



****AMENDED 6/1/23****
City of St. Helena
Planning Commission
Regular Meeting
Tuesday, June 6, 2023 @ 6:00 PM
Vintage Hall Board Room - Second Floor

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.

The Planning Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website. Public comment for Planning Commission meetings will be accepted via email to publiccomment@cityofstheleena.org. All public comments must be emailed at least three hours prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line agenda.

Simultaneous Spanish interpretation services during meetings can be scheduled upon request. To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing cityclerk@cityofstheleena.org. The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at <https://stheleena.civicweb.net/portal/>.

Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a cityclerk@cityofstheleena.org.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://stheleena.civicweb.net/portal/>.

Page

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER AND ROLL CALL
Chair: John Ponte
Vice Chair: Chris Warner
Commissioners: Autumn Anderson, Rosaura Segura, Marika Rothfeld and Chad Krsek

City staff present at the meeting will be noted in the minutes.

3. PUBLIC FORUM:
This is an opportunity for the public to address the Commission on items of interest to the public that are NOT listed on the agenda. Because of restrictions imposed by the Brown Act, the Commission may not engage in discussion nor take action on matters not described on the agenda. **Please observe the time limit of four minutes.**
4. CONSENT ITEMS

Members of the Commission or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

- 4.1. Approval of Minutes: May 16, 2023 & May 2, 2023 5 - 11
[Planning Commission Minutes 05.16.23](#)
[*Planning Commission Minutes 05.02.23 \(revised\)](#)
- 4.2. Request by Janet Keene for approval of a Lot Line Adjustment moving a shared property line between 1930 Main Street and 1112 Pratt Avenue in the twenty-acre agriculture (A-20) zoning district. 13 - 29

CEQA Determination: Exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15305.

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 as a Class 5 categorical exemption pursuant to Section 15305, and
2. Accept staff approval granting a Lot Line Adjustment to Janet Keene for the adjustment of the property line joining 1930 Main Street and 1112 Pratt Avenue in the twenty-acre agriculture (A-20) zoning district.

[Staff Report- 1930 Main St. & 1112 Pratt Ave.](#)

5. PUBLIC HEARINGS

6. SCHEDULED MATTERS

- 6.1. Consideration and proposed approval of a resolution determining that the FY 2023/24 Capital Improvement Program (CIP) is in conformance with the General Plan 31 - 53

CEQA Determination: Exempt. A plan comprised of various projects and their corresponding revenue/expenditure plans do not constitute a project as defined by CEQA.

Prepared By: Joseph Leach, Public Works Director and City Engineer

Recommendation:

Adopt the attached resolution determining that Fiscal Year 2023/2024 Capital Improvement Program is in conformance with the General Plan.

[*FY2023/24 CIP GP Conformance](#)

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 June 20, 2023 at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on May 24, 2023 and amended May 26, 2023 and June 1, 2023.



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://cityofstheleena.org> and will be available for public review at the respective meeting.

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, May 16, 2023 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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

Present: Chair John Ponte, Vice Chair Christopher Warner, Commissioner Autumn Anderson (arrived at 6:04 pm), Commissioner Marika Rothfeld
Absent: Commissioner Krsek
Staff Present: Maya DeRosa, Community Development Director and Xinia Gamero, Permit Technician III and Planning Commission Secretary

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No public comment received.

4. CONSENT ITEMS

5. PUBLIC HEARINGS

- 5.1 Annual Capital Improvement Program. Determining that the City's proposed Fiscal Year 2023/24 Capital Improvement Program

Item 5.1 will be continued to date certain of June 6, 2023.

- 5.2 Request by Noel Bito for adoption of a resolution approving a use permit in order to permanently establish a barbershop in an existing tenant space located at 1080 Main St., Suite C in the Central Business (CB) zoning district. Prepared By: Xinia Gamero, Permit Technician III

Chair Ponte opened the public hearing.

No ex parte communication disclosed by the Planning Commission.

Xinia Gamero, Permit Technician III reported on the item and showed a presentation.

No public comment received.

Chair Ponte closed public comment.

Vice Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301; and accept the required findings and adopt the attached resolution granting use permit approval to establish a barbershop in the existing tenant space located at 1080 Main Street, Suite C. The motion was seconded by Commissioner Autumn Anderson and on roll call carried by the following vote:

AYES: Autumn Anderson, John Ponte, Marika Rothfeld, and Christopher Warner

NOES: None

ABSENT: Chad Krsek

ABSTAIN: None

RECUSE: None

6. SCHEDULED MATTERS

None.

7. DEPARTMENT REPORTS

Community Development Director Maya DeRosa reported on the following:

- City Council approved Safety and Housing Element on May 10, 2023. It was sent to HCD for certification.
- Zoning Code- next public meeting for Planning Commission consideration to be held Summer 2023. Date TBD.

Commissioner Warner acknowledged and praised staff for their hard work and dedication.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Ponte adjourned the meeting at **6:11 p.m.**

The May 16, 2023 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

John Ponte, Planning Commission Chair

Maya DeRosa, AICP
Community Development Director

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, May 2, 2023 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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

Present: Chair John Ponte, Vice-Chair Christopher Warner, Commissioner Rosaura Segura, and Commissioner Marika Rothfeld
Absent: Commissioner Autumn Anderson
Staff Present: Maya DeRosa, Community Development Director, Aaron Hecock, Senior Planner, and Cindy Tzaopoulos, 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: April 18, 2023

Commissioner Christopher Warner moved to approve consent as presented. The motion was seconded by Commissioner Rosaura Segura and on roll call carried by the following vote:

AYES: Rosaura Segura, John Ponte, Marika Rothfeld, and Christopher Warner

NOES: None

ABSENT: Autumn Anderson

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

5.1 Annual Capital Improvement Program. Determining that the City's proposed Fiscal Year 2023/24 Capital Improvement Program

Item 5.1 was continued to a date certain of May 16, 2023, and not heard.

- 5.2 Planning Commission recommendation that the City Council of the City of St. Helena adopt a General Plan Amendment (GPA 2023-001) to update the Housing Element of the General Plan for the period of 2023-2031 and adopt an Addendum to the General Plan Environmental Impact Report.

Prepared By: Aaron Hecock, Senior Planner

Aaron Hecock, Senior Planner reported on the item.

Ryan Lester from Mintier Harnish shared a Powerpoint Presentation.

Chair Ponte opened the public hearing.

No public comment was received.

Chair Ponte closed the public hearing.

Commissioner Christopher Warner moved to approve staff's recommendation:

1. Find that the EIR Addendum for the Housing Element Update to the City of St. Helena 2040 General Plan is adequate and complete in compliance with the California Environmental Quality Act; and

2. Adopt an Amendment to the General Plan (GPA 2023-001) updating the Housing Element of the General Plan for the period of 2023-2031 and incorporating it into the 2040 General Plan.

The motion was seconded by Commissioner Rosaura Segura and on roll call carried by the following vote:

AYES: Rosaura Segura, John Ponte, Marika Rothfeld, and Christopher Warner

NOES: None

ABSENT: Autumn Anderson

ABSTAIN: None

RECUSE: None

- 5.3 Planning Commission recommendation that the City Council of the City of St. Helena adopt a General Plan Amendment (GPA 2023-002) to update the Public Health, Safety, and Noise Element of the General Plan and adopt an Addendum to the General Plan Environmental Impact Report.

Prepared By: Aaron Hecock, Senior Planner

Aaron Hecock, Senior Planner introduced the item.

Rincon Consultant Lauren Collar provided a presentation and reported on the item.

Chair Ponte opened the public hearing.

No public comment was received.

Chair Ponte closed the public hearing.

Commissioner Christopher Warner moved to adopt staff's recommendation:

1. Find that the EIR Addendum for the Public Health, Safety and Noise Element Update to the City of St. Helena 2040 General Plan is adequate and complete in compliance with the California Environmental Quality Act; and
2. Adopt an Amendment to the General Plan (GPA 2023-002) updating the Public Health, Safety and Noise Element as previously discussed and incorporating it into the 2040 General Plan.

The motion was seconded by Commissioner Rosaura Segura and on roll call carried by the following vote:

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

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Ponte adjourned the meeting at **7:33 pm.**

The May 2, 2023 minutes were approved at the _____ Regular Planning Commission meeting.

APPROVED:

ATTEST:

John Ponte, Planning Commission Chair

Maya DeRosa, AICP
Community Development Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of June 6, 2023

FILE NUMBER: PL23-009

SUBJECT: Request by Janet Keene for approval of a Lot Line Adjustment moving a shared property line between 1930 Main Street and 1112 Pratt Avenue in the twenty-acre agriculture (A-20) zoning district.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

APPLICATION FILED:04/04/23

ACCEPTED AS COMPLETE:05/05/23

LOCATION OF PROPERTY: 1930 Main Street & 1112 Pratt Avenue

APN: 009-010-027 & 009-010-023

GENERAL PLAN/ZONING: Twenty-acre Agriculture (A-20)

APPLICANT: Janet Keene

PHONE: (408) 655-9228

BACKGROUND

The subject properties are located at 1930 Main Street and 1112 Pratt Avenue (APN 009-010-027 and APN 009-010-023) in the Twenty-acre Agriculture (A-20) zoning district. The proposed project involves two contiguous legal parcels owned by the same property owners. 1930 Main Street (Parcel 1) is currently 2.34 acres, while 1112 Pratt Avenue (Parcel 2) is currently .43 acres. The owner/applicant desires to adjust a shared property line so that each property will have an equitable amount of vineyard. Each existing parcel has its own city water meter and electric and gas meter. 1930 Main Street has an existing city sewer connection. 1112 Pratt Avenue has an existing, on-site septic system. No new improvements are proposed under this application. Access to each parcel will remain as it currently exists.

PROJECT DESCRIPTION

The applicant requests approval of a Lot Line Adjustment (LLA) to move a shared property line in order to make 1112 Pratt Avenue .87 acres larger. The requested LLA would not affect land use or zoning designations and the total number of parcels would not change. The configuration of the existing and proposed parcels can be seen on the exhibits attached. No new or additional development is proposed.

Existing Parcel Size

1930 Main Street (APN 009-010-027) – 2.34 acres

1112 Pratt Avenue (APN 009-010-023) – .43 acres

Proposed Parcel Size

1930 Main Street (APN 009-010-027) – 1.47 acres

1112 Pratt Avenue (APN 009-010-023) – 1.3 acres

Upon approval of the Lot Line Adjustment and recordation of the new deeds and maps, there will be two legal parcels; there will be no change in ownership.

ANALYSIS

CEQA

The requested LLA is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15305, as a Class 5 categorical exemption, Minor Alterations in Land Use Limitations, which exempts minor lot line adjustments not resulting in the creation of any new parcel. The project site is not located in or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impact.

GENERAL PLAN

The subject property has a General Plan Land Use designation of Agriculture (AG). The AG land use designation allows agricultural and winery uses with restricted single family residential and public/quasi-public uses. This designation applies to large areas of the valley floor that surround the city's urban core. With the exception of hillside areas designated WW, all lands outside the Urban Limit Line are designated AG regardless of their size or actual use. The St. Helena General Plan Update 2040 includes the following policies that are relevant to the proposed project:

- **LU1.1** - Require new development to occur within well-defined boundaries and be consistent with the ability to provide urban services. New development should mitigate infrastructure impacts by using sustainable, best management practices in green building and stormwater management and paying its share of development impact fees, while minimizing impacts on sewer, water, energy, and natural resources.

- **LU1.4** - In order to minimize and postpone the need for expansion of the Urban Limit Line, encourage infill development within currently developed areas.
- **LU1.5** - Require new development to provide adequate infrastructure and urban services, including compliance with the policies and implementing actions affecting new development as set forth in the Public Facilities and Services Element.
- **LU5.1** - Discourage conversion of existing farmland to non-agricultural uses.
- **LU5.3** - Strictly limit development on properties existing at the time of the adoption of this General Plan that are designated as agricultural land.

Staff Response: Staff finds that the proposed LAA is consistent with the General Plan in that the reconfigured parcels would result in two parcels being able to support active agriculture opposed to only one. Also, the proposed LLA would not result in any impacts to existing services or infrastructure.

ZONING

Consistent with the General Plan land use designation described above, the subject property has a zoning designation of Twenty-Acre Agriculture (A-20). The A-20 district provides for agricultural and residential uses. With the exception of those hillside areas designated woodlands and watershed, and wineries designated winery, all lands outside the urban limit line are designated A-20 regardless of their size or use. The purpose of the A-20 district is to promote and implement the policies of the general plan to preserve agricultural land uses and provide for future orderly development as the urban limit line is adjusted to accommodate urban growth. Pursuant to St. Helena Municipal Code (SHMC) Section 17.20.060, development regulations for lots less than two acres are those prescribed by the LR:1A district as detailed below:

STANDARD	MAXIMUM	1930 (exst/prpsd)	1112 (exst/prpsd)
Lot Coverage	35%	2.7% / 4.3%	12.3% / 4.1%
SIZE	MINIMUM	1930 (exst/prpsd)	1112 (exst/prpsd)
Lot Area	1.0 acre	2.34 ac / 1.47 ac	.43 ac / 1.3 ac
Lot Width	70 feet	No Change	134 feet / 167 feet

As far as the Floor Area Ratio (FAR) is concerned, lots 1 acre and over have a maximum FAR of 0.139 with a corresponding maximum gross floor area of 6,069 square feet. As detailed below, each parcel is below F.A.R. maximums under both scenarios (existing and proposed):

***1930 MAIN ST. EXISTING FLOOR AREA:**

EXISTING DWELLING	1,768 SF
GARAGE	1,000 SF
EXEMPTION	-200 SF

TOTAL 2,568 SF

FLOOR AREA RATIO: 2,568 / 101,930 = 0.025

**As the parcel is currently over 2 acres in size, it is subject to the A-20 development standards which doesn't regulate FAR, instead, it limits the parcel to no more than 1 acre of non-agricultural coverage. According to the licensed civil engineer, 1.5 acres of the 2.34 acre site is currently vineyard, meaning the existing parcel complies with the current non-agricultural requirement (.84 acres non-agricultural coverage), but as noted, this requirement will cease to apply as a result of the proposed LLA as the LR:1A standards will then apply.*

1930 MAIN ST. PROPOSED FLOOR AREA:

EXISTING DWELLING	1,768 SF
EXISTING GARAGE	1,000 SF
EXEMPTION	-200 SF

TOTAL 2,568 SF

FLOOR AREA RATIO: 2,568 / 64,033 = 0.040

1112 PRATT AVE. EXISTING FLOOR AREA:

EXISTING DWELLING	1,708 SF
EXISTING GARAGE	588 SF
EXEMPTION	-200 SF

TOTAL 2,096 SF

FLOOR AREA RATIO: 2,096 / 18,731 = 0.112

1112 PRATT AVE. PROPOSED FLOOR AREA:

EXISTING DWELLING	1,708 SF
EXISTING GARAGE	588 SF
EXEMPTION	-200 SF

TOTAL 2,096 SF

FLOOR AREA RATIO: 2,096 / 56,628 = 0.037

Staff Response: The parcels resulting from the proposed LLA would comply with all developments standards required by the SHMC as detailed above. No new or modified development is proposed as part of this LLA. Additionally, the proposed LLA would result

in the parcel at 1112 Pratt Avenue being over the 1 acre minimum as required by code (note: the code does permit parcels being less than 1 acre as the result of a LLA provided the number of parcels existing prior to the LLA does not increase and that no lots are less than 7,000 sf in size). The proposed LLA would also correct an existing non-conformity as the attached garage at 1112 Pratt Avenue is currently only 8 feet from the side yard property line when 10 feet is required. As proposed, this side yard setback would increase by 33 feet to a total of 41 feet.

LOT LINE ADJUSTMENT

Review procedures for Lot Line Adjustments (LLA) are regulated by the SHMC Section 16.08.070. A LLA map may be submitted and approved for a boundary adjustment between (four or fewer) existing and adjoining parcels, which does not create a greater number of lots than originally existed, if each proposed lots meets all the requirements of the California Subdivision Map Act, St. Helena General Plan, the Zoning Ordinance and building regulations.

As required by SHMC Section 16.08.070(B), each of the parcels involved in the proposed LLA are legally established parcels owned by the respective applicant(s). In addition to identifying the application requirements, Section 16.08.070 grants the Planning Director and the Public Works Director the discretion to jointly approve a LLA application which meet all development criteria. If jointly approved by the Planning Director and Public Works Director, Section 16.08.070(D) requires that the directors make a written report to the Planning Commission at its next regularly scheduled meeting, which this report is satisfying.

The Planning Commission may choose to formally review the LLA or simply provide concurrence on the Planning and Public Works Director's approval. If the Planning Commission decides by majority vote to formally "review" the LLA, then a Planning Commission hearing date is set, public notice is sent out and the proposal is considered by the Commission.

If the Planning Commission concurs with the staff approval, then the Planning Director must publish the action to approve the LLA in the newspaper and send out a notice to all property owners within 300 feet of the site notifying them of the decision. Upon receipt of such notice property owners may then choose to appeal the action of the Planning Director/ Public Works Director to the Planning Commission.

ISSUES

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

CORRESPONDENCE

At the time of agenda publication, 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 as a Class 5 categorical exemption pursuant to Section 15305, and
2. Accept staff approval granting a Lot Line Adjustment to Janet Keene for the adjustment of the property line joining 1930 Main Street and 1112 Pratt Avenue in the twenty-acre agriculture (A-20) zoning district.

ATTACHMENTS

[Lot Line Adjustment Approval](#)

[WRITTEN STATEMENT](#)

[APN and Aerial](#)

[4337-00 LLA](#)

[Main House and Garage from Pratt Ave](#)

[Main Garage from Pratt House](#)

[Pratt Ave House 1](#)

[Pratt Ave House 2](#)

LOT LINE ADJUSTMENT APPROVAL



DATE: June 6, 2023

TO: Applicants, Neighboring Property Owners and Interested Citizens

FROM: Maya DeRosa, Community Development Director

RE: Approval of a Lot Line Adjustment between two adjacent properties located at 1930 Main Street & 1112 Pratt Avenue, St. Helena, in the Twenty-acre Agriculture (A-20) zoning district.

BACKGROUND

The subject properties are located at 1930 Main Street and 1112 Pratt Avenue (APN 009-010-027 and APN 009-010-023) in the Twenty-acre Agriculture (A-20) zoning district. The proposed project involves two contiguous legal parcels owned by the same property owners. 1930 Main Street (Parcel 1) is currently 2.34 acres, while 1112 Pratt Avenue (Parcel 2) is currently .43 acres. The owner/applicant desires to adjust a shared property line so that each property will have an equitable amount of vineyard. Each existing parcel has its own city water meter and electric and gas meter. 1930 Main Street has an existing city sewer connection. 1112 Pratt Avenue has an existing, on-site septic system. No new improvements are proposed under this application. Access to each parcel will remain as it currently exists.

PROJECT DESCRIPTION

The applicant requests approval of a Lot Line Adjustment (LLA) to move a shared property line in order to make 1112 Pratt Avenue .87 acres larger. The requested LLA would not affect land use or zoning designations and the total number of parcels would not change. The configuration of the existing and proposed parcels can be seen on the exhibits attached. No new or additional development is proposed.

Existing Parcel Size

1930 Main Street (APN 009-010-027) – 2.34 acres

1112 Pratt Avenue (APN 009-010-023) – .43 acres

Proposed Parcel Size

1930 Main Street (APN 009-010-027) – 1.47 acres

1112 Pratt Avenue (APN 009-010-023) – 1.3 acres

Upon approval of the Lot Line Adjustment and recordation of the new deeds and maps, there will be two legal parcels; there will be no change in ownership.

PROCESS

St. Helena Municipal Code (SHMC) Section 16.08 establishes review procedures for Lot Line Adjustments. The Code specifies that a LLA map may be submitted to adjust the boundary between four or fewer existing and adjoining parcels, which does not create a greater number of lots than originally

*Lot Line Adjustment Approval
June 6, 2023*

existed. Per SHMC Section 16.08.070, the Planning Director and the Public Works Director, may at their discretion jointly approve a lot line adjustment if the proposal is found to meet all required review criteria. If a lot line adjustment is approved or conditionally approved, the directors shall make a written report thereof to the planning commission at its next regularly scheduled meeting. If the planning commission decides, by majority vote, to review the lot line adjustment and conditions, it shall conduct a public hearing after giving notice pursuant to Section 16.04.100. The public hearing shall be held within thirty (30) days after the date of the request for review.

This letter serves as the approval of the requested Lot Line Adjustment. Per SHMC Section 16.08.070(D), this letter and a written report were presented to the Planning Commission on June 6, 2023 to establish concurrence with the Director's findings.

CONDITIONS OF APPROVAL

The lot line adjustment is granted subject to compliance with the following conditions. The Lot Line Adjustment shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

PLANNING DEPARTMENT

1. The lot line adjustment shall be valid for one year from the date of approval and if the revised lots are not a matter of record within that one-year period, the approval shall expire. The permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals. Any request for an extension of the Lot Line Adjustment must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
2. This permit is valid for this approval only. New permits must be applied for upon any other change in the parcel boundaries.
3. The permit shall not become effective until ten (10) calendar days after noticing of this approval, providing that the action is not appealed to the Planning Commission within that 10-day period.
4. Compliance with all permit conditions shall occur in accordance with specific regulations but in all cases no later than prior to recordation of the approved map, 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.
5. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
6. 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.

*Lot Line Adjustment Approval
June 6, 2023*

PUBLIC WORKS DEPARTMENT

7. The applicant, or his/her representative, shall submit two (2) copies of the lot line adjustment draft deed documents' legal descriptions with the following information:
 - a. The legal descriptions shall describe the entire boundary of each resulting parcel.
 - b. The legal descriptions shall be prepared, signed and stamped by a registered Land Surveyor or a licensed Civil Engineer.
 - c. The legal descriptions shall describe all easements, grants of right of way and deeds as applicable to the lot line adjustment.
8. The following statements shall be included on each draft deed document:
 1. The purpose of this conveyance and the conveyances being recorded concurrently herewith is to create a lot line adjustment pursuant to California Government Code Section 66412(d) and all local subdivision ordinances.
 2. The consolidation of underlying lots, parcels or portions thereof, as set forth in the above metes and bounds description, constitutes an expressed written statement of the Grantor, merging said underlying lots, parcels, or portions thereof pursuant to Section 1093 of the California Civil Code.
9. The applicant, or his/her representative, shall submit two (2) copies of the title reports issued within 30 days of the date of the legal descriptions and deed form submittals.
10. The applicant, or his/her representative, shall submit two (2) copies of the record maps, deed documents, etc. referred to in the lot line adjustment legal descriptions.
11. The applicant, or his/her representative, shall submit proof of payment of the mapping services fee, as required by the Napa County Board of Supervisors Resolution 92-119.
12. The applicant, or his/her representative, shall submit proof of prepayment of property taxes.
13. Lenders should be contacted and any deeds of trust on the involved properties should be modified, to conform to the new boundary configurations, prior to recording the deed documents.

APPEALS

This determination is subject to a 14-day appeal period. Anyone interested in appealing this Determination shall file an appeal with the Planning Director within 14-days of the date of this letter. The letter of appeal must state: (1) the specific action objected to; (2) the action appellant requests the city council to take; (3) the reason for the appeal; and (4) the name, address, and telephone number of

*Lot Line Adjustment Approval
June 6, 2023*

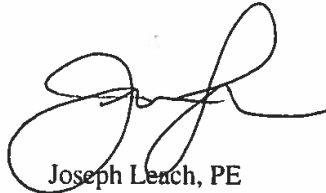
the appellant or contact person if there are multiple appellants and be accompanied by the appropriate fee.

Notice of this Lot Line Adjustment approval was provided to the Planning Commission on June 6, 2023.

Thank you for your attention to this matter.

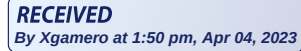


Maya DeRosa, AICP
Community Development Director
City of St Helena



Joseph Leach, PE
Public Works Director / City Engineer
Public Works Director

Lot Line Adjustment Approval
June 6, 2023



NEW ALBION CALIFORNIA, Inc

CONSULTING LAND SURVEYORS

1113 Hunt Avenue St. Helena, CA 95474
(707) 963-1217 ♦ FAX (707) 963-1829
E-Mail: jwebb@albionsurveys.com

WRITTEN STATEMENT

Pratt and Main Lot Line Adjustment

1930 Main Street and 1112 Pratt Avenue, APN 009-010-023 & 009-010-027

The subject Parcels, 1930 Main St and 1112 Pratt Ave, have been in the family since the 1800's and they are currently owned by family members Keene, Quaglia and Mills. Currently 1930 Main St contains a residence, detached garage, vineyards, City Sewer and Water connection and a well. The property is assessed as 3.9 acres, but it is actually 2.34 acres. Access to this parcel is from Main Street(Highway 29). Currently 1112 Pratt Ave contains a residence, a septic system, City Water connection and vineyards. The property is assessed as 0.43 acres. Access to this parcel is from Pratt Avenue.

The purpose of this application is to adjust the common property boundary line between the 2 parcels so that each parcel has an equitable amount of vineyard acreage. The resultant Parcel 1 will be 1.47 acres in size and contain 0.67 acres of vineyard. The resultant Parcel 2 will be 1.30 acres in size and contain 0.74 acres of vineyard. Both resultant parcels will retain their current driveway access points.

Each existing parcel has its own City Water meter and Electric and Gas meter. Proposed Parcel 1 has an existing City Sewer connection. Proposed Parcel 2 has an existing, on-site septic system. No new improvements are proposed under this application.

Thank You,

Jon Webb

Jon M Webb
PLS 6709
March 10, 2023



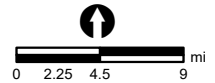
Esri Community Maps Contributors, County of Napa, Sonoma County, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, Swiremap, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NOAA, NASA, CGIAR, N Robinson, NCEAS



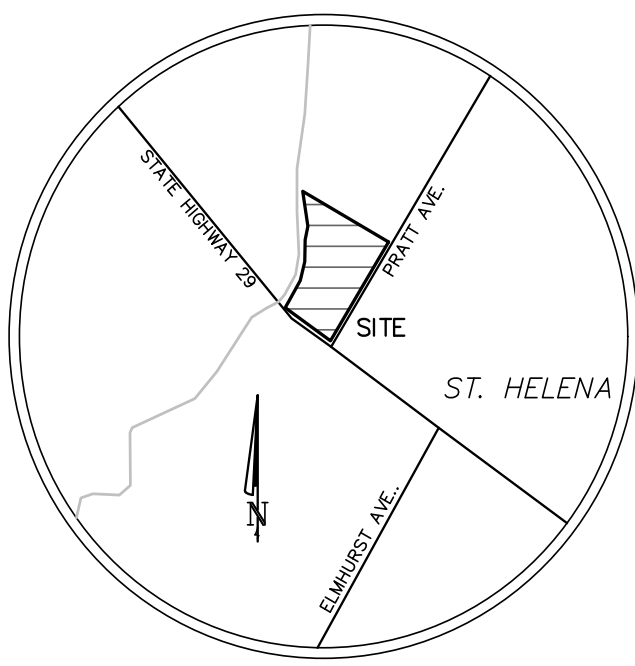
Produced by Napa County GIS

Main and Pratt

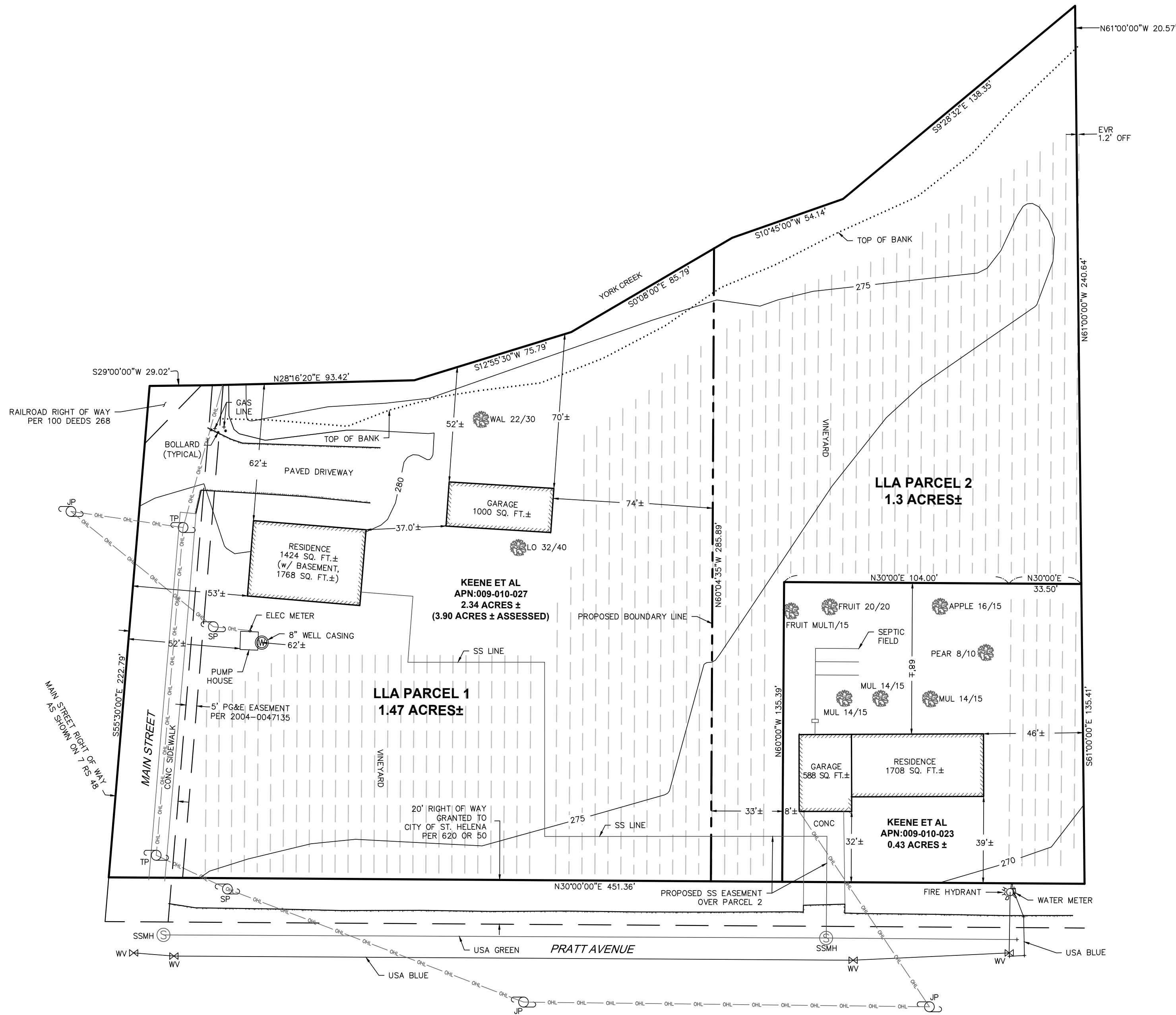
Printed On: 5/10/2023



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

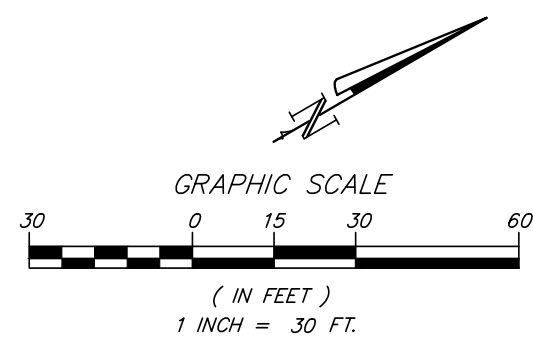


LOCATION MAP
NOT TO SCALE



LEGEND:

CONC	CONCRETE
ELEC	ELECTRIC
JP	JUNCTION POLE
SP	SERVICE POLE
SS	SANITARY SEWER
SSMH	SANITARY SEWER MAN HOLE
TP	TELECOMMUNICATIONS POLE
USA	UNDERGROUND SERVICES ALERT
WV	WATER VALVE
LO	LIVE OAK
MUL	MULBERRY
WAL	WALNUT
WELL	WELL
12/25	TREE TRUNK DIA. IN INCHES/DRIPLINE IN FEET
---	5' CONTOUR
---	EXISTING BOUNDARY LINE
---	PROPOSED BOUNDARY LINE
---	APPROXIMATE EASEMENT LINE; SEE DRAWING NOTES
---	BUILDING LINE
---	EDGE OF CONC
---	EDGE OF PAVEMENT
---	OVERHEAD POWER AND/OR TELEPHONE LINE
---	VINEYARD ROW



	PARCEL 1	PARCEL 2
VINEYARD	0.67 ACRES	0.74 ACRES
PARCEL SIZE	1.47 ACRES	1.30 ACRES

NOTES:

1) APN 009-010-027 CREATED BY PARCEL MAP FILED WITH THE NAPA COUNTY RECORDER IN BOOK 3 AT PAGE 8.

2) APN 009-010-023 CREATED BY RECORD OF SURVEY FILED WITH THE NAPA COUNTY RECORDER IN BOOK 7 AT PAGE 48.

PREPARED UNDER THE DIRECTION OF:



MAY 4, 2023

LOT LINE
ADJUSTMENT MAP
OF THE LANDS OF
JANET KEENE, ET AL

SITUATED IN THE CITY OF ST. HELENA,
COUNTY OF NAPA, STATE OF CALIFORNIA

BY
ALBION SURVEYS
ST. HELENA, CALIFORNIA



APN 009-010-023 & 027
MAY 4, 2023

4337-00 LLA.dwg











PLANNING COMMISSION REPORT

Planning Commission Meeting of June 6, 2023

SUBJECT: Consideration and proposed approval of a resolution determining that the FY 2023/24 Capital Improvement Program (CIP) is in conformance with the General Plan

PREPARED BY: Joseph Leach, Public Works Director and City Engineer

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

BACKGROUND

Sections 65401 and 65402 of the California Government Code require that the Capital Improvement Program (CIP) be in conformance with the General Plan. State Law also mandates that this determination of conformance be made by a designated planning agency. For the City of St. Helena, the designated planning agency is the Planning Commission. The purpose of this staff report is to have the Planning Commission make a determination of consistency with the adopted General Plan.

PROJECT DESCRIPTION

The Planning Commission is tasked with reviewing the planned CIP for Fiscal Year 2023/2024 and making the finding that the activities proposed for inclusion in the CIP are in conformance and consistent with the General Plan.

General Plan conformity can best be described as furthering the eventual achievement of the goals, policies, and infrastructure identified in the General Plan. For example, the construction of a roadway would be consistent with the General Plan if the roadway is depicted on the Circulation Element, identified in the goals and policies, or listed as an implementation program/activity.

Staff has developed and reviewed the proposed FY2023/2024 capital projects and has evaluated the proposed improvements for consistency with the classifications contained in the General Plan. As shown in the Attachment 2, these activities are consistent with the policies contained in the General Plan.

Once the Planning Commission makes the finding that the FY2023/2024 CIP is consistent with the General Plan, it will be brought to the City Council for adoption along with anticipated expenditures and projects over a five-year period at a meeting in June 2023.

ANALYSIS

The City's 2023/2024 CIP consists of a number of projects in four divisions. Project list retains the projects approved by Planning Commission last year in addition to a number of new projects are being added this Fiscal Year based upon the pending adoption of new water/sewer user rates and incorporation of projects funded through the June 2022 voter-approved General Obligation Bond. The fiscal impact of the CIP will be identified in the operating budget for FY2023/2024 which will be heard at City Council in June 2023.

The determination of conformity with the General Plan pursuant to Government Code Sections 65401 and 65402 is not considered a "project" under the California Environmental Quality Act (CEQA). Furthermore, actions implementing the adopted 2019 General Plan are consistent with the certified 2019 General Plan Environmental Impact Report (EIR). Specific projects proposed as part of the CIP will require their own CEQA determination at the time of project implementation.

STAFF RECOMMENDATION

Adopt the attached resolution determining that Fiscal Year 2023/2024 Capital Improvement Program is in conformance with the General Plan.

ATTACHMENTS

[*Attachment 2 2023-24 CIP List w Goals 05262023 v2 060623](#)

[*Attachment 2 2023-24 CIP List w Goals Reso Ex A](#)

[*Attachment 3 2023-24 CIP w Budgets Delivery Sched 06062023](#)

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Civic Projects (Buildings and Parks)			
C18-83	ADA Transition Plan - Facilities	ADA upgrades to existing City public facilities	LU6.1 & PR1.2 High quality City public facilities & accessible parks to all residents
C19-03	Crane Park Lighting Improvements	Retrofit existing park lights fixtures and upgrades to electrical equipment.	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained with adequate lighting
C20-02	Repaint Fire Station #1	Repaint the Fire Station	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure
C20-04	Baldwin Park Fence & Pathway Repair	Remove and replace fence bordering, pathway repair, and minor modifications to entrance	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C21-01	PSPS Emergency Back-up Power	To replace the 35-year-old generator at the Louis Stralla Water Treatment Plant (LSWTP) and to purchase one 175 KW portable generator that can be used at all critical City facilities which do not have	9.4 (p.9-28) & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
C22-01	City Hall Relocation - Tenant Improvements	Tenant Improvements for City Hall and Police Department Relocation to Napa Valley College, St. Helena campus.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure
C22-02	Replace Playground Equipment and Fence at Crane Park	Replacement of Playground Equipment and Fence	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation	Conduct a site survey to address drainage and install new turf and upgrade irrigation; assume consultant to develop topographic survey and grading/irrigation design	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C23-01	Emergency Back-up Power - Corp Yard & Crinella Pump Station	This project will replace existing emergency generators and related equipment at the City's Corporation Yard and Crinella Pump Station. These upgrades increase generator capacities and update aging equipment. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of	9.4 (p.9-28) & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
C24-01	Parks & Recreation Master Plan	Develop parks and recreation master plan consistent with the 2019 General Plan, Ch 12	PR1.A Develop a comprehensive, long-range Parks and Recreation Master Plan to aid the City in creating an integrated system of parks. The plan should be updated periodically to address changing recreation interests, trends, needs, and priorities.
C24-02	Trails & Open Space Amenities - Phase 1	The Parks & Recreation Commission Ad Hoc subcommittee on Walking Routes, Trails, and Publicly Accessible Open Space developed findings/recommendations for Council consideration. Phase 1 of project deliver is for recommended projects that do not require additional study, processing, permitting or stakeholder engagement.	PR6.2 Develop a comprehensive network of bicycle and pedestrian trails to enhance bicycle and pedestrian connectivity throughout the city and the region.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Streets Projects			
R18-81	Downtown Sidewalk Improvements	This is a sidewalk improvement project funded by One Bay Area Grant III program and local funds. The project will replace sidewalks, trees, and implement traffic calming devices on Main Street between Mitchell Drive and Pine Street.	5.6 (p.5-33) & CR2.5 Safe and Well-Maintained Circulation System & Improve the pedestrian experience through streetscape enhancements, focusing improvements where there is the greatest need, and by orienting development toward the street.
R19-05	Grayson and South Crane Rehabilitation (Design Only)	This project will reconstruct Grayson and South Crane Avenues. Accessibility improvements to sidewalks and curb ramps will be included as part of the project whenever applicable.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R19-07	Silverado Trail Guardrail Replacement	Replace guardrail and pavement markings/stripping on Silverado Trail within the City limits.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use
R21-01	Pratt and Elmhurst Crosswalk Improvements on Main Street/Highway 29	This project will upgrade curb ramps as well as improve crosswalk markings and signage.	CR2.F Improve street crossings and gaps in the sidewalk system through development review and capital improvement projects
R21-04	Pope Street Crosswalk Improvements at College Avenue	Installation of a rectangular rapid flashing beacon system (or equivalent) located on Pope Street at College Avenue, four ADA compliance curb ramps, and continental crosswalk markings on Pope Street and College Avenue.	CR2.F Improve street crossings and gaps in the sidewalk system through development review and capital improvement projects
R22-79	Pavement Restoration FY22 Design/FY 23 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R23-01	Signalization Dowdell Lane and Hwy 29	Manage movement of traffic for the Long Meadow Ranch Project at 1000 Mills Lane, Condition of approval No. 66; Farmstead will cost share 23.3% of total project costs; FY24 - design budget moved from	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak	Mitigate pedestrian hazards for the Long Meadow Ranch Project at 738 Main Street; Resolution #2020-101, Item #48; LMR Cost Share 28.8%; FY24 - moved budget from FY23 to FY24	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R23-79	Pavement Restoration FY23 Design/FY 24 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
R24-01	Streets Master Plan	Develop Streets Master Plan that not only incorporates a number of previously developed documents (e.g. General Plan Circulation Element, Active Transportation/Safe Routes to School Plan, Walking Audit, Parking Study, etc.) but includes updated speed survey; policy direction on traffic calming including Complete Streets options; and development of growth-related Capital Improvement Program as a precursor for Development Impact Fee update.	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R24-02	Oak Avenue Rehabilitation	Rehabilitate underground utilities, pavement, curb/gutter/sidewalk including collaboration with various stakeholders including School District, NVT/Vine Trail, etc.	CR1.1 & CR4.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents. Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R24-79	Pavement Restoration FY24 Design/FY 25 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R27-79	Pavement Restoration FY 27 Design/FY 28 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Water Projects			
W-35	Bell Canyon Reservoir Improvements	Dredging of Bell Canyon Reservoir will return the storage capacity to design limits; FY24 - perform bathymetric survey and analyze volume of accumulated sediment	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-80	Dwyer Road Booster Station	Contribute a fair share to a project to construct a booster station that will increase water system pressure.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-85	Bell House Valve Replacement	Replace the bell house valve at the base of the Bell Canyon dam per the requirements of the Division of Safety of Dams.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-86	Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)	Upgrade pressure zone pumps on Spring Mountain Road, piping that feed Holmes Tanks, and emergency back-up power.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-101	Tank 2 Rehabilitation	Rehabilitate Tank 2 at Lower Reservoir. Rehabilitation includes sandblasting, coating of interior, and sanitization of tank.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-108	Lower Reservoir Dam Rehabilitation	Rehab Lower York Creek Dam as required by the Division of Safety of Dams. Repair 12" diameter gate in the outlet tower, repair 24" diameter spillway gate, geotechnical investigation and stability analysis, seismic stability analysis of intake tower and survey and rehab 12 " diameter low level outlet pipe.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-109	Bell Canyon Intake Tower Replacement	Replace intake tower at Bell Canyon Reservoir	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-110	Rutherford Pump Upgrade	Upgrade electrical equipment and install a permanent structure	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-111	WTP Condition Assessment	This is an assessment to develop short and long term needs of the Louis Stralla Water Treatment Plant.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-113	Water System SCADA Improvements	This project will apply power and instrumentation upgrades to integrate the City's water pump stations into Supervisory Control and Data Acquisition System (SCADA). SCADA is utilized to monitor and control a plant and/or equipment.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-118	Replace Mains <6" in Diameter	This annual project will begin the replacement of City water mains. It is anticipated that there will be one project per year based on the completed Integrated Master Utility Plan.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-120	Bell Canyon Phreatic Surface Monitoring & Assessment	The Bell Canyon Phreatic Surface Monitoring and Assessment is a new requirement of the Division of Dam Safety as a direct result of the 2017 Oroville Dam incident.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W21-01	Kearney and Andrea Water Main Replacement	The 4" water main on Kearney between Hillview Place and Adams Street needs to be replaced as well as the main on Andrea from Kearney to Oak Avenue.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-01	Water Distribution Fire Flow Improvements	Replace smaller diameter (6" or less) pipelines with larger diameter pipes; in total, 4,900 linear feet (0.9 miles) of fire flow improvements are recommended per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-02	Napa Intertie Pump Station (Rutherford) Replacement	Replace current pump station "temporary structure" with permanent facility.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-03	ArcGIS Infrastructure Development	ArcGIS Purchase & Setup and data acquisition; FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Wastewater's S24-03	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
W24-04	Retrofit/Deploy SMART water meters	Update all water meters to all customers to SMART meter technology; FY24 - updates all meters with current SMART meter technology so City can insure efficient meter operation AND customers can monitor usage in real-time.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-05	PFAS Sampling Project	Monitor drinking water for PFAS chemicals (i.e. Teflon® and similar chemicals) and report findings to the State of California.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-06	Risk and Resilience Assessment Report Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022 and provides a number of recommendations for reducing risk and enhancing resiliency. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-07	Cyber-Security Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022. Appendix A, Cyber Security Report provides a number of recommendations for reducing susceptibility to a cyber attack. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-08	Safe Yield Policy & Water Neutrality Policy Update	The Safe Yield analysis was completed over 10 years ago. The policy/process for declaration of various stages of water emergencies needs to be updated to reflect current climate projections, proposed rates and supply sustainability. The Water Neutrality Policy was most recently updated in 2016. The update is required to address current development trends and to provide a more practical application to address a neutral impact to the City's water supply.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W25-01	Napa Intertie Pipeline Replacement	Per Integrated Utility Master Plan, Appendix A, Project PWTM-1, replace the 12-inch pipeline from the Rutherford Pump Station to the connection at the intersection of SR29/Dowdell Ln.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W25-02	Water Treatment Plant Transmission Main Replacement	Replace 16,300 lineal feet of 14-inch, 18-inch & 24-inch pipeline per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W26-02	Asset Management & Computerized Maintenance & Management System	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Wastewater Projects			
S-52	WWTRP Upgrades Phase 1	Feasibility study, workplan and Phase 1 improvements as required by CDO Regional Board Order R2-2016-0004.	PF2.B Continue wastewater treatment system upgrades
S18-70	Replace 1% Sewer Mains Annually	Replacement of City sewer mains	PF2.D & PF2.4 Reduce sewer system inflow and infiltration through repair and replacement of sewer pipes and protection from inflow sources & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S18-71	Crinella Pump Station Upgrade	Update the structure and pumping systems as well as including a filter system to control odors.	LU6.1 & PF1.S Provide high-quality wastewater systems & provide for capital needs of wastewater systems.
S18-74	Update GIS Maps of Sewer	OLD PROJECT	
S18-78	Recycled Water Feasibility Study	OLD PROJECT	
S21-01	WWTP Recycled Pipeline and Pump Station	Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline connection.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S23-01	Recycled Water - Crane Park Irrigation Infrastructure	Installation of necessary piping such that the Recycled Water Pipe is delivering recycled water to Crane Park's irrigation infrastructure; FY24 - RW main exists in Grayson from SR29 to Crane/Valley View; budget included in Rate Study; use for design/construction to connect to Crane Park irrigation if viable per S24-04 RW Master Plan.	PF1.C Continue to aggressively look for new water supply sources adequate to serve St. Helena's population into the future. New sources may include adoption of new technologies, such as effective water recycling.
S23-02	Emergency Back-Up Power - WWTP	This project will replace the existing emergency generator and related equipment at the Wastewater Treatment Plant. The upgrades increase generator capacities, update aging equipment, and will allow the City to provide backup power to an essential City facility during a disaster. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency	9.4 (<u>p.9-28</u>) & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
S24-01	Closed-Circuit Television (CCTV) Inspection Program, Phase I	CCTV inspection of approximately 63,000-feet of the gravity sewers to help identify sewers that are in poor condition and/or potential sources of high inflow and infiltration (I/I). Project to include defect rating and development of CIP. Differentiate between High Priority pipes (within proximity to water bodies) vs. non-High Priority. (Integrated Utility	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S24-02	High Priority Pipeline Replacement	This annual project includes the rehabilitation or replacement of pipelines that are in poor condition within proximity of bodies of water. This program consists of approximately 9,500 feet of gravity sewers.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S24-03	ArcGIS Infrastructure Development	ArcGIS Purchase & Setup and data acquisition; FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Water's W24-03	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S24-04	Recycled Water System Master Plan Update	Develop detailed recycled water system master plan including capital improvement program to implement based upon stakeholder engagement.	PF1.C Continue to aggressively look for new water supply sources adequate to serve St. Helena's population into the future. New sources may include adoption of new technologies, such as effective water recycling.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
S24-05	Del Campo Court Gravity Main Improvements	This project includes the replacement of approximately 450 feet of 15-inch and 18-inch diameter pipeline along Del Campo Court, between Hunt Avenue and Paseo Grand Drive; and 910 feet of 18-inch diameter pipeline along Paseo Grand Drive, between Del Campo Court and Los Robles Ct. (Integrated Utility Master Plan WWGM-6).	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S25-01	Flow Monitoring Program	Conduct a temporary flow monitoring program to help quantify inflow and infiltration (I/I) rates throughout the system. This data will be used to help prioritize gravity sewer projects.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S26-01	Model Update and System Analysis	Update the City's existing wastewater collection system hydraulic model based on the proposed flow monitoring program. The model update will consist of a model calibration and system analysis.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S27-01	WWTP Pond Cleaning, Decommissioning, and Repurpose	With the completion of the upgrades to the Wastewater Treatment Facility in FY24, the treatment ponds will need to be decommissioned, including processing/removing existing sludge and permitting through the State Water Board.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Stormwater Projects			
D24-01	Oak Avenue Storm Drain Rehab - Ph1	Upsize the storm drain system in Oak Avenue per 2021 Integrated Utility Master Plan	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.
R19-03	Sulphur Creek Erosion Repair	This project will implement bank repairs that were caused during the 16/17 storm year and identified in the 2017 Flood Control Project post-construction monitoring and reporting year. The repairs will be made utilizing funds from the Flood Control Project adaptive management program. The area is located at the base of a mature valley oak, approximately 100 feet upstream of the confluence with the Napa River; FY24 - budget required to monitor and report to regulatory	PF3.4 & PS5.6 Consider efforts to prevent risk to structures and property along Sulphur Creek & maintain protocols and funding for the regular inspection and maintenance of flood control facilities in the city
R20-01	Mitchell Drive to Sulphur Creek Storm Drain	Replace storm drain pipe on Mitchell Drive and slip-line portion of pipe from Mitchell Drive to Sulphur Creek.	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.
R20-02	Mills Lane Storm Drain	Install new storm drain along Mills Lane that outfalls to the Napa River	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Civic Projects (Buildings and Parks)			
C18-83	ADA Transition Plan - Facilities	ADA upgrades to existing City public facilities	LU6.1 & PR1.2 High quality City public facilities & accessible parks to all residents
C19-03	Crane Park Lighting Improvements	Retrofit existing park lights fixtures and upgrades to electrical equipment.	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained with adequate lighting
C20-02	Repaint Fire Station #1	Repaint the Fire Station	4.4 Maintain high standard of quality for facilities and infrastructure
C20-04	Baldwin Park Fence & Pathway Repair	Remove and replace fence bordering, pathway repair, and minor modifications to entrance	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C21-01	PSPS Emergency Back-up Power	To replace the 35-year-old generator at the Louis Stralla Water Treatment Plant (LSWTP) and to purchase one 175 KW portable generator that can be used at all critical City facilities which do not have back-up power.	9.4 & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
C22-01	City Hall Relocation - Tenant Improvements	Tenant Improvements for City Hall and Police Department Relocation to Napa Valley College, St. Helena campus.	4.4 Maintain high standard of quality for facilities and infrastructure
C22-02	Replace Playground Equipment and Fence at Crane Park	Replacement of Playground Equipment and Fence	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation	Conduct a site survey to address drainage and install new turf and upgrade irrigation; assume consultant to develop topographic survey and grading/irrigation design	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained
C23-01	Emergency Back-up Power - Corp Yard & Crinella Pump Station	This project will replace existing emergency generators and related equipment at the City's Corporation Yard and Crinella Pump Station. These upgrades increase generator capacities and update aging equipment. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.	9.4 & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
C24-01	Parks & Recreation Master Plan	Develop parks and recreation master plan consistent with the 2019 General Plan, Ch 12	PR1.A Develop a comprehensive, long-range Parks and Recreation Master Plan to aid the City in creating an integrated system of parks. The plan should be updated periodically to address changing recreation interests, trends, needs, and priorities.
C24-02	Trails & Open Space Amenities - Phase 1	The Parks & Recreation Commission Ad Hoc subcommittee on Walking Routes, Trails, and Publicly Accessible Open Space developed findings/recommendations for Council consideration. Phase 1 of project deliver is for recommended projects that do not require additional study, processing, permitting or stakeholder engagement.	PR6.2 Develop a comprehensive network of bicycle and pedestrian trails to enhance bicycle and pedestrian connectivity throughout the city and the region.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Streets Projects			
R18-81	Downtown Sidewalk Improvements	This is a sidewalk improvement project funded by One Bay Area Grant III program and local funds. The project will replace sidewalks, trees, and implement traffic calming devices on Main Street between Mitchell Drive and Pine Street.	5.6 & CR2.5 Safe and Well-Maintained Circulation System & Improve the pedestrian experience through streetscape enhancements, focusing improvements where there is the greatest need, and by orienting development toward the street.
R19-05	Grayson and South Crane Rehabilitation (Design Only)	This project will reconstruct Grayson and South Crane Avenues. Accessibility improvements to sidewalks and curb ramps will be included as part of the project whenever applicable.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R19-07	Silverado Trail Guardrail Replacement	Replace guardrail and pavement markings/stripping on Silverado Trail within the City limits.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R21-01	Pratt and Elmhurst Crosswalk Improvements on Main Street/Highway 29	This project will upgrade curb ramps as well as improve crosswalk markings and signage.	CR2.F Improve street crossings and gaps in the sidewalk system through development review and capital improvement projects
R21-04	Pope Street Crosswalk Improvements at College Avenue	Installation of a rectangular rapid flashing beacon system (or equivalent) located on Pope Street at College Avenue, four ADA compliance curb ramps, and continental crosswalk markings on Pope Street and College Avenue.	CR2.F Improve street crossings and gaps in the sidewalk system through development review and capital improvement projects
R22-79	Pavement Restoration FY22 Design/FY 23 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R23-01	Signalization Dowdell Lane and Hwy 29	Manage movement of traffic for the Long Meadow Ranch Project at 1000 Mills Lane, Condition of approval No. 66; Farmstead will cost share 23.3% of total project costs; FY24 - design budget moved from FY23 to FY24	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak	Mitigate pedestrian hazards for the Long Meadow Ranch Project at 738 Main Street; Resolution #2020-101, Item #48; LMR Cost Share 28.8%; FY24 - moved budget from FY23 to FY24	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R23-79	Pavement Restoration FY23 Design/FY 24 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
R24-01	Streets Master Plan	Develop Streets Master Plan that not only incorporates a number of previously developed documents (e.g. General Plan Circulation Element, Active Transportation/Safe Routes to School Plan, Walking Audit, Parking Study, etc.) but includes updated speed survey; policy direction on traffic calming including Complete Streets options; and development of growth-related Capital Improvement Program as a precursor for Development Impact Fee update.	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.
R24-79	Pavement Restoration FY24 Design/FY 25 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.
R27-79	Pavement Restoration FY 27 Design/FY 28 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Water Projects			
W-35	Bell Canyon Reservoir Improvements	Dredging of Bell Canyon Reservoir will return the storage capacity to design limits; FY24 - perform bathymetric survey and analyze volume of accumulated sediment	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-80	Dwyer Road Booster Station	Contribute a fair share to a project to construct a booster station that will increase water system pressure.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-85	Bell House Valve Replacement	Replace the bell house valve at the base of the Bell Canyon dam per the requirements of the Division of Safety of Dams.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-86	Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)	Upgrade pressure zone pumps on Spring Mountain Road, piping that feed Holmes Tanks, and emergency back-up power.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-101	Tank 2 Rehabilitation	Rehabilitate Tank 2 at Lower Reservoir. Rehabilitation includes sandblasting, coating of interior, and sanitization of tank.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-108	Lower Reservoir Dam Rehabilitation	Rehab Lower York Creek Dam as required by the Division of Safety of Dams. Repair 12" diameter gate in the outlet tower, repair 24" diameter spillway gate, geotechnical investigation and stability analysis, seismic stability analysis of intake tower and survey and rehab 12 " diameter low level outlet pipe.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-109	Bell Canyon Intake Tower Replacement	Replace intake tower at Bell Canyon Reservoir	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W-110	Rutherford Pump Upgrade	Upgrade electrical equipment and install a permanent structure	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-111	WTP Condition Assessment	This is an assessment to develop short and long term needs of the Louis Stralla Water Treatment Plant.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-113	Water System SCADA Improvements	This project will apply power and instrumentation upgrades to integrate the City's water pump stations into Supervisory Control and Data Acquisition System (SCADA). SCADA is utilized to monitor and control a plant and/or equipment.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-118	Replace Mains <6" in Diameter	This annual project will begin the replacement of City water mains. It is anticipated that there will be one project per year based on the completed Integrated Master Utility Plan.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W18-120	Bell Canyon Phreatic Surface Monitoring & Assessment	The Bell Canyon Phreatic Surface Monitoring and Assessment is a new requirement of the Division of Dam Safety as a direct result of the 2017 Oroville Dam incident.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.
W21-01	Kearney and Andrea Water Main Replacement	The 4" water main on Kearney between Hillview Place and Adams Street needs to be replaced as well as the main on Andrea from Kearney to Oak Avenue.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-01	Water Distribution Fire Flow Improvements	Replace smaller diameter (6" or less) pipelines with larger diameter pipes; in total, 4,900 linear feet (0.9 miles) of fire flow improvements are recommended per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-02	Napa Intertie Pump Station (Rutherford) Replacement	Replace current pump station "temporary structure" with permanent facility.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
W24-03	ArcGIS Infrastructure Development	ArcGIS Purchase & Setup and data acquisition; FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Wastewater's S24-03	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-04	Retrofit/Deploy SMART water meters	Update all water meters to all customers to SMART meter technology; FY24 - updates all meters with current SMART meter technology so City can insure efficient meter operation AND customers can monitor usage in real-time.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-05	PFAS Sampling Project	Monitor drinking water for PFAS chemicals (i.e. Teflon® and similar chemicals) and report findings to the State of California.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-06	Risk and Resilience Assessment Report Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022 and provides a number of recommendations for reducing risk and enhancing resiliency. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-07	Cyber-Security Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022. Appendix A, Cyber Security Report provides a number of recommendations for reducing susceptibility to a cyber attack. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W24-08	Safe Yield Policy & Water Neutrality Policy Update	The Safe Yield analysis was completed over 10 years ago. The policy/process for declaration of various stages of water emergencies needs to be updated to reflect current climate projections, proposed rates and supply sustainability. The Water Neutrality Policy was most recently updated in 2016. The update is required to address current development trends and to provide a more practical application to address a neutral impact to the City's water supply.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W25-01	Napa Intertie Pipeline Replacement	Per Integrated Utility Master Plan, Appendix A, Project PWTM-1, replace the 12-inch pipeline from the Rutherford Pump Station to the connection at the intersection of SR29/Dowdell Ln.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W25-02	Water Treatment Plant Transmission Main Replacement	Replace 16,300 lineal feet of 14-inch, 18-inch & 24-inch pipeline per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.
W26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Wastewater Projects			
S-52	WWTRP Upgrades Phase 1	Feasibility study, workplan and Phase 1 improvements as required by CDO Regional Board Order R2-2016-0004.	PF2.B Continue wastewater treatment system upgrades
S18-70	Replace 1% Sewer Mains Annually	Replacement of City sewer mains	PF2.D & PF2.4 Reduce sewer system inflow and infiltration through repair and replacement of sewer pipes and protection from inflow sources & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S18-71	Crinella Pump Station Upgrade	Update the structure and pumping systems as well as including a filter system to control odors.	LU6.1 & PF1.S Provide high-quality wastewater systems & provide for capital needs of wastewater systems.
S18-74	Update GIS Maps of Sewer System	OLD PROJECT	
S18-78	Recycled Water Feasibility Study	OLD PROJECT	
S21-01	WWTP Recycled Pipeline and Pump Station	Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline connection.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S23-01	Recycled Water - Crane Park Irrigation Infrastructure	Installation of necessary piping such that the Recycled Water Pipe is delivering recycled water to Crane Park's irrigation infrastructure; FY24 - RW main exists in Grayson from SR29 to Crane/Valley View; budget included in Rate Study; use for design/construction to connect to Crane Park irrigation if viable per S24-04 RW Master Plan.	PF1.C Continue to aggressively look for new water supply sources adequate to serve St. Helena's population into the future. New sources may include adoption of new technologies, such as effective water recycling.
S23-02	Emergency Back-Up Power - WWTP	This project will replace the existing emergency generator and related equipment at the Wastewater Treatment Plant. The upgrades increase generator capacities, update aging equipment, and will allow the City to provide backup power to an essential City facility during a disaster. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.	9.4 & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate
S24-01	Closed-Circuit Television (CCTV) Inspection Program, Phase I	CCTV inspection of approximately 63,000-feet of the gravity sewers to help identify sewers that are in poor condition and/or potential sources of high inflow and infiltration (I/I). Project to include defect rating and development of CIP. Differentiate between High Priority pipes (within proximity to water bodies) vs. non-High Priority. (Integrated Utility Master Plan WWRR-1).	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S24-02	High Priority Pipeline Replacement	This annual project includes the rehabilitation or replacement of pipelines that are in poor condition within proximity of bodies of water. This program consists of approximately 9,500 feet of gravity sewers.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
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S24-04	Recycled Water System Master Plan Update	Develop detailed recycled water system master plan including capital improvement program to implement based upon stakeholder engagement.	PF1.C Continue to aggressively look for new water supply sources adequate to serve St. Helena's population into the future. New sources may include adoption of new technologies, such as effective water recycling.
S24-05	Del Campo Court Gravity Main Improvements	This project includes the replacement of approximately 450 feet of 15-inch and 18-inch diameter pipeline along Del Campo Court, between Hunt Avenue and Paseo Grand Drive; and 910 feet of 18-inch diameter pipeline along Paseo Grand Drive, between Del Campo Court and Los Robles Ct. (Integrated Utility Master Plan WWGM-6).	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S25-01	Flow Monitoring Program	Conduct a temporary flow monitoring program to help quantify inflow and infiltration (I/I) rates throughout the system. This data will be used to help prioritize gravity sewer projects.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S26-01	Model Update and System Analysis	Update the City's existing wastewater collection system hydraulic model based on the proposed flow monitoring program. The model update will consist of a model calibration and system analysis.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes
S27-01	WWTP Pond Cleaning, Decommissioning, and Repurpose	With the completion of the upgrades to the Wastewater Treatment Facility in FY24, the treatment ponds will need to be decommissioned, including processing/removing existing sludge and permitting through the State Water Board.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes

5-Year Capital Improvement Program
FY2023/24 through FY2027/28

Number	Name	Description	General Plan Policy and Goals
Stormwater Projects			
D24-01	Oak Avenue Storm Drain Rehab - Ph1	Upsize the storm drain system in Oak Avenue per 2021 Integrated Utility Master Plan	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.
R19-03	Sulphur Creek Erosion Repair	This project will implement bank repairs that were caused during the 16/17 storm year and identified in the 2017 Flood Control Project post-construction monitoring and reporting year. The repairs will be made utilizing funds from the Flood Control Project adaptive management program. The area is located at the base of a mature valley oak, approximately 100 feet upstream of the confluence with the Napa River; FY24 - budget required to monitor and report to regulatory agencies.	PF3.4 & PS5.6 Consider efforts to prevent risk to structures and property along Sulphur Creek & maintain protocols and funding for the regular inspection and maintenance of flood control facilities in the city
R20-01	Mitchell Drive to Sulphur Creek Storm Drain	Replace storm drain pipe on Mitchell Drive and slip-line portion of pipe from Mitchell Drive to Sulphur Creek.	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.
R20-02	Mills Lane Storm Drain	Install new storm drain along Mills Lane that outfalls to the Napa River	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.

Category Summary Report

FY2023-24 to FY2027-28

1 - Civic

		Total YTD 05/16/23		2023-24	2024-25	2025-26	2026-27	2027-28	TOTALS
PROJECT TITLE									
C19-03	Crane Park Lighting Improvements			400,000					400,000
C20-02	Repaint Fire Station # 1						100,000		100,000
C20-04	Baldwin Park Fence & Pathway Repair			80,000					80,000
C22-01	City Hall Relocation - Tenant Improvements								
C22-02	Replace Playground Equipment and Fence at Crane Park			250,000					250,000
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation			20,000	105,500				125,500
C23-01	Emergency Back-Up Power - Corp Yard & Crinella Pump Station			390,102					390,102
C24-01	Parks & Recreation Master Plan			125,000					125,000
C24-02	Trails & Open Space Amenities - Phase 1			50,000					50,000
				1,315,102	105,500		100,000		1,520,602
PROJECT FUNDING SOURCES									
101	General Fund						87,639		87,639
420	Go Bonds						12,361		12,361
733	Prop 68 Grant			170,000					170,000
733	Civic CIP			55,177					55,177
733	Civic CIP HMGP Funds			279,748					279,748
734	Park Impact Fees			755,000	105,500				860,500
773	Wastewater Capital Improvement			55,177					55,177
				1,315,102	105,500		100,000		1,520,602

Category Summary Report FY2023-24 to FY2027-28 2 - Streets

		Total YTD 05/16/23		2023-24	2024-25	2025-26	2026-27	2027-28	TOTALS
PROJECT TITLE									
R18-81	Downtown Sidewalk Improvements			850,314	900,000	900,000			2,650,314
R19-05	Grayson and South Crane Rehab			430,000					430,000
R19-07	Silverado Trail Guardrail Replacement								
R21-01	Silverado Trail Overlay			520,000					520,000
R21-02	Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue								
R21-04	Pope Street Crosswalk Improvements at College Avenue								
R22-79	Pavement Restoration FY22 Design/FY 23 Construction			500,000					500,000
R23-01	Signalization Dowdell Lane and Hwy 29			200,000					200,000
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak			200,000					200,000
R23-79	Pavement Restoration FY23 Design/FY 24 Construction			2,000,000					2,000,000
R24-01	Streets Master Plan			200,000					200,000
R24-02	Oak Avenue Rehabilitation			170,000					170,000
R24-79	Pavement Restoration FY24 Design/FY 25 Construction			132,300	1,102,500				1,234,800
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction				130,000	1,167,000			1,297,000
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction					137,000	1,236,000		1,373,000
R27-79	Pavement Restoration FY 27 Design/FY 28 Construction						130,000	1,322,600	1,452,600
				5,202,614	2,132,500	2,204,000	1,366,000	1,322,600	12,227,714
PROJECT FUNDING SOURCES									
101	General Fund - Measure T/RMRA MOE (Prior Year)			379,189	297,000	297,000			973,189
230	Gas Tax - RMRA/SB1			315,000					315,000
240	Measure T			3,054,300	1,232,500	1,304,000	1,366,000	1,322,600	8,279,400
420	Go Bonds			20,000					20,000
740	Traffic Mitigation Impact Fees			200,000					200,000
741	LMR Cost Share			104,200					104,200
741	Streets Capital Improvement - Grant OBAG III				603,000	603,000			1,206,000
741	Streets Capital Improvement			1,119,925					1,119,925
773	Wastewater Capital Improvement			10,000					10,000
				5,202,614	2,132,500	2,204,000	1,366,000	1,322,600	12,227,714

Category Summary Report

FY2023-24 to FY2027-28

3 - Water

		Total YTD 05/16/23		2023-24	2024-25	2025-26	2026-27	2027-28	TOTALS
PROJECT TITLE									
W-101	Tank 2 Rehabilitation			940,000					940,000
W-108	Lower Reservoir Rehab						50,000		50,000
W-109	Bell Canyon Intake Tower Replacement			329,323	2,963,904				3,293,227
W-35	Bell Canyon Reservoir Improvements			100,000					100,000
W-80	Dwyer Road Booster (Pump Station)				900,000				900,000
W-85	Bell House Valve Replacement						470,000		470,000
W-86	Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)					304,494	1,370,221	1,370,220	3,044,935
W18-111	WTP Condition Assessment			200,000					200,000
W18-113	Water System SCADA Improvements				160,000	320,000	320,000		800,000
W18-118	Replace Mains <6" in Diameter						720,000		720,000
W18-120	Bell Canyon Phreatic Surface Monitoring & Assessment			100,000					100,000
W21-01	Kearney and Andrea Water Main Replacement			875,705					875,705
W24-01	Water Distribution Fire Flow Improvements			312,000			156,000		468,000
W24-02	Napa Intertie Pump Station (Rutherford) Replacement			400,000	1,900,000	200,000	100,000	500,000	3,100,000
W24-03	ArcGIS Infrastructure Development			35,000	15,000				50,000
W24-04	Retrofit/Deploy SMART water meters			200,000	394,000	588,000	788,000		1,970,000
W24-05	PFAS Sampling Project			25,000					25,000
W24-06	Risk and Resilience Assessment Report Implementation			75,000	75,000				150,000
W24-07	Cyber-Security Implementation			25,000	25,000				50,000
W24-08	Safe Yield Policy & Water Neutrality Policy Update			150,000					150,000
W25-01	Napa Intertie Pipeline Replacement				1,143,000	2,286,000	2,286,000		5,715,000
W25-02	Water Treatment Plant Transmission Main Replacement				1,590,800	3,181,600	3,181,600		7,954,000
W26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation					65,000	50,000		115,000
				3,767,028	9,166,704	6,945,094	9,491,821	1,870,220	31,240,867
PROJECT FUNDING SOURCES									
420	Go Bonds			412,000			1,396,000		1,808,000
763	Water Capital Improvement			1,750,000	2,369,000	1,477,494	2,628,221	1,370,220	9,594,935
763	Water Capital Improvement - Grant/Interagency Fund			400,000	1,100,000				1,500,000
763	Water Capital Improvement - Debt			1,205,028	5,697,704	5,467,600	5,467,600	500,000	18,337,932
				3,767,028	9,166,704	6,945,094	9,491,821	1,870,220	31,240,867

Category Summary Report

FY2023-24 to FY2027-28

4 - Wastewater

		Total YTD 05/16/23		2023-24	2024-25	2025-26	2026-27	2027-28	TOTALS
PROJECT TITLE									
S-52	WWTP Phase 1 Upgrades			1,340,200					1,340,200
S18-70	Replace 1% of Sewer Mains Annually						620,000	620,000	1,240,000
S18-71	Crinella Pump Station Upgrades			1,140,000					1,140,000
S18-74	Update GIS Maps of Sewer System								
S18-78	Recycled Water Feasibility Study								
S21-01	WWTP Recycled Pipeline and Pump Station			1,719,000					1,719,000
S23-01	Recycled Water - Crane Park Irrigation Infrastructure			50,000					50,000
S23-02	Emergency Back-Up Power - WWTP			1,600,863					1,600,863
S24-01	Closed-Circuit Television (CCTV) Inspection Program, Phase I			222,000					222,000
S24-02	High Priority Pipeline Replacement			255,600	255,600	255,600	255,600	255,600	1,278,000
S24-03	ArcGIS Infrastructure Development			35,000	15,000				50,000
S24-04	Recycled Water System Master Plan Update			500,000					500,000
S24-05	Del Campo Court Gravity Main Improvements			608,000					608,000
S25-01	Flow Monitoring Program				60,000				60,000
S26-01	Model Update and System Analysis					50,000			50,000
S26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation					65,000	50,000		115,000
S27-01	WWTP Pond Cleaning, Decommissioning, and Repurpose						500,000	500,000	1,000,000
				7,470,663	330,600	370,600	1,425,600	1,375,600	10,973,063
PROJECT FUNDING SOURCES									
420	Go Bonds			3,689,000			620,000	620,000	4,929,000
763	Water Capital Improvement			250,000					250,000
773	Wastewater Capital Improvement - HMGP Funds			1,181,730					1,181,730
773	Wastewater Capital Improvement			1,009,733	330,600	370,600	805,600	755,600	3,272,133
773	Wastewater Capital Improvement - Debt			1,340,200					1,340,200
				7,470,663	330,600	370,600	1,425,600	1,375,600	10,973,063

Category Summary Report

FY2023-24 to FY2027-28

5 - Stormwater

		Total YTD 05/16/23		2023-24	2024-25	2025-26	2026-27	2027-28	TOTALS
PROJECT TITLE									
D24-01	Oak Avenue Storm Drain Rehab - Ph1			115,000	1,039,000				1,154,000
R19-03	Sulphur Creek Erosion Repair			15,000	15,000				30,000
R20-01	Mitchell Drive to Sulphur Creek Storm Drain					190,200			190,200
R20-02	Mills Lane Storm Drain Project								
				130,000	1,054,000	190,200			1,374,200
PROJECT FUNDING SOURCES									
101	General Fund - Measure T/RMRA MOE					190,200			190,200
420	Go Bonds			115,000	1,039,000				1,154,000
700	Flood Control Funds			15,000	15,000				30,000
				130,000	1,054,000	190,200			1,374,200