



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, October 19, 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@cityofsthelena.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/87529871476>

Or One tap mobile :

US: +16699006833,,87529871476# or +12532158782,,87529871476#

Or Telephone:

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

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

Meeting ID: 875 2987 1476

International numbers available: <https://us02web.zoom.us/j/87529871476>

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.

**Ciudad de Santa Helena
Reunión del Comisión de Planificación
19 de octubre 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. 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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Marque (para mejor calidad de llamada, marque al numero basado en su localizacion actual):

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ID de la Reunión: 875 2987 1476

Números Internacionales Disponibles: <https://us02web.zoom.us/j/87529871476>

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: October 5, 2021

9 - 11

[Planning Commission Minutes 10.05.2021](#)

5. PUBLIC HEARINGS

5.1. A request by Beth Novak Milliken of Spottswode Winery for approval of design review for a 780 square foot second story office addition to an existing winery production building located at 1902 Madrona.

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CEQA Determination: Class 1 Categorical Exemption under Section 15301 of the CEQA Guidelines

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301; and
2. Accept the required findings and approve a resolution granting design review approval for the proposed 780 square foot second story addition remodel of the existing wine production building at the Spottswode Winery located at 1902 Madrona Avenue.

[Staff Report - 1902 Madrona Ave.](#)

[Spottswode Winery Presentation](#)

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

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

8. AGENDA FORCAST

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

This is also an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals.

A list of all current planning projects is available on our city website in the link below:

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

Please contact the assigned project Planner for additional questions.

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for November

2, at 6:00 pm.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on October 7, 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://cityofsthelelena.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://sthelelena.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 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

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to 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, October 5, 2021 @ 6:00 PM
Virtual Meeting

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

Present: Vice Chair Daniel Hale, Commissioner Autumn Anderson, Commissioner Rosaura Segura, Chair John Ponte, and Commissioner Marika Rothfeld
Absent: None
Staff Present: Maya DeRosa, Planning & Building Director, Aaron Hecock, Senior Planner, Todd Leishman, City Attorney and Cindy Tzafopoulos, City Clerk

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: July 20, 2021 & August 17, 2021

Commissioner Daniel Hale moved to approve consent. The motion was seconded by Commissioner Autumn Anderson and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

5.1 Request by George Caloyannidis for adoption of a resolution approving a demolition permit and design review in order to demolish an existing single-family residence to accommodate the construction of a new single-family home on the property located at 1420/1428 Allyn Avenue in the Medium Density Residential zoning district.

CEQA Determination: Exempt pursuant to CEQA Guidelines Sections 15301, 15303 and 15332.

Prepared By: Aaron Hecock, Senior Planner

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301 and Section 15303; and
2. Accept the required findings and approve a resolution granting demolition permit and design review approval for the proposed demolition and new construction on the property located at 1420/1428 Allyn Avenue.

Commissioner Anderson recused herself from this item due to her husband's coworker lives as a tenant on the property and she left the virtual meeting.

Aaron Hecock, Senior Planner reported on this item.

George Caloyannidis, Leslie and Grant Ellis addressed the Commission.

Chair Ponte noted that the City Attorney requested the Commission consider addressing the motion in two pieces. The first would be the non-conforming issue and the second would include CEQA, demolition permit and design review.

Todd Leishman, City Attorney recommended crafting a motion to adopt an interpretation on that the yellow piece is or is not subject to the non-conforming use rules.

Commissioner Daniel Hale moved to approve and declare the yellow portion or remnant is a legal non-conforming building structure or other physical feature and continues as a non-conforming legal structure. The motion was seconded by Commissioner Marika Rothfeld and on roll call failed by the following vote:

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

The motion failed due to a tied vote.

Vice Chair Hale moved to adopt staff's recommendation.

Commissioner Rothfeld seconded the motion with an amendment to include an

obscured glass window.

Vice Chair Hale didn't agree to amend the motion to include an obscured glass window.

Commissioner Rothfeld withdrew her seconded motion.

Vice Chair Hale's motion was not seconded and so no action was taken, and no approval received and the item is automatically denied.

6. SCHEDULED MATTERS

None

7. DEPARTMENT REPORTS

Department reports were made.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Ponte adjourned the meeting at **8:21 p.m.**

The October 5, 2021 minutes were approved at the _____
Planning Commission meeting.

APPROVED:

ATTEST:

John Ponte, Planning Commission Chair

Maya DeRosa, AICP
Planning and Building Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of October 19, 2021

FILE NUMBER: PL21-029

SUBJECT: A request by Beth Novak Milliken of Spottswode Winery for approval of design review for a 780 square foot second story office addition to an existing winery production building located at 1902 Madrona.

REVIEWED BY: Maya DeRosa, Planning & Building Director

APPROVED BY: Maya DeRosa, Planning & Building Director

APPLICATION FILED:06/29/21

ACCEPTED AS COMPLETE:09/01/21

LOCATION OF PROPERTY: 1902 Madrona Avenue

APN: 009-470-021

GENERAL PLAN/ZONING: Agriculture/Winery - Historic Preservation Overlay

APPLICANT: Beth Novak Milliken

PHONE: 707-963-0134 -116

BACKGROUND

The project is located on a 1.95 acre parcel located at 1902 Madrona Avenue and is currently developed with three buildings: one 3,400 square foot office building, one 2,948 square foot historic stone barrel cellar building, and one 6,723 square foot wine production building.

The General Plan Land Use designation of the site is Agriculture (AG) which allows for agricultural and winery uses in addition to restricted single family residential. The site is also located in the Winery (W) zoning district which provides for winery and winery related uses within the Agriculture general plan land use designation. Additionally, the site is within the Historic Preservation (HP) Overlay intended to preserve the unique architectural character of those certain specific structures which have contributed to the city's historic development.

PROJECT DESCRIPTION

The applicant is seeking design review approval to remodel for a 780 square foot second story addition to the rear of the wine production building. The addition will include a new meeting room and additional office space. No new restrooms or plumbing fixtures are proposed. The winery does not include on-site vineyards or a tasting room. The project site is surrounded by vineyards and mixed residential properties and is accessed from two driveways along Madrona Avenue.

The addition is proposed as a second story constructed over a portion of the wine production building containing an office space, a lab, a restroom, and a mechanical room. The 780 square foot addition would include a 270 square foot meeting room, and 510 square feet of additional office space. The addition will not result in additional employees or additional tasting facilities that would increase traffic to the site, or plumbing fixtures that would increase water usage. The foot print of the building will not be expanded and the exterior treatments (siding, paint, windows, doors, roofline, pitch and roofing materials) of the addition will match the rest of the wine production building, much of which consists of two-stories. The proposed addition is sited at the rear of the building not facing the street.

No improvements or expansions are proposed for the historic stone barrel cellar building on the site, constructed in 1885. A Use Permit was granted on June 26, 1990 for the use and construction of the 3,400 square foot office building. No additions or improvements are proposed for the existing office building. The wine production building where the addition is proposed was approved by the City Council on July 28, 1998 under Design Review DR 98-45 and constructed in 1999. The wine production building has no historic significance to the City of St. Helena.

ANALYSIS

CEQA

Staff has conducted the requisite analysis and concluded that the project is categorically exempt from the requirements of CEQA pursuant to Section 15301, which exempts the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use, including additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. As the proposed 780 square foot addition is both less than 50 percent of the 6,723 square feet of the existing wine production building and less than 2,500 square feet, the proposal meets the requirements of the Class 1 categorical exemption under the CEQA Guidelines.

GENERAL PLAN

The subject property has a General Plan Land Use designation of Agriculture (AG). The AG land use designation includes agricultural and winery uses with restricted single family residential and public/quasi-public use. This designation applies to large areas of the valley floor that surround the city's urban core. The St. Helena General Plan Update 2040

and 2015-2023 Housing Element Goals, Policies, and Eight-Year Action Plan include the following policies that are relevant to the proposed project:

- LU1.3 - Support agricultural and low-intensity uses beyond the Urban Limit Line.
- ES1.2 - Identify and expand economic sectors in which the City has competitive advantages, and capitalized 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.
- PF1.1 - Require that the approval of new development be contingent upon the ability of the City to provide water without exceeding the safe annual yield of its water supply system.
- HR1.1 - Preserve the City's historic and cultural resources, so that they may contribute to the special character and quality of the City and support its economic base.
- CD5.1 - Preserve the visual and physical connection to agriculture by protecting views from streets, parks, and open spaces to vineyards, agriculture, and hillsides. Where new streets are extended adjacent to agriculture, encourage hillside, and vineyard views by maintaining agricultural activities at the road edge. Existing east and west entries should be maintained in their current appearance, protecting and improving views of vineyards and the surrounding hillsides whenever possible.
- CC4.2 - Encourage responsible and sustainable agricultural and landscaping practices.

Staff Response

The project consists of a small remodel/expansion of an existing low-intensity winery production facility located outside of the Urban Limit Line of the City, that supports the winery industry, an economic sector in which the City has a competitive advantage. Additionally, the project will not result in an increase in water usage as no new plumbing fixtures or employees are proposed in connection to the small office space and meeting room expansion to the existing wine production building. No improvements are proposed for the historic stone cellar barrel building, preserving the special character this property brings to the City. The remodel is located at the rear of the building and may be only partially visible from the south along Madrona Avenue and from adjacent properties to the west, but would in no way disturb existing views to vineyards, agriculture, or hillsides. The vineyards associated with the Spottswoode Winery, located primarily across the street on the east side of Madrona Avenue, have been using organic farming techniques since 1985, one of the first wineries in the area to do so, and was granted California Certification of Organic Farmers (CCOF) certification in 1992.

ZONING

Consistent with the General Plan land use designation described above, the subject property has a zoning designation of Winery (W) which provides for winery and winery-related uses within the agriculture general plan land use designation.

Pursuant to SHMC Section 17.24.060, the following development standards apply:

- Height (maximum) - 45 feet (25.5 feet proposed)
- Building coverage (maximum) - 50 percent (approximately 14% existing)
- Lot area (minimum) - 20 acres (1.95 acres, existing)
- Lot Width (minimum) - 300 feet (382.11 feet, existing)
- Front setback (minimum) - 100 feet (112.85 feet, to existing winery production building)
- Side setback (minimum) - 50 feet (126.1 feet, to existing winery production building)
- Rear yard (minimum) - 75 feet (18.7 feet, to existing winery production building)

Staff Response

Due to the non-conforming lot size, the Planning Commission approved a reduced rear setback in 1998 when the design review for the wine production building was approved and determined that a Variance was not required as it would be impractical to strictly apply the development standards this development and that in granting the reduction, no adjacent parcels would be adversely impacted. The proposed remodel/expansion will not expand any existing nonconformities as the construction would occur entirely within the footprint of the existing wine production building.

WATER

Chapter 13.12.030 of the SHMC requires mandatory water efficiency measures and water demand offset requirements for new construction. Among these provisions is the requirement that any "new development" (construction that would introduce any freestanding building that contains water-fixtures, or any floor area remodeling that increases the number of independent living units), offset water demand by an amount equal to the new demand placed on the city water system to ensure that the new construction is water neutral. The offset must be clearly demonstrated to the satisfaction of the Public Works Department.

Staff Response

The proposed project will not include any additional water fixtures, an increase in independent living units, visitors or employees. Additionally, internal water use for the site is provide via an on-site well. Water for landscaping is provided by city water. No additional landscaping is proposed in connection with the remodel and city water services to the site will remain unchanged.

PARKING

Section 17.124.030 (F) of the SHMC states that the parking needs of wineries shall be determined by the planning commission dependent upon winery capacity, number of employees (including seasonal employees) and accessory uses (visitors, assembly and entertainment areas, and retail sales area).

Staff Response

The use permit approved in 1990 included the wine production building as part of a phased construction plan and required the installation of 15 parking spaces. Design review was required for a change to the location and design of the wine production

building from what was approved under the use permit. The approved design review required the submittal of a parking and lighting plan for the 15 parking spaces required by the use permit. The site currently has 19 total parking spaces. It is unclear if the 4 additional parking spaces were already available at the time the use permit and design review were approved or whether they were included in the parking plan submitted to the city following the design review approval. As parking in the Winery district is contingent upon the winery capacity, number of employees, and accessory uses, and the current proposal will not result in an increase to these criteria, staff is not recommending additional parking for the proposed addition.

DESIGN REVIEW

SHMC Section 17.24.040 requires design review approval for permitted and conditionally permitted uses pursuant to SHMC Section 17.164. The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The Planning Commission must find that the project takes reasonable account of the design criteria prescribed in SHMC Section 17.164.030 (listed below) in review of this application:

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

14. Whether sustainability and climate protection are promoted through the use of green building materials, energy efficient systems and water efficient landscape materials.

Staff Response

The project consists of the construction of a second story addition to include 780 square feet of meeting and office space located on the rear of the existing wine production building at the Spottswoode Winery. The addition will utilize consistent materials, colors, windows, doors and roofline. The remodel will not result in an expansion of the building footprint or any existing non-conformities. Located on the rear of the building, the addition will only be partially visible from the street and will not impact the view of surrounding properties. The proposal is consistent with the applicable elements of the general plan and the historic character of the site. No landscaping will be removed or added in connection with the proposal and access to and from the site will remain unchanged. The construction is required to meet Title 24 energy standards and the CAL Green Code building standards.

HISTORIC PRESERVATION

SHMC Section 17.92.050 requires that no permits for remodeling or demolition shall be issued for properties within the HP district which would result in exterior changes to building facades, structures, or to passage ways providing inter-accessibility within a block, unless such change is approved by the planning commission in accordance with the following findings:

1. That the alteration is compatible with the architectural style of the existing structures;
2. That the alteration does not eliminate elements that are required to maintain the essential form and character of the structure;
3. That the alteration is compatible with adjoining structures and the uses of such structures.

Staff Response

The historic stone barrel cellar building on the site will not be altered in connection with the project, nor will it eliminate any elements that are required to maintain the essential form and character of the historic structure. The proposed 780 square foot addition to the wine production building was constructed in 1999 and has no historic value to the city. It will be consistent with the overall design of the building including materials, colors, windows doors and roofline.

ISSUES

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

CORRESPONDENCE

At the time of packet distribution staff had not received any 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 pursuant to Section 15301; and
2. Accept the required findings and approve a resolution granting design review approval for the proposed 780 square foot second story addition remodel of the existing wine production building at the Spottswode Winery located at 1902 Madrona Avenue.

ATTACHMENTS

[PL21-029 RESOLUTION](#)

[WRITTEN STATEMENT](#)

[WATER USE ANALYSIS REPORT](#)

[PL21-029 PROJECT PLANS](#)

[SITE PHOTOS](#)

[ASSESSORS PARCEL MAP](#)

[SPOTTSWOODE ESTATE VINEYARDS PRODUCTION FACILITIES](#)

**CITY OF ST. HELENA PLANNING COMMISSION
RESOLUTION NO.
GRANTING DESIGN REVIEW APPROVAL TO
1902 MADRONA AVENUE (File No. PL21-029)**

PROPERTY OWNER: Beth Novak Milliken

APN: 009-470-021

Recitals

1. The property owners request adoption of a resolution approving a design review in order to accommodate the 780 square foot addition to an existing wine production building at the Spottswoode Winery located at 1920 Madrona Avenue in the Winery zoning district and Historic Preservation overlay;
2. A public notice was published in the Napa Valley Register and mailed to residents and occupants within 300 feet of the project site in compliance with state and local law;
3. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on October 19, 2021; and
4. Now, therefore let it be found that, the Planning Commission approves the design review thereby authorizing the modifications contained in said plans based on the findings below and subject to the conditions of approval enumerated herein.

Resolution

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission hereby finds that the project is exempt from the requirements of CEQA pursuant to Section 15301 which exempts the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use, including additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. As the proposed 780 square foot addition is both less than 50 percent of the 6,723 square feet of the existing wine production building and less than 2,500 square feet, the proposal meets the requirements of the Class 1 categorical exemption under the CEQA Guidelines.
- C. In accordance with the design review criteria identified in SHMC Section 17.164.030, the Planning Commission finds that the project demonstrates the following:

1902 Madrona Avenue
Resolution / Conditions of Approval
October 19, 2021

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

The project consists of the construction of a second story addition to include 780 square feet of meeting and office space located on the rear of the existing wine production building at the Spottswode Winery. The addition will utilize consistent materials, colors, windows, doors and roofline. The remodel will not result in an expansion of the building footprint or any existing non-conformities. Located on the rear of the building, the addition will only be partially visible from the street and will not impact the view of surrounding properties. The proposal is consistent with the applicable elements of the general plan and the historic character of the site. No landscaping will be removed or added in connection with the proposal and access to and from the site will remain unchanged. The construction is required to meet Title 24 energy standards and the CAL Green Code building standards.

- D. In accordance with the historic preservation criteria identified in Section 17.92.050, the Planning Commission finds that the project demonstrates the following:

1902 Madrona Avenue
Resolution / Conditions of Approval
October 19, 2021

1. *That the alteration is compatible with the architectural style of the existing structures;*
2. *That the alteration does not eliminate elements that are required to maintain the essential form and character of the structure;*
3. *That the alteration is compatible with adjoining structures and the uses of such structures.*

The historic stone barrel cellar building on the site will not be altered in connection with the project, nor will it eliminate any elements that are required to maintain the essential form and character of the historic structure. The proposed 780 square foot addition to the wine production building, which was constructed in 1999 and has no historic value to the city, will be consistent with the overall design of the building including materials, colors, windows doors and roofline.

Planning Department Conditions of Approval

- E. The Planning Commission approves a design review for the above-described project with the following conditions of approval. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.
 1. The project shall be in conformance with all city ordinances, rules, regulations and policies in effect at the time of issuance of a building permit.
 2. The design review shall be vested within one (1) year from the date of final action. A building permit for the use allowed under this approval shall have been applied for within one (1) year from the effective date of this action or the approval shall expire, provided however that the approval may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals.
 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.

1902 Madrona Avenue
Resolution / Conditions of Approval
October 19, 2021

7. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
8. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
9. Pursuant to St. Helena Municipal Code Section 17.08.110, this permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.
11. Construction shall be in compliance with plans submitted and reviewed by the Planning Commission on October 19, 2021, except as modified herein.
12. During construction, the project site shall be adequately fenced and secured to prevent trespassing.
13. Exterior lighting shall be directed or shielded to prevent glare onto public roadways or adjacent properties.
14. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The 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.

Building Department Conditions of Approval

15. A building permit is required for all onsite demolition, construction and/or change of occupancy.

1902 Madrona Avenue
Resolution / Conditions of Approval
October 19, 2021

16. 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.
17. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
18. The applicant shall provide a construction waste management plan with the building permit application.
19. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.
20. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
21. 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.
22. Properties which are on septic systems and proposing substantial renovations may require approval from the Napa County Environmental Health Department. Applicants are encouraged to engage with the County early in the building permit review process to reduce the potential for delay.

Fire Department Conditions of Approval

23. 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.
24. Fire sprinklers and fire hydrants shall be installed as required by Fire Code and the Fire Department.

I HEREBY CERTIFY that the foregoing demolition permit and 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 October 19, 2021 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

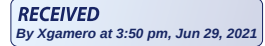
APPROVED:

ATTEST:

1902 Madrona Avenue
Resolution / Conditions of Approval
October 19, 2021

John Ponte
Chair, Planning Commission

Maya DeRosa, AICP
Planning and Building Director



SPOTTSWOODE WINERY PRODUCTION OFFICE REMODEL/ADDITION

1902 Madrona Avenue, St. Helena

Design Review Statement

This design review submittal proposes a 780 square foot second-story addition to the winery production building at Spottswode Winery. The addition will sit above the existing office/lab space and contain office space and a new meeting room. The tallest point of the proposed roofline is 25'-5 1/2" tall. The tallest ridge line of the existing winery building is 27'-6". No change to the winery production, number of visitors or number of employees is proposed.

The property zoning is W: HP. The lot area of the parcel is 88,952 square feet. The winery production building was constructed in 1999. Work is not proposed on any historic structures. No new lot coverage or new landscaping is proposed. The water supply for this building comes from a well and the proposed project is water neutral.

WINERY BUILDING DATA:

Existing Fermentation	3,441.5 square feet
Existing Barrel Storage	2,501.5 square feet
Existing Mechanical	241.0 square feet
Existing Lab/Office	539.0 square feet
Proposed Office Addition	780.0 square feet

Total Main Floor Area	7,503 square feet
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The site will continue to be accessed via the two existing driveways located on Madrona Avenue. Parking stalls are provided for 19 vehicles.



THEORETICAL WATER USE REPORT

**Water-Neutrality & Water Conservation Measures for the
SPOTTSWOODE ESTATE VINEYARD & WINERY OFFICE ADDITION**

LOCATED AT:

**1902 MADRONA AVENUE
ST. HELENA, CA 94574**

COUNTY: NAPA

NCAPN: 009-470-017

June 17, 2021

PREPARED FOR REVIEW BY:

**CITY OF ST. HELENA DEPARTMENT OF PUBLIC WORKS
ST. HELENA, CA 94574**

I. BACKGROUND AND INTRODUCTION:

The St. Helena Water Policy as adopted by the city council definition of “Safe Yield” from the Safe Yield Water Committee, requires the post-construction water use of a property to be less than or equal to the pre-construction water use. The internal water use for this project is supplied by an on-site well. There is not a proposed increase in the number of employees or visitors as a result of this addition. Production will remain unchanged. The external water use on this site is from city water.

To achieve a water-neutral state, this report will demonstrate that the addition of office space does not increase the water use.

II. BASELINE WATER USE ANALYSIS:**a. Baseline Internal Water Use**

The baseline internal water use for the building is based on the existing water-use within the offices. According to the Napa County Department of Environmental Management (NCDEM) Regulations for Design, Construction and Installation of Alternative Sewage Treatment Systems, Table 4, offices have a daily water use of 20 gallons per employee per day. See the table below for annual baseline water use for the existing conditions:

ESTIMATED CURRENT WATER USE				
	Gallons per Day	No. of People	Annual Use	Acre Feet
Napa County Office Use	20	3 year-round	21,900	.07
Napa County Office Use	20	5 seasonal	8,000	.02
TOTAL USE			29,900	.09

b. Baseline External Water Use

The existing external water use for this property includes water used in the irrigation for landscaping. Unlike domestic water use, garden and landscape irrigation is seasonal.

To determine the parcel's existing water usage for irrigation, a site visit was performed to measure drip irrigation areas on the parcel. There are no lawn areas on this parcel. Based on this site visit, 947 square feet of drip-irrigation landscaping is utilized on the property adjacent to the Administration Building.

The drip-irrigation landscaping areas are assumed to utilize one half gallon per hour drip emitters. The emitter spacing is assumed to be two feet and the spacing between the laterals is four feet for a total of eight square feet per emitter. Drip irrigation is estimated to occur for four hours per week during the non-rainy season. This drip spacing is analyzed over the landscaping areas to determine an approximate water usage. See the table below for the existing drip irrigation water use on the site:

EXISTING DRIP IRRIGATION WATER USAGE					
Drip Area (sf)	Number of Drip Emitters	Flow per Emitter Per Year (gal)	Total Annual Flow (gpy)	Total Daily Flow (gpd)	Total Annual Flow (acre-ft)
947	119	52	6,188	17	0.02

c. Baseline Total Water Use

The total baseline water use is the summation of the baseline internal and baseline external water uses, which totals .09 acre feet per year.

TOTAL EXISTING WATER USE			
TYPE OF USE:	Area (sf)	Annual (gal)	Annual (acre-ft)
Internal Water Use	-	29,900	.07
External Water Use	947	6,188	0.02
TOTAL:	947	36,088	0.09

III. PROPOSED WATER USE ANALYSIS:

Internal Water Use: The number of employees in the building is expected to remain the same, three full-time employees and five seasonal employees, resulting in no change to water use:

ESTIMATED PROPOSED INTERNAL WATER USE				
	Gallons per Day	No. of People	Annual Use	Acre Feet
Napa County Office Use	20	3 year-round	21,900	.07
Napa County Office Use	20	5 seasonal	8,000	.02
TOTAL USE			29,900	0.09

External Water Use: The current area of drip-irrigated landscaping will remain. Early morning watering and minimal run times will continue to help eliminate runoff and will be enforced. Additionally, a layer of mulch over the soil around plants will reduce evaporation.

ESTIMATED EXISTING IRRIGATION WATER USEAGE					
Drip Area (sf)	Number of Drip Emitters	Flow per Emitter Per Year (gal)	Total Annual Flow (gpy)	Total Daily Flow (gpd)	Total Annual Flow (acre-ft)
947.00	119	52	6,188	17	0.02

Per the table below the overall project as proposed results in no increase of water use annually:

TOTAL PROPOSED WATER USE			
TYPE OF USE:	Area (sf)	Annual (gal)	Annual (acre-ft)
Internal Water Use	-	29,900	.09
External Water Use	947	6,188	0.02
TOTAL PROPOSED:	947	36,088	0.11
TOTAL EXISTING:		36,088	0.11
RESULTING NO CHANGE IN OVERALL WATER USE			.00 ACRE FEET

ADDITIONAL WATER REDUCTION MEASURES:

The Spottswode Winery Office Addition/Remodel will provide the following additional measures to conserve water:

1. Replace the existing lab faucet with a new low flow model.
2. Remove existing toilet originally installed 1999 and replace with new low flow water saver toilet by Toto, a WaterSense certified, high efficiency toilet.
3. Remove existing bathroom faucet from 1999 and replace with new sensor driven faucet.

CONCLUSION:

The addition of the new office space to Spottswode Winery will result in unchanged water-use on the property. The post-construction water use of .11 acre feet annually will be equal to the pre-construction water use of .11 acre feet annually, and will meet the water neutral requirement of the City of St. Helena. The additional water reduction measures listed above will help the project to exceed the water neutral requirement.

PROJECT DATA:

OTHER BUILDING AREAS:
STONE BARREL CELLAR BUILDING 2,948 SQ.FT.

ARCHITECTURAL SHEET INDEX:
A0 COVER SHEET & SITE PLAN
A1 PLANS & DETAILS
A2 EXTERIOR ELEVATIONS

KAREN JENSEN
ARCHITECTURE

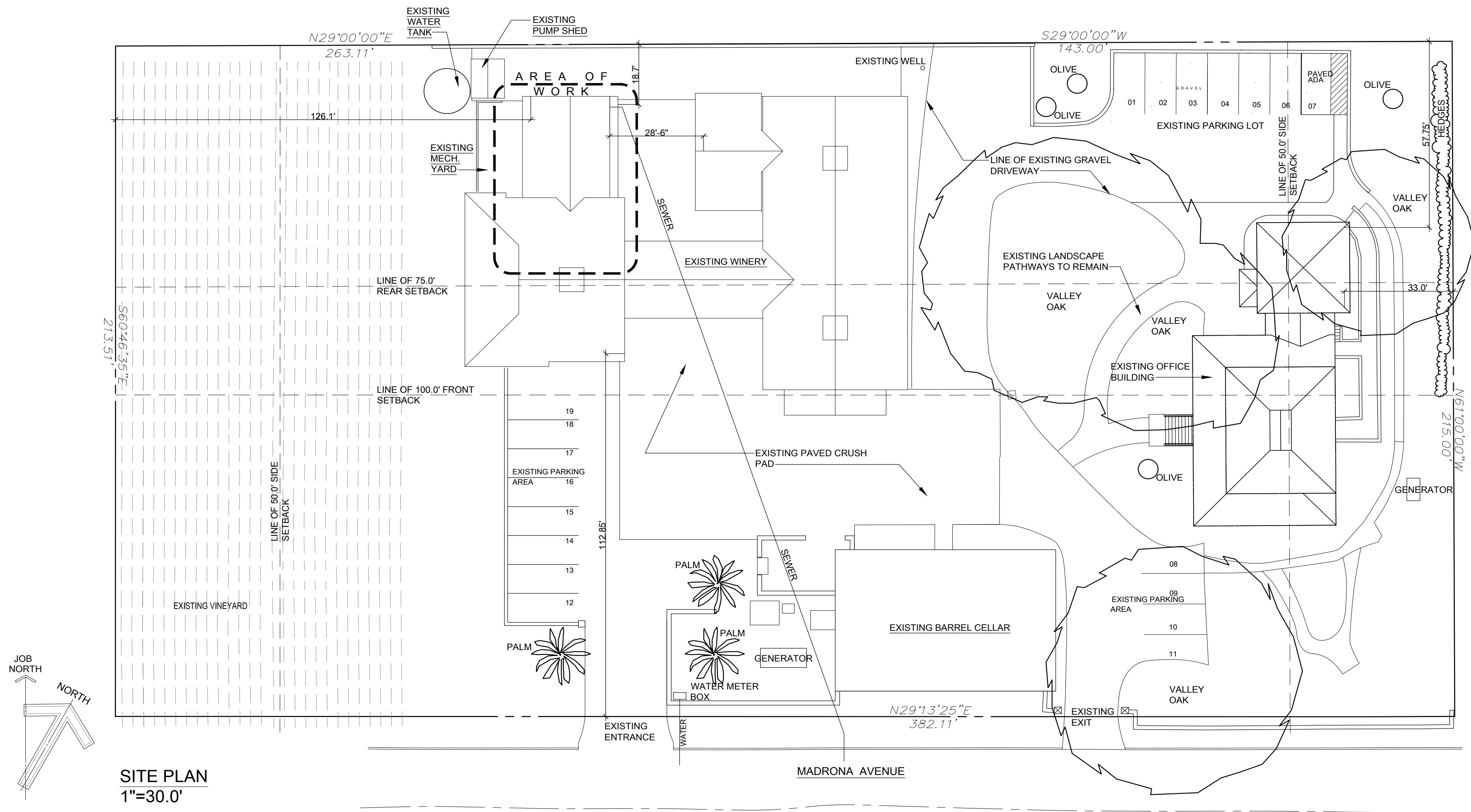
1813 Cedar Street, Calistoga, CA 94515
707.942.8267

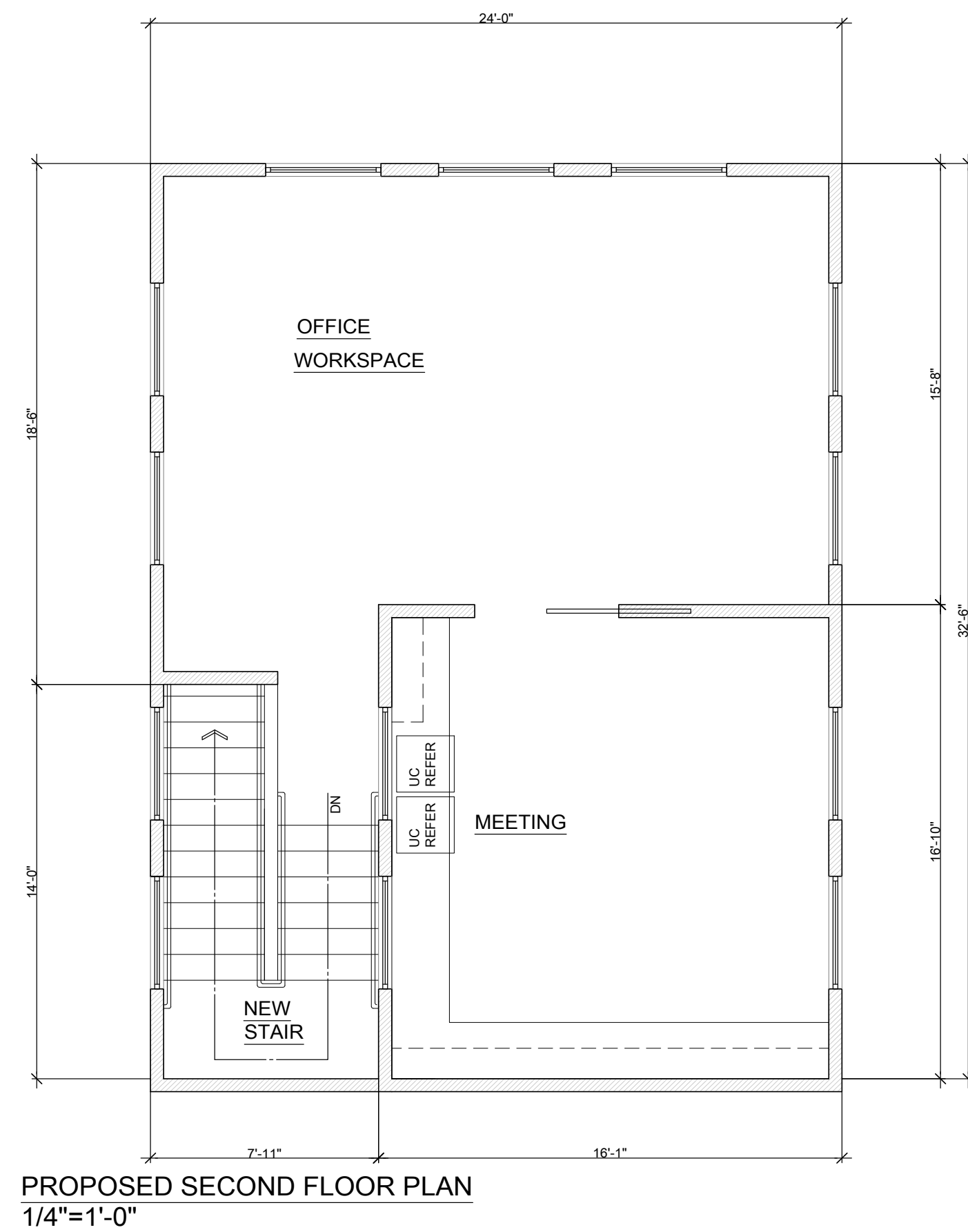
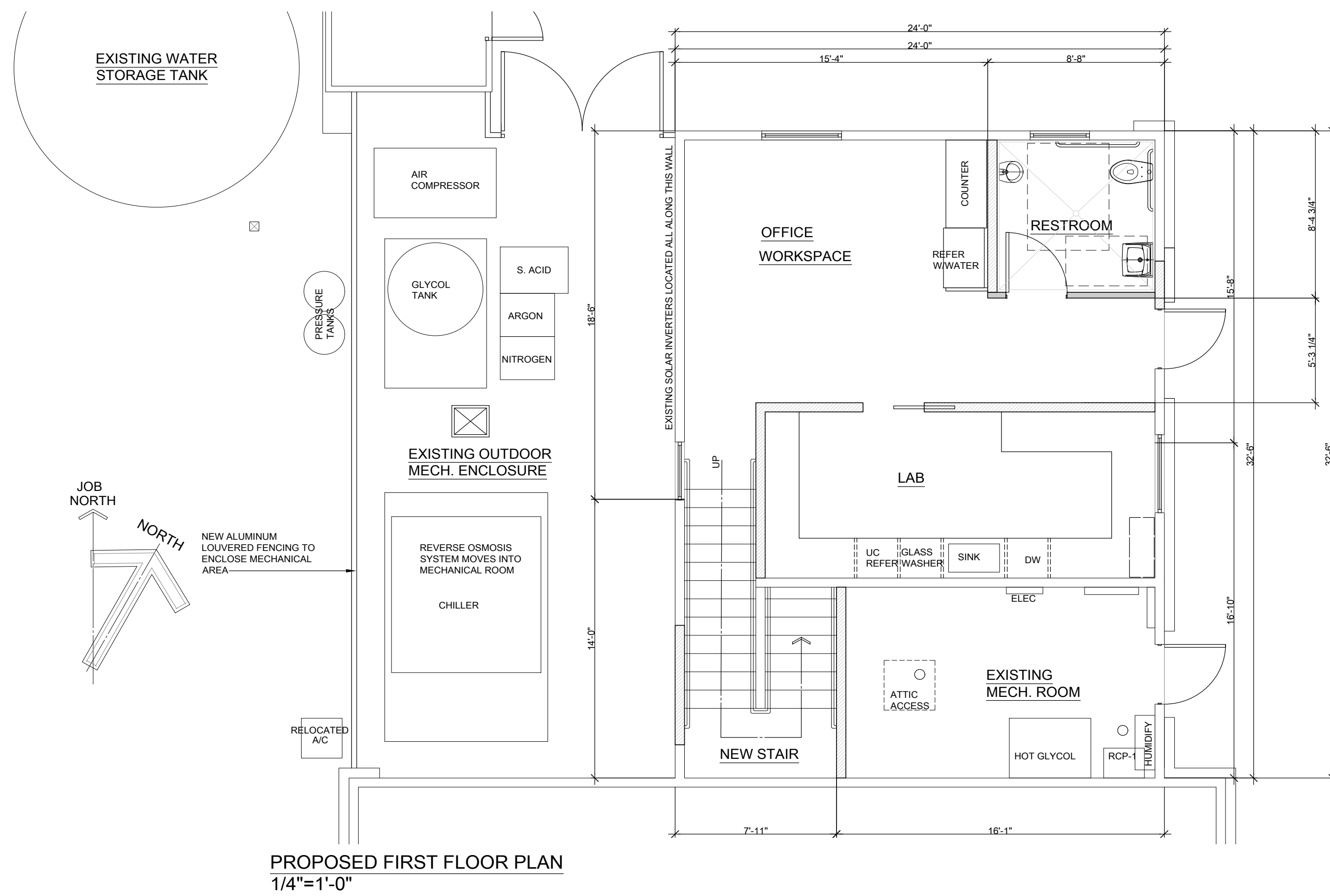
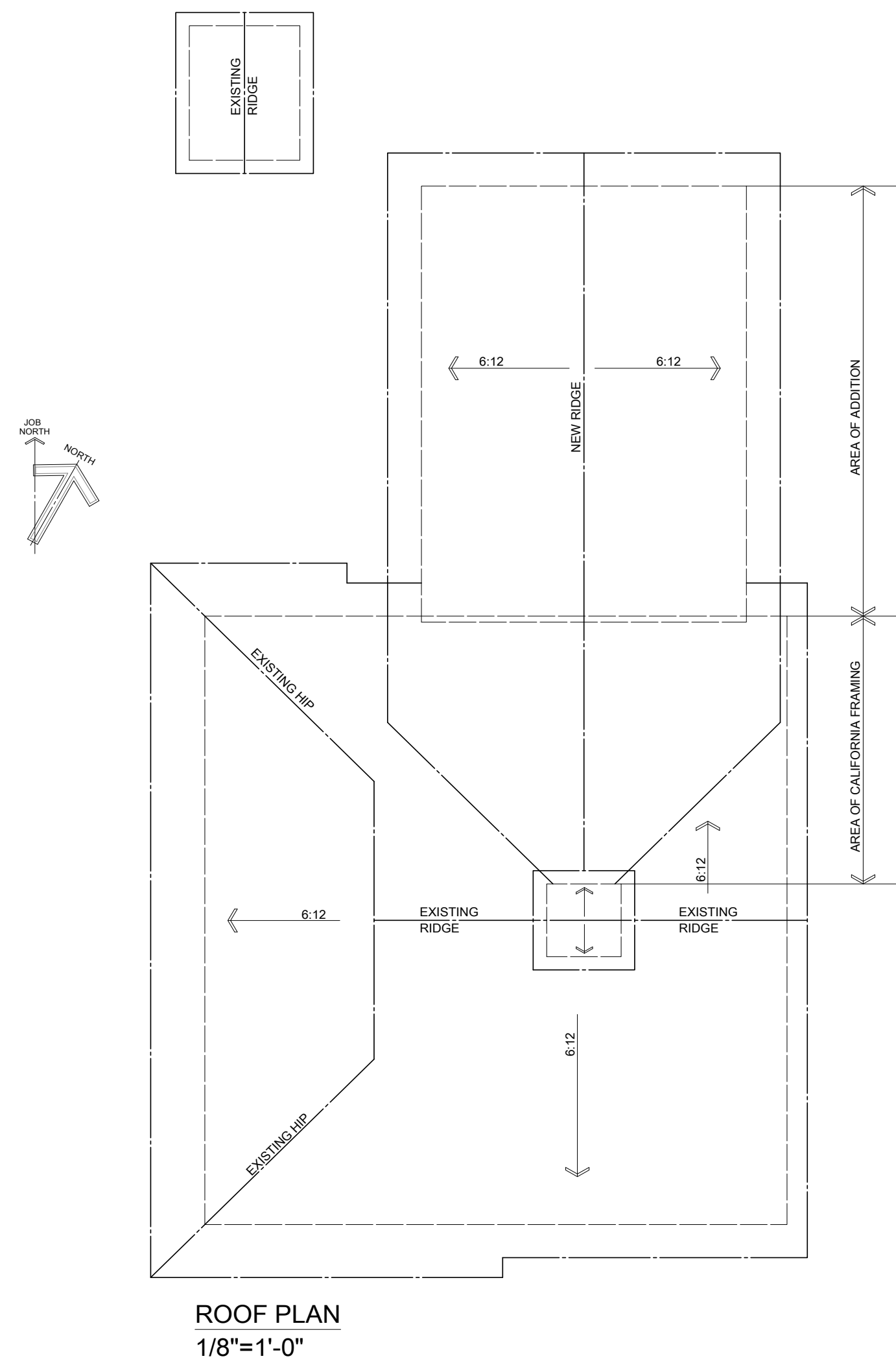
karen@kjarchitecture.com

PROJECT NUMBER SPTWD 2021		
ISSUE		
NO.	DATE	DESCRIPTION
0	06.18.21	DESIGN REVIEW

SPOTTISWOODE WINERY
PRODUCTION OFFICE
REMODEL/ADDITION
APN: 009-470-021
Madrona Avenue, St. Helena, California

A0





**KAREN JENSEN
ARCHITECTURE**

1813 Cedar Street, Calistoga, CA 94515
707.942.8267

karen@kjarchitecture.com

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**SPOTTSWOODE WINERY
PRODUCTION OFFICE
REMODEL/ADDITION**

SHEET TITLE
PROPOSED
PLANS

SHEET NUMBER
A101



VIEW FROM MADRONA ENTRANCE

RECEIVED
By Xgamero at 3:49 pm, Jun 29, 2021



VIEW OF PRODUCTION BUILDING FROM SOUTH

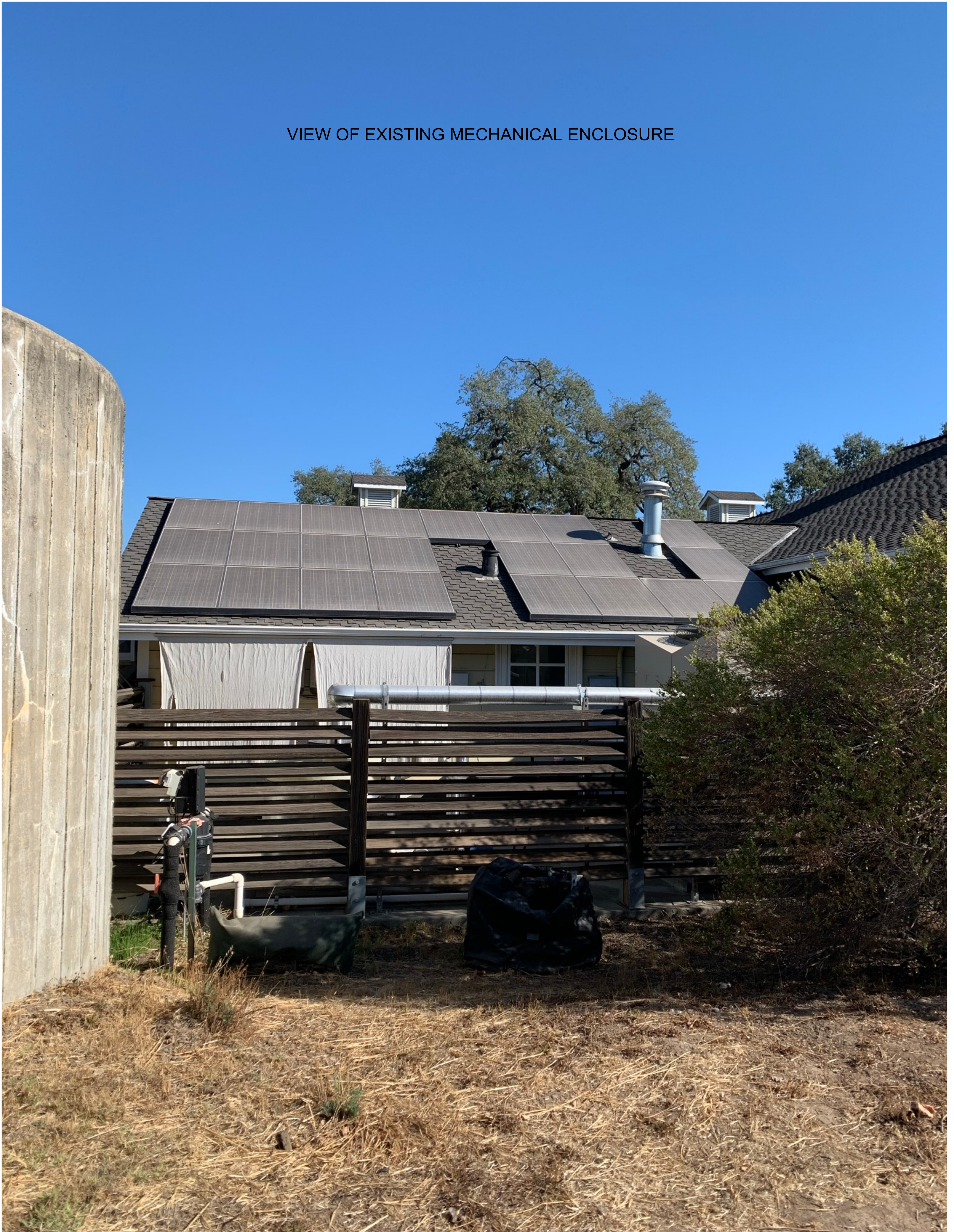
VIEW FROM WESTERN VINEYARD



VIEW FROM NORTHERN VINEYARD



VIEW OF EXISTING MECHANICAL ENCLOSURE



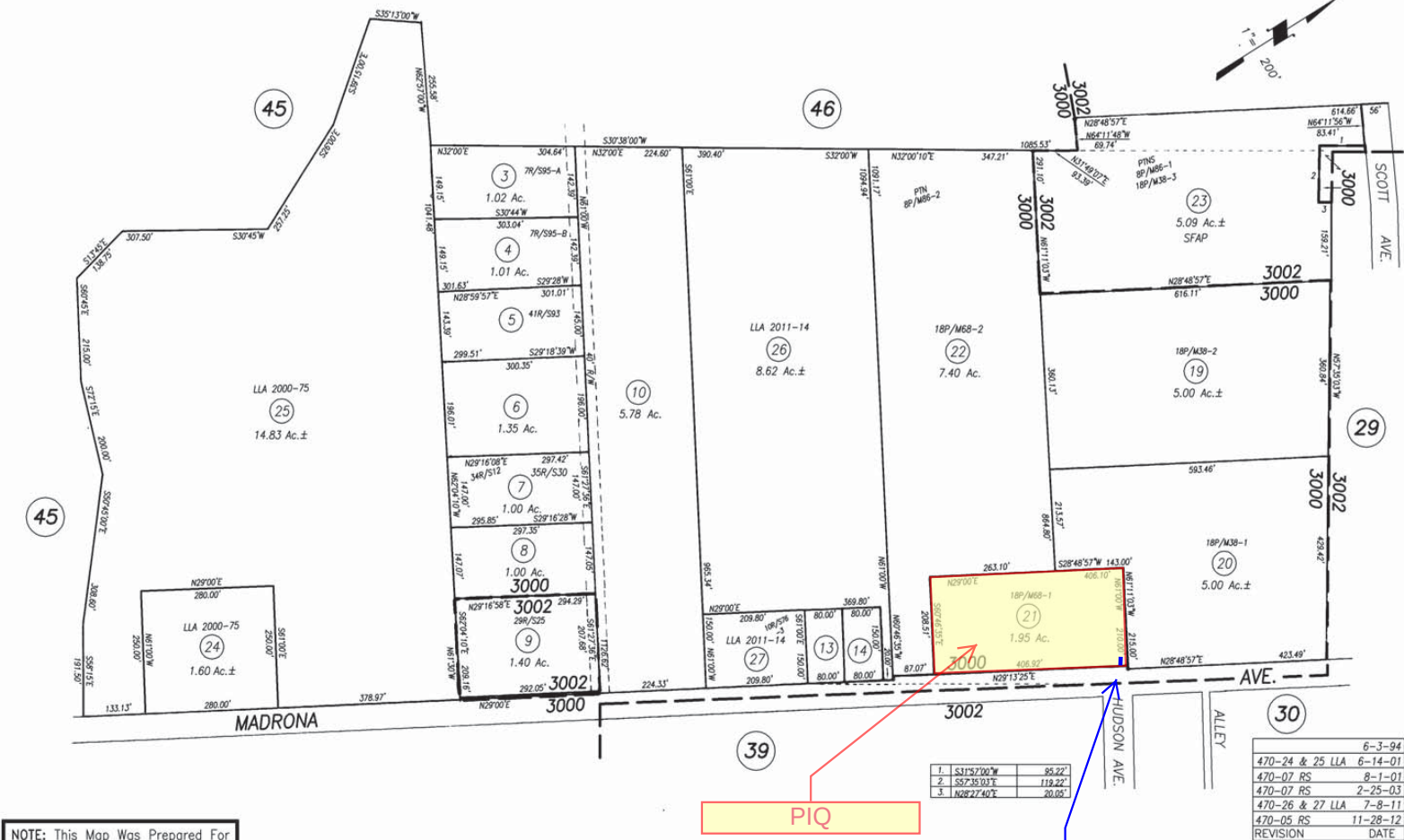
VIEW OF "AREA OF WORK" FROM NORTH



COUNTY ASSESSOR'S PARCEL MAP
PTN. RANCHO CARNE HUMANA

Tax Area Code
3000, 3002

9-47
9-38



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

THIS MAP MAY OR MAY NOT BE A SURVEY OF THE LAND DEPICTED HEREON. YOU SHOULD NOT RELY UPON IT FOR ANY PURPOSE OTHER THAN ORIENTATION TO THE GENERAL LOCATION OF THE PARCEL OR PARCELS DEPICTED, FIRST AMERICAN TITLE COMPANY OF NAPA EXPRESSLY DISCLAIMS ANY LIABILITY FOR ALLEGED LOSS OR DAMAGE WHICH MAY RESULT FROM RELIANCE UPON THIS MAP.

RECEIVED
By Xgamero at 3:48 pm, Jun 29, 2021

SPOTTSWOODE

Winegrowing Estate
Organically Farmed Since 1985

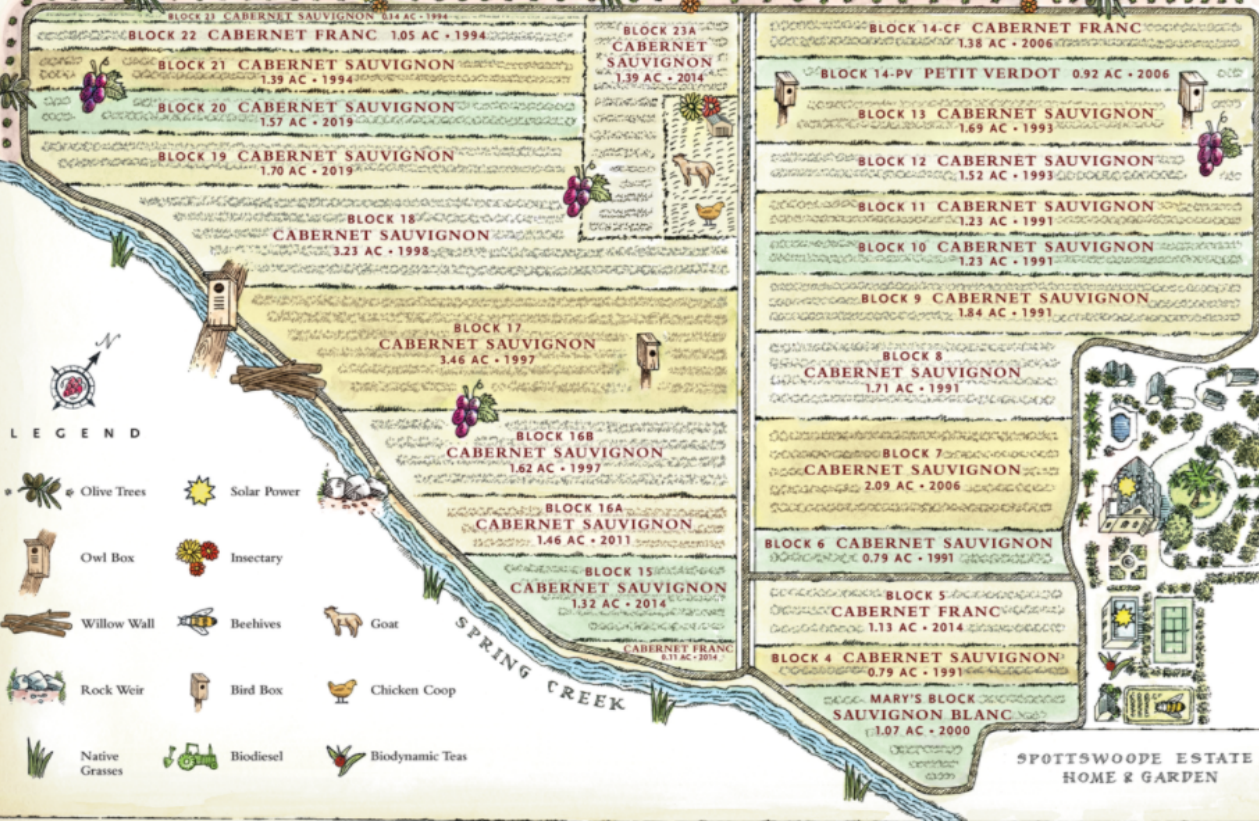


WINERY & TASTING ROOM



MADRONA AVENUE

HUDSON AVENUE



SPOTTSWOODE ESTATE
HOME & GARDEN



Planning Commission

October 19, 2021

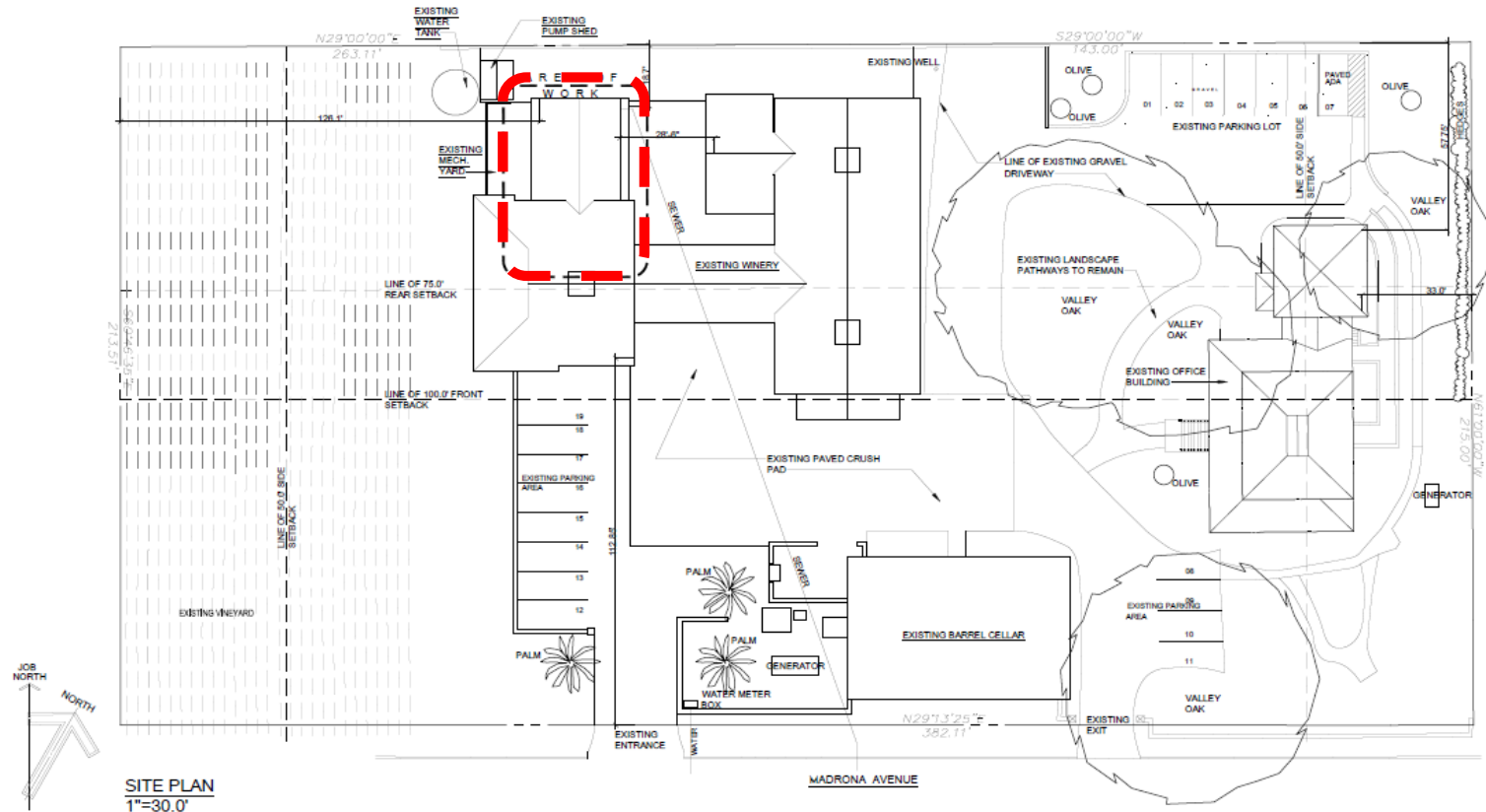
Design Review File #PL21-029

- **1902 Madrona Avenue**
- **General Plan District: Agriculture (AG)**
- **Zoning District: Winery/Historic Preservation Overlay**
- **Request for design review approval of a 780 square foot addition/remodel to an existing wine production facility for office and meeting space**
- **Water usage: water usage will remain unchanged as no new water fixtures or change in the number of employees, visitors or production capacity are proposed**



Site Plan

- 780 square foot, second story addition
- No expansion of building footprint
- 19 existing parking space, and no additional parking proposed





PROPOSED SECOND FLOOR PLAN

1/4"=1'-0"

Agenda Item #5.1.

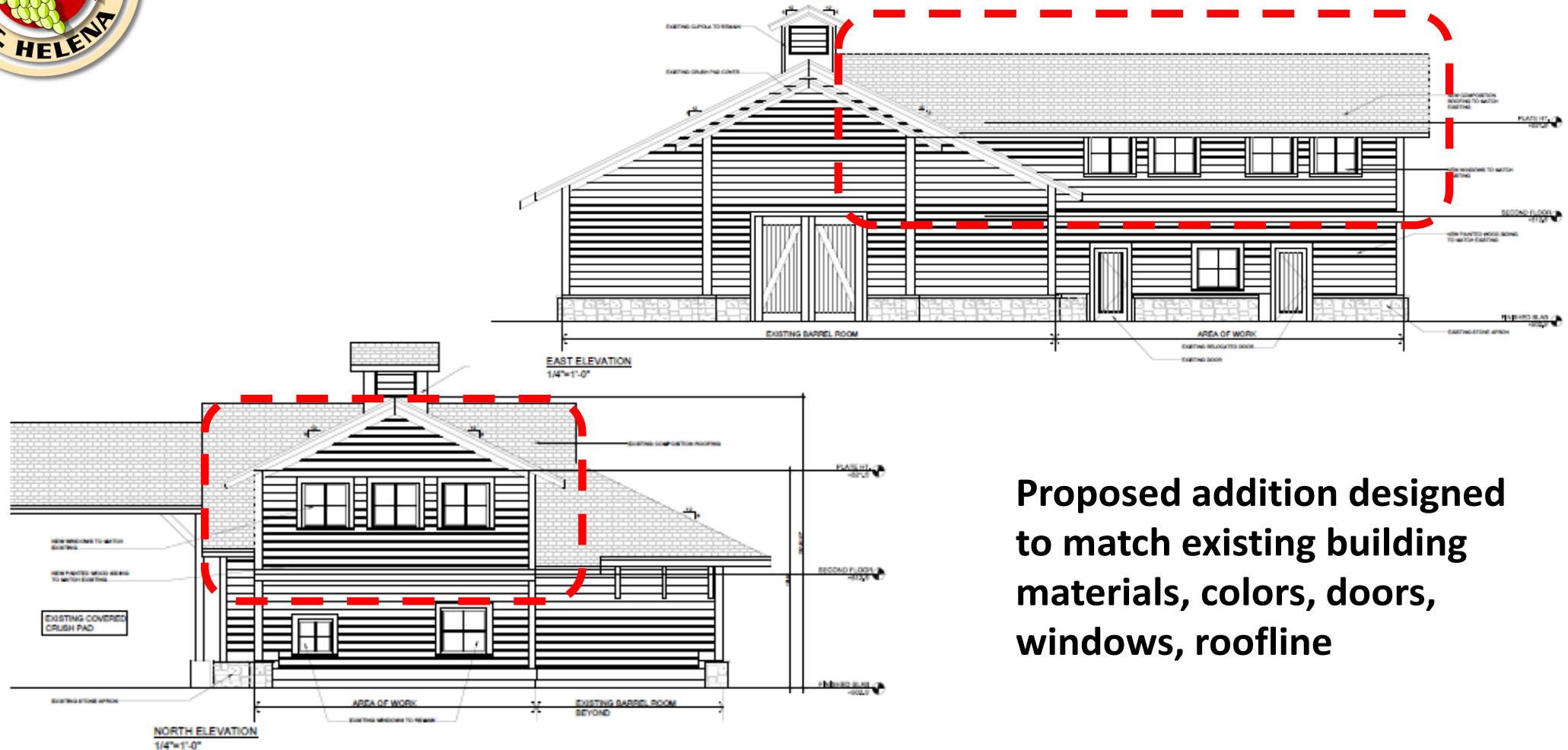


Area of Work – Existing Conditions





Area of Work – Proposed Addition



Proposed addition designed to match existing building materials, colors, doors, windows, roofline



Nonconforming Setbacks

- **Design Review 98-45 approved for construction of the wine production building**
- **Due to the nonconforming lot size, the Planning Commission approved a reduced rear setback to accommodate the project**
- **The current Zoning Code requires a minimum lot size of 20 acres for the Winery district and a rear setback of 75 feet**
- **The Spottswode Winery lot is 1.95 acres, and a rear setback of 18 feet was approved for the wine production building**



Historic Preservation

There are no changes proposed for the historic stone barrel cellar building constructed in 1885 in connection with the proposed addition/remodel of the wine production building





Recommendation

Staff recommends that the Planning Commission:

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15301; and
2. Accept the required findings and approve a resolution granting design review approval for the proposed 780 square foot second story addition remodel of an existing wine production building at the Spottswoode Winery located at 1902 Madrona Avenue.