



**City of St. Helena  
Planning Commission  
Regular Meeting  
Tuesday, August 17, 2021 @ 6:00 PM**

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/86148646661>

Or One tap mobile :

US: +16699006833,,86148646661# or +13462487799,,86148646661#

Or Telephone:

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**Meeting ID: 861 4864 6661**

International numbers available: <https://us02web.zoom.us/j/86148646661>

**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  
17 de agosto 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:

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O por telefono:

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

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**ID de la Reunión: 861 4864 6661**

Números Internacionales Disponibles: <https://us02web.zoom.us/j/86148646661>

**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.**

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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)

5. PUBLIC HEARINGS

- 5.1. Request by Chris Phelps of Chris Phelps Wines, LLC for adoption of a resolution approving a use permit to allow wine tasting by appointment at the wine administrative office located at 1400 Oak Ave. Suite B in the Central Business zoning district.

9 - 35

CEQA Determination: The project is categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301 which exempts the operation, permitting and leasing of private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not 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.

Prepared By: Xinia Gamero, Permit Technician III

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 CEQA Guidelines Section 15301; and

2. Accept the required findings and approve a resolution granting use permit approval for wine tasting uses in the building located at 1400 Oak Ave. Suite B.

[Staff Report - 1400 Oak Ave. Ste. B Use Permit](#)

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:

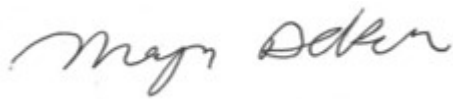
[http://www.cityofsthelena.org/projects?term\\_node\\_tid\\_depth=21](http://www.cityofsthelena.org/projects?term_node_tid_depth=21)

Please contact the assigned project Planner for additional questions.

9. **ADJOURNMENT**

The next Regular Planning Commission meeting is scheduled for September 7, at 6:00 p.m.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on August 6, 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.







## PLANNING COMMISSION REPORT

Planning Commission Meeting of August 17, 2021

**FILE NUMBER:** PL21-019

**SUBJECT:** Request by Chris Phelps of Chris Phelps Wines, LLC for adoption of a resolution approving a use permit to allow wine tasting by appointment at the wine administrative office located at 1400 Oak Ave. Suite B in the Central Business zoning district.

**PREPARED BY:** Xinia Gamero, Permit Technician III

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

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

**APPLICATION FILED:** 05/11/21

**ACCEPTED AS COMPLETE:** 07/27/21

**LOCATION OF PROPERTY:** 1400 Oak Ave. Suite B

**APN:** 009-223-011

**GENERAL PLAN/ZONING:** Central Business District (CB)

**APPLICANT:** Chris Phelps Wines, LLC

**PHONE:** (707) 486-9779

### **BACKGROUND**

Chris Phelps Wines is a small, family-owned winery that produces less than 500 cases of wine annually in the Napa Valley. Josh Phelps, applicant's son, currently subleases the office space from the current tenant as administrative offices for his company Grounded Wine Co. He will continue to sublease the space when Chris Phelps Wines becomes the new tenant.

Ancillary to the wine office, Chris Phelps would like to self-host tastings by appointment-only for Chris Phelps Wines LLC. Wines that adhere to the 75% rule for the Napa Valley appellation are permitted to be poured during a tasting appointment.

**PROJECT DESCRIPTION**

The applicant is seeking approval of a use permit in order to host wine tastings by appointment only to continue to sustainably conduct their day-to day wine operations. The 1,290 square foot (sf) space is located adjacent to the Napa Valley Roasting Co. at the corner of Adams St. and Oak Ave. in the Central Business District. The space will continue to primarily be utilized as an office use and an existing table for meetings will be utilized to seat up to eight for wine tasting (See existing and proposed floorplan). The remainder of the space will continue to be used as office space. The space includes a 154 square foot (sf) loft area used exclusively for storage and one restroom.

The appointment-only tastings would be hosted seven (7) days a week (Monday-Sunday) from 10:00am to 6:00pm, and the number of visitors would be limited to eight (8) seats per tasting with a maximum of twelve (12) visitors per day. Hours of operation for the administration office will be Monday through Friday from 8:00 am to 5:00 pm and the maximum number of people working in the office at any given time would be four (4). Per St. Helena Municipal Code (SHMC) Section 17.48.030, only wines that adhere to the 75% rule for the Napa Valley appellation would be permitted to be poured during tasting appointments.

**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 operation, permitting and leasing of private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not 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). The CB land use designation provides for retail and commercial uses that serve local residents and the surrounding area. Typical CB uses include offices, restaurants, specialty retail and lodging, with particular emphasis on pedestrian-oriented retail and service uses on the ground floor level and offices located on upper floors. Residential uses can be considered for upper floor areas but are subject to discretionary use permit review and approval. The maximum allowable FAR in CB-designated areas is 2.0. The CB district extends from Sulphur Creek along Main Street to midway between Adams Street and Pine Street, west to Oak Avenue and along the north side of Adams Street east of Main Street. The 2040 St. Helena General Plan Update includes the following policies that are relevant to the proposed project:

LU3.1 Strengthen the downtown as the City's social and cultural core, and as the primary center of retail services. Facilitate a healthy mix of retail and commercial uses, residential development, entertainment, and lodging.

LU3.2 Enhance the pedestrian-oriented character of commercial areas and provide for convenient pedestrian and bicycle connections to encourage walking and reduce vehicle trips within the commercial area.

LU3.3 Support the redevelopment of auto-oriented commercial areas into pedestrian-friendly commercial uses.

LU3.5 Ensure that new retail and commercial development is compatible with and complementary to St. Helena's small-town image. In addition, within the City's Central Business District, new retail and commercial development should be of a scale and type that complements the historic character.

LU5.6 Permit wineries and other agricultural-related industries to locate in the city if their location does not adversely impact surroundings, uses, or city services (water, traffic, etc.) or the quality and character of the community.

ES1.1 Maintain central St. Helena as the social, cultural, and economic heart of the City by supporting infill and redevelopment of vacant and underutilized parcels in the central St. Helena area.

ES1.2 Identify and expand economic sectors in which the City has competitive advantages and capitalize on these strengths in order to diversify local economic activities and strengthen St. Helena's role as an agriculturally-based service center for the surrounding area.

ES1.6 Support local arts, cultural activities, and entertainment that can contribute to the local economy.

ES2.1 Support the development of responsible, visitor-serving components to the City's economy as a valuable source of jobs, tax revenues, and cultural amenities. Promote policies that facilitate and encourage this type of sustainable economic development.

ES2.2 Encourage visitor-serving uses oriented toward an upscale market, consistent with the Valley's reputation as a producer of world-class wines. Discourage the introduction of uses that are dependent upon a mass tourist market.

ES2.3 Ensure a diverse mix of uses that avoids an over-representation of any particular use. Remove the cap on the number of hotel and motel rooms and restaurant seats but continue to limit vacation rentals.

*Staff Response: In accordance with the General Plan and in particular those policies listed above, the proposed project would support both a local and visitor serving component to the City's economy by providing jobs, tax revenue, and additional amenities. The project would also be oriented toward an upscale market, consistent with the Valley's reputation*

*as a producer of world-class wines. For these reasons, the proposed project exhibits overall consistency with the General Plan Update 2040.*

## **ZONING**

Like the General Plan land use designation, the site has a zoning 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. St. Helena Municipal Code (SHMC) Section 17.48.030 requires use permit approval for new or expanded winery tasting rooms. Winery tasting rooms” are establishments that sell wines on behalf of one or more wineries and enable consumers to taste wine (with and without charge) as a regular part of the sales process. The wines for tasting and for sale must be made from a minimum of seventy-five percent (75%) Napa Valley grapes and must be labeled Napa Valley or be a subappellation of the Napa Valley. The permit requires a Type 02 ABC license. Food may be provided if it is at no cost to the consumer, is made off premises and the facilities are approved by Napa County environmental management. No changes are being proposed to the existing building.

*Staff Response: The proposed wine tasting by consumers and members of the wine trade is consistent with Section 17.48.030 of the Zoning Code. No new square footage or alterations to the exterior of the structure are proposed.*

## **Wastewater Generation**

SHMC Section 17.48.090(E) restricts each and every use in the CB district such that any lot of record does not generate wastewater in excess of 600 gallons per day (gpd), without a use permit which regulates wastewater generation.

*Staff Response: The uses at 1400 Oak Avenue are limited to 600 gpd per the code section referenced above. According to the Finance & Utilities Department, the existing building has a historical water use average of approximately 310 gallons per day (gpd), far below the 600 gpd maximum. A condition of approval has been added requiring that the 600 gpd wastewater generation maximum be maintained.*

## **WATER**

Chapter 13.12 of the Municipal Code requires mandatory water efficiency measures and water demand offset requirements for new construction. Among 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 water demand by an amount equal to the new demand placed on the city water system (i.e., it must be water neutral). The offset must be clearly demonstrated to the satisfaction of the Public Works Department.

*Staff Response: No changes are being proposed to the existing building and no new square footage is being added; the proposed use changes do not constitute new development as defined above, and therefore, the project is not subject to St. Helena Water neutrality requirements.*

## **PARKING**

The existing building is within the City's parking impact overlay district which is governed by SHMC Chapter 17.104. 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. SHMC Section 17.104.020(C), states that the parking requirement for a change in category of uses in the parking impact area shall equal the difference between what would be required for the new use, minus what Chapter 17.124 would require for the previous use.

For the new use, SHMC Section 17.104.020(B) indicates parking requirement for additional occupancies, or additions to a structure existing as of February 1, 1980, or a new structure shall be as required in Chapter 17.124. This would mean that under SHMC Section 17.124.030 the parking requirement for buildings dedicated for assembly uses with fixed seating require one space for each four (4) seats. Additionally, office uses require one space for each three hundred (300) square feet of building floor area.

*Staff Response: The site is located within the downtown and the Parking Impact Overlay District. When applying SHMC 17.104.020(C), 8 seats maximum are proposed per wine tasting activities (code requires one space per four seats) therefore a total of 2 off-street parking spaces are required for the new use ( $8 / 4 = 2$ ). Previous office use with the 1,290sf of commercial floor area (1 space for each 300sf = 4.3 spaces) would require a total of 4 spaces; subtracting the previous use from the new use requirement ( $2 - 4.3$ ) would result in a negative or zero (0) additional parking spaces required as per the intent of the Parking Impact Overlay District. Since a hybrid use of the space is proposed to allow for both office and wine tasting, with the wine tasting being ancillary to the office use, staff finds that while the code does not specify what standard to apply for sharing of uses in one common space, the arrangement as part of this use permit will not generate new parking impacts.*

## **USE PERMIT**

As noted above, SHMC Section 17.48.030 requires use permit approval for wine tasting rooms in the Central Business District. As the applicant wishes to include wine tasting uses into the space, a use permit is required. The purpose of a use permit is to allow the proper integration in the city of essential or desirable uses which may be suitable only in certain locations or zoning districts, or to ensure that such uses are designed or arranged on the site in a particular manner. In its review of applications for use permits, the Planning Commission shall evaluate each proposed use in order to consider its impact on the City. Pursuant to Municipal Code Section 17.168.050, no use permit shall be granted unless the following findings can be made:

1. That the proposed use would not generate odors, fumes, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
2. That the proposed use would not generate levels of noise that adversely affect the health, safety or welfare of neighboring properties or uses.
3. That the proposed use would not generate traffic noise in excess of the normally acceptable range identified in the general plan.
4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection and fire protection.
5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
6. That allowing the proposed use would not conflict with the city's goal of maintaining the economic viability of a local-serving economy.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
8. That the proposed use would not be in conflict with the city's general plan.
9. That the proposed use would not be injurious to public health, safety or welfare.
10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the city or would be in conflict with the general plan.
11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long-term parking needs of employees and business owners and customers is available.
12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

***Staff Response:** Staff finds that the project request of adding wine tasting for up to 8 guests within an existing office space meets and/or complies with the required findings to approve a use permit for the proposed project. The findings included in the attached resolution identify this compliance.*

### **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 received seven letters of support 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 pursuant to CEQA Guidelines Section 15301; and
2. Accept the required findings and approve a resolution granting use permit approval for wine tasting uses in the building located at 1400 Oak Ave. Suite B.

### **ATTACHMENTS**

[Resolution](#)

[Site Plan](#)

[Existing Floor Plan](#)

[Proposed Floor Plan](#)

[Applicant Statement](#)

[Public Comment Papale](#)

[Public Comment Dempsey](#)

[Public Comment Honig](#)

[\\*\\*Public Comment \(4\) Caldarona](#)

[\\*\\*Public Comment \(5\) Petroski](#)

[\\*\\*Public Comment \(6\) Crull](#)

[\\*\\*Public Comment \(7\) Rudd](#)

[\\*\\*Public Comment \(8\) Porembski \(Received Late\)](#)

**CITY OF ST. HELENA PLANNING COMMISSION**

**RESOLUTION NO. PC2021-0XX**

**GRANTING USE PERMIT APPROVAL TO  
1400 OAK AVE. STE. B (File No. PL21-019)**

**PROPERTY OWNER:** Benjamin Sange

**APN:** 009-223-011

**Recitals**

1. The applicant has requested adoption of a resolution approving a use permit in order to allow wine tastings into the existing building located at 1400 Oak Ave. Suite B in the Central Business 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 August 17, 2021; and
4. Now, therefore let it be found that the Planning Commission approves the use permit thereby authorizing the modifications contained in said application 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 the requirements of CEQA pursuant to CEQA Guidelines Section 15301 which exempts the operation, permitting and leasing of private structures.
- C. In accordance with SHMC Section 17.168.050, the Planning Commission makes the following use permit findings to support the motion to approve the use permit:
  1. *That the proposed uses would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community in that proposed project consists of a small wine tasting use in an existing commercial building.*
  2. *That the proposed uses would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties in that the proposed project consists of a small wine tasting use conducted entirely in an existing commercial*

1400 Oak Avenue Ste. B  
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*building subject to City noise regulations and is not expected to produce noise audible beyond the property line.*

3. *That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan as the proposed project consists of a small wine tasting use in an existing commercial building with existing vehicular access via Adams Street and Oak Avenue.*
4. *That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection in that proposed project consists of a new wine tasting use in an existing commercial building which averages about 310 gpd, far less than the 600 gpd allowed per city code and with existing vehicular access via Adams Street and Oak Avenue.*
5. *That the proposed uses would provide adequate ingress and egress to and from the proposed location in that ingress and egress to the project site would remain from a private entrance on Oak Avenue.*
6. *That allowing the proposed uses would not conflict with the City's goal of maintaining the economic viability of a local serving economy in that the proposed project would support both a local and visitor serving component to the City's economy by providing jobs, tax revenue, and additional amenities.*
7. *That the proposed uses would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located as the proposed project consists of the addition of wine tasting uses in an existing commercial building within the Central Business District.*
8. *That the proposed uses would not be in conflict with the City's General Plan in that the proposed project consists of the addition of wine tasting uses in an existing commercial building within the Central Business District and is consistent with applicable General Plan policies.*
9. *That the proposed uses would not be injurious to public health, safety, or welfare in that the proposed project consists of the addition of wine tasting uses in an existing commercial building within the Central Business District*
10. *That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan in that this use permit only applies to this property and to these specific uses.*
11. *That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long-term parking needs of employees and business owners and customers is available in that the proposed project does not required additional off-street parking.*
12. *That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed uses in that the project site can adequately be served by existing streets (Adams Street and Oak Avenue).*

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**Planning Department Conditions of Approval**

- D. The Planning Commission approves a use permit for the above-described project with the following conditions of approval. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.
1. The project shall be in conformance with all city ordinances, rules, regulations and policies in effect at the time of issuance of a building permit.
  2. The use permit shall be vested within one (1) year from the date of final action or the approval shall expire, provided however that the approval may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals.
  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. The approvals shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14-day period.
  5. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
  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. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
  8. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
  9. Pursuant to St. Helena Municipal Code Section 17.08.110, this permit shall run with the land and shall be binding upon all parties having any right, title or interest in the

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real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.

10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.
11. Operations shall be in compliance with the written statement submitted and reviewed by the Planning Commission on August 17, 2021, except as modified herein.
12. A maximum of 12 guests per day, or maximum of 8 seats per tasting, may be permitted at any given time.
13. Hours of operation for the wine tasting shall be limited to 10:00 am – 6:00 pm, seven (7) days a week (Monday through Sunday).
14. The wines for tasting and for sale must be made from a minimum of seventy-five percent (75%) Napa Valley grapes and must be labeled Napa Valley or be a subappellation of the Napa Valley.
15. The permit requires a Type 02 ABC license unless otherwise modified by the ABC.
16. Food may be provided if it is at no cost to the consumer, is made off premises and the facilities are approved by Napa County environmental management.
17. Music shall be allowed when accessory to the approved use and shall not be audible beyond the property boundary. No amplified or acoustic music is permitted outdoors.
18. The total seating capacity authorized by the use permit and fire code occupancy shall be posted on the premises;
19. Landscaped areas and planters shall be served by an irrigation system approved by the city unless prohibited by a declared water emergency and shall be kept in a weed-free condition.
20. All trash and recycling areas shall be screened from view.
21. The uses at 1400 Oak Avenue are limited to 600 gallons per day of wastewater.
22. A Sign Permit must be applied for and obtained for any new and/or replacement signage.
23. Exterior lighting shall be directed or shielded to prevent glare onto public roadways or adjacent properties.
24. 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,

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if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The Public Works Director 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**

25. Where applicable, 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 of the following at the time of improvement plan submittal: the City of St. Helena Municipal Code, all applicable Building Codes, the St. Helena Water and Sewer Standards, and all current federal, state and county codes governing such improvements. Where applicable, the applicant shall be required to obtain an encroachment permit for improvements on public right-of-ways prior to receiving a grading or building permit authorizing site work or construction activities on the site.
26. Where applicable, the applicant shall be required to submit to the requirements for annual inspections of food/beverage service establishments and businesses that handle hazardous wastes for illicit stormwater discharges as required by the State National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges. The annual stormwater illicit discharge inspections are performed and invoiced by Napa County Department of Environmental Management.
27. Any new and modified existing water services, meters and backflow prevention devices shall be required and constructed in accordance with the requirements of the City of St. Helena's Water Standards.
28. Any new or modified sanitary sewer clean-out that do not meet City requirements, one will be required and may include replacement of the existing sewer lateral to the City main.
29. The applicant shall repair all public improvements that are damaged by any construction in accordance with Caltrans Standards and Specifications and the City Water/Sewer/Street/Storm Drain/Sidewalk Standards.
30. An encroachment permit shall be required for any work performed in the public right of way. Improvements on private shared roadways will require approval by all parties of ownership of the access easements.

#### **Building Department Conditions of Approval**

31. A building permit is required for all onsite demolition, construction and/or change of occupancy.
32. 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 2019 Title 24 codes.

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33. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
34. The applicant shall provide a construction waste management plan with any future building permit applications.
35. Any 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.
36. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
37. Building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

**Fire Department Conditions of Approval**

38. Plans submitted for building permit shall exhibit compliance with the current St. Helena Fire Code, as adopted and codified in St. Helena Municipal Code Chapter 15.36.

**I HEREBY CERTIFY** that the foregoing use permit amendment application was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 17, 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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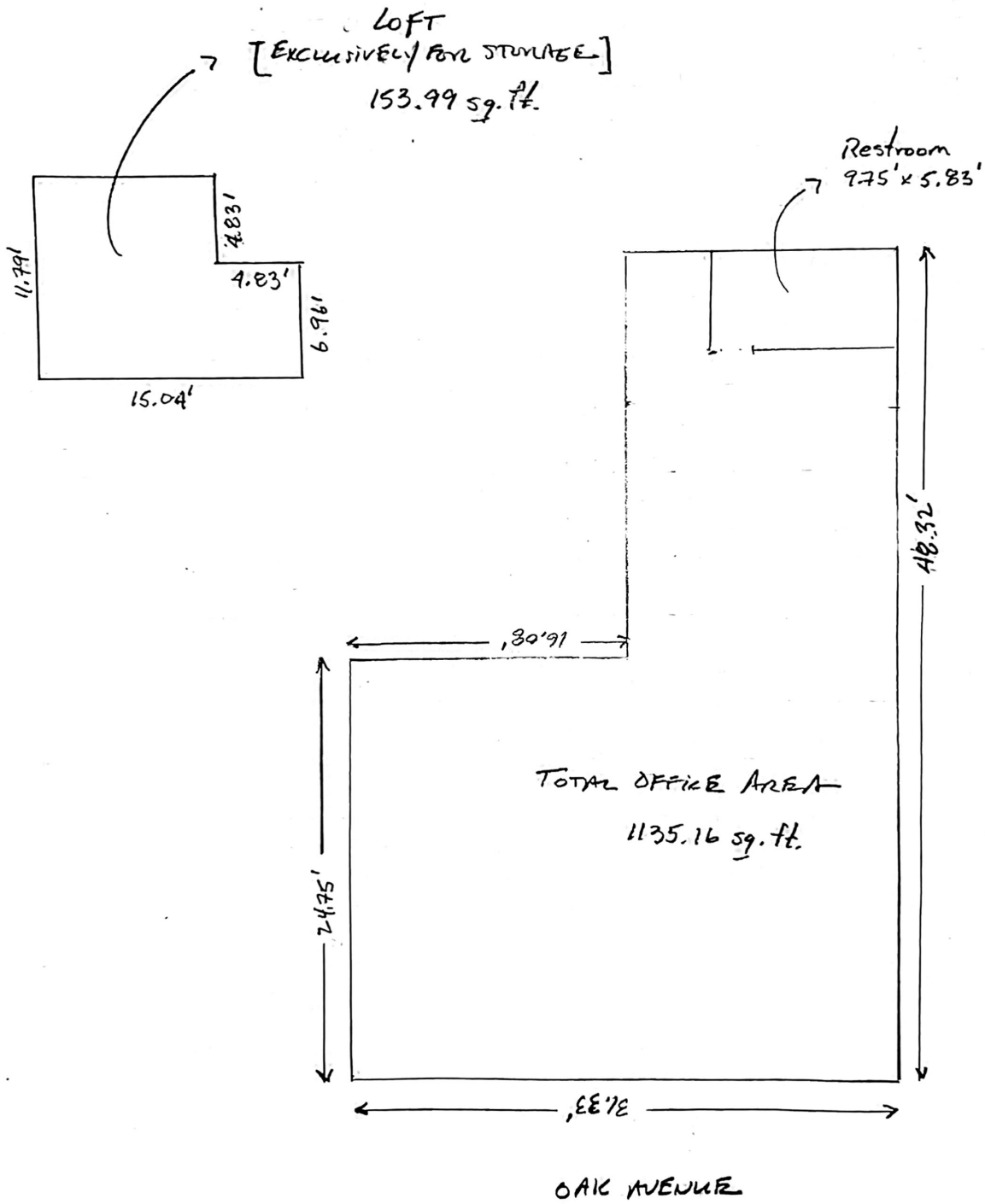
Maya DeRosa, AICP  
Planning and Building Director

*1400 Oak Avenue Ste. B  
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August 17, 2021*

1400-B OAK AVE, ST. HELENA

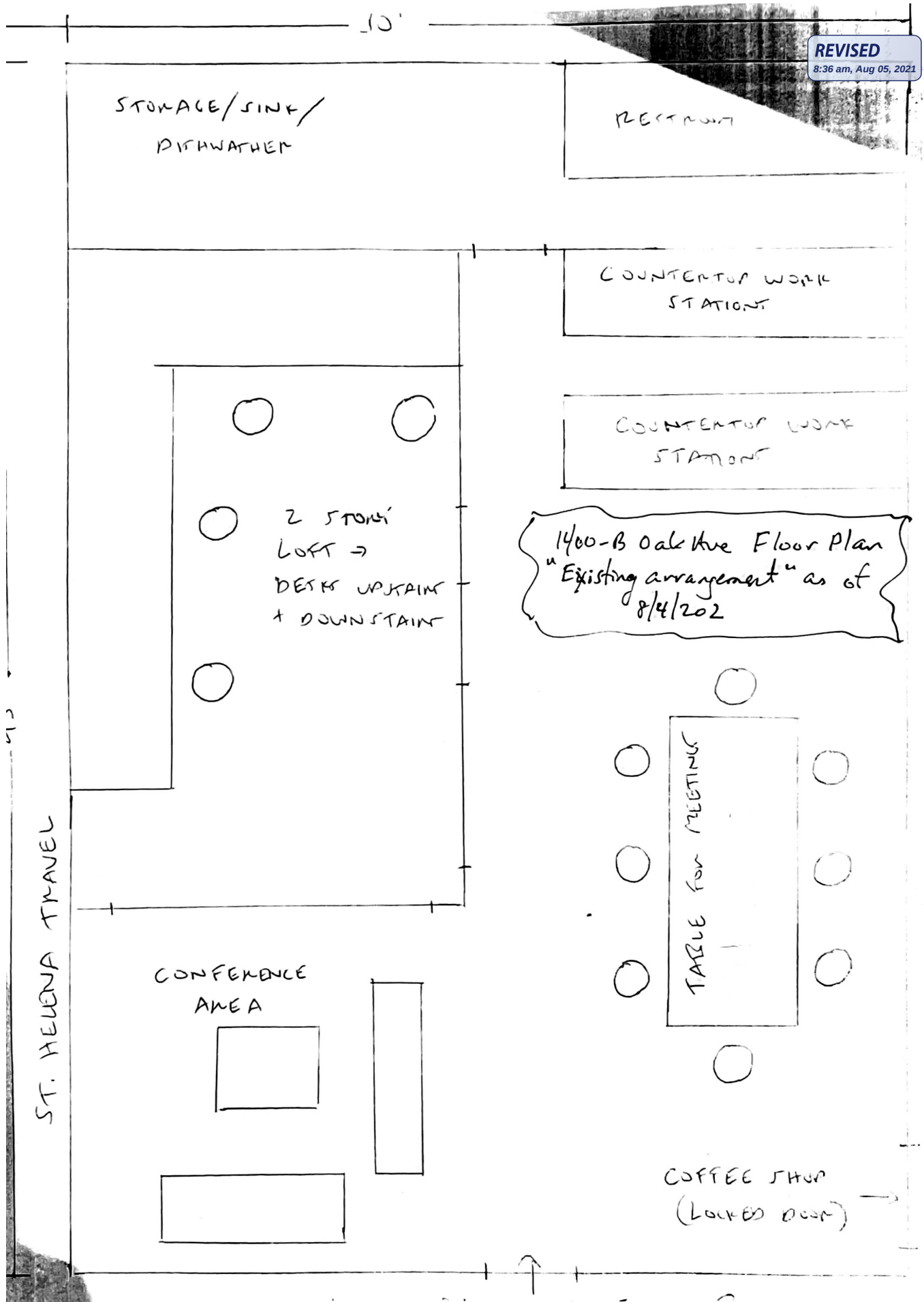
REVISED

11:58 am, Aug 04, 2021



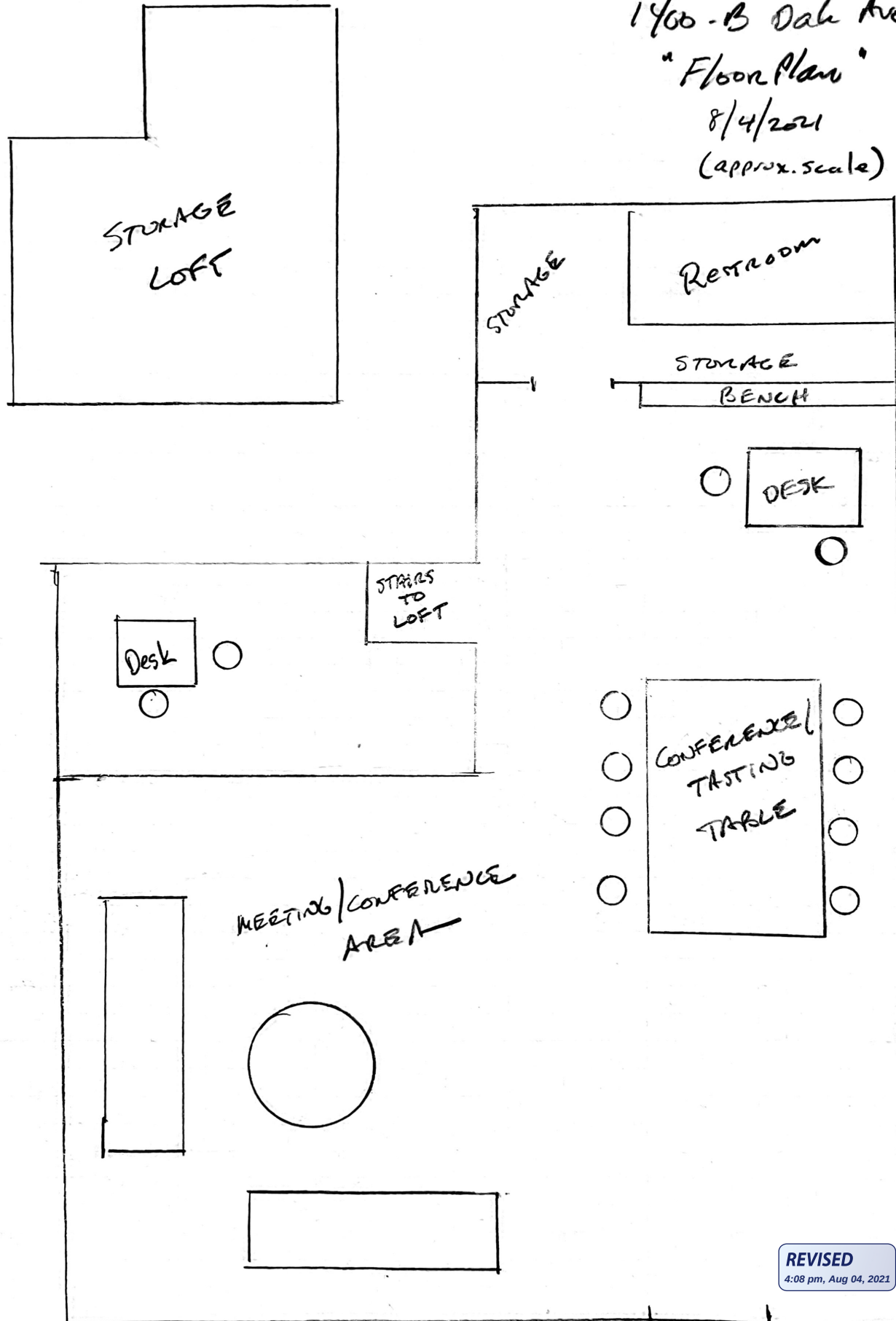
REV 8/4/2021 CP  
CP 6/25/2021







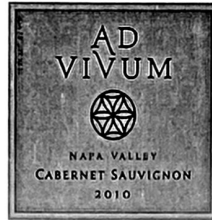
1400-B Oak Ave  
 "Floor Plan"  
 8/4/2021  
 (approx. scale)



REVISED  
 4:08 pm, Aug 04, 2021

**REVISED**

10:22 am, Jul 21, 2021



Chris Phelps Wines  
1420 Madrona Ave. | St. Helena, CA 94574  
707.486.9779 | chris@advivumcellars.com

July 13, 2021

City of St. Helena  
Attn: Xinia Gamero  
Planning & Community Improvement Department  
1572 Railroad Ave.  
St. Helena, CA 94574

Re: Amended Written Statement – 1400-B Oak Ave. (File #PL-21-019)

Dear Ms. Gamero,

We are seeking a Use Permit for our office at 1400 Oak Avenue, Suite B in St. Helena. Chris Phelps Wines is a small, family-owned winery that produces less than 500 cases of wine annually. To continue to sustainably run the business, we require a permitted office space in which we can host incidental wine tastings.

The primary use of 1400-B Oak Ave. has been and is currently for office space; my son Josh subleases space from the current tenant (I do not use the space for any purpose at this time). We seek to use the office space as for Chris Phelps Wines, which currently has no employees. My son, Josh, will be a sublessee; he has one employee. At any given time, there may be up to 4 people working in the office, including my daughter, Elizabeth, who hopes to work for me on a part-time basis. All three of us live within walking distance of the unit. The unit will be used as a business administration office Monday through Friday, 8:00 AM to 5:00 PM.

The area of the office space is 1135.12 square feet. In addition, there is a 153.99-square foot loft used exclusively for storage.

We seek to host incidental wine tastings on an appointment-only basis during business hours (10:00 AM to 6:00 PM), 7 days per week. While the average group size would be two to four, there could be up to 8 guest seats at the table.

On this basis, we ask for an allowance of up to 12 visitors per day. Based on our experience, we expect one vehicle per visiting group at any given time, with many clients having a car and driver.

Our family has lived in St. Helena since 1983, and our four children attended elementary school in the vicinity of the proposed office/mixed use space. We do not believe our activity will cause any significant impact on the surrounding neighborhood. It is important for us to operate our business in St. Helena, as we feel very strongly that the presence of small, family-owned businesses is vital to sustaining the history and health of this small town we love and in which we live and work.

Thank you in advance for your consideration of this Use Permit application.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Phelps". The signature is fluid and cursive, with the first name "Chris" and last name "Phelps" clearly distinguishable.

Chris Phelps  
Owner, Chris Phelps Wines

**Xinia Gamero**

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**From:** Lawrence Papale <lgpapale@papaleproperties.com>  
**Sent:** Monday, August 2, 2021 10:57 AM  
**To:** Maya DeRosa  
**Cc:** Xinia Gamero; Aaron Hecock  
**Subject:** [External] 1400-B Oak Ave. (File #PL-21-019)

Dear Ms. De Rosa:

I am writing in support of the application of Chris Phelps and his son Josh for a use permit to open their company offices and tasting room at 1400 Oak Avenue, Suite B, St. Helena.

I have known Chris and Josh since my family moved to Saint Helena in 1991. I have also represented Chris and Josh on various projects in my capacity as an attorney. I can say without hesitation that they are both outstanding individuals and a huge credit to the Saint Helena business community and the general community at large.

Saint Helena should encourage and champion small businesses which have always been the lifeblood of Main Street. I think we can all agree that there is a need for office space and for limited tasting room facilities for small wineries who produce wine here in the Valley. It seems to me that the space at 1400-B Oak would be ideal for the use that the Phelps have proposed.

Please give them your utmost consideration.

Kind regards,

Lawrence Papale

Papale Properties  
The Cornerstone Building  
1308 Main Street, Suite 117  
St. Helena, CA 94574  
Tel: 707-963-1704  
Fax: 707-963-0706  
[lgpapale@papaleproperties.com](mailto:lgpapale@papaleproperties.com)

**Xinia Gamero**

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**From:** Josh Dempsey <jd@jdnapavalley.com>  
**Sent:** Thursday, August 5, 2021 3:14 PM  
**To:** Aaron Hecock; Xinia Gamero; Maya DeRosa  
**Subject:** [External] Support for Chris Phelps ~ Special Use Permit @ 1440 Oak Ave

Hi Aaron, Maya and Xinia,

Hope this note finds you well. It has come to my attention that Chris Phelps has applied for a special use permit to operate a tasting room on Oak Street in St Helena. I am familiar with his brand and know the Phelps family quite well and I believe their proposed operation would be a good addition for our town and the downtown area specifically. I am hopeful that the planning commission will be supportive of this application.

Warm Regards,

Josh Dempsey

**Josh Dempsey**  
Vanguard Properties  
Regional Director  
C: 707.637.6123  
Lic # 01297595



## Xinia Gamero

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**From:** Elaine Honig <elaine@studio4forty.com>  
**Sent:** Friday, August 6, 2021 12:13 PM  
**To:** Maya DeRosa; Aaron Hecock; Xinia Gamero  
**Cc:** Phelps Josh  
**Subject:** [External] Use Permit for Josh Phelps

Hi Maya, Aaron, and Xinia,

I'm reaching out in support of Josh Phelps's application for an administrative office and incidental tasting space. 1400 Oak Ave is a good location for these activities, and it will bring some people and life to that corner. Josh is a good business person and brings a much needed youthful energy to our town.

Thanks for your efforts on behalf of our town.

Warm regards,

elaine

**ELAINE HONIG** | FOUNDER

707-479-2055 | [elaine@studio4forty.com](mailto:elaine@studio4forty.com) | [studio4forty.com](http://studio4forty.com)

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**Xinia Gamero**

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**From:** Michael Caldarola <mimmo524@gmail.com>  
**Sent:** Friday, August 6, 2021 2:39 PM  
**To:** Xinia Gamero  
**Subject:** [External] Support for Phelps' use permit application

Dear Ms. Gamero

I write in support of Chris and Josh Phelps' application for a use permit to allow wine tasting by appointment at 1400 Oak Avenue, Suite B.

I agree with the conclusions in the staff report concerning the consistency of the proposal with the zoning and general plan considerations.

Chris and Josh are quality St. Helena residents. They make quality wines. St. Helena should encourage and support new small businesses that will fill vacant commercial spaces. I believe the proposed use represents a quality improvement of the Oak Avenue space.

Sincerely,

Michael Caldarola  
1671 Vineyard Avenue  
St. Helena

**Xinia Gamero**

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**From:** Daniel Petroski <dan@massican.com>  
**Sent:** Sunday, August 8, 2021 3:14 PM  
**To:** Maya DeRosa; Aaron Hecock; Xinia Gamero  
**Subject:** [External] Support for the Use Permit at 1400-B Oak Ave. (File #PL-21-019)

Dear Planning Team,

We are writing in support of the request of Christ Phelps for a Use Permit at 1400 Oak Avenue in St. Helena. Chris Phelps and his family are long-time residents of St. Helena and own and operate a small, family-owned winery that produces less than 500 cases of wine annually. To continue to sustainably run the business, we support their request for permitted office space in which they can hold incidental tastings.

As local residents of St. Helena (Allyn and Adams) we appreciate the fact that our neighbors will invest in and operate a business in St. Helena that will allow this community to continue to grow, develop and prosper and therefore we couldn't put more support behind the Phelps family.

Please let us know if you have any questions or concerns with our letter of support.

Sincerely,  
Dan Petroski and Jess Mennella

Dan Petroski  
Massican Winery  
c. 707-843-0268



**From:** Sharon Crull <[sharon@terraceswine.com](mailto:sharon@terraceswine.com)>  
**Sent:** Thursday, August 12, 2021 3:12 PM  
**To:** John Ponte <[JPonte@cityofsthelena.org](mailto:JPonte@cityofsthelena.org)>; Daniel Hale <[DHale@cityofsthelena.org](mailto:DHale@cityofsthelena.org)>; Marika Rothfeld <[mrothfeld@cityofsthelena.org](mailto:mrothfeld@cityofsthelena.org)>; Rosaura Segura <[rsegura@cityofsthelena.org](mailto:rsegura@cityofsthelena.org)>; Autumn Anderson <[AAnderson@cityofsthelena.org](mailto:AAnderson@cityofsthelena.org)>  
**Cc:** Maya DeRosa <[MDeRosa@cityofsthelena.org](mailto:MDeRosa@cityofsthelena.org)>  
**Subject:** [External] Please approve Chris Phelps' Use Permit request

Dear Planning Commissioners-

We are writing in support of Chris Phelps' request for a use permit to allow wine tasting by appointment at his office on Oak Avenue.

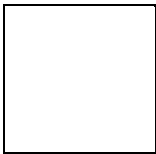
We have known Chris both personally and professionally for over twenty years. He is a person of the utmost integrity, and truly embodies the best in a small town businessperson.

As small winery owners ourselves, we are acutely aware of his need to be able to introduce customers to his wines in person. His request to host just twelve guests a day by appointment is very reasonable, and we are confident that should you grant his request, he will ensure that his customers will be respectful of the neighbors. Our guess is that most of them will also patronize the other small businesses in town, something the central business district desperately needs.

Thank you for your time and consideration.

Sharon and Timm Crull  
1703 Doris Ave.

--



Sharon Crull  
Proprietor | The Terraces  
phone: (707) 963-1707  
mobile: (415) 519-0106  
site: [terraceswine.com](http://terraceswine.com)  
email: [sharon@terraceswine.com](mailto:sharon@terraceswine.com)



## Xinia Gamero

**From:** Maya DeRosa  
**Sent:** Tuesday, August 17, 2021 10:06 AM  
**To:** Xinia Gamero  
**Subject:** FW: Chris Phelps

**MAYA DEROSA, AICP**  
**PLANNING AND BUILDING DIRECTOR**  
 City of St. Helena | Planning & Community Improvement Department  
 1572 Railroad Avenue | St. Helena, CA 94574  
 Direct: (707) 967-2783 | [mderosa@cityofstheleena.org](mailto:mderosa@cityofstheleena.org) | <http://cityofstheleena.org/planning>



## Help End St. Helena's Water Crisis



For summer watering rules and conservation tips, visit [www.cityofstheleena.org](http://www.cityofstheleena.org)!

**From:** Samantha Rudd <Samantha@ruddwines.com>  
**Sent:** Tuesday, August 17, 2021 9:44 AM  
**To:** Maya DeRosa <MDeRosa@cityofstheleena.org>  
**Subject:** [External] Chris Phelps

Dear planning commissioners-

I am writing in support of Chris Phelps' request for a use permit for wine tasting by appointment at his space on Oak Avenue.

I have been friends with Josh Phelps for nearly two decades so you could say I have grown up with Chris too. He is someone I respect and admire so much. He is an amazing member of the community. He has a long history of being a valued member of our community and integral to the success of many of the wineries in Napa Valley.

I was one of his neighbors on Spring Mountain road and i know that he was a very respectful neighbor- I am confident he will continue to be an amazing neighbor while hosting guests in his space on Oak Avenue.

Thank you for this consideration,

Samantha Rudd

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**Xinia Gamero**

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**From:** Mark Porembski <mark@zeitgeistcellars.com>  
**Sent:** Tuesday, August 17, 2021 4:46 PM  
**To:** Maya DeRosa; Aaron Hecock; Xinia Gamero  
**Subject:** [External] Letter of Support for Chris Phelps Wines

Dear Maya DeRosa, Aaron Hecock and Xinia Gamero,

We live and work in St. Helena and wanted to write to you and let you know of our indefatigable support of Chris and Maria Phelps and their family.

We have known Chris for more than 20 years; he in fact was one of the first people that I met when I moved to St. Helena in 2000.

The Phelps are the exact people this city should be supporting. They are honest, generous, and kind. They live here, they work here and they are invested in St. Helena. They have helped our family many times; and we have seen first-hand how they include rather than exclude people, collaborate for greater results and volunteer their talents and time to make our community stronger.

Their plans for their wine project, office and tasting space are both reasonable and modest. We see no negative impacts on the city of St Helena. Of course, this use permit will help utilize rental space in the city and also add to the city's sales tax revenues.

Please contact us if needed,

Mark Porembski [mark@zeitgeistcellars.com](mailto:mark@zeitgeistcellars.com) 707-480-1538

Jennifer Williams [jenniferporembski@gmail.com](mailto:jenniferporembski@gmail.com) 707-696-8636

1227 Edwards St.