



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, October 15, 2024 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

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@cityofsthelelena.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@cityofsthelelena.org.

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at <https://sthelelena.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@cityofsthelelena.org.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://sthelelena.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, Sue Furdek, and Hector Lopez

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: September 17, 2024

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[Planning Commission Minutes 09.17.24](#)

5. PUBLIC HEARINGS

5.1. Request by Melissa Anderson on behalf of NO|MA House for a Planning Commission Major Sign Permit approval in order to approve one (1) projecting sign on the property located at 1429 Main St. in the Central Business (CB) zoning district.

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CEQA Determination: This project is exempt from the requirements of CEQA pursuant to Section 15311, Class 11(a) of the CEQA Guidelines, which exempts on-premise business signs.

Prepared By: Xinia Gamero, Permit Technician III

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15311 of the CEQA Guidelines; and
2. Approve the application for a Major Sign Permit at 1429 Main St. permitting the additional projecting sign described in this report in the compliance with the attached resolution.

[1429 Main St.- Staff Report](#)

[1. Public Comment Shifflett](#)

5.2. Request by Karen Williams on behalf of ACME Fine Wines for adoption of a resolution approving a conditional use permit amendment in order to permanently establish wine tasting, wine sales and accessory office use in an existing tenant space located at 1118 Hunt Ave., in the Central Business (CB) zoning District.

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

Prepared By: Xinia Gamero, Permit Technician III

Recommendation:

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301; and
2. Accept the required findings and approve the attached resolution granting conditional use permit amendment approval for wine tasting, wine sales and accessory office use in the existing tenant space pursuant to attached room floorplan in the building located at 1118 Hunt Avenue.

1118 Hunt Ave.- Staff Report

6. SCHEDULED MATTERS

7. DEPARTMENT REPORTS

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

8. AGENDA FORCAST

This is 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 current planning projects is available on our city website in the link below:

<https://cityofsthenana.org/230/Planning-Projects>

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for November 19, 2024 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 October 9, 2024.



Maya DeRosa, Community Development 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 17.12.020, 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 1088 College Avenue, 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, September 17, 2024 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

A complete video recording of this meeting 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, Commissioner Autumn Anderson, Commissioner Hector Lopez, and Commissioner Sue Furdek.

Absent: Vice-Chair Christopher Warner

Staff Present: Maya DeRosa, Community Development Director, Public Works Director and City Engineer Joe Leach, and Xinia Gamero, Planning Commission Secretary

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

No public comment was received.

4. CONSENT ITEMS

4.1 Approval of Minutes: July 16, 2024

4.2 Approval of Minutes: August 6, 2024

Commissioner Autumn Anderson moved to approve the Minutes on Consent Calendar. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Autumn Anderson, Hector Lopez, Sue Furdek, and John Ponte.

NOES: None

ABSENT: Christopher Warner

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

- 5.1 Consideration and proposed approval of a resolution determining that the Fiscal Year 2024/25 Capital Improvement Program (CIP) is in conformance with the General Plan
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst

Public Works Director & City Engineer Joe Leach reported on the item and addressed the Planning Commission.

No public comment was received.

Commissioner Autumn Anderson moved to adopt the attached resolution determining that Fiscal Year 2024/2025 Capital Improvement Program (CIP) is in conformance with the General Plan as revised in the attached Exhibit A. The motion was seconded by Commissioner Sue Furdek and on roll call carried by the following vote:

AYES: Autumn Anderson, Hector Lopez, Sue Furdek, and John Ponte, Chair

NOES: None

ABSENT: Christopher Warner

ABSTAIN: None

RECUSE: None

5.2 ****ITEM WILL BE CONTINUED TO A DATE UNCERTAIN****

~~Request by Katie and Miles MacDonnell for adoption of a resolution approving a demolition and design review permit for the demolition of an existing single-family home in order to accommodate the construction of a new single-family home, a pool, and a spa on the property located at 710 Kidd Ranch Road in the Medium Density Residential (MR) zoning district.~~

~~Prepared By: Ami Upadhyay~~

6. SCHEDULED MATTERS

- 6.1 Staff Briefing on City finances, Ballot Measures A1 and A2, and Campaign Activity Regulations by Assistant City Manager.

Assistant City Manager April Mitts showed a presentation and reported on the item.

7. DEPARTMENT REPORTS

Planning and Community Development Director Maya DeRosa reported on the following:

- October 1st Planning Commission Meeting is cancelled.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Ponte adjourned the meeting at **6:50 p.m.**

The September 17, 2024 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

ATTEST:

John Ponte, Chair Planning Commission

Maya DeRosa, AICP
Community Development Director



PLANNING COMMISSION REPORT

Planning Commission Meeting of October 15, 2024

FILE NUMBER: PL24-029

SUBJECT: Request by Melissa Anderson on behalf of NO|MA House for a Planning Commission Major Sign Permit approval in order to approve one (1) projecting sign on the property located at 1429 Main St. in the Central Business (CB) zoning district.

PREPARED BY: Xinia Gamero, Permit Technician III

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

APPLICATION FILED:06/18/24

ACCEPTED AS COMPLETE:08/15/24

LOCATION OF PROPERTY: 1429 Main St.

APN: 009-223-006

GENERAL PLAN/ZONING: CB: Central Business

APPLICANT: Melissa Anderson

BACKGROUND

On April 2023 the applicant was granted administrativesign permit approval in order to place two (2) wall identification signs; one (1) on the primary eastern frontage of the building (Main Street), and the second on the secondary southern frontage of the building. Both identification wall signs measure approximately 10-sf each. (Please see Attachment B to this report for images of the approved signs). In addition, a projecting double-sided sign identical to the sign proposed, was administratively approved on March 2024 (noted as NO|MA Flag #1 on plans) measuring approximately 11.6-sf. (Please see Attachment C to this report for image of the approved sign). With these approvals, the total sign area on the building primary frontage was 33.25 SF.

The new sign request relates to maintaining the aesthetic and architectural integrity of the building in order to enhance the appearance and maintain symmetry of the building façade.

PROJECT DESCRIPTION

The applicant seeks Planning Commission approval for a Major Sign Permit to install one (1) double-sided projecting sign positioned on the building's primary frontage along Main Street (noted as NO|MA Flag #2 on the plans). The sign will display the business name and is proposed to measure approx. 11.6-sf per side (7'-9" x 1'- 6"). No illumination is proposed for this sign.

A Major Sign Permit is required as the total sign area for all signs on the primary frontage exceed the 40 sf max. allowed in the Central Business district. In addition, the maximum number of projecting signs allowed per business is one (1), and the distance between the two projecting signs is 19 feet rather than the 20 feet required per code.

ANALYSIS

CEQA

This project is exempt from the requirements of CEQA pursuant to Section 15311, Class 11(a) of the CEQA Guidelines which exempts on-premise business signs. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not located on or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impacts.

GENERAL PLAN

The subject property has a General Plan Use designation of Central Business (CB). The CB land use designation provides for retail and commercial uses that serve local residents and the surrounding area. Typical CB uses include offices, restaurants, specialty retail and lodging, with particular emphasis on pedestrian-oriented retail and service uses on the ground floor level and offices located on upper floors. The 2040 St. Helena General Plan Update includes the following policies that are relevant to the proposed project:

- **CD2.4-** Ensure active and complete streets within commercial districts by providing sidewalk amenities, such as landscape buffers, berms, street trees, street furniture, outdoor dining, public art, signage, and wayfinding.
- **CD2.1-** Maintain the character and identity of the downtown by emphasizing strong street definition, creating active front setbacks with outdoor seating, locating parking on the side and behind buildings, and maximizing entrances and transparency on building facades.
- **CD2.D-** Require businesses and structures to be of a scale commensurate with existing older buildings in the CB and SC land use areas.

Staff Response: Staff finds that the proposed projecting sign is consistent with the General Plan in that it promotes additional commercial activity and opportunity in the City's Central Business district.

ZONING

The site has a zoning designation of Central Business (CB). The CB Zone is intended to provide for retail, personal service uses, offices, restaurants, hotels/ motels, service stations, public and quasi-public uses, and similar and compatible uses that serve local residents' day-to-day needs, as well as the needs of the surrounding area and office and residential uses on the upper levels.

Major Sign Permit

Signs are regulated by St. Helena Municipal Code (SHMC) Section 17.27. The purpose of a Major Sign Permit is to allow the consideration of internally illuminated signs and permanent signs incorporating neon; neon signs or single or two-color LED signs placed in a window; monument signs in the A-20 zoning district; signs, alterations of a sign, or replacement of a sign not in compliance with the standards of this Chapter, i.e., signs that are larger, signs of a unique design or location, or signs proposed in addition to those otherwise allowed; and a sign program that addresses the needs for all businesses within a building with multiple tenants or a planned commercial development.

The Planning Commission shall hold a public hearing on a Major Sign Permit application and shall, at the conclusion of a public hearing, approve (with or without conditions) or deny the application in compliance with the provisions of Chapter 17.04, Common Procedure.

Table 17.27.090 B (Standards for all Permanent Signs)

In the CB district, the following standards apply:

Maximum Sign Height, Building-Mounted: 20 feet

Total Sign Area: Max 1.0 sf per linear foot of business frontage; not to exceed 40 sf for the primary frontage and 20 sf for secondary frontage

Table 17.27.090H (Standards for Projecting Signs)

Sign Area: Max 12 sf per side

Mounting Height: Min 7 ft. 6 inches from the bottom of the sign to the nearest grade or sidewalk

Sign Placement: Not permitted closer than 20 feet from each other; maximum 6 feet from the building wall to the outer edge of the sign.

Horizontal Distance from the Back of the Curb: Signs may not project within two feet of the curb line.

Number of Signs: Max 1 when neither a monument sign nor a roof sign is present in the development

Staff Response:

Consistency with Table 17.27.090 B (Standards for all Permanent Signs)

Proposed Sign Height: 17.2 ft.

The proposed sign is consistent with the height development standard.

Consistency with Table 17.27.090H (Standards for Projecting Signs)

Sign Area: 11.6 sf per side

Mounting Height: 9 ft. 5 inches

Distance of outer edge of sign from wall: 2 ft. 2 inches

The proposed sign is consistent with the sign area, mounting height development standards and distance from wall to outer sign edge.

Findings:

SHMC 17. 27.050 (E) requires the Planning Commission to make the following findings when approving a Major Sign Permit:

1.The sign is compatible with the site;

Staff finding: The sign integrates with the overall aesthetic and ambiance of the site, enhancing rather than detracting from the visual appeal of the structure. The sign adds architectural symmetry and balance to the building façade.

2.The sign materials are consistent with or complement those of the project;

Staff finding: The materials chosen for the signs are in harmony with the existing elements of the project and existing projecting sign, creating a cohesive and unified appearance that aligns with the architectural style of the building and surrounding area.

3.The sign reflects the small-town character of St. Helena;

Staff finding: The design embodies the simple and elegant character of St. Helena. This contributes to the charm, pedestrian scale and uniqueness that define the downtown area.

4.The sign will not negatively impact surrounding properties;

Staff finding: The proposed sign is positioned in a way that ensures it does not obstruct views, create distractions, or impose on adjacent businesses. The sign's scale and placement are appropriate for the context of the surrounding area, maintaining a harmonious relationship with neighboring properties.

5.The sign does not obscure or detract from the architecture of a historic building or structure;

Staff finding: The placement and design of the sign has been thoughtfully executed to ensure that it does not obstruct or diminish the architectural significance of nearby historic buildings or structures. The proposed sign complements rather than obscures the architectural features by anchoring the main building entrance with symmetry.

6.The sign contributes to the historical or architectural character of the community;
Staff finding: The proposed sign incorporates design elements that reflect and enhance the community's unique character fostering a sense of place.

ISSUES

Inconsistency with Table 17.27.090 B (Standards for all Permanent Signs)

Total Sign Area Proposed: 56.5 sf for primary frontage.

Frontage Signage	Total Sign Area	Notes
One (1) Non-projecting identification sign primary frontage	10 sf	April 2023 approval. Counts towards total allowable sign area for primary frontage.
One (1) double-sided projecting sign primary frontage	11.625 sf X 2 = 23.25 sf	March 2024 approval. Counts towards total allowable sign area for primary frontage.
One (1) double-sided projecting sign primary frontage	11.625 sf X 2 = 23.25 sf	Proposed sign.
Total Sign Area for primary frontage including additional projecting sign:	56.5 sf	

Inconsistency with Table 17.27.090H (Standards for Projecting Signs)

Number of Signs: Two (2) total projecting signs.

Sign Placement: Placed 19 feet from each projecting sign.

Staff Findings: The proposed sign is inconsistent with the sign standards above in that the total sign area for all signs on the primary frontage exceeds the 40-sf maximum allowed in the Central Business district (building frontage is 40'- 6"). In addition, the maximum number of projecting signs allowed per business is one (1), and the distance between the two projecting signs is 19 feet rather than the 20-foot standard.

However, staff considers these inconsistencies acceptable as the additional sign enhances the building's visual appeal making the primary frontage architecturally balanced. The additional projecting sign would promote business visibility, particularly given that the street trees and trees along neighboring properties obstruct the views from Main Street and the pedestrian sidewalk. (see attached photos)

CORRESPONDENCE

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

STAFF RECOMMENDATION

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to Section 15311 of the CEQA Guidelines; and
2. Approve the application for a Major Sign Permit at 1429 Main St. permitting the additional projecting sign described in this report in the compliance with the attached resolution.

ATTACHMENTS

[PC2024-0XX 1429 Main St. Final Resolution 101524](#)

[Written Statement Revised](#)

[Exhibit A. Final Revised Plans 073024](#)

[Site Photos](#)

[Attachment B. April 2023 Approval](#)

[Attachment C. March 2024 Approval](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. PC2024-0XX

**GRANTING MAJOR SIGN PERMIT APPROVAL TO
1429 MAIN ST. (PL24-029)**

PROPERTY OWNER: AHA LLC

APN: 009-223-006

RECITALS

1. On April 26, 2023, the applicant was granted sign permit approval in order to place two (2) non-projecting, identification signs; one (1) on the primary eastern frontage of the building, and the second sign on the secondary southern frontage of the building measuring approximately 10-sf each at 1429 Main St. in the Central Business (CB) zoning district; and
2. In addition, an identical projecting sign was administratively approved on March 7, 2024 (noted as NO|MA Flag #1 on plans) also measuring approximately 11.6-sf.; and
3. The applicant proposes to install one (1) additional double-sided projecting sign positioned on the building's primary frontage along Main Street. The sign will display the business name (noted as NO|MA Flag #2 on the plans) and is proposed to measure approx. 11.6-sf per side (7'-9" x 1'- 6"); and
4. The Planning Commission of the City of St. Helena, State of California, considered the sign, staff report, and all testimony, written and spoken, at a hearing on October 15, 2024; and
5. Now, therefore let it be found that, the Planning Commission approves the sign permit and thereby authorizes the modifications contained in said plans attached as Exhibit A to this resolution based on the findings below and subject to the conditions of approval enumerated herein.

RESOLUTION

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission hereby finds that this project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15311, Class 11 (a), which exempts installation of on-premise signs.

1429 Main St.
Major Sign Permit
October 15, 2024

C. In accordance with SHMC Section 17.27.050, the Planning Commission makes the following findings to support the motion to approve the major sign permit:

1. The sign is compatible with the site; *the sign integrates with the overall aesthetic and ambiance of the site, enhancing rather than detracting from the visual appeal of the structure. The sign adds architectural symmetry and balance to the building façade.*
2. The sign materials are consistent with or complement those of the project; *the materials chosen for the signs are in harmony with the existing elements of the project and existing projecting sign, creating a cohesive and unified appearance that aligns with the architectural style of the building and surrounding area.*
3. The sign reflects the small-town character of St. Helena; *the design embodies the simple and elegant character of St. Helena. This contributes to the charm, pedestrian scale and uniqueness that define the downtown area.*
4. The sign will not negatively impact surrounding properties *the proposed sign is positioned in a way that ensures it does not obstruct views, create distractions, or impose on adjacent businesses. The sign's scale and placement are appropriate for the context of the surrounding area, maintaining a harmonious relationship with neighboring properties.*
5. The sign does not obscure or detract from the architecture of a historic building or structure; *the placement and design of the sign has been thoughtfully executed to ensure that it does not obstruct or diminish the architectural significance of nearby historic buildings or structures. The proposed sign complements rather than obscures the architectural features by anchoring the main building entrance with symmetry.*
6. The sign contributes to the historical or architectural character of the community; *the proposed sign incorporates design elements that reflect and enhance the community's unique character fostering a sense of place.*

D. The Major Sign Permit for the above described is granted subject to compliance with the following conditions. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed:

1. The permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit.
2. A permit or other discretionary approval may be extended for not more than two, one-year periods or for as long as any subdivision concurrently approved is extended, whichever is longer, provided that an application is filed at least 30 days prior to its expiration date pursuant to the St. Helena Municipal Code, Section 17.04.140, Extension of Permits and Approvals.

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3. Sign permits may only be extended or modified as provided for in Section 17.04.140, Extension of Permits and Approvals and Section 17.04.150, Modifications to an Approval.
4. A discretionary approval takes effect the day following the expiration of the appeal period if no appeal is filed or the day following the denial of an appeal.
5. A building permit shall be obtained by the applicant prior to installation of the approved signage.
6. An Encroachment Permit shall be obtained by the applicant prior to installation of the signs if work involves locating of any person or structure on public property, such as a sidewalk, driveway, or street, if necessary.
7. All required fees, including planning fees, development impact fees, residential in- lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit should one be required. Fees shall be those in effect at the time of the issuance of the building permit.
8. This permit will expire if the use is discontinued pursuant to existing ordinances and regulations.
9. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
10. Provided they are in general compliance with this approval, minor modifications may be approved by the Community Development Director.
11. Pursuant to St. Helena Municipal Code Section 17.04.120, this permit applies to the subject property and shall run with the land. Once vested, the approved permit or other discretionary approval remains effective unless terminated, abandoned, revoked or modified even if the subject property is subsequently rezoned. The approved permit or other discretionary approval is transferable to any future owner of the subject property.
12. All signs must be maintained by the property owner, tenant, or permittee. In

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event a sign becomes derelict for reasons of lack maintenance the approval may be revoked and the sign subject abatement. The sign shall conform with all regulations pursuant to the St. Helena Municipal Code, Section 17.27.080 General Standards for All Signs.

13. The signs authorized by this major sign permit shall conform to the details and dimensions shown on the Exhibits which were reviewed and approved by the Planning Commission at their October 15, 2024 meeting.

14. No illumination is approved for this sign.

15. Any qualifying violation of the conditions of approval, the city's Municipal Code, or any law which results from any activities on the subject property may result in revocation of this conditional use permit in compliance with city authorities.

I HEREBY CERTIFY that the foregoing sign permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on October 15, 2024 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

John Ponte
Chair, Planning Commission

Maya DeRosa, AICP
Community Development Director

1429 Main St.
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October 15, 2024

REVISED

9:37 am, Sep 05, 2024

B A C K E N & B A C K E N

ARCHITECTURE | LIFESTYLE | WELLBEING

Revised September 4, 2024

Application for Sign Permit

Parcel Number: 009-223-006

Address: 1429 Main Street

Applicant: Melissa Anderson

Owner: AHA LLC

District: CB

Dear St. Helena Planning Department,

I am writing to request a building signage permit for 1429 Main Street. There is one proposed sign as follows, noted as "NOMA Flag 2" on drawing #1 on sheet A3.0:

- Fabric or vinyl, double-sided, projecting sign in medium orange color, with white text, size 1'-6" x 7'-9" (11.625 sf x 2 = 23.25 sf), on the east elevation of NO|MA House, attached to a steel column adjacent to the Main Street entrance, to match the sign approved on March 7, 2024.
- Non-illuminated.
- Bottom of the sign will be at 9'-5", top of sign will be at 17'-2".

We believe this sign to be in conformance with the St. Helena Municipal Code. The building frontage along Main Street is 40'-6". Per Table 17.27.090.B there is a maximum sign size of 1.0 sf per linear foot of business frontage, not to exceed 40 sf for the primary frontage. The existing building-mounted wall sign on Main Street is 10 sf, approved with Administrative Sign Permit PL23-014. A double-sided sign of 11.625 sf x 2 = 23.25 sf was approved on March 7, 2024 (noted as NOMA Flag #1 on 1/A3.0). The proposed double-sided projecting matching sign would give the property 56.5 sf of total signage on the Main Street frontage.

We understand this technically exceeds the allowable square footage of signage; we respectfully ask for approval to include text on both sides of the projecting signs. As shown in the diagrams, there is a good ratio of text to open space on the signs. The sign approved in March has already been purchased, and having two signs will maintain the building's symmetry on Main Street.

We are committed to maintaining the aesthetic and architectural integrity of our building, and we believe that our proposed signage will enhance the appearance of the building, maintaining the symmetry that is central to the architecture of the building, while also promoting the business. We appreciate your attention to this matter. Thank you for your review.

Sincerely,

Melissa Anderson

REVISED
5:02 pm, Jul 30, 2024

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MONTECITO LOS ANGELES SAINT HELENA SAUSALITO

1421 MAIN STREET ST. HELENA CALIF 9574
TELEPHONE 707 967 9250 FACSIMILE 707 967 1924

PROJECT DIRECTORY

A1.0	SITE PLAN, SITE PHOTOS
A3.0	PROPOSED ELEVATIONS
A8.0	DETAILS

Sign Permit
1429 Main Street
St. Helena, CA 94574

[illegible]

COVER SHEET

SCALE: AS NOTED

A0.0

GENERAL NOTES

Exhibit A

REVISED
5:02 pm, Jul 30, 2024

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1421 MAIN STREET ST. HELENA CALIF 94574
TELEPHONE 707 967 1920 FACSIMILE 707 967 1924

NO | MA House

Sign Permit
1429 Main Street
St. Helena, CA 94574

[illegible]

GENERAL NOTES
SYMBOLS

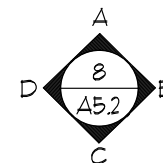
SCALE: AS NOTED

A0.1

1. All construction shall conform to the 2022. California Building Code; 2019 Uniform Mechanical, Electrical, and Plumbing Codes; Title 24; Fire Safe Standards and any other local governing codes and ordinances. In the event of conflict, the most stringent requirements shall apply.
2. The plans indicate the general extent of renovation necessary for the work, but are not intended to be all-inclusive. All demolition and all additions necessary to allow for a finished job in accordance with the intention of the drawing is included regardless of whether shown on the drawings or mentioned in the notes.
3. Any errors, omissions or conflicts found in the various parts of the construction documents shall be brought to the attention of the Architect and the Owner for clarification before proceeding with the work.
4. The General Contractor shall maintain a current and complete set of the construction documents on the job site during all phases of construction for use of all the trades and shall provide all the subcontractors with current construction documents as required.
5. The General Contractor shall verify and assume responsibility for all dimensions and site conditions. The General Contractor shall inspect the existing premises and take note of existing conditions prior to submitting prices. No claim shall be allowed for difficulties encountered which could have reasonably been inferred from such examination.
6. Written dimensions take precedence. Do not scale drawings.
7. All dimensions to and from new construction when shown in plan are to face of stud, face of masonry, centerline, unless otherwise noted.
8. All dimensions on reflected ceiling or electrical plans are from face of finish or center line of column to center line of fixture or group of fixtures.
9. All vertical dimensions are to face of finish, finish floor, unless otherwise noted.
10. All dimensions noted "Verify" and "V.I.F." are to be checked by contractor prior to construction. Immediately report any variances to the architect for resolution.
11. Interior walls are 2x4 or 2x6 wood studs @ 16" o.c. unless otherwise noted and all exterior wall are 2x6 wood studs @ 16" o.c. unless otherwise noted.
12. Contractor shall provide all seismic bracing and hold-down clips as required by Code for all suspended ceiling and soffit framing conditions.
13. Coordinate all work with existing conditions, including but not limited to: irrigation pipes, electrical conduit, water lines, gas lines, drainage lines, etc.
14. Provide adequate temporary support as necessary to assure the structural value or integrity of the building.
15. Protect all existing building and site conditions to remain including walls, cabinets, finishes, trees and shrubs, paving, etc.
16. Details shown are typical. Similar details apply in similar conditions.
17. Verify all architectural details with structural, and design/build drawings before ordering or installation of any work.
18. Where locations of windows and doors are not dimensioned, they shall be centered in the wall or placed two stud widths from adjacent wall as indicated on the drawings.
19. All required exits shall be operable from inside, without the use of key or special knowledge.
20. All changes in floor materials occur at centerline of door or framed opening unless otherwise indicated on the drawings.
21. Install all fixtures, equipment and materials per manufacturer's recommendations.

22. Verify clearances for pipes, vents, chases, soffits, fixtures, etc. before any construction, ordering of, or installation of any items of work.
23. Sealant, caulking and flashing, etc. locations shown on drawings are not intended to be inclusive. Follow manufacturer's installation recommendations and standard industry and building practices.
24. All roof deck penetrations and exterior wall openings shall be guaranteed by the contractor to be water tight for a minimum period of one year after substantial completion of all work under this contract.
25. The General Contractor shall remove all rubbish and waste materials of all subcontractors and trades on a regular basis, and shall exercise a strict control over job cleaning to prevent any direct debris or dust from affecting, in any way, finished areas in or outside job site.
26. Contractor shall leave premises and all affected areas clean and orderly, ready for occupancy. This includes cleaning of all glass (inside and outside) and frames, both new and existing.
27. Any survey monuments within the area of construction shall be preserved or reset by a registered civil engineer or a licensed land surveyor.
28. Provide shop drawings for all millwork, metal work and custom items.

SYMBOLS

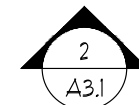


INTERIOR ELEVATION NUMBERS

SHEET NUMBER



WINDOW SYMBOL



SECTION/ ELEVATION NUMBER
SHEET NUMBER



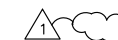
— GRID LINE



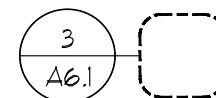
DETAIL NUMBER
SHEET NUMBER



ROOM NAME _____
ROOM NUMBER _____



REVISION



ENLARGED DETAIL NUMBER
SHEET NUMBER

FLOOR ELEVATION
OR DIMENSION POINT



SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION (MAIN STREET)



PROPOSED FLAG SIGNS

$$1/8'' = 1'-0''$$

NOMA FLAG #1, SIGN
APPROVED WITH MINOR
SIGN PERMIT ON
MARCH 7, 2024.
DIMENSIONS 1'-6" X 7'-9"

PROPOSED NOMA FLAG #2,
SIMILAR TO APPROVED SIGN.
DIMENSIONS 1'-6" X 7'-9"

Exhibit A

REVISED
5:02 pm, Jul 30, 2024

[illegible]



BANNER ELEVATION DETAIL
3/4" = 1'-0"



SECTION DETAIL THROUGH BANNER AND POLES
3/4" = 1'-0"

Exhibit A

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TELEPHONE 707 967 1920 FACSIMILE 707 967 1924

NO|MA House

Sign Permit
1429 Main Street
St. Helena, CA 94574

[illegible]

DETAILS

SCALE: $\frac{3}{4}" = 1'-0"$

A8.0



SOUTHBOUND VIEW MAIN STREET



NORTHBOUND VIEW MAIN ST.

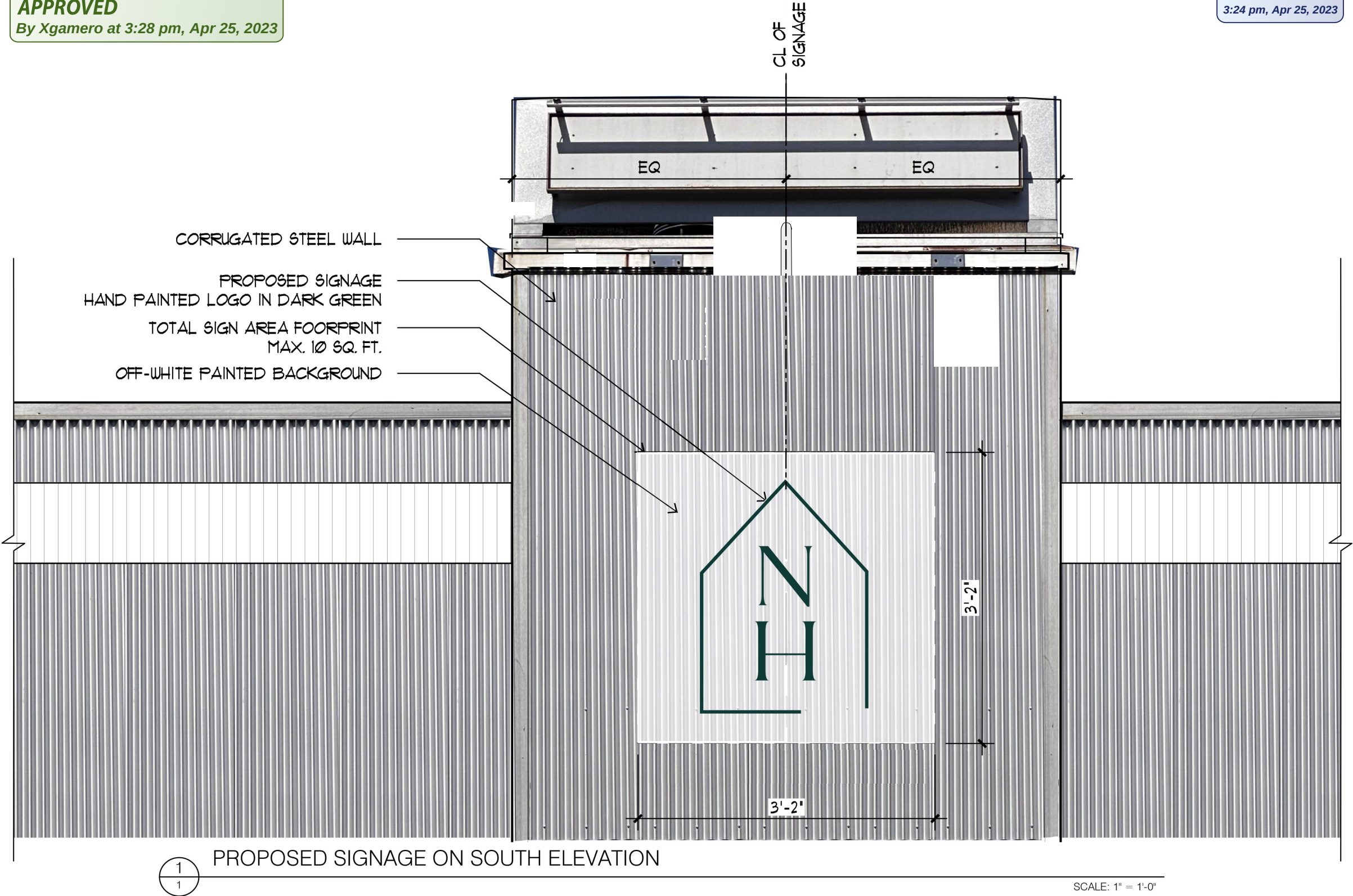
PRIMARY FRONTAGE VIEW



APPROVED
By Xgamero at 3:28 pm, Apr 25, 2023

ATTACHMENT B

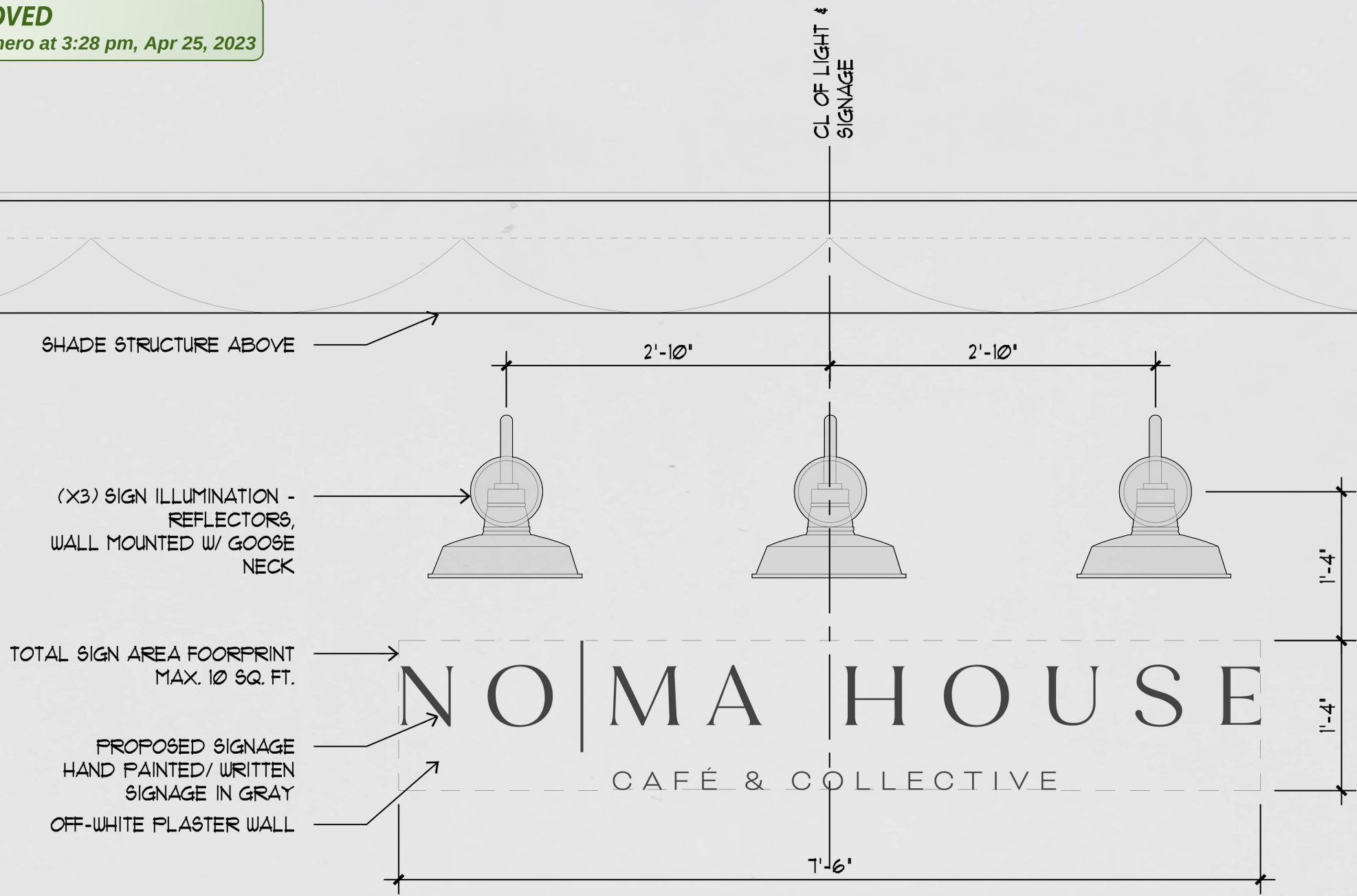
REVISED
3:24 pm, Apr 25, 2023



Project:		NO MA HOUSE	
Sheet Title:		SIGNAGE & ILLUMINATION	
Scale:	1" = 1'-0"	Date:	4/19/2023
		Project #:	202136
BACKEN & BACKEN ARCHITECTURE LIFETITLE WELLBEING MONTECITO LOS ANGELES SAINT HELENA Sausalito 1421 MAIN STREET, STE. HELENA, CALIF. 95531 TELEPHONE 707.867.1926 FACSIMILE 707.867.1924			

APPROVED
By Xgamero at 3:28 pm, Apr 25, 2023

REVISED
3:24 pm, Apr 25, 2023



PROPOSED SIGNAGE ON EAST ELEVATION

SCALE: 1" = 1'-0"

Project:		NO MA HOUSE	
Sheet Title:		SIGNAGE & ILLUMINATION	
Scale:	1" = 1'-0"		Project #:
	Date:		
		4/19/2023	202136

BACKEN & BACKEN

ARCHITECTURE | LIFESTYLE | WELLBEING

MONTICELLO LOS ANGELES SAINT HELENA SANISALITO

1221 MAIN STREET - ST. HELENA, CALIF. 94574

TELEPHONE 707.967.1926 FACSIMILE 707.967.1924

BACKEN & BACKEN
ARCHITECTURE | LIFETITLE | WELLBEING
MONTECITO LOS ANGELES SAINT HELENA Sausalito
1421 MAIN STREET, ST. HELENA, CALIF. 94559
TELEPHONE 707.867.1920 FACSIMILE 707.867.1924

From: [Susan Shifflett](#)
To: [Public Comment](#)
Subject: [External] Planning Commission Mtg. 10/15 PL24-029
Date: Saturday, October 12, 2024 8:21:03 PM

To whom it may concern,

I'd like to support the request by Melissa Anderson on behalf of NO/MA House for a Major Sign Permit approval.

This business has been established in such good taste, and is exactly the kind of asset that benefits and contributes to the town's vibrancy. We should support them in any way possible, especially visibility-wise, since they are located on the northernmost end of Main Street.

Better signage will also help attract patrons past and into other shops and businesses along the way. Because of its location, its success will also help draw people towards Lyman Park, an important feature of a small town.

I think we should do all we can to support and highlight local enterprise, as long as pedestrian access to sidewalks is not impeded.

Sincerely,
Susan Shifflett



PLANNING COMMISSION REPORT

Planning Commission Meeting of October 15, 2024

FILE NUMBER: PL24-032

SUBJECT: Request by Karen Williams on behalf of ACME Fine Wines for adoption of a resolution approving a conditional use permit amendment in order to permanently establish wine tasting, wine sales and accessory office use in an existing tenant space located at 1118 Hunt Ave., in the Central Business (CB) zoning District.

PREPARED BY: Xinia Gamero, Permit Technician III

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

APPLICATION FILED:07/09/24

ACCEPTED AS COMPLETE:09/05/24

LOCATION OF PROPERTY: 1118 Hunt Ave.

APN: 009-223-021

GENERAL PLAN/ZONING: Central Business/ CB: Central Business

APPLICANT: Karen Williams

BACKGROUND

On August 2010, Napa Valley Estate Wines, LLC was granted Conditional Use Permit (2010-32 and included in this report as Attachment E) to operate a joint tasting room in the tenant space at 1118 Hunt Ave. The CUP allowed tastings by appointment-only and up to a maximum of ten (10) people per tasting. In addition, the hours of operation established were from 9:00 a.m. to 8:00 p.m. with one employee conducting the tastings.

On July 2023, ACME Fine Wines was granted a Temporary Use Permit (Included in this report as Attachment F) to conduct office uses, wine tasting, and wine sales in the above noted tenant space. The approved TUP was valid for one (1) year from the date of issuance pursuant to the prior zoning code and continuing the use beyond the one year required that the applicant file an application for a permanent use permit. (Staff notes the newly adopted Zoning Code extends the validity of all Temporary Use Permits for a period of two (2) years per St. Helena Municipal Code (SHMC) Section 17.05.110 (Temporary Use Permit)).

PROJECT DESCRIPTION

Consistent with the requirement above, the applicant is now seeking a conditional use permit amendment approval in order to permanently establish the operation of wine tasting, wine sales activities and include accessory office use in the tenant space located at 1118 Hunt Avenue.

The ground floor measures approximately 800 sf and is used to host private tastings and area where clients can pick-up their orders. The second floor of approximately 500 sf consists of a storage area for supplies and office space for their daily business operations. Consistent with the CUP granted in 2010, the applicant proposes to maintain same hours of operations, 9:00 am to 8:00 pm, seven days a week, with 1 or 2 private tastings per day and a maximum of ten (10) people per tasting. Tastings and sales activities are handled by two (2) employees with no anticipated need to add additional staff.

Although a conditional use permit for the tasting room was approved in 2010, a use permit amendment is necessary as the proposed new uses do not align with the previously approved conditions. For instance, the original permit, COA #11, authorized a joint wine tasting room for up to five wineries which would not apply to how ACME wine operates. Additionally, the current application includes changes such as an increase in the number of employees from one to two and includes office use. Pursuing a use permit amendment will help update and clarify the applicable conditions of approval, ensuring that the permit reflects the current use.

ANALYSIS

CEQA

Staff has conducted the analysis and concluded that the project is categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301 which exempts the operation, permitting and leasing of private structures. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impacts.

GENERAL PLAN

The subject property has a General Plan Use designation of Central Business (CB). The CB land use designation provides for retail and commercial uses that serve local residents and the surrounding area. Typical CB uses include offices, restaurants, specialty retail and lodging, with particular emphasis on pedestrian-oriented retail and service uses on the ground floor level and offices located on upper floors. Residential uses can be considered for upper floor areas but are subject to discretionary use permit review and approval. The maximum allowable FAR in CB-designated areas is 2.0. The CB district extends from Sulphur Creek along Main Street to midway between Adams Street and Pine Street, west to Oak Avenue and along the north side of Adams Street east of Main Street. The 2040 St. Helena General Plan Update includes the following policies that are relevant to the proposed project:

- LU3.1 - Strengthen the downtown as the City's social and cultural core, and as the primary center of retail services. Facilitate a healthy mix of retail and commercial uses, residential development, entertainment, and lodging.
- LU3.2 - Enhance the pedestrian-oriented character of commercial areas and provide for convenient pedestrian and bicycle connections to encourage walking and reduce vehicle trips within the commercial area.
- LU3.3 - Support the redevelopment of auto-oriented commercial areas into pedestrian-friendly commercial uses.
- LU3.5 - Ensure that new retail and commercial development is compatible with and complementary to St. Helena's small-town image. In addition, within the City's Central Business District, new retail and commercial development should be of a scale and type that complements the historic character.
- ES1.1 - Maintain central St. Helena as the social, cultural, and economic heart of the City by supporting infill and redevelopment of vacant and underutilized parcels in the central St. Helena area.
- ES1.2 - Identify and expand economic sectors in which the City has competitive advantages, and capitalize on these strengths in order to diversify local economic activities and strengthen St. Helena's role as an agriculturally-based service center for the surrounding area.
- ES1.6 - Support local arts, cultural activities, and entertainment that can contribute to the local economy.
- ES2.1 - Support the development of responsible, visitor-serving components to the City's economy as a valuable source of jobs, tax revenues, and cultural amenities. Promote policies that facilitate and encourage this type of sustainable economic development.
- ES2.2 - Encourage visitor-serving uses oriented toward an upscale market, consistent with the Valley's reputation as a producer of world-class wines. Discourage the introduction of uses that are dependent upon a mass tourist market.
- ES2.3 - Ensure a diverse mix of uses that avoids an over-representation of any particular use. Remove the cap on the number of hotel and motel rooms and restaurant seats but continue to limit vacation rentals.

Staff Response: In accordance with the General Plan policies listed above, the proposed project would support both local and visitor serving component to the City's

economy by providing jobs, tax revenue, and additional amenities. The project would also be oriented toward an upscale market, consistent with the Valley's reputation as a producer of world-class wines. For these reasons, the proposed project is overall consistent with the General Plan Update 2040.

ZONING

The site has a zoning designation of Central Business (CB). The CB Zone is intended to provide for retail, personal service uses, offices, restaurants, hotels/ motels, service stations, public and quasi-public uses, and similar and compatible uses that serve local residents' day-to-day needs, as well as the needs of the surrounding area and office and residential uses on the upper levels. St. Helena Municipal Code (SHMC) Table 17.17.020(A) requires a conditional use permit approval for the establishment of a tasting room and wine shop.

Staff Response: Consistent with the requirements of the SHMC, this application requests approval of a conditional use permit amendment to allow the tasting room. There are no exterior or interior changes proposed as part of this conditional use permit amendment application. A discussion of the proposed project's consistency with the required conditional use permit findings can be found below.

WATER

Chapter 13.12 of the Municipal Code requires mandatory water efficiency measures and water demand offset requirements for new construction. Among these provisions is the requirement that any "new development" (i.e. construction that would introduce any freestanding building that contains water-using fixtures, any floor area additions to existing nonresidential structures, or any residential additions or remodeling that increases the number of independent living units) offset new water demand by an amount equal to the new demand placed on the city water system (i.e., it must be water neutral). The offset must be clearly demonstrated to the satisfaction of the Public Works Department.

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

PARKING

The existing building is within the City's Parking Exemption Overlay District (PED) governed by SHMC Chapter 17.21.030. The purpose of the parking exemption district is to establish an area without on-site parking requirements or an in-lieu fee. This area of the City is generally within the CB District, an area found to be impacted by insufficient off-street parking due to the age of the buildings. The PED is intended to preserve the unique character of the District. All existing on-site parking within the parking Exemption District must be maintained.

Staff Response: Although no parking minimum standard is required per St. Helena Municipal Code (SHMC) Section 17.21.03, the property has one (1) dedicated parking spot with off-street parking along Hunt Ave., Main St. and Railroad Ave. to accommodate the parking needs of costumers.

CONDITIONAL USE PERMIT

As noted above, St. Helena Municipal Code (SHMC) Table 17.17.020(A) requires conditional use permit approval for the establishment of wine shops and tasting rooms in the CB District. The purpose of a conditional use permit is to allow the proper integration in the City of essential or desirable uses while ensuring that such uses are and will continue to be compatibility with surrounding existing and planned uses. The purpose is also to establish conditions necessary to ensure the harmonious integration and compatibility of uses in the neighborhood and with surrounding areas. Pursuant to Municipal Code Section 17.05.020, no conditional use permit shall be granted unless the following findings can be made:

1. The proposed use is consistent with the goals and policies of the General Plan and any applicable Specific Plan;

Staff finding: in that the proposed project would support both local and visitor serving component to the City's economy by providing jobs, tax revenue, and additional amenities.

2. The proposed use is appropriate for the zoning district in which it is located, compatible with uses allowed in the zoning district, and complies with all other applicable provisions of the Zoning Code;

Staff finding: in that it encourages visitor-serving uses oriented toward an upscale market, consistent with the Valley's reputation as a producer of world-class wines.

3. The proposed use will not be materially detrimental to the health, safety, and welfare of the public or the property and residents in the vicinity;

Staff finding: in that in that the proposed project requiring a conditional use permit amendment consists of a tasting room, wine sales and office space as accessory use on a commercially zoned property.

4. The subject site is physically suitable for the use and compatible with existing and future land uses, buildings and structures in the vicinity;

Staff finding: in that the structure was built before current zoning regulations were in place. No changes are being proposed to the existing building as part of this conditional use permit amendment application.

5. For formula businesses, the proposed use is consistent with the findings of Section 17.22.120, Formula Businesses; is consistent with the unique and historic character of the City; will preserve the distinctive visual appearance and shopping experience of the City for its residents and visitors; and will be compatible with existing uses in the zoning district;

Staff finding: note that since the proposed business is not considered a formula business, this finding does not apply.

6. The subject site is served by streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate or that the streets

in question are physically or financially impossible to be improved and that the proposed use is deemed to be beneficial to the City;

Staff finding: in that the project site can adequately be served by existing streets (Main Street, Hunt Street and Railroad Avenue)

7. The project is categorically exempt under CEQA or other applicable environmental documents have been certified as complete and adequate.

Staff finding: in that the proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2.

Staff Response: *Staff finds that the project meets and/or complies with the required findings to approve a conditional use permit amendment for the proposed wine tasting, wine sales and accessory office space. The findings included in the attached resolution identify this compliance. Furthermore, the applicant has operated at this location for over a year without any known negative impacts on the City or the immediately surrounding area.*

ISSUES

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

CORRESPONDENCE

At the time of packet distribution staff had not received any correspondence related to this application.

STAFF RECOMMENDATION

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

1. Determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301; and
2. Accept the required findings and approve the attached resolution granting conditional use permit amendment approval for wine tasting, wine sales and accessory office use in the existing tenant space pursuant to attached room floorplan in the building located at 1118 Hunt Avenue.

ATTACHMENTS

[PC2024-00X 1118 HUNT AVE USE PERMIT AMENDMENT 101524](#)

[Attachment A. Revised Written Statement 09.09.24](#)

[Attachment B. Revised Floor Plan 09.09.24](#)

[Attachment C. Site Photos](#)

[Attachment D. Parking Space #9](#)

[Attachment E. UP 2010-32 1118 Hunt Tasting Room](#)

[Attachment F. 1118 Hunt Ave. - TUP Approval 071223](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. PC2024-0XX

**GRANTING CONDITIONAL USE PERMIT AMENDMENT APPROVAL TO
1118 Hunt Ave. (File No. PL24-032)**

PROPERTY OWNER: High Lob, LLC

APN: 009-212-007

Recitals

1. On August 2010, Napa Valley Estate Wines, LLC was granted Conditional Use Permit (#2010-32) to operate a joint tasting room in the tenant space at 1118 Hunt Ave; and
2. On July 2023, ACME Fine Wines was granted a Temporary Use Permit to conduct wine tastings, wine sales, and accessory office use at the location in the above noted tenant space; and
3. The applicant has requested adoption of a resolution approving a conditional use permit amendment in order to permanently establish wine tasting, wine sales and include office use in the existing tenant space noted above in the Central Business zoning district; and
4. A public notice was published in the Napa Valley Register and mailed to residents and occupants within 300 feet of the project site in compliance with state and local law; and
5. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on October 15, 2024; and
6. Now, therefore let it be found that the Planning Commission approves the conditional use permit amendment thereby authorizing the use contained in said application based on the findings below and subject to the conditions of approval enumerated herein.

Resolution

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission hereby finds that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15301 which exempts the operation, permitting and leasing of private structures.
- C. In accordance with SHMC Section 17.05.010, the Planning Commission makes the following conditional use permit findings to support the motion to approve the conditional use permit amendment:

1118 Hunt Ave.
Resolution / Conditions of Approval
October 15, 2024

1. The proposed use is consistent with the goals and policies of the General Plan and any applicable Specific Plan *in that the proposed project would support both local and visitor serving component to the City's economy by providing jobs, tax revenue, and additional amenities.*
2. The proposed use is appropriate for the zoning district in which it is located, compatible with uses allowed in the zoning district, and complies with all other applicable provisions of the Zoning Code *in that it encourages visitor-serving uses oriented toward an upscale market, consistent with the Valley's reputation as a producer of world-class wines.*
3. The proposed use will not be materially detrimental to the health, safety, and welfare of the public or the property and residents in the vicinity *in that in that the proposed project requiring a conditional use permit amendment consists of a tasting room, wine sales and office space as accessory use on a commercially zoned property.*
4. The subject site is physically suitable for the use and compatible with existing and future land uses, buildings and structures in the vicinity *in that the structure was built before current zoning regulations were in place. No changes are being proposed to the existing building as part of this conditional use permit amendment application.*
5. For formula businesses, the proposed use is consistent with the findings of Section 17.22.120, Formula Businesses; is consistent with the unique and historic character of the City; will preserve the distinctive visual appearance and shopping experience of the City for its residents and visitors; and will be compatible with existing uses in the zoning district, *note that since the proposed business is not considered a formula business, this finding does not apply.*
6. The subject site is served by streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate or that the streets in question are physically or financially impossible to be improved and that the proposed use is deemed to be beneficial to the City *in that the project site can adequately be served by existing streets (Main Street, Hunt Street and Railroad Avenue).*
7. The project is categorically exempt under CEQA or other applicable environmental documents have been certified as complete and adequate *in that the proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2.*

Planning Department Conditions of Approval

- D. The Planning Commission approves a conditional use permit amendment for the above-described project with the following conditions of approval. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1118 Hunt Ave.
Resolution / Conditions of Approval
October 15, 2024

1. This Conditional Use Permit Amendment supersedes any previously approved conditional use permits and conditions of approval.
2. The project shall be in conformance with all city ordinances, rules, regulations and policies in effect at the time of issuance.
3. A permit or other discretionary approval may be extended for not more than two, one-year periods or for as long as any subdivision concurrently approved is extended, whichever is longer, provided that an application is filed at least 30 days prior to its expiration date pursuant to the St. Helena Municipal Code, Section 17.04.140, Extension of Permits and Approvals.
4. Any request for an extension of this approval shall be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
5. A discretionary approval takes effect the day following the expiration of the appeal period if no appeal is filed or the day following the denial of an appeal.
6. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit should one be required. Fees shall be those in effect at the time of the issuance of the building permit.
7. Compliance with all permit conditions shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
8. 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.
9. Provided they are in general compliance with this approval, minor modifications may be approved by the Community Development Director.
10. Pursuant to St. Helena Municipal Code Section 17.04.120, this permit applies to the subject property and shall run with the land. Once vested, the approved permit or other discretionary approval remains effective unless terminated, abandoned, revoked or modified even if the subject property is subsequently rezoned. The approved permit or other discretionary approval is transferable to any future owner of the subject property.
11. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.

1118 Hunt Ave.
Resolution / Conditions of Approval
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12. Operations shall be in compliance with plans and written statement submitted and reviewed by the Planning Commission on October 15, 2024, except as modified herein.
13. Hours of operation are limited to the hours of 9am to 8pm, Monday through Sunday.
14. Two (2) tastings per day allowed with a maximum of ten (10) people per tasting.
15. A maximum of two (2) employees shall conduct operations in the space.
16. Frontage areas, off-street parking areas, and all other open areas shall be permanently maintained by the property owner.
17. A Sign Permit must be applied for and obtained for any new and/or replacement signage.
18. Any exterior lighting shall be directed or shielded to prevent glare onto public roadways or adjacent properties.
19. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The Public Works Director must be notified and give approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.
20. Any qualifying violation of the conditions of approval, the city's Municipal Code, or any law which results from any activities on the subject property may result in revocation of this conditional use permit amendment in compliance with city authorities.

Public Works Department Conditions of Approval

21. If any further work occurs within the public right-of-way, an Encroachment Permit is required. Encroachment Permits will not be issued prior to the approval of the Improvement Plans.
 - a. For further work within the sidewalk area along the project frontage, a pedestrian protection plan showing closures, barricades, etc. shall be submitted as part of the Encroachment Permit process.
22. If any future construction occurs, the Applicant shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during any construction period, as is found necessary by the Public Works Director.

1118 Hunt Ave.
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23. All streets, curbs, gutters, sidewalks, or other public facilities damage in the course of future construction associated with this Project shall be the responsibility of the Applicant and shall be repaired to the satisfaction of the City at the Applicant's expense.

Building Department Conditions of Approval

24. If any future work occurs, the applicant will be required to comply with the codes adopted at the time if the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2022 Title 24 codes.
25. If submitting plans for future construction the plans shall include all documentation listed on the building permit application checklist.
26. If submitting plans for future construction, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
27. Future building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

Fire Department Conditions of Approval

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

I HEREBY CERTIFY that the foregoing conditional use permit amendment application was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on October 15, 2024 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

John Ponte
Chair, Planning Commission

Maya DeRosa, AICP
Community Development Director

1118 Hunt Ave.
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October 15, 2024

ATTACHMENT A



City of St. Helena Planning Department
1572 Railroad Ave
St. Helena CA 94574

Major Use Permit Application – Project Statement

Launch Pad Wines, LLC (dba ACME Fine Wines) is a boutique wine shop, wine club, and by appointment only tasting room that focuses on exclusive and undiscovered wines. Established and operating in St. Helena for over 21 years, proprietor Karen Williams jumped at the opportunity to move operations to 1118 Hunt Ave (APN-009-223-021) when the location became available. We will not make any structural modifications to the tenant spaces. The new retail, office, and tasting location will be open by appointment 7 days a week between the working hours of 9 am to 8 pm. We anticipate hosting between 1 and 2 private tastings per day. We obtained a Temporary Use Permit when we first moved into the space back in August of 2023. Since then, we have acquired a Type 20, Type 42, and Type 58 license from the Department of Alcoholic Beverage Control for 1118 Hunt Ave.

The space was previously used as a retail wine tasting room and allowed for appointment only wine tastings for up to ten people at a time. ACME will continue with this already established use. No structural modifications will be made to the tenant space. The ground floor is approximately 800 square feet. On the ground floor, the retail space will be used to host private groups by appointment only and the office space will be used to house our pick-up orders for local clients. The upstairs floor is approximately 500 square feet. The storage space will be used to house our dry goods such as paper, boxes, and cleaning supplies and the office space will support the workspace for the proprietor and one full-time employee. There are 2 people who work in this shop and there are no plans to add members to our on-site team.

There is one parking space associated with our location. It is spot 9 in the parking lot along the west wall (see attached photos). Any visiting clients will find open street parking in front of our building or along the main and side streets downtown.

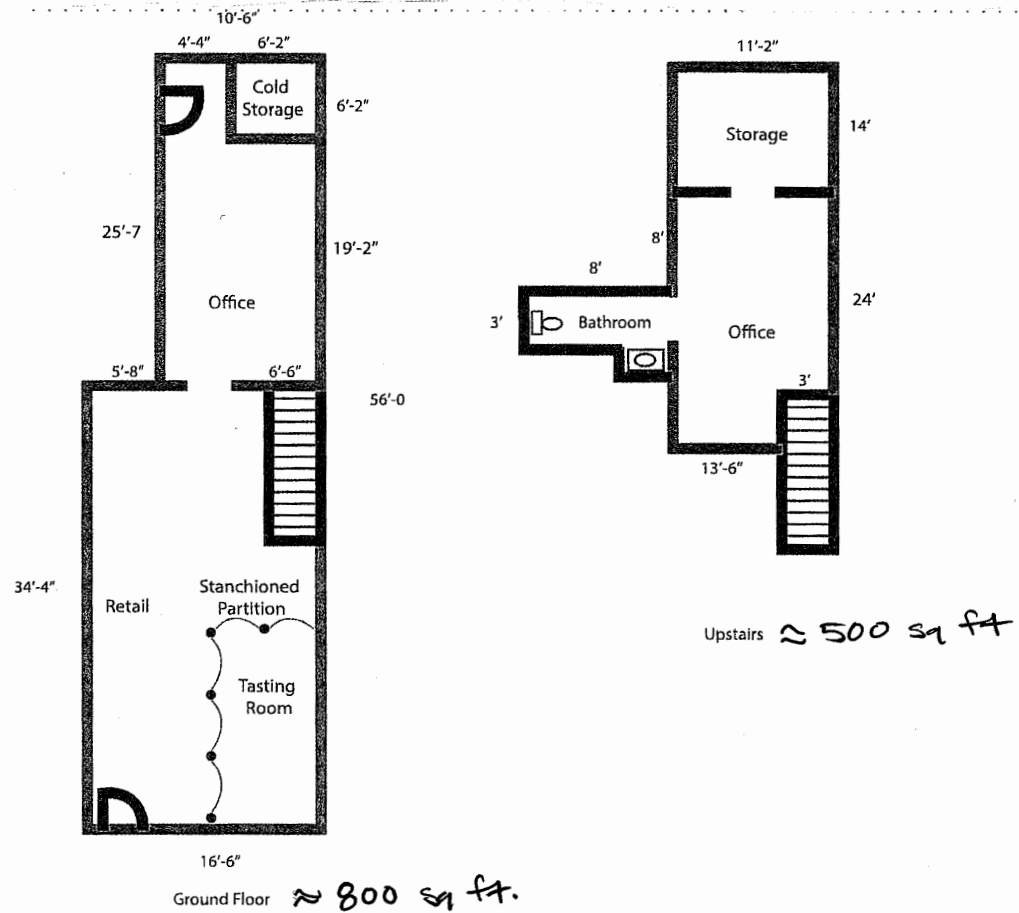
We do not anticipate that business will generate any odors, fumes, dust, light or glare that would be injurious to the surrounding area. We will not generate additional levels of noise for the neighboring properties. We believe the addition of ACME Fine Wines at 1118 Hunt Ave will maintain the economic viability of a local serving economy. For these reasons, we respectfully request that the City of St. Helena approve our Major Use Permit.

Sincerely,

A handwritten signature in black ink, appearing to be 'K. Williams', followed by a period.

Karen Williams, Founder

ATTACHMENT B





1118 Hunt St.





ATTACHMENT E

**USE PERMIT NO. 2010-32
CITY OF ST. HELENA, STATE OF CALIFORNIA
GRANTED TO NAPA VALLEY ESTATE WINES, LLC
APN: 009-223-021**

APPLICANT: E. Richard Jones & Michael Harris for Napa Valley Estate Wines, LLC
PROPERTY OWNER: Lawrence Papale for Papale Family Properties

Recitals

1. The applicants submitted a request for a Use Permit to operate a joint wine tasting room in an existing commercial space and to share the space with the current occupant, Erin Martin Design. Tasting is by prior appointment only and limited to 10 people. The site is located at 1118 Hunt Avenue in the CB: Central Business Zoning district.
2. Tastings will be limited to the hours of 9:00 a.m. to 8:00 p.m. One part-time employee, a tasting room manager, will conduct most of the tastings on behalf of the participating wineries and a calendar system will be established that will allow a maximum of 10 people tasting at one time.
3. The Planning Commission of the City of St. Helena, State of California, held a noticed public hearing on August 17, 2010.

Resolution

The Planning Commission of the City of St. Helena, State of California, approved the Use Permit on the following basis:

- A. The Planning Commission hereby finds that this project is exempt from the California Environmental Quality Act pursuant to Section 15301, Class 1 of the Guidelines which exempts the operation of existing facilities.
- B. The Planning Commission makes the following Use Permit findings, Section 17.168.050, to support the motion to approve the Use Permit:
 1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
 2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
 3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
 4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
 5. That the proposed use would provide adequate ingress and egress to and from the proposed location.

6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
8. That the proposed use would not be in conflict with the City's General Plan.
9. That the proposed use would not be injurious to public health, safety, or welfare.
10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees and business owners and customers is available.
12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

C. The Use Permit for the above described use is granted subject to compliance with the following conditions. Permit 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.

1. The Use Permit shall be vested within one (1) year from the date of approval. A building permit for the tenant improvements allowed under this Use Permit shall have been obtained within one (1) year from the effective date of the Use Permit or the Use Permit shall expire; provided however that the Use 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.
2. This permit is valid for this use only. New permits must be applied for upon any change in use. This permit will expire if the use is discontinued pursuant to then existing ordinances and regulations.
3. The Use Permit shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14 day period.
4. Any request for an extension of the Use Permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
5. All required fees, including planning fees, development fees, housing fees, building fees toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit. Fees shall be those in effect at the time of the issuance of the building permit.
6. Compliance with all permit conditions shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.

7. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
8. Provided they are in general compliance with the Use Permit, minor modifications may be approved by the Planning Director.
9. This Use Permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
11. This permit authorizes a joint wine tasting room for up to five wineries. Tasting is by appointment only and limited to 10 people at one time between the hours of 9:00 a.m and 8:00 p.m. The tasting room may share the space with the current occupant, Erin Martin Design. This business shall remain distinct from those businesses authorized for operation as a food, beverage or drinking establishment as regulated through the Food & Beverage Establishments Inventory. This permit does not authorize the preparation of food on-site.
12. The project is subject to Ordinance No. 2009-6, Chapter 17.48 Central Business Zoning District pertaining to Wine Shops, Off-Site Winery Tasting Rooms and Winery Offices. A Winery tasting room in the Central Business district is defined as: *"Winery tasting rooms are establishments that sell wines on behalf of one or more wineries and enable consumers to taste wine (with and without charge) as a regular part of the sales process. The wines for tasting and for sale must be made from a minimum of 75% Napa Valley grapes and must be labeled Napa Valley or be a sub-appellation of the Napa Valley. The permit requires a Type 02 ABC license. Food may be provided if it is at no cost to the consumer, is made off-premises and the facilities are approved by Napa County Environmental Management."*
13. Prior to initial occupancy, and prior to each additional winery's occupancy, each winery shall apply for a St. Helena Business License and include a written statement demonstrating compliance with Municipal Code Section 17.48.030 pertaining to Winery Tasting Rooms. The business license shall be reviewed by and approved by the Planning Director prior to issuance. Applicants shall submit to the Planning Department a floor plan depicting any tenant improvements or proposed signage.
14. The applicant shall comply with all conditions of the Napa County Department of Environmental Management pertaining to glass washing for wine-tasting.

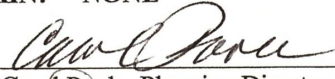
15. The applicant shall submit signage for review and approval by the Planning Director that meets the Central Business (CB) Zoning district requirements. If the plans do not meet the CB Zoning requirements, the plans shall be reviewed by the Planning Commission.
16. The applicant shall provide for the enclosed storage of trash and separated recyclable materials. The design of the trash storage and recycling area shall be reviewed and approved by the Planning Director.
17. Fire equipment shall be inspected annually by the Fire Department.
18. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.

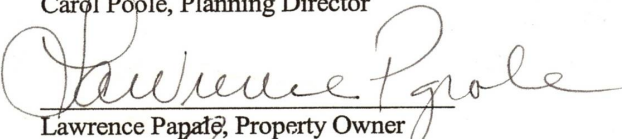
I HEREBY CERTIFY that the foregoing Use Permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 17, 2010 by the following roll call vote:

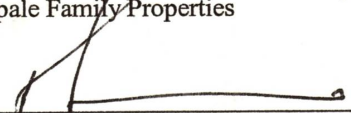
AYES: COMMISSIONERS GALBRAITH, WHITE, KISTNER, KATZ, & CHAIRMAN MCCREA

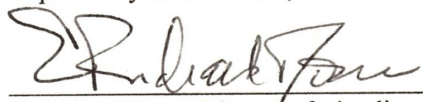
NOES: NONE

ABSTAIN: NONE


Carol Poole, Planning Director


Lawrence Papale, Property Owner
Papale Family Properties


Michael Harris, Manager & Applicant
Napa Valley Estate Wines, LLC


E. Richard Jones, Manager & Applicant
Napa Valley Estate Wines, LLC

ATTACHMENT F

TEMPORARY USE PERMIT APPROVAL

DATE: July 12, 2023

TO: Karen Williams, Acme Fine Wines

FROM: Aaron Hecock, AICP, Senior Planner

RE: Administrative approval of a temporary use permit (#PL23-031) per St. Helena Municipal Code Section 17.136.050(D)(6) allowing by a retail wine shop and wine tasting room with accessory office use in an existing tenant space located at 1118 Hunt Ave. (APN 009-212-007).

PROJECT DESCRIPTION

Karen Williams of Acme Fine Wines has requested approval of a temporary use permit in order to open a retail wine shop and wine tasting room with accessory office use in the existing tenant space located at 1118 Hunt Ave. in the Central Business (CB) zoning district. The existing two-level tenant space would have a retail area, wine tasting room, office area and cold storage on the 1st floor with an office area, storage and a small bathroom on the 2nd floor. Tastings are by appointment only and would generally occur between the hours of 9:00 am and 8:00 pm, however, this approval limits the hours of operation up to 10:00 pm. There are 10 off-street parking spaces located behind the building for tenant use.

Pursuant to St. Helena Municipal Code (SHMC) Section 17.136.050(D)(6) (Temporary uses), the Planning Department hereby finds that the requested activity with the conditions below, would comply with applicable standards, and therefore the establishment, maintenance, or operation of the temporary activity would not be detrimental to the public health, safety, or welfare of persons residing or working in the neighborhood of the proposed activity. Furthermore, the City finds that a public convenience and necessity will be served by the issuance of this permit and ABC licensing if all requirements have been met.

CONDITIONS OF APPROVAL

1. Tastings are limited to a maximum of 10 guests at any one time.
2. Hours of operation are limited to 9:00 am to 10:00 pm.
3. A license from the California Department of Alcoholic Beverage Control (ABC) must be obtained for alcohol sales onsite.
4. A permit may be required by the Napa County Environmental Health Department; the applicant is encouraged to contact the Napa County Environmental Health Department early to avoid any potential delays.
5. A building permit is required for any tenant improvements including the proposed ADA door, electrical, plumbing, mechanical additions, etc. All work must comply with the 2022 California Building Code.
6. Noise audible beyond the property line should be limited to no later than 10 p.m. per the City's noise ordinance unless permitted by the St. Helena Police Department. The City reserves the right to prohibit noise sources should become a problem.

*Temporary Use Permit Approval
1118 Hunt Ave.
July 12, 2023*

7. No exterior modifications to any permanent structures is permitted.
8. No new permanent signage is permitted as part of this Temporary Use Permit, any temporary signage must be removed after permit expiration.
9. This permit is valid for one (1) year from the date of this letter.
10. Per SHMC Section 17.136.050(I), the terms of the temporary use permit may not be extended. Should the applicant wish to continue the use beyond one (1) year, a permanent use permit must be applied for.
11. City staff will review event operations and may modify these conditions of approval, if necessary, to protect public health and safety.

APPEALS

This approval is subject to a 14-day appeal period per SHMC Section 17.08 (Administrative Procedures). 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 the appellant or contact person if there are multiple appellants and be accompanied by the appropriate fee.

Thank you,



Aaron Hecock, AICP
Senior Planner
City of St. Helena

*Temporary Use Permit Approval
1118 Hunt Ave.
July 12, 2023*