Ponte, Daniel Hale, Autumn Anderson, Marika Rothfeld, and Rosaura Segura  
 NOES: None  
 ABSENT: None  
 ABSTAIN: None  
 RECUSE: None

**5. PUBLIC HEARINGS**

None.

**6. SCHEDULED MATTERS**

- 6.1 \*\*Consideration and proposed approval of a resolution determining that the FY 2021/22 Capital Improvement Program (CIP) is in conformance with the General Plan

Prepared By: John Wanger, Interim City Engineer

**Recommendation:**

Adopt the attached resolution determining that Fiscal Year 2021/2022 Capital Improvement Program is in conformance with the General Plan.

Interim City Engineer John Wanger reported on the item and showed a presentation to the Commission.

No public comment was received.

Vice-Chair Daniel Hale moved to approve the item as presented. The motion was seconded by Commissioner Autumn Anderson and on roll call carried by the following vote:

AYES: John Ponte, Daniel Hale, Autumn Anderson, Marika Rothfeld, and Rosaura Segura

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

**7. DEPARTMENT REPORTS**

Planning and Building Director Maya DeRosa reported on the following:

- Hunter project update and review of the Draft EIR.

**8. AGENDA FORCAST**

**9. ADJOURNMENT**

Chair Ponte adjourned the meeting at **6:23 p.m.**

**APPROVED:**

**ATTEST:**

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John Ponte, Planning Commission Chair

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Maya DeRosa, AICP  
Planning and Building Director



## PLANNING COMMISSION REPORT

Planning Commission Meeting of June 1, 2021

**FILE NUMBER:** PL21-011

**SUBJECT:** Request by John Palmer (property owner) for adoption of a resolution recommending Tentative Parcel Map approval to accommodate the subdivision of an existing 2.23-acre parcel into two (2) separate parcels, located at 1780 Dean York Lane in the Low Density One Acre (LR-1A) zoning district.

**PREPARED BY:** Chantal Power

**REVIEWED BY:** Maya DeRosa, Planning & Building Director

**APPROVED BY:** Maya DeRosa, Planning & Building Director

**APPLICATION FILED:**04/02/21

**ACCEPTED AS COMPLETE:**04/30/21

**LOCATION OF PROPERTY:** 1780 Dean York Lane

**APN:** 009-690-021

**GENERAL PLAN/ZONING:** Low Density Residential (LDR), Low Density Residential One Acre Minimum (LR-1A)

**APPLICANT:** John Palmer

**PHONE:** (707) 963-3133

### **BACKGROUND**

The project site is an existing 2.23-acre property located at 1780 Dean York Lane and is currently developed with one 3,432 square foot single family home, a 490 square foot covered storage structure, and a 96 square foot shed. The site is surrounded by large estate properties developed with single family homes, and some with agricultural activities occurring within their boundaries. The site is accessed from Dean York Lane to the south.

### **PROJECT DESCRIPTION**

The applicant is seeking Tentative Parcel Map (TPM) approval to allow a two-lot subdivision of an existing 2.23-acre parcel. "Parcel 1" is proposed to be 1.0 acres in size,

and "Parcel 2" will encompass the remaining 1.23 acres. Parcel 1 is proposed to have frontage onto Dean York Lane with no direct access to Parcel 2.

The site is designated Low Density Residential (LDR) in the 2040 General Plan Update and Low Density Residential One Acre Minimum (LR-1A) in the Zoning Code and is located within the City's Urban Limit Line (ULL). Surrounding land uses are primarily low-density residential estate lots, with nearby agricultural areas outside the ULL.

No new development is proposed in connection with the requested tentative parcel map. Conditions have been added to the resolution that explicitly require the future design plans of any home to be reviewed and approved by the Planning Commission as part of a public hearing process. Any future proposals for development will be presented to the Planning Commission for discretionary review at a scheduled and noticed public hearing. Any future development must meet all the required development criteria of the LR-1A zoning district, including setbacks, floor area ratios (FAR's), height restrictions, etc. The same conditions also specifies that the architecture and design will be compatible with the surrounding area and will be located and designed to avoid privacy impacts on surrounding properties.

## **ANALYSIS**

### **CEQA**

Staff has conducted the required analysis and concluded that the project is categorically exempt from the requirements of CEQA, pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines. Class 15 exemptions apply to the division of properties in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning requirements, no variances or exceptions are required, all services and access to the larger parcel within the previous 2 years, and parcels not having an average slope greater than 20 percent.

The proposed land division is consistent with this exemption, in that:

1. The subject property is zoned for residential uses, and will consist of two (2) newly created parcels.
2. The division is consistent with both the property's Low Density Residential (LDR) General Plan designation, and the Low Density Residential One Acre Minimum (LR-1A) zoning designation.
3. No variances or exceptions are required for this division.
4. All services and access to the proposed parcels to local standards are available.
5. The subject property was not involved in a division of a larger parcel within the previous two (2) years.
6. The subject property does not have an average slope greater than 20 percent.

### **GENERAL PLAN**

The subject property has a General Plan land use designation of Low Density Residential (LDR). The LDR land use designation applies to limited areas of the City with large, residentially subdivided parcels, particularly those near the City's perimeter. Additionally, the designation includes single-family detached homes and limited agricultural uses. The 2040 General Plan Update and Housing Element policies applicable to the proposed project include:

- **LU1.4** In order to minimize and postpone the need for expansion of the Urban Limit Line, encourage infill development as set forth in the Public Facilities and Services Element.
- **LU1.5** Require new development to provide adequate infrastructure and urban services, including compliance with the policies and implementing actions affecting new development as set forth in the Public Facilities and Services Element.
- **HE2.1** Encourage higher density development where appropriate.
- **HE2.6** Promote a balance of types of housing throughout the whole community.
- **PF2.A** Require all new units on parcels less than two acres, except those in the Woodlands and Watershed District, to connect to the City sewer. All existing units within 200 feet of an existing sewer shall connect to the City sewer whenever feasible. Many of the residential units cannot expand without abandoning on-site septic systems and connecting to the sewer which may, in some cases, require extension of the sewer.

Staff finds that the project is consistent with the 2040 General Plan Update, in that: 1) the proposed new parcel would be created as a logical and orderly extension of the existing development pattern in this area of St. Helena; 2) adequate services are existing and available to serve the currently undeveloped proposed Parcel 1; 3) the creation of the new parcel is also identified as an in-fill project, as it is intended to facilitate future construction of one single family home; 4) the future development of Parcel 1 would be at a density that supports the transitional scale and density from low density residential to agricultural and estate single family uses in this part of St. Helena.

Additionally, most Housing Element policies do not apply directly to the proposal to create one new 1.0-acre parcel from an existing residentially designated property for future single-family development. However, staff finds that the proposal to create two new parcels, one with an existing home and accessory structures, and one intended to facilitate the development of a new single-family residential use is not in conflict with existing adopted HE policies and does seek to slightly increase the existing residential density in an appropriate location, transiting from low density housing to agricultural and residential estate homes; the future construction of a home on the Parcel 1 would add to the variety of housing types within the community; and any new development would be subject to all water and energy efficiency mandates for residential construction, and will be required to connect to the City sewer.

#### **SUBDIVISION**

The Planning Commission shall adopt findings and recommendations for approval, conditional approval or denial of the map for the City Council. City Council shall hold a

noticed public hearing to consider the tentative map and the report and recommendations of the planning commission.

Planning Commission shall recommend approval of the proposed parcel map if the following findings established in Section 16.16.080(A) are made:

1. That the proposed subdivision, together with the provisions for its design and improvement, is consistent with the 2040 General Plan Update, any applicable specific plan, and other applicable provisions of the SHMC; and
2. Except for condominium conversion projects where no new structures are added, that the design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the state Subdivision Map Act and any guidelines promulgated by the City Council.

Staff finds that the proposed tentative Parcel Map meets both findings for approval, in that it is consistent with the standards established for the Low Density Residential (LDR) General Plan land use designation and the Low Density Residential One Acre Minimum (LR-1A) zoning designation. In addition, while no physical development is associated with this application, the future development of this property will be harmonious and similar to the surrounding low density residential neighborhood, which allows for passive or natural heating or cooling opportunities.

## **ZONING**

Consistent with the adopted 2040 General Plan Update, the subject property is designated Low Density Residential One Acre Minimum (LR-1A) by the SHMC. The LR-1A district provides for single-family detached homes, accessory dwelling units, and limited agricultural uses.

Municipal Code Section 17.36.060 (Development Standards) requires a minimum lot size of one (1) acre in the LR-1A district, along with a minimum of 70 feet for both the lot width and frontage. Both parcels are consistent with these requirements as they are one (1) acre or more in size with lot widths/frontages of 168 feet and 211 feet respectively. Additionally, Parcel 2 which contains the existing structures, meets all other development standards established in Section 17.36.060, including setbacks, lot coverage, and F.A.R.

**Infrastructure:** The project proposes two parcels each with an average slope of 3 to 5 percent. Proposed Parcel 1 is one (1) acre in area and is currently undeveloped with no public utility connections. Parcel 2 contains a 3,432 square foot home with connections to City Water and City Sewer, gas and electric services and an existing on-site well.

**Road Access:** Both proposed parcels have vehicular access from Dean York Lane. The portion of Dean York Lane adjacent to the project site is a rural standard, public road. No development is proposed with this application, so no road improvements would be required to accommodate the creation of an additional undeveloped parcel.

*Potable Water:* Parcel 2 has access to a City Water and an existing well on the site. Any homes developed on Parcel 1 will be required to comply with the City's Water Neutrality Program and allowance of a new water connection will be restricted if the City is in a Phase II or III water emergency at the time of construction. No development is proposed in connection to this proposed parcel map. A condition has been included that any future development will require a floor plan and water neutrality report with the design review application.

*Waste Water:* Parcel 2 has access to the City Sewer. Parcel 1 will be required to connect to the City Sewer at such a time that a proposal to develop the site is submitted to the City.

### **WATER NEUTRALITY**

Future development of the project site would be subject to the City's Water Neutrality requirements. However, the approval of the requested Tentative Map does not require water neutrality report or analysis.

### **ISSUES**

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

### **CORRESPONDENCE**

As of the completion of this report, staff had not received correspondence related to this application.

### **STAFF RECOMMENDATION**

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

1. Determine that the project is exempt from the requirements of CEQA under Section 15315 as a Class 15 "Minor Land Divisions" categorical exemption, and further find that the proposed project is within the scope of the findings and analysis of the 2040 General Plan Update and Zoning Code, whereby the allowances for such a proposed subdivision are expressly identified and permissible.
2. Accept the required findings and adopt the resolution recommending approval of the requested Tentative Parcel Map to the City Council.

### **ATTACHMENTS**

1. PL21-011 Resolution
2. Proposed Tentative Parcel Map
3. Applicant's Written Statement

### **ATTACHMENTS**

[PL21-011 Resolution](#)

[Proposed Tentative Parcel Map](#)

[Applicant's Written Statement](#)

**CITY OF ST. HELENA PLANNING COMMISSION**

**RESOLUTION NO.**

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA  
RECOMMENDING THE CITY COUNCIL APPROVE A TENTATIVE PARCEL MAP TO  
ALLOW THE SUBDIVISION OF AN EXISTING 2.23-ACRE PROPERTY INTO TWO  
PARCELS LOCATED AT 1780 DEAN YORK LANE IN THE CITY OF ST. HELENA,  
CALIFORNIA**

**PROPERTY OWNER:** John Palmer

**APN:** 009-690-021

**Recitals**

1. The property owner requests adoption of a resolution recommending approval of a tentative parcel map in order to accommodate the subdivision of a 2.23-acre parcel into two parcels; Parcel "1" (1-acre), and Parcel "2" (1.23-acre) on a property located at 1780 Dean York Lane in the Low Density Residential One Acre Minimum (LR-1A) zoning district.; and
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; and
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on June 1, 2021; and
4. Now, therefore let it be found that the Planning Commission recommends the City Council approve the tentative parcel map thereby authorizing the requests 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 qualifies for a Class 15 Categorical Exemption pursuant to Section 15315 (Minor Land Divisions), of the California Environmental Quality Act (CEQA) Guidelines. Section 15315's Class 15 Categorical Exemption applies to the division of properties in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, parcels not involved in a division of a larger parcel within

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the previous 2 years, and parcels not having an average slope greater than 20 percent.

C. The Planning Commission has considered the findings identified in Municipal Code Section 16.16.080(A) to support the motion to recommend approval of the Tentative Parcel Map given that the project has been found to demonstrate:

1. That the proposed subdivision, together with the provisions for its design and improvement, is consistent with the general plan, any applicable specific plan, and other applicable provisions of this code; and
2. That the design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the State Subdivision Map Act and any guidelines promulgated by the City Council.

Staff finds that the proposed Tentative Parcel Map meets both findings for approval, in that it is consistent with the standards set for under both the Low Density Residential (LDR) General Plan designation and the Low Density Residential One Acre Minimum (LR-1A) zoning designation. In addition, while no physical development is associated with this application, the future development of this property will be harmonious and similar to the surrounding large-lot, low density residential neighborhood, which allows for passive or natural heating or cooling opportunities.

#### **Planning Department Conditions of Approval**

D. The Planning Commission recommends the City Council approve a tentative parcel map 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 Tentative Parcel Map approval shall be vested within one (1) year from the date of approval. Recordation of the Final Map for the parcel allowed under this approval shall have been obtained within one (1) year from the effective date of the Parcel Map decision or these approvals shall expire; provided however that the approved Parcel Map 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. The Tentative Parcel Map approval shall not become effective until fourteen (14) calendar days after presentation of the item to the City Council, providing that the action is not reviewed or appealed by the City Council or any other interested party within that 14-day period.

3. 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.
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. Compliance with all permit conditions shall be clearly identified on all plans submitted for Final Map approval, shall occur in accordance with specific regulations. Recordation of a map may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
6. 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.
7. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
8. This Tentative Parcel Map 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.
9. 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.
10. Final Map submittal shall be in compliance with approved plans and exhibits dated May 3, 2021.
11. Any future development of the project site shall be consistent with St. Helena Municipal Code Article IV, Water Conservation Section 13.12.030, New Development, requiring that the applicant shall be retrofit a mandated number of fixtures to off-set the water use and demand of the future development. Appeals to this requirement may be made pursuant to Article IV, Section

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- 18.46. The exact number of retrofits may change dependent upon final floor area submitted for the future Design Review and/or building permit.
12. All conditions of approval shall be clearly identified and included on all plans submitted for future permit review and issuance.

**Public Works Department Conditions of Approval**

13. All parcels shall have separate access to the City of St. Helena municipal water system. Approval of any new development on an undeveloped parcel is contingent upon the ability of the City to provide water without exceeding the safe annual yield of its water supply. Phase II Water Emergency Regulations are currently in effect.
14. Approval of any new development on an undeveloped parcel adequate sewage treatment capacity available at the City treatment plant. Future development requires a connection to the City sewer system.
15. Approval of future projects shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
16. For any future improvements, a grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining, and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.
17. For any future improvements, drainage needs to be routed to prevent inundation of neighboring properties. Grading and/or site improvement plans shall show how 2-year and 10-year storm flows shall be infiltrated on site and/or diverted at the property lines to prevent inundation of neighboring properties.
18. Any future improvements will require the preparation and implementation of a Stormwater Control Plan as required by the Bay Area Stormwater Management Agencies Association (BASMAA) Post-Construction Manual, dated July 14, 2014 or latest edition.
19. Erosion and sediment control plans for future improvements shall conform to the latest State and City codes at a minimum. If the proposed/new landscaping involves an area greater than 500 square feet or rehabilitation of more than 2,500 square feet, the proposed landscaping shall comply with the State's Model Water Efficient Landscape Ordinance (MWELO). MWELO

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compliance shall be demonstrated for each parcel as part of each individual building permit submittal. The applicant shall submit the MWELO application at the time of the building permit submittal. The application is located here: [https://www.cityofsthenana.org/sites/default/files/fileattachments/public\\_works/page/2491/mwelo\\_ldp\\_cc.pdf](https://www.cityofsthenana.org/sites/default/files/fileattachments/public_works/page/2491/mwelo_ldp_cc.pdf)

20. Future improvements will be required to comply with the City's Water Neutral Policy for Development.
21. Future improvements shall require the installation of an approved backflow device behind the 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.
22. Future 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.
23. No future construction may commence until adequate access to fire water supply is available to building sites as approved by the Fire Chief.

**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 June 1, 2021 by the following roll call vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

APPROVED:

ATTEST:

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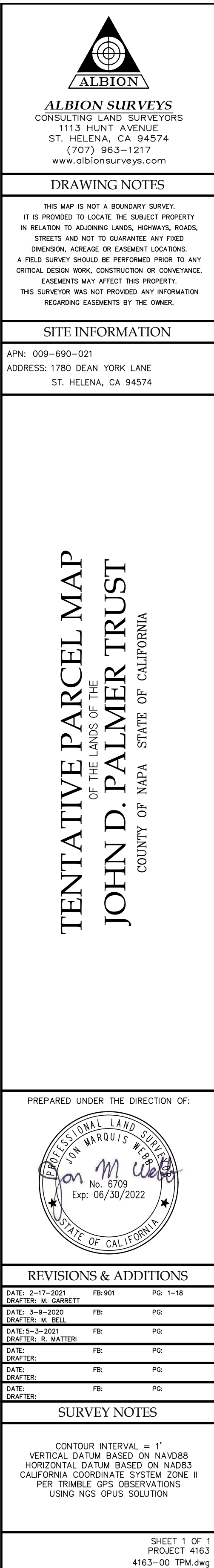
John Ponte  
 Chair, Planning Commission

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Maya DeRosa, AICP  
 Planning and Building Director

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**NEW ALBION SURVEYS**  
CONSULTING LAND SURVEYORS

**RECEIVED**  
By xgamero at 3:18 pm, Apr 02, 2021

1113 Hunt Avenue, St. Helena, CA 94574  
(707) 963-1217 ♦ FAX (707) 963-1829  
E-Mail: [jwebb@albionsurveys.com](mailto:jwebb@albionsurveys.com)

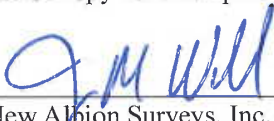
**PROJECT STATEMENT**

Tentative Parcel Map for John D. Palmer Trust  
1780 Dean York Lane  
APN 009-690-021

The applicant/owner is filing this Tentative Parcel Map on a 2.23 acre parcel located at 1780 Dean York Lane. The property is zoned Low Density, 1 acre minimum. The application seeks to subdivide the 2.23 acre parcel into 2 parcels, Proposed Parcel One being 1.00 acre and Proposed Parcel 2 being 1.23 acres. Each proposed parcel will have frontage upon Dean York Lane.

No new Development is proposed at this time, under this application. Currently the property has a Residence, Well, City Water and City Sewer which will remain on Parcel 2. Parcel 1 will be vacant and will seek City Sewer and Water connections when it is developed in the future.

Prepared by Jon M Webb on behalf of the John D. Palmer Trust by New Albion Surveys, Inc.  
Please copy all correspondence related to this application to the undersigned,

  
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New Albion Surveys, Inc.  
Jon M Webb, PLS  
1113 Hunt Avenue  
St Helena, CA 94574  
707-963-1217  
[jwebb@albionsurveys.com](mailto:jwebb@albionsurveys.com)

  
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Date