



**City of St. Helena
Planning Commission
Regular Meeting
Tuesday, March 18, 2025 @ 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: February 18, 2025 5 - 9
[Planning Commission Minutes 02.18.25](#)

- 4.2. 2525 Madrona Ave. File #LLA25-001 – Request for a lot line adjustment between existing two parcels under common ownership where one parcel is fully within the City's jurisdiction (APN 009-450-012), and one parcel has split jurisdiction (APN 009-450-011, City jurisdiction separated for assessor purposes and APN 027- 020-021, Napa County jurisdiction). The proposal would only modify lot lines and lot area that are entirely within City limits. 11 - 34

CEQA Determination: 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.

Prepared By: Jackie Oneal

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 Brian Heim for the adjustment of the property lines of Parcels One and Two as described in the staff report located at 2525 Madrona Ave in the Twenty Acre Agriculture zoning district.

[2525 Madrona Ave. File #LLA25-001 – Staff Report](#)

- 4.3. 1824 Park Ave. File # LLA25-002 – Request for Lot Line Adjustment to move a shared property line so that the property line is congruent with an existing fence separating the lots. The LLA would result in movement of a lot line resulting in a reduction of 11.5 square feet of land from 1824 Park St. and added to 1075 Pratt Ave. 35 - 49

CEQA Determination: 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

Prepared By: Jackie Oneal

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 Mike Griffin for the adjustment of the property line joining 1824 Park St. and 1075 Pratt Ave. in the Medium Density Residential zoning district.

[1824 Park Ave.- Staff Report](#)

5. PUBLIC HEARINGS

None.

6. SCHEDULED MATTERS

None.

7. DEPARTMENT REPORTS

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

7.1. Highlights from Planning Commissioner Academy

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 April 1, 2025, 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 March 6, 2025.



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

MINUTES
City of St. Helena
Planning Commission Meeting
Tuesday, February 18, 2025 @ 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, Vice-Chair Christopher Warner, Commissioner Autumn Anderson, Commissioner Sue Furdek and Commissioner Hector Lopez (arrived at 6:05 p.m.)

Absent: None

Staff Present: Maya DeRosa, Community Development Director, Jackie Oneal, Senior Planner and Xinia Gamero, Planning Commission Secretary

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC FORUM:

Daniel Hale provided written public comment prior to the meeting.

4. CONSENT ITEMS

4.1 Approval of Minutes: January 21, 2025

Vice-Chair Christopher Warner moved to approve the minutes on the Consent Calendar. The motion was seconded by Commissioner Sue Furdek and on roll call carried by the following vote:

AYES: John Ponte, Christopher Warner, Autumn Anderson, and Sue Furdek

NOES: None

ABSENT: Hector Lopez

ABSTAIN: None

RECUSE: None

5. PUBLIC HEARINGS

5.1 Request by Landon Patterson, representing Double Vee Properties, LLC, for a Design Review Permit, Variances and a Conditional Use Permit amendment for the Fortunate Son Winery Renovation Project. The Project includes renovation of a historic residence and tank house, renovation and addition to an existing winery building, and construction of a new barrel barn, equipment storage barn, mechanical building and trash enclosure. Variances to the

building height limit and habitable space limit for accessory structures are needed. A Conditional Use Permit amendment is requested to authorize construction of the new winery-related facilities and to increase the number of winery employees from 1 family member and 1 full-time employee, to add 1 additional full-time employee and 1 part-time employee. No increase in wine production, tasting room visitors, or events is requested. Property is a 14.47-acre parcel located at 825 Fulton Lane and is within the Twenty-Acre Agriculture (A-20) zoning district and the Historic Preservation (HP) Overlay zone.

Prepared By: Linda Ruffing, Planning Consultant

Chair Ponte opened the public hearing.

No ex-parte communication was disclosed by the Planning Commission.

Community Development Director Maya DeRosa introduced Contract Planner Linda Ruffing.

Contract Planner Linda Ruffing reported on the item and showed a presentation.

Applicant, Landon Patterson addressed the Planning Commission.

No public comment was received.

Chair Ponte closed the public hearing.

Vice-Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15301, 15303, and 15311; and accept required findings and approve Resolution approving variances to the habitable space limitations for accessory structures to allow a 975 sf tasting room addition to the winery building, 232 sf of habitable space in the barrel storage barn and rehabilitation of the tank house to include 302 sf of habitable space. The motion was seconded by Commissioner Sue Furdek and on roll call carried by the following vote:

AYES: John Ponte, Christopher Warner, Hector Lopez, and Sue Furdek

NOES: Autumn Anderson

ABSENT: None

ABSTAIN: None

RECUSE: None

Vice-Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15301, 15303, and 15311; and accept required findings and approve Resolution approving the height limit to allow for a 30' high barrel storage barn. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Christopher Warner, Hector Lopez, and Sue Furdek

NOES: John Ponte and Autumn Anderson

ABSENT: None

ABSTAIN: None

RECUSE: None

Vice-Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15301, 15303, and 15311; and accept required findings and approve Resolution approving Design Review permit for renovation of a historic residence and tank house, renovation and addition of existing winery building, construction of new barrel barn, equipment barn, mechanical building, trash enclosure and related site improvements and landscaping at the Fortunate Son Winery at 825 Fulton Lane based on the suggested findings and subject to the recommended Conditions of approval. Amendment to the resolution include a new Condition of Approval to add 3 additional parking spaces to the site plan for a total of 11 spaces. The motion was seconded by Commissioner Sue Furdek and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

Vice-Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15301, 15303, and 15311; and accept the required findings and approve Resolution approving amendment to small winery Conditional Use Permit for the Fortunate Son Winery at 825 Fulton Lane to authorize construction of new barrel storage barn, equipment barn, mechanical building and trash enclosure along with other site improvements and to increase the authorized number of winery employees to add one full-time employee and one part-time employee based on the suggested findings and subject to the recommended Conditions of approval. Amendments to the resolution include deletion of Condition of approval #23 and addition of a condition authorizing inspection of premises by the Community Development Director. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

- 5.2 Request by Craiker Architects & Planners, on behalf of property owner Erich Klein, for adoption of a resolution approving Major Design Review to allow for the construction of a new 3,025 square foot accessory building to be utilized for warehousing for the existing approved food manufacturing, packaging, and distribution business, Olivier Napa Valley, at 1020 Vintage Ave. in the Industrial Zoning District.

Prepared By: Jackie Oneal, Senior Planner

Chair Ponte opened the public hearing.

Senior Planner Jackie Oneal reported on the item and showed a presentation.

Project Architect Eric Forrestall addressed the Planning Commission.

No public comment was received.

Chair Ponte closed the public hearing.

Vice-Chair Christopher Warner moved to determine that the project is exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15303; and accept the required findings and approve the attached resolution granting Major Design Review approval for the proposed construction on the property located at 1020 Vintage Way in the Industrial zoning district with the following additional COA: If trees are to be removed during the typical bird nesting season (February 1 through August 31), the applicant shall supply the City with a nesting bird survey prepared by a qualified biologist no more than 14 days prior to the tree removal. The survey shall identify the location and status of any nest that could potentially be directly or indirectly affected by tree removal. If nests are found, the trees may not be removed until after the conclusion of nesting season, or after the fledglings have left the nest (as verified by a qualified biologist). The motion was seconded by Commissioner Autumn Anderson and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

6. SCHEDULED MATTERS

None.

7. DEPARTMENT REPORTS

- 7.1 Director Report- Annual Permit Report

Community Development Director Maya DeRosa provided an update on the Department's achievements and planning permit activities. The report also included the following items:

- Future amendment to the ADU zoning ordinance.
- Upcoming revisions to the current zoning code.

Chair Ponte shared the following:

- A summary of the City Council report.
- Plans to offer training to future Planning Commissioners to assist with their preparation for the role as commissioners.
- Discussion of policy issues in relation to state law.

Vice Chair Warner acknowledged the following:

- Commended staff, Planning Commissioners, and Chair Ponte for his leadership on the Commission.
- The Downtown Specific Plan presentation shared with the City Council.

8. AGENDA FORCAST

9. ADJOURNMENT

Chair Ponte adjourned the meeting at **8:43 p.m.**

The February 18, 2025 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 March 18, 2025

FILE NUMBER: LLA25-001

SUBJECT: 2525 Madrona Ave. File #LLA25-001 – Request for a lot line adjustment between existing two parcels under common ownership where one parcel is fully within the City's jurisdiction (APN 009-450- 012), and one parcel has split jurisdiction (APN 009-450-011, City jurisdiction separated for assessor purposes and APN 027- 020-021, Napa County jurisdiction). The proposal would only modify lot lines and lot area that are entirely within City limits.

PREPARED BY: Jackie Oneal

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

APPLICATION FILED:01/14/25

ACCEPTED AS COMPLETE:02/07/25

LOCATION OF PROPERTY: 2525 Madrona Ave.

APN: 009-450-012, 009-450-011, & 027- 020-021

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

APPLICANT: Brian Heim

BACKGROUND

The subject properties are located at 2525 Madrona Avenue under the common ownership of Brian Heim. APN 009-450-012 (henceforth referred to as “Parcel One”) is currently .50 acres in size and located entirely within the City of St. Helena city limits. Parcel One was created by means of a Tentative Parcel Map approved by the Planning Commission on June 5, 2018 via Resolution 2018-023 (Attachment 1). At the time of the

request, a biological resource evaluation confirmed that the site was not in or near an environmentally sensitive area.

The second parcel, APN 009-450-011 and APN 027-020-021 (henceforth referred to as “Parcel Two”) has split jurisdiction between the City and the County. While two APNs exist, the parcel is a contiguous piece of land and one single legal lot of record, where the two APNs exist only to show separate tax designations per the Napa County Assessor. Parcel Two is currently 69.11 acres, with 14.25 of those acres being wholly within City limits. Both parcels are zoned Twenty-Acre Agriculture (A-20) and have an Agriculture (AG) Land Use designation.

The sites are bounded by unnamed drainage features along the northeastern boundary and the southern boundary. To the north and west are existing, large estate properties that are also developed with single family homes and with some agricultural activities occurring within their boundaries. Parcel One is accessed from Madrona Avenue via a culvert crossing and is located just beyond the Urban Limit Line (ULL), and Parcel Two is accessed via a shared access easement across Parcel One. The sites are not identified as Prime Farmland, Unique Farmland, or Farmland of Statewide Importance.

Parcel One is presently undeveloped and Parcel Two is developed with an existing single-family residence. Regarding Parcel Two, in 2023 the applicant submitted an application for Major Design Review requesting to construct a new single family residence with a detached ADU, and proposing the conversion of the existing residence into farmworker housing. The most recent issues and incomplete letter was sent on July 17, 2024 and the application remains incomplete at the time of this report. If the proposed LLA is approved and the applicant wishes to proceed with the previously proposed development on Parcel Two, future resubmissions would be required to include updated plans that reflect the new property boundaries. A Condition of Approval has been included to that effect.

PROJECT DESCRIPTION

The applicant requests approval of a Lot Line Adjustment (LLA) to adjust a property line between two parcels under common ownership in advance of proposed residential development on Parcel One. The LLA would result in 1.49 acres of land vacated from Parcel Two to the benefit of Parcel One.

The sites are designated Agricultural in both the General Plan and Zoning Code, and are located outside the City's Urban Limit line (ULL). Surrounding land uses within the City are primarily residential estate lots or vineyards, while the surrounding parcels in the County jurisdiction are generally wooded hillside properties with limited vineyard development.

The requested LLA would not affect land use or zoning designations, and the total number of parcels would not change (See Attachment 2, Site Maps). The table below details the existing and proposed land area of the two subject parcels:

APN	Existing Parcel Size (Acres)	Proposed Parcel Size (Acres)
Parcel One: 009-450-012	.50	1.99
Parcel Two: 009-450-011/027-020-021	69.11	67.62

The applicant is not proposing development on Parcel One at this time. Any future development must meet all the required development and design regulations for the A-20 zoning district. Due to the fact that Parcel One would be less than two acres, the LR-1A development regulations would apply. New single family residential is a permitted use that would require Major Design Review approval from the Planning Commission, as required by St Helena Municipal Code (SHMC) § 17.05.070.

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 includes 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 Woodlands and Watershed (WW), all lands outside the City's Urban Limit Line are designated AG regardless of the size or actual use. The 2040 St. Helena General Plan and 2015-2023 Housing Element Update Goals, Policies, and Eight-Year Action Plan include the following policies that are relevant to the proposed project:

- **LU1.3** Support agricultural and low intensity uses beyond the ULL.
- **LU1.4** In order to minimize and postpone the need for expansion of the ULL, encourage infill development within currently developed areas.
- **HE1.1** Maintain a sufficient supply of land zoned for residential development to meet the identified housing need at all income levels.

Staff Response: Staff finds that the proposed LLA is consistent with the General Plan in that the reconfigured parcels would make the parcels more functional for future property owners. The 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 zoning designation is intended to provide for agricultural and residential uses. The purpose of the A-20 district is to preserve agricultural land uses and provide for future orderly development as the urban limit line is adjusted to accommodate urban growth.

Staff Response: The proposed LLA would maintain conformance with the development standards set forth in SHMC §17.19.030 as it relates to the existing development on Parcel Two. No new or modified development is proposed as part of this LLA.

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 an 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. A Draft Letter of Approval, which includes the Conditions of Approval, is included as an attachment to this report (Attachment 3).

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 Brian Heim for the adjustment of the property lines of Parcels One and Two as described in the staff report located at 2525 Madrona Ave in the Twenty Acre Agriculture zoning district.

ATTACHMENTS

[Attachment 1. Resolution PC2018-023](#)

[Attachment 2. Existing and Proposed Parcel Configurations](#)

[Attachment 3. Draft Letter of Approval and Conditions of Approval](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC2018-023

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A TENTATIVE PARCEL MAP AND DESIGN REVIEW
TO ALLOW THE SUBDIVISION OF AN EXISTING 14.75 ACRE PROPERTY INTO A 0.5
ACRE "PARCEL 1" AND A 14.25 ACRE "REMAINDER PARCEL" LOCATED AT 2525
MADRONA AVENUE (FILE NO. PL17-066) IN THE A-20 ZONING DISTRICT**

PROPERTY OWNER: Brian Heim

APN: 009-450-007

Recitals

- A.** On November 2, 2017, Brain Heim (on behalf of Sanders LLC) submitted an application for a Tentative Parcel Map and Design Review to subdivide the existing parcel at 2525 Madrona Avenue in the Agricultural-20 Zoning District; and
- B.** On May 15, 2018, the Planning Commission of the City of St. Helena, State of California, continued the project to June 5, 2018; and
- C.** On June 5, 2018, the Planning Commission of the City of St Helena, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing.
- C.** Now, therefore let it be found that, the Planning Commission approves the requested Tentative Parcel Map and associated Design Review on the following basis:

Resolution

- A.** The Planning Commission hereby finds that this project qualifies for a Class 32 Categorical Exemptions pursuant to Section CEQA Section 15332, of the California Environmental Quality Act (CEQA), in that the A-20 Zoning district expressly permits single family residential development, the site is located within the City limits and has been previously developed with residential land uses, and the surrounding properties have been previously developed with residential land uses. In addition, the Planning Commission finds that the proposed Parcel Map and Design Review are consistent with the findings and analysis of the 1993 General Plan and Zoning Code Environmental Impact Report.
- B.** The Planning Commission has considered the Design Review design criteria identified in Municipal Code Section 17.164.030 to support the motion to approve the Design Review given that the project has been found to demonstrate:
1. Consistency and compatibility with applicable elements of the general plan is found in that the project maintains the standards for lot sizes and development, identified in the Agriculture designation;

2. Compatibility of design with the immediate environment of the site given that the design maintains site design features and preserves the ability to implement agricultural uses;
3. Relationship of the design to the site given the scale of the addition, the proposed setbacks, lot size, access to the site and the transitional context of the neighborhood;
4. Determination that the design is compatible in areas considered by the Commission as having a unified design or historical character given the historic scale and design features incorporated into the proposal is founds given that the site is not located within a historic district and no development is proposed;
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land use given the surrounding agricultural properties is found as the site is an ideal transition between the adjacent low density residential development and the surrounding residential estate and agricultural properties;
6. Compatibility with future construction both on and off the site given the access, context and non-historic nature of the surrounding neighborhood is supported given that the project proposes to utilize the existing access for the newly created parcel and will not impact the ability to develop any uses on surrounding properties;
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project providing appropriate design elements and exterior features is not applicable given that no structure is proposed with the project and future development will require separate Design Review approval;
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community which the project does through appropriate setbacks and thoughtful site planning is found to be the case given the setback from the roadway for the proposed parcel, the maintenance of existing natural features and the transitional nature of the proposed parcel location;
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures which they are given the provided site plan, setback and landscaping proposed maintains significant setback from all natural features and provides adequate parcel size for future development to meet the criteria of the A-20 zoning district;
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept

which the outdoor decks, pool and rear yard arbor are found to be given that the only element of the project is the proposed creation of one 0.5 acre parcel;

11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles which they are given the continuation of the single family use and maintenance of the existing access to the property is found to be given the proposed use of the existing roadway and access points with no impacts on this existing infrastructure expected to occur;
12. Whether natural features are appropriately preserved and integrated with the project which the project seeks to do through careful site planning given that the proposed parcel is gently sloping and has no prominent natural features proposed to be located within it;
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions which they are given the historic design themes and elements are not applicable given the lack of any proposed building design;
14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character which the design is found to be, given the features and elements referenced above is found given that the area is seen as an ideal transitional part of the neighborhood whereby low density residential housing begins to give way to larger residential and agricultural parcels;
15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site which it does through careful and appropriate planting choices and locations is supported given that no significant vegetation is located on the project site and none is proposed to be planted with this project;
16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena, which it is given the drought tolerant elements proposed is found given that any future development will be subject to the requirements of the State Water Efficient Landscape Ordinance;
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials which is, based on the significant energy and water saving requirements of the California Building Code and City of St Helena development criteria.

C. Let it be further resolved that the Planning Commission has considered the findings identified in Municipal Code Section 16.24 to support the motion to approve the Vesting Tentative Parcel Map given that the project has been found to demonstrate:

A. That the proposed subdivision, together with the provisions for its design and improvement, is consistent with the general plan, any applicable specific plan, and other applicable provisions of this code; and

B. That the design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the state Subdivision Map Act and any guidelines promulgated by the city council.

D. Now therefore be it further resolved that, the Tentative Map and Design Review for the above described project is granted subject to compliance with all applicable provisions of the Zoning Code subject to each of the following conditions. The proposed Final Map shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of Final Map Submittal. The conditions noted below are particularly pertinent to this approval and shall not be construed to permit violation of other laws and policies not so listed.

1. The Tentative Parcel Map and Design Review approval shall be vested within one (1) year from the date of approval. Recordation of the Final Map for the parcel allowed under this approval shall have been obtained within one (1) year from the effective date of the Parcel Map and Design Review decision or these approvals shall expire; provided however that the approved Parcel Map and Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
2. This permit is valid for this Tentative Parcel Map design only. New permits must be applied for any change in design. These permits will expire if the Final Map is not recorded or extended pursuant to the existing ordinances and regulations.
3. The Parcel Map and Design Review approval shall not become effective until fourteen (14) calendar days after presentation of the item to the City Council, providing that the action is not reviewed or appealed by the City Council or any other interested party within that 14 day period.
4. Any request for an extension of the Parcel Map or Design Review 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 impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.
6. Pursuant to City Council Resolution 2003-65, the owner and applicant are informed of the following:

In recognition of the need for additional affordable housing, and to mitigate the effects of this development on the supply and demand of affordable housing, the permittee shall be subject to a Housing Impact Fee, an inclusionary requirement, an in-lieu fee, and/or similar fair and appropriate mechanisms, to provide funds for or to develop additional affordable housing.

7. Compliance with all permit conditions shall be clearly identified on all plans submitted for Final Map approval, shall occur in accordance with specific regulations. Recordation of a map may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
8. 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.
9. Provided they are in general compliance with the approved Parcel Map and Design Review, minor modifications found to be in substantial conformance with the approved design may be approved by the Planning Director.
10. This Parcel Map and Design Review 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.
11. The primary purpose of this review is for compliance with the General Plan, Zoning and Subdivision Ordinance. The owner/applicant is responsible for meeting all mandated requirements.
12. Final Map submittal shall be in compliance with approved plans and exhibits date stamped May 1, 2018.
13. Installation of any and all required off-site improvements shall be completed or bonded for prior to recordation of the Final Map.
14. Any future development of the project site shall be consistent with St. Helena Municipal Code Article IV, Water Conservation Section 18.44, New Development, requiring that the applicant shall be retrofit a mandated number of fixtures to off-set the water use and demand of the future development. Appeals to this requirement may be made pursuant to Article IV, Section 18.46. The exact number of retrofits may change dependent upon final floor area submitted for the Design Review and/or building permit.
15. All conditions of approval shall be clearly identified and included on all plans submitted for future permit review and issuance.
16. Within the A-20 Zoning District, there exists a right-to-farm the adjoining property. There is a good faith expectation that no complaints will occur regarding legal, normal

agricultural activities on the adjacent land. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.

17. The riparian habitat on this property has value as a wildlife area. No trees or vegetation shall be removed without approval of the Planning Director and a note to this effect shall be placed on the Final Map prior to recordation.
18. Compliance with all conditions of the Napa County Department of Environmental Management regarding well or sewer use shall be met and/or satisfied prior to Final Map recordation or building permit issuance, as applicable.

Public Works Department Conditions of Approval

19. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with the most current version at the time of improvement plan submittal, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
20. The developer shall construct all on and offsite improvements in accordance with improvement plans and supporting calculations and documentation that are prepared by a registered Civil Engineer and reviewed and approved by the City of St. Helena Public Works Department.
21. The improvement plans shall include detailed designs for all on and off-site utilities, water, sewer, grading, drainage, erosion control and paving. The plans, calculations, and cost estimates must be approved by the City Engineer prior to the approval of the Final Map.
22. Access drive to Parcel 1 shall meet City municipal code section 17.124.070 requirements for "access drive," with a minimum paved width of 12' plus 2' shoulders on each side (total 16' wide).
23. The 16' access easement shall provide for a full 12' wide with 2' Class II Aggregate Base shoulders with an all weather surface with a structural rating for H20 loading from Madrona Avenue to the Parcel 1 access point.
24. A water neutrality analysis will be required as a condition of development and in accordance with City's water neutral policy. This requirement shall be noted on the Final Map.
25. Where a City water service exists or is required on either parcel, the applicant shall install an approved backflow device installed behind the existing water meter prior to Final Map approval.
26. All parcels shall have separate access to the City of St. Helena municipal water system and developer shall install water laterals, meters and backflow devices for

each parcel as required by current St. Helena and health codes, as appropriate prior to Final Map approval.

27. The developer shall complete all water and wastewater improvements, including pressure and bacterial testing, and raising manholes and cleanouts to grade prior to connection of any buildings to the City water or sewer system, as applicable.
28. The applicant shall conform to the City of St. Helena Water and Sewer Standards Section 6-2.10 which includes assessing the adequacy of the existing sewer lateral, installing needed cleanouts and a separate service for each parcel prior to Final Map approval.
29. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Final Map approval.
30. Any broken curb, gutter, and/or sidewalk along the project frontage shall be replaced per City specifications prior to Final Map approval, extent to be determined by the Public Works Department.
31. Deteriorating driveway approaches shall be replaced at the direction of the Public Works Department prior to Final Map approval.

Fire Department Conditions of Approval

32. Future construction on this project site may be subject to the Wildland Urban Interface requirements for residential construction.
33. Future construction will require installation of approved interior fire sprinkler system will be required for future construction unless waived by the Fire Chief.
34. If the project is within 1000-feet of the City water supply, it will be required to connect to City services unless an alternative method of compliance is approved by the Fire Marshall. If the project is not required to connect to the City water supply, a private water connection as detailed in the California Fire Code (CFC) for water supply will be required. A Fire Department connection to the private water supply will be required water supply will be required if that is the approved supply.
35. Propane will not be permitted as a gas fuel source if PG&E natural gas service is available to serve the project parcel.
36. Load bearing access requirements comparable to the H20 standards, as outlined in the CFC, are required to be demonstrated and approved by the Fire Marshall prior to recordation of the Final Map.
37. Compliance with Fire Department access standards and requirements regarding slope, materials and dimensions must be demonstrated as a component of future development of the project site.

38. Any gates installed to control vehicular access to a property are required to be setback 30-feet from the property line and/or edge of pavement, whichever is greater. No vehicle gates may be installed without Fire Department and Public Works Department review and explicit approval.

Building Department Conditions of Approval

39. A building permit is required for all onsite demolition, construction and/or change of occupancy.
40. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2016 Title 24 codes.
41. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
42. The applicant shall provide a construction waste management plan with the building permit application.
43. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.
44. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
45. 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.
46. Properties which are on septic systems and proposing substantial renovations may require approval from the Napa County Environmental Health Department. Applicants are encouraged to engage with the County early in the building permit review process to reduce the potential for delay.
47. 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.

I HEREBY CERTIFY that the foregoing Tentative Parcel Map and Design Review was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on June 5, 2018, by the following roll call vote:

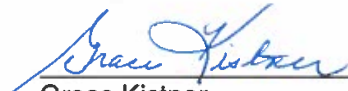
AYES: Commissioner Knudsen, Monnette, Hardy and Kistner

NOES: Commissioner Ponte

ABSENT: None

ABSTAIN: None

APPROVED:



Grace Kistner
Chair, Planning Commission

ATTEST:

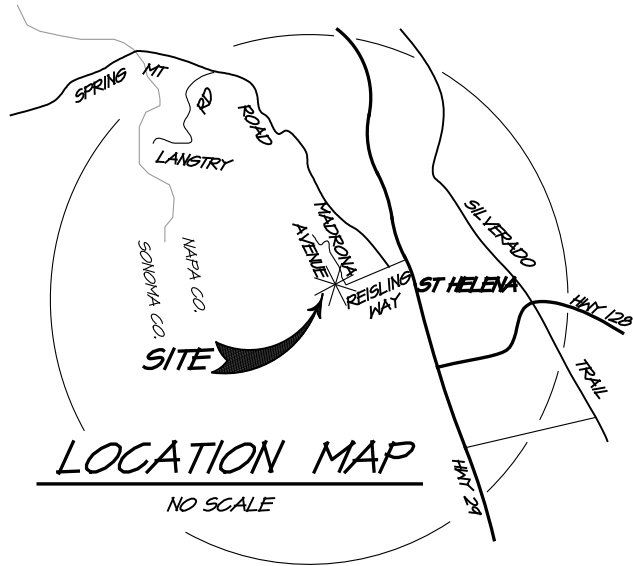


Noah Housh,
Planning and Community
Improvement Director

LOT LINE ADJUSTMENT LANDS OF HEIM

ST HELENA CALIFORNIA

RECEIVED
By XGamer0 at 4:26 pm, Jan 14, 2025



PARCEL 1

PARCEL 2

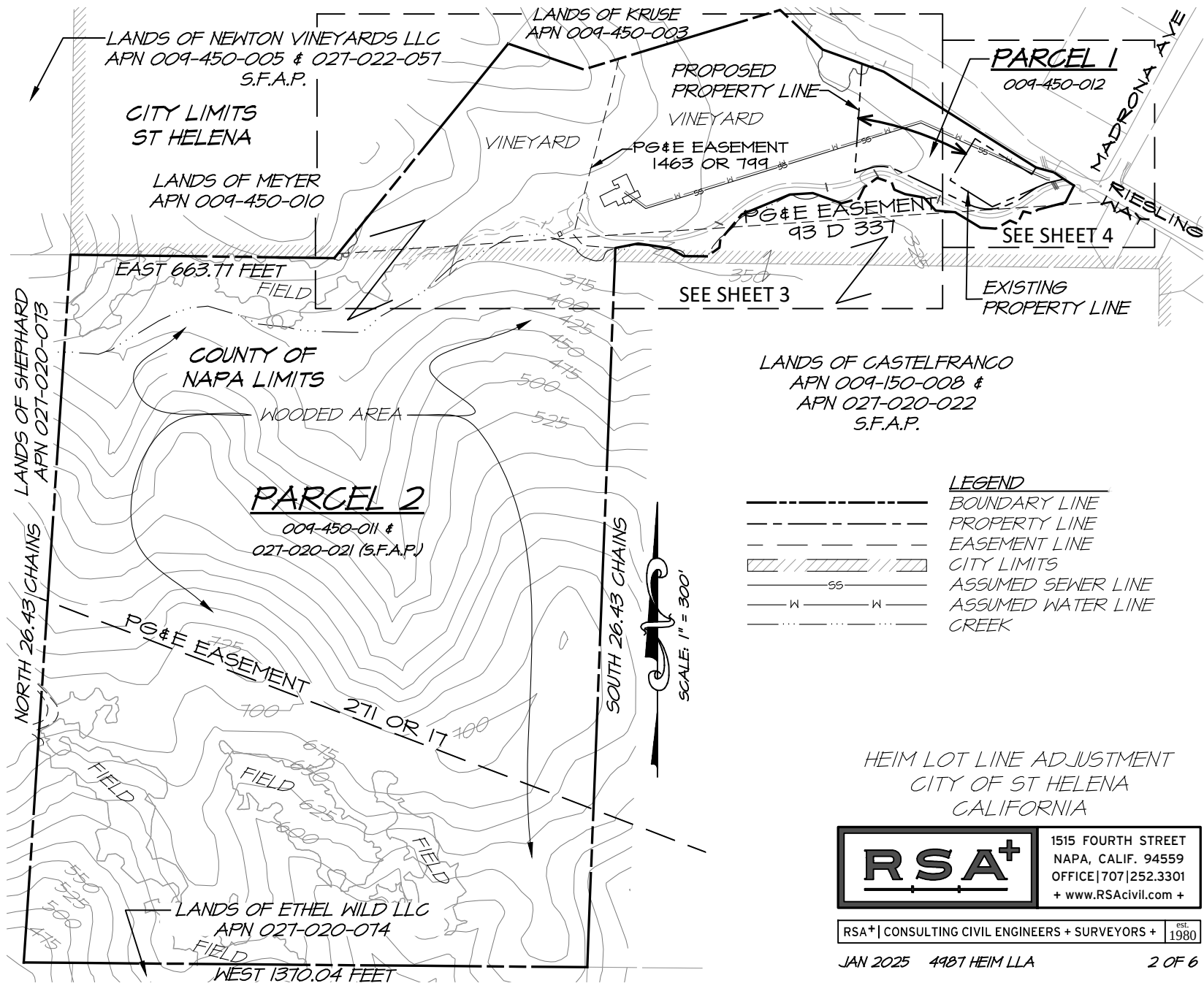
ASSESSOR PARCEL NUMBER	A PORTION OF APN: 009-450-012	APN: 009-450-011 & 027-020-021 (S.F.A.P.)
OWNER	MADRONA BREEZE LLC 2525 MADRONA AVE, SAINT HELENA, CA 94574	BRIAN HEIM 2525 MADRONA AVE, SAINT HELENA, CA 94574
PROPERTY SIZE EXISTING PROPOSED	0.50 ± ACRES 1.99± ACRES	69.11± ACRES 67.62± ACRES
LAND USE EXISTING PROPOSED	RESIDENTIAL RESIDENTIAL	RESIDENTIAL & AGR RESIDENTIAL & AGR
WATER SOURCE EXISTING PROPOSED	CITY OF ST HELENA CITY OF ST HELENA	CITY OF ST HELENA & WELL WELL
SEWAGE DISPOSAL EXISTING PROPOSED	CITY OF ST HELENA CITY OF ST HELENA	CITY OF ST HELENA NONE
WILLIAMSON ACT EXISTING PROPOSED	NOT UNDER CONTRACT NO CONTACT PROPOSED	NOT UNDER CONTRACT NO CONTACT PROPOSED

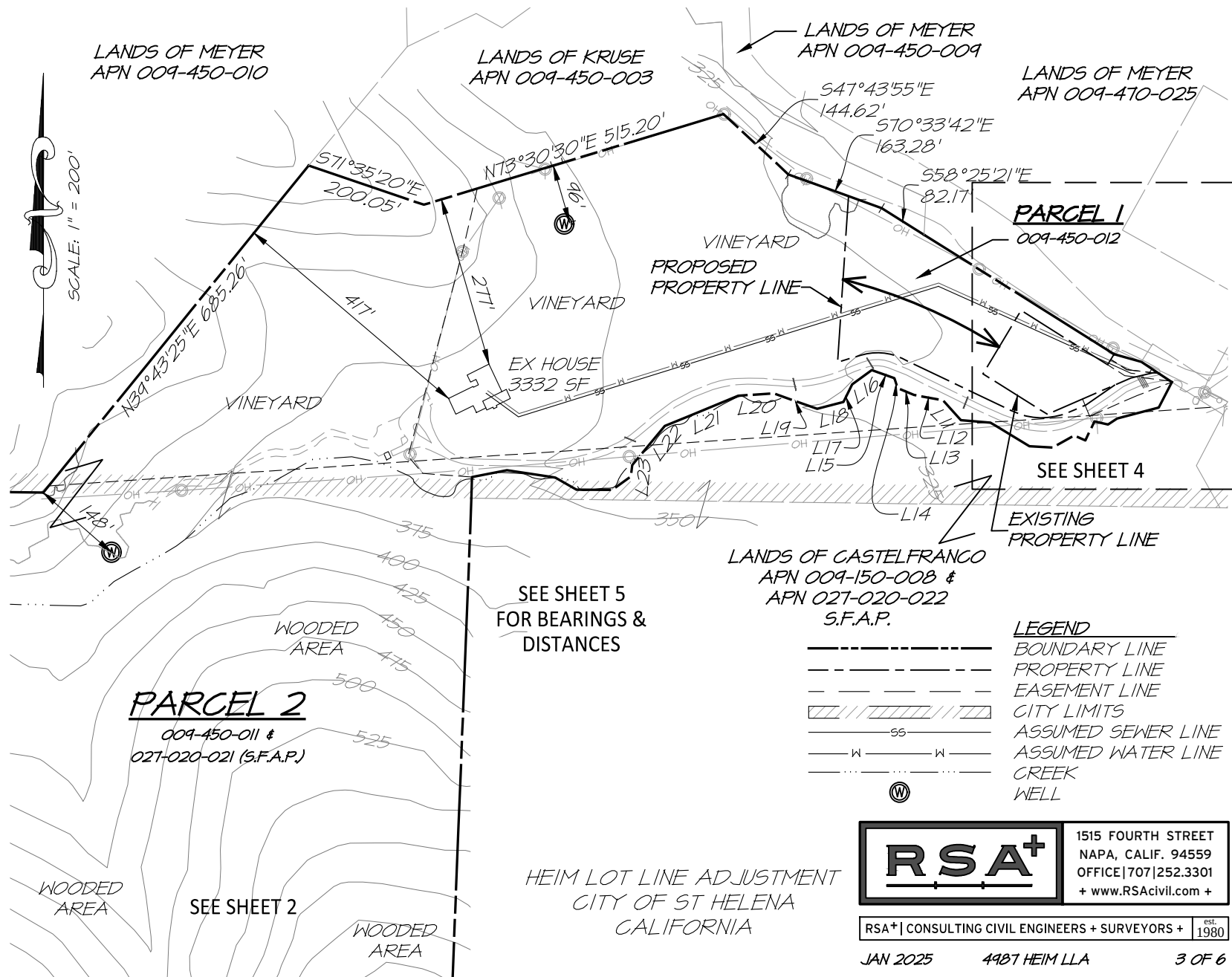


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JAN 2025 4481 HEIM LLA

1 OF 6





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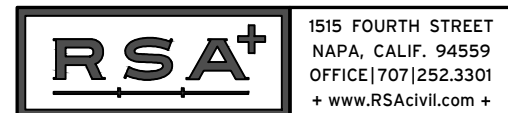
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JAN 2025 4987 HEIM LLA 3 OF 6

Line Table		
Line #	Length	Direction
L1	46.32'	S27°40'13"W
L2	70.98'	S75°28'20"W
L3	17.70'	S57°25'20"W
L4	23.10'	N77°26'40"W
L5	34.00'	S25°54'20"W
L6	20.10'	N66°44'40"W
L7	40.80'	S61°14'20"W
L8	38.40'	N86°37'40"W
L9	74.50'	N59°15'40"W
L10	49.00'	N85°28'40"W
L11	43.80'	N42°33'40"W
L12	48.30'	N80°06'40"W
L13	28.80'	N67°47'40"W
L14	17.10'	N19°27'40"W
L15	39.60'	N70°34'40"W

Line Table		
Line #	Length	Direction
L16	39.90'	S54°30'20"W
L17	31.50'	S26°31'20"W
L18	44.70'	S75°39'20"W
L19	76.20'	N70°54'40"W
L20	58.60'	S86°18'20"W
L21	130.40'	S67°58'20"W
L22	82.90'	S40°30'20"W
L23	18.30'	S06°34'20"W
L24	37.40'	S54°38'20"W
L25	59.30'	N89°45'40"W
L26	39.90'	N60°44'40"W
L27	80.60'	N81°32'40"W
L28	58.90'	S79°18'20"W
L29	33.94'	S01°21'20"W

HEIM LOT LINE ADJUSTMENT
CITY OF ST HELENA
CALIFORNIA

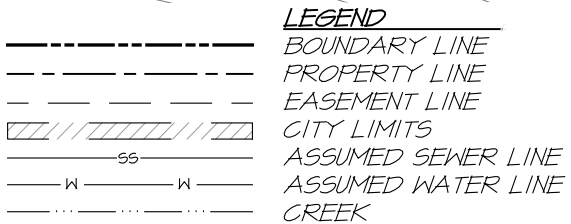


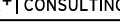
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5 OF 6




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JAN 2025 4987 HEIM LLA 6 OF 6

LOT LINE ADJUSTMENT APPROVAL

DATE: March 18, 2025

TO: Applicants, Neighboring Property Owners and Interested Citizens

FROM: Maya DeRosa, Community Development Director



RE: Approval of a Lot Line Adjustment between two adjacent parcels where one existing parcel that lies wholly within the City jurisdiction (APN 009-450- 012), and one existing parcel that has a split jurisdiction (APN 009-450-011(City) with APN 027- 020-021(County)) and where the proposed adjustment would only modify lot lines and lot area wholly within City limits.

BACKGROUND

The subject properties are located at 2525 Madrona Avenue under the same ownership of Brian Heim. APN 009-450-012 (henceforth referred to as “Parcel One”) is currently .50 acres in size and located entirely within the City of St. Helena city limits. The second parcel, APN 009-450-011 and APN 027-020-021 (henceforth referred to as “Parcel Two”) has split jurisdiction between the City and the County. While two APNs exist, the parcel is in fact a contiguous piece of land and one single legal lot of record, and the two APNs exist only to show separate tax designations. Parcel Two is currently 69.11 acres, with 14.25 of those acres within the City boundary. Both parcels are zoned Twenty Acre Agricultural. Parcel One is presently undeveloped and Parcel Two is developed with an existing single-family residence.

PROJECT DESCRIPTION

The applicant requests approval of a Lot Line Adjustment (LLA) to adjust a property line between two parcels under the same ownership in advance of residential development on Parce One. The LLA would result in 1.49 acres of land vacated from Parcel Two to the benefit of Parcel One. 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 in conjunction with this request.

APN	Existing Parcel Size	Proposed Parcel Size
Parcel One: 009-450-012	.50 acres	1.99 acres
Parcel Two: 009-450-011/027-020-021	69.11 acres	67.62 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.

*Lot Line Adjustment Approval
March 18, 2025*

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 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 March 18, 2025, 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. Any active development applications on either of the subject parcels must be updated and resubmitted to reflect the boundaries approved herein.
3. This permit is valid for this approval only. New permits must be applied for upon any other change in the parcel boundaries.
4. The permit shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed to the Planning Commission within that 14-day period.
5. 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.
6. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's project, in whole or in part, applicant shall defend, at its own expense and

*Lot Line Adjustment Approval
March 18, 2025*

without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

7. 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.

PUBLIC WORKS DEPARTMENT

1. Following approval from the Planning Department, applicant must submit to Public Works two (2) copies of the lot line adjustment documents (electronic), including draft deed documents' legal descriptions and exhibits 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) All existing or resultant easements, grants of right of way and deeds as applicable to the lot line adjustment shall be clearly represented on the exhibit, including dimensions.
 - d) Additional easements or grants of right of way that may be required as a result of the lot line adjustment but are not to be executed in the lot line adjustment action, should be indicated on the exhibit as proposed and described in a supplemental narrative. Consideration should be made for access, utility, emergency vehicle access and maintenance agreements.
 - e) The following statements shall be included on each draft deed document:
 - i. 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.
 - ii. 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.
2. Upon review and approval from the Director of Public Works, a Notice of Approval is provided to the Applicant. The Applicant may proceed with the recordation.
 - a) 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.

*Lot Line Adjustment Approval
March 18, 2025*

- b) 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.
- c) 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.
- d) The applicant, or his/her representative, shall submit proof of prepayment of property taxes.
- e) 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 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 March 18, 2025.

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

Attachments:

1. Existing and Proposed Lot Configurations

*Lot Line Adjustment Approval
March 18, 2025*



PLANNING COMMISSION REPORT

Planning Commission Meeting of March 18, 2025

FILE NUMBER: LLA25-002

SUBJECT: 1824 Park Ave. File # LLA25-002 – Request for Lot Line Adjustment to move a shared property line so that the property line is congruent with an existing fence separating the lots. The LLA would result in movement of a lot line resulting in a reduction of 11.5 square feet of land from 1824 Park St. and added to 1075 Pratt Ave.

PREPARED BY: Jackie Oneal

REVIEWED BY: Maya DeRosa, Community Development Director

APPROVED BY: Maya DeRosa, Community Development Director

APPLICATION FILED:01/27/25

ACCEPTED AS COMPLETE:02/25/25

LOCATION OF PROPERTY: 1824 Park St. & 1075 Pratt Ave.

APN: 009-401-002 & 009-142-001

GENERAL PLAN/ZONING: Medium Density Residential (MR)

APPLICANT: Mike Griffin

BACKGROUND

The subject properties, located at 1824 Park St., APN 009-401-002 (henceforth referred to as “Parcel One”) and 1075 Pratt Ave., (henceforth referred to as “Parcel Two”) are located in the Medium Density Residential General Plan Land Use Designation and Zoning District.

Parcel One is a .31 acre legal lot of record created by the 1965 Crinella Terrace Subdivision Unit No Two (Attachment 1). Parcel Two is a .40 acre legal lot of record

consisting of two tracts created by means of a series of grant deeds recorded in the 1950s (Attachment 2- Legal Description & 3).

Parcel One is currently developed with a 1,650 square foot single family residence and detached 700 square foot garage. Parcel Two is currently developed with a 2,790 square foot single family residence.

PROJECT DESCRIPTION

The applicant requests this Lot Line Adjustment (LLA) to align the property lines with an existing fence to more accurately represent desired ownership limits. The total affected area included in this change can be viewed on Attachment 4. The LLA would allow for a net 11.5 square feet of land to be vacated from 1824 Park St. resulting in a net 11.5 square feet of land added to 1075 Pratt Ave. 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 in Attachment 4.

Address/APN	Existing Parcel Size	Proposed Parcel Size
1824 Park St. / 009-401-002	13,232.80 sq. ft.	13,221.30 sq. ft.
1075 Pratt Ave. / 009-142-001	17,849.76 sq. ft.	17,861.26 sq. ft.

Upon approval of the Lot Line Adjustment and recordation of the new deeds and maps, there will remain two legal parcels. There will be no change in ownership and no new or additional development is proposed.

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 Medium Density Residential (MR). The MDR land use designation provides for single-family detached and attached homes, secondary residential units, and similar compatible uses. The MDR designation is the predominant residential designation occurring throughout large areas of the City and is intended to maintain a development pattern in higher density areas of the City that is consistent with historic development patterns exhibited by St. Helena's established neighborhoods.

Staff Response: Staff finds that the proposed LLA is consistent with the General Plan in that the reconfigured parcels would better serve existing development and would make

the parcels more functional for future property owners. The 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 Medium Density Residential (MR). The MR zoning designation allows for single-family detached homes, accessory dwelling units, limited agricultural use and other compatible uses. The development standards described in SHMC §17.16.020 apply to properties within the MR zoning district.

Staff Response: Staff finds that the proposed LLA is consistent with the MR Zoning District Regulations and would not create nonconformities for the existing development on the subject sites.

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 an 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. A Draft Letter of Approval, which includes the Conditions of Approval, is included as an attachment to this report (Attachment 5).

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 Mike Griffin for the adjustment of the property line joining 1824 Park St. and 1075 Pratt Ave. in the Medium Density Residential zoning district.

ATTACHMENTS

[Attachment 1. Crinella Terrace Unit No. 2 Subdivion](#)

[Attachment 2. 1075 Pratt Ave. Legal Description](#)

[Attachment 3. County Assessor's Parcel Map, Tracts 1 and 2, 1075 Pratt Ave.](#)

[Attachment 4. Existing and Proposed Lot Configuration](#)

[Attachment 5. Draft Letter of Approval](#)

OWNER'S CERTIFICATE:

THE UNDERSIGNED HEREBY CERTIFY THAT THEY ARE THE SOLE OWNERS OF ALL LANDS INCLUDED WITHIN THE SUBDIVISION SHOWN ON SHEETS ONE, TWO AND THREE, HEREOF, KNOWN AS "CRINELLA TERRACE, UNIT #2", THAT THEY HAVE CAUSED THIS MAP TO BE PREPARED FOR RECORD AND DO HEREBY CONSENT TO THE MAKING AND RECORDATION THEREOF, THAT SAID MAP PARTICULARLY DEFINES, DELINEATES AND DESIGNATES ALL LOTS IN SAID SUBDIVISION INTENDED FOR SALE BY NUMBER, WITH THEIR DIMENSIONS AND BOUNDARIES DEFINITELY SHOWN AND DEFINED ON SAID MAP AND THEY HEREBY DEDICATE TO PUBLIC USE, ALL STREETS AND EASEMENTS SHOWN ON SAID MAP WITHIN SUBDIVISION.

DATED THIS 6th DAY OF July, 1965.

Henry Voelker
HENRY VOELKER
Christine L. Voelker
CHRISTINE L. VOELKER

CERTIFICATE OF NOTARY PUBLIC:

State of California)
County of Napa) s.s.

ON July 6, 1965, BEFORE ME GLENN R. BULLER A NOTARY PUBLIC, IN AND FOR THE COUNTY OF NAPA, STATE OF CALIFORNIA, RESIDING THEREIN, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED, HENRY VOELKER AND CHRISTINE L. VOELKER, HIS WIFE, KNOWN TO ME TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE WITHIN INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

IN WITNESS THEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL IN THE COUNTY OF NAPA, THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

Glenn R. Buller
NOTARY PUBLIC, IN AND FOR THE COUNTY OF
NAPA, STATE OF CALIFORNIA

CERTIFICATE OF CITY CLERK:

I, MARIE VOLPER, CITY CLERK AND EX-OFFICIO CLERK OF THE CITY COUNCIL OF THE CITY OF ST. HELENA, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT THE HEREON INSCRIBED MAP, SHEETS ONE, TWO AND THREE, ENTITLED "CRINELLA TERRACE UNIT #2", WAS FILED WITH THE CITY COUNCIL OF THE CITY OF ST. HELENA FOR APPROVAL AS PROVIDED BY LAW, AND THAT SAID CITY COUNCIL DID BY RESOLUTION DULY ADOPTED AT A REGULAR MEETING THEREOF, HELD ON THE 10th DAY OF June, 1965, APPROVE SAID MAP AND ACCEPT ON BEHALF OF THE PUBLIC, ALL STREETS AND EASEMENTS OFFERED FOR DEDICATION FOR PUBLIC USE.

IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND OFFICIAL SEAL THIS 6 DAY OF July, 1965.

Marie Volper
CITY CLERK OF THE CITY OF ST. HELENA,
STATE OF CALIFORNIA

PLANNING COMMISSION CERTIFICATE:

I HEREBY CERTIFY THAT THE ST. HELENA PLANNING COMMISSION OF NAPA COUNTY, STATE OF CALIFORNIA, HAS APPROVED THE TENTATIVE MAP OF THE SUBDIVISION UPON WHICH THE MAP ENTITLED "CRINELLA TERRACE UNIT #2", IS BASED.

James M. Barnes
SECRETARY, ST. HELENA PLANNING COMMISSION
COUNTY OF NAPA, STATE OF CALIFORNIA

ENGINEER'S CERTIFICATE:

I, PAUL L. SCHOCH, HEREBY CERTIFY THAT I AM A DULY LICENSED CIVIL ENGINEER OF THE STATE OF CALIFORNIA, AND THAT THIS MAP CORRECTLY REPRESENTS A TRUE AND COMPLETE SURVEY, MADE UNDER MY DIRECTION DURING MARCH, 1965; THAT THE CONCRETE MONUMENTS AND IRON PIPES SHOWN THEREON WILL BE SET AT SUCH TIME AS AGREED UPON WITH THE CITY ENGINEER, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

Paul L. Schoch
PAUL L. SCHOCH,
REGISTERED CIVIL ENGINEER, NO. 12,599
SEBASTOPOL, CALIFORNIA

CERTIFICATE OF CITY ENGINEER:

I, JAMES M. BARNES, CITY ENGINEER OF THE CITY OF ST. HELENA, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE FINAL MAP, ENTITLED "CRINELLA TERRACE UNIT #2", THAT THE SUBDIVISION AS SHOWN THEREON IS SUBSTANTIALLY AS IT APPEARED ON THE TENTATIVE MAP, AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE ACT KNOWN AS THE SUBDIVISION MAP ACT ANY ANY LOCAL ORDINANCE APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH AND THAT I AM SATISFIED SAID FINAL MAP IS TECHNICALLY CORRECT.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS 15th DAY OF July, 1965.

James M. Barnes
CITY ENGINEER, CITY OF ST. HELENA, STATE
OF CALIFORNIA

COUNTY AUDITOR

I CERTIFY THAT ACCORDING TO THE RECORDS OF MY OFFICE, THERE ARE NO LIENS FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES (EXCEPT TAXES OR SPECIAL ASSESSMENTS NOT YET PAYABLE) AGAINST ANY PART OF THE LAND INCLUDED IN THE WITHIN SUBDIVISION.

DATE July 9, 1965

Robert Denning
NAPA COUNTY AUDITOR

COUNTY CLERK'S TAX AND ASSESSMENT CERTIFICATE:

I HEREBY CERTIFY THAT THE OWNERS OF THE LAND INCLUDED IN THE SUBDIVISION SHOWN ON THE MAP ENTITLED "CRINELLA TERRACE UNIT #2", HAVE FILED A BOND TO GUARANTEE THE PAYMENT OF ALL TAXES AND ASSESSMENTS COLLECTED AS TAXES AGAINST ANY PART THEREOF WHICH ARE LIENS THEREON, BUT NOT YET PAYABLE.

DATED July 9, 1965

C. J. Shipp By J. D. Gregory
COUNTY CLERK / COUNTY OF NAPA,
STATE OF CALIFORNIA

CERTIFICATE OF COUNTY RECORDER: AG2536

ACCEPTED FOR RECORD AND FILED AT THE REQUEST OF

City of St. Helena
Blk 7 of Napa Page 104, 105, 106
ON THIS 16th DAY OF July, 1965, AT
45 MINUTES PAST 8:30 PM CLOCK,
IN THE OFFICE OF THE COUNTY RECORDER
OF THE COUNTY OF NAPA, STATE OF CALIFORNIA.

John S. ...
COUNTY RECORDER OF NAPA COUNTY

by: _____
DEPUTY

MAP No. 1403

CRINELLA TERRACE — Unit No 2

BEING A SUBDIVISION OF THE LANDS OF HENRY VOELKER, et ux AS DESCRIBED IN DEED RECORDED IN BOOK 621 OF OFFICIAL RECORDS, PAGE 157. NAPA COUNTY RECORDS.

LYING WITHIN:

CITY of ST. HELENA - COUNTY of NAPA - STATE of CALIFORNIA

BASIS OF BEARING: CENTER LINE OF CRINELLA DRIVE PER "CRINELLA TERRACE UNIT No 1" RECORDED IN BOOK 6 OF MAPS PAGE 8, HOLDING RECORD BEARING OF N 33° 28' W.

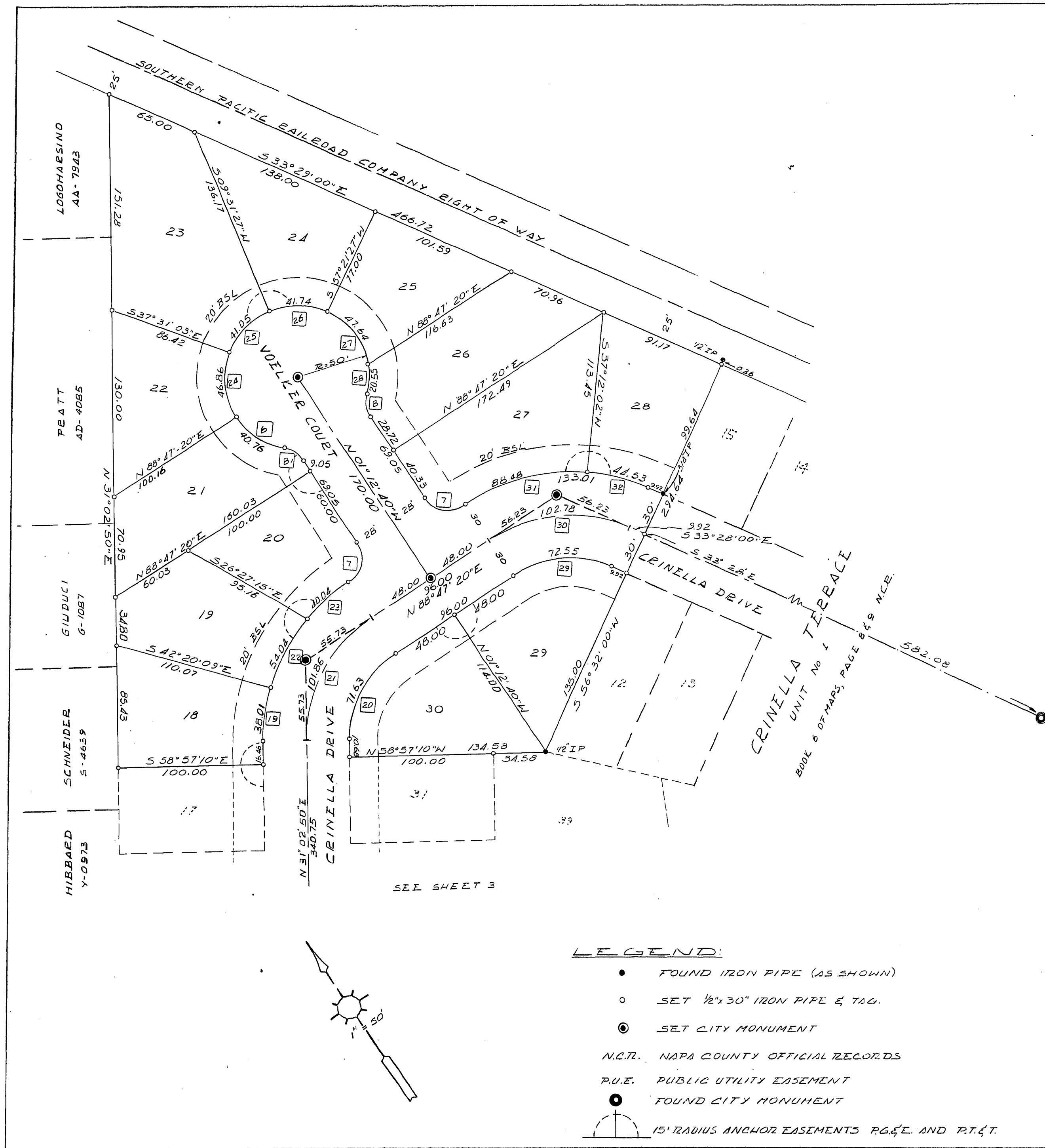
PREPARED BY **HOGAN, SCHOCH & ASSOC.**
258 Petaluma Ave. - Sebastopol, California

MAY 1965

SHEET 1 of 3

7 R 104

Fee
\$9.00 Pl.



1 RM 105

CURVE DATA CHART

CURVE NO.	DELTA	ARC LENGTH	RADIUS	CHORD	TANGENT
1	136° 48' 30"	47.72	20.00	37.18	50.40
2	61° 44' 37"	53.88	50.00	51.31	29.89
3	53° 07' 04"	46.35	50.00	44.71	24.99
4	57° 09' 28"	49.88	50.00	47.84	27.24
5	54° 41' 21"	47.73	50.00	45.93	25.86
6	48° 42' 29"	40.76	50.00	39.64	21.59
7	90° 00' 00"	31.42	20.00	28.28	20.00
8	48° 42' 30"	16.30	20.00	15.86	8.64
9	48° 42' 29"	40.76	50.00	39.64	21.59
10	48° 51' 07"	42.63	50.00	41.35	22.71
11	52° 46' 29"	46.05	50.00	44.44	24.81
12	48° 51' 22"	42.64	50.00	41.36	22.71
13	59° 31' 02"	51.34	50.00	49.64	28.59
14	16° 42' 29"	14.58	50.00	14.53	7.34
15	85° 19' 50"	29.79	20.00	27.11	18.43
16	83° 29' 50"	29.15	20.00	26.64	17.85
17	6° 59' 30"	48.81	400.00	48.78	24.44
18	89° 42' 21"	25.84	16.50	23.28	16.42
19	16° 37' 01"	38.01	131.07	37.88	19.14
20	57° 44' 30"	71.63	71.07	68.63	39.19
21	57° 44' 30"	101.86	101.07	97.60	55.73
22	23° 37' 19"	54.04	131.07	53.66	27.41
23	17° 30' 09"	40.04	131.07	39.89	20.18
24	53° 41' 37"	46.85	50.00	45.16	25.31
25	47° 02' 30"	41.05	50.00	39.97	21.76
26	47° 50' 00"	41.74	50.00	40.54	22.77
27	54° 35' 39"	47.64	50.00	45.86	25.80
28	23° 32' 43"	20.55	50.00	20.40	10.42
29	57° 44' 40"	72.55	71.98	69.52	39.69
30	57° 44' 40"	102.78	101.98	98.49	56.23
31	38° 24' 42"	88.48	131.98	86.84	45.98
32	19° 19' 58"	44.53	131.98	44.32	22.48

CRINELLA TERRACE — Unit No 2

BEING A SUBDIVISION OF THE LANDS OF HENRY VOELKER, et ux AS DESCRIBED IN DEED RECORDED IN BOOK 621 OF OFFICIAL RECORDS, PAGE 157, NAPA COUNTY RECORDS.

LYING WITHIN:
CITY of ST. HELENA—COUNTY of NAPA—STATE of CALIFORNIA

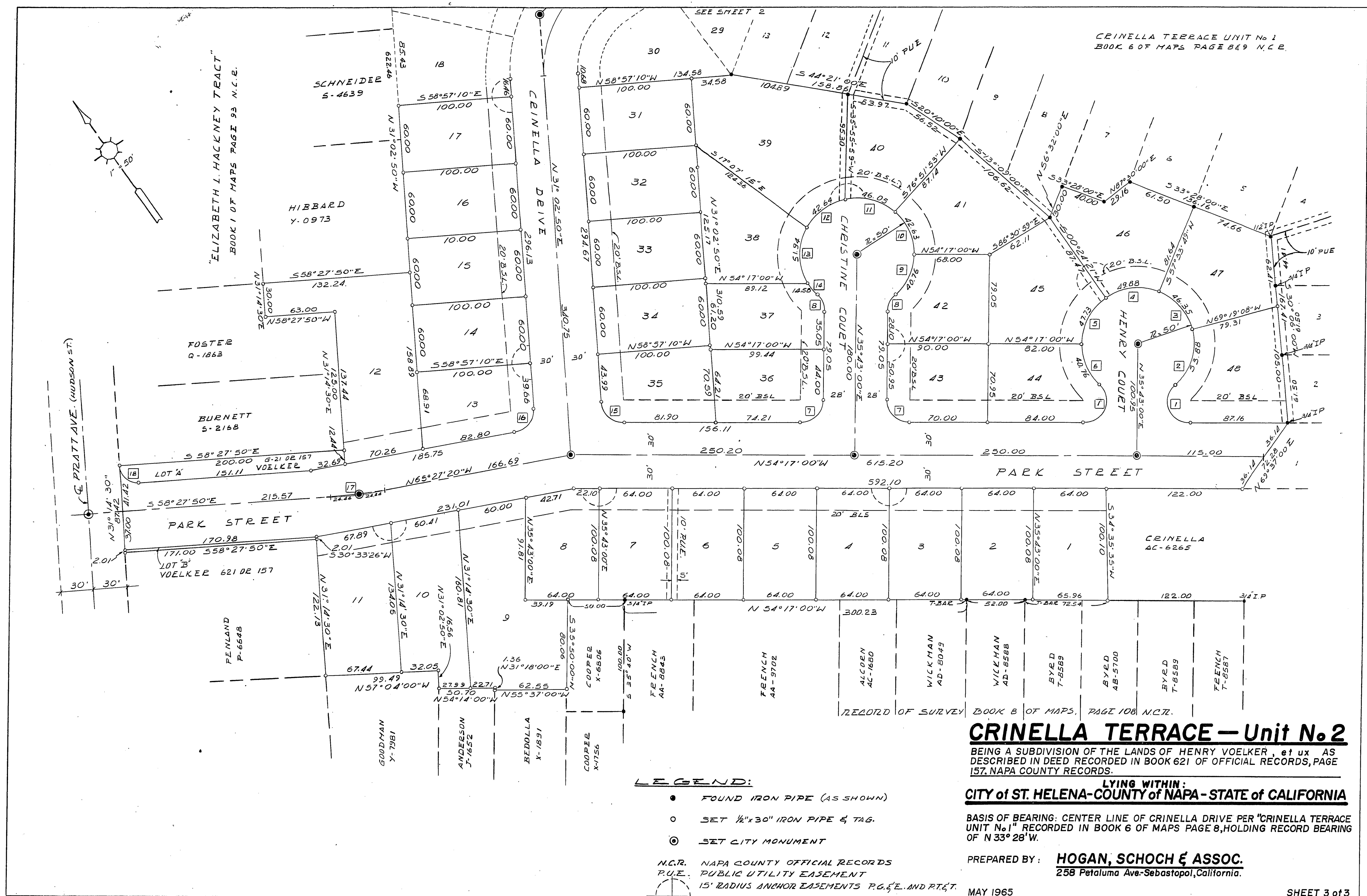
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PREPARED BY **HOGAN, SCHOCH & ASSOC.**
258 Petaluma Ave.- Sebastopol, California

MAY 1965

SHEET 2 of 3

1 RM 106





ORDER NO: T022102B-SME

EXHIBIT A

LEGAL DESCRIPTION

The land referred to in this report is situated in the City of St. Helena, County of Napa, State of California, and is described as follows:

Portions of Lot 3, as shown on the Map entitled, "Map of property belonging to Elizabeth L. Hackney, situated in St. Helena, Cal.", filed July 25, 1905 in the office of the County Recorder of said Napa County, described as follows:

TRACT ONE:

Commencing at a point on the Southeastern line of Pratt Avenue (formerly Hudson Street), distant thereon Southwesterly 105 feet from the most Western corner of that certain parcel of land described in the Deed to William F.. Davenport, et ux, of record in [Book 201 at page 325](#) of Official Records of Napa County; running thence from said point of commencement at right angles to said line of Pratt Avenue, Southeasterly 200 feet; thence at right angles Northeasterly 55 feet; thence at right angles Northwesterly 200 feet to said line of Pratt Avenue; thence along last mentioned line Southwesterly 55 feet to the point of commencement.

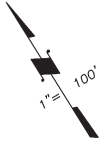
TRACT TWO:

Commencing on the Southeastern line of Pratt Avenue (formerly Hudson Street) at the most Western corner of the tract of land described in the Deed to William F. Davenport, et ux, recorded May 31, 1949 in [Book 306 at page 162](#) of Official Records of Napa County; running thence Southeasterly along the Southwestern line of said Davenport Tract, 137 feet to the most Southern corner thereof; thence Southwesterly parallel with the Southeastern line of Pratt Avenue, 50 feet to the Northeastern line of the tract of land described in the Deed to Emil E. Fink, recorded May 10, 1950 in [Book 334 at page 143](#) of Official Records of Napa County; thence Northwesterly along said Northeastern line, 137 feet to the Southeastern line of Pratt Avenue; thence Northeasterly along said Southeastern line, 50 feet to the point of commencement.

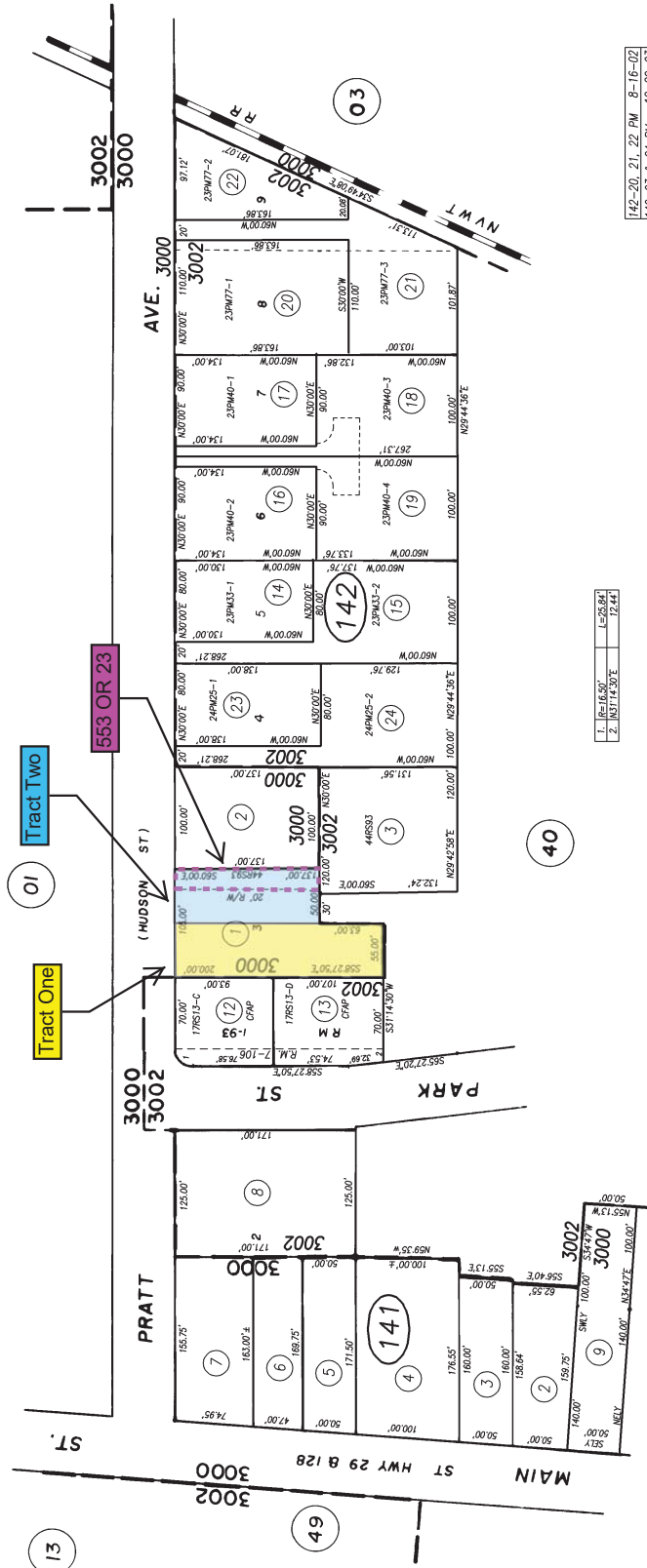
APN: 009-142-001

9-14

Tax Area Code
3000,3002



COUNTY ASSESSOR'S PARCEL MAP
PTN. RANCHO CARNE HUMANA



REVISION	DATE
142-20, 21, 22 PM	8-16-02
142-23 & 24 PM	12-29-03
142-03 RS-PTN 01 RS	7-8-15
141-09 MERGER	9-28-16
TRA CORR	12-31-18
TRA CHG	12-31-19

1968

9-14

ELIZABETH L. HACKNEY TRACT, R.M. BK. 1, PG. ~~94~~ **97**
PTN. CRINELLA TERRACE UNIT 2, R.M. BK. 7, PG. 106

1. R=16.50'	L=25.84'
2. N37°15'30"E	72.44'

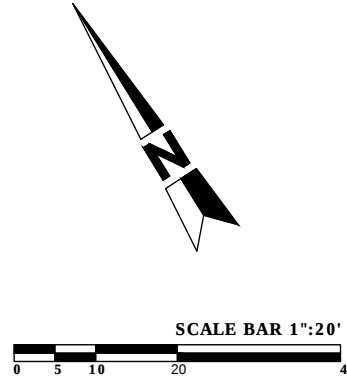
NOTE: This Map Was Prepared For Assessment Purposes Only. No Liability Is Assumed For The Accuracy Of The Data Delineated Hereon.

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

EXISTING LOT CONFIGURATION
FOR THE
GRIFFIN & MARTIN PROPERTIES

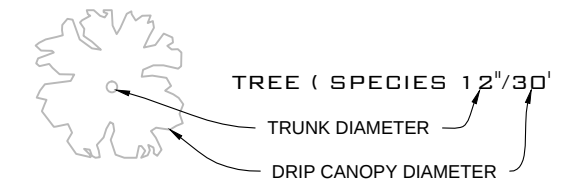
LOCATED AT
1824 PARK STREET & 1075 PRATT AVENUE
SAINT HELENA, CA 94574
APN'S: 009-401-002 & 009-142-001

RECEIVED
By XGamera at 3:43 pm, Jan 27, 2025



RECORD LIST	
R1	BOOK 7 OF RECORD MAPS AT PAGES 104-106 NCR
R2	BOOK 17 OF SURVEY MAPS AT PAGE 13 NCR
D1	DOCUMENT #: 1996-026131 NCR
D2	DOCUMENT #: 2016-0021677 NCR

HATCH & SYMBOL LEGEND	
	CONCRETE
	GRAVEL
	STONE/ROCK
	WOOD DECK
	FIRE HYDRANT
	GAS METER
	SEWER CLEANOUT
	SEWER MANHOLE
	SPOT ELEVATION
	UTILITY POLE
	WATER METER
	WATER VALVE



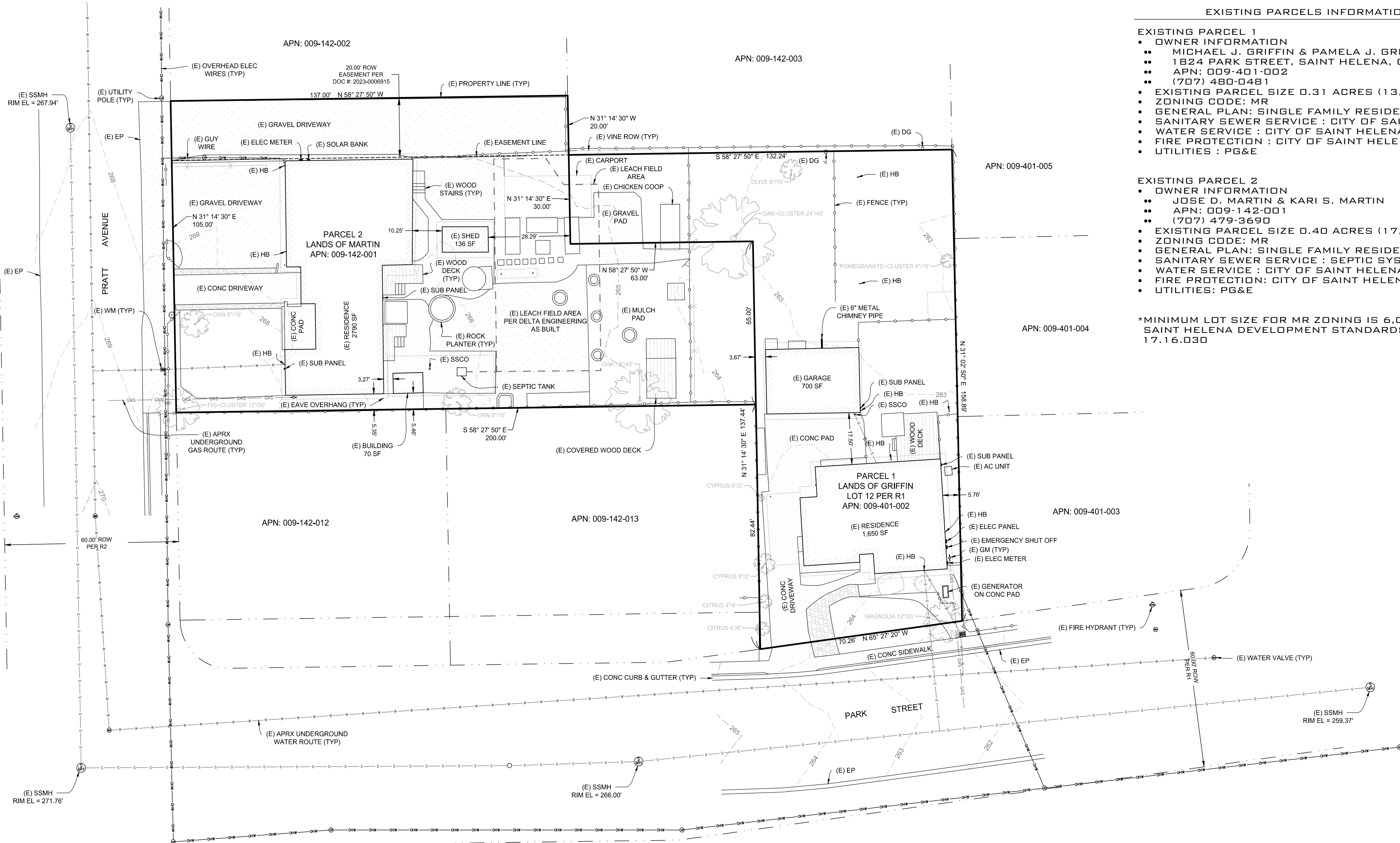
ABBREVIATIONS	
CONC	CONCRETE
DG	DRAIN GRATE
EP	EXISTING
EL	EDGE OF PAVEMENT
ELEV	ELEVATION
ELEC	ELECTRIC
FF	FINISHED FLOOR
HB	HOSE BIB
NCR	NAPA COUNTY RECORDS
ORN	ORNAMENTAL
PROP	PROPOSED
RDW	RIGHT OF WAY
SSCO	SANITARY SEWER CLEANOUT
SSMH	SANITARY SEWER MAN HOLE
UTP	TYPICAL
WM	UTILITY POLE
WV	WATER METER
WV	WATER VALVE

LINE LEGEND	
	BUILDING LINE
	CONTOURS
	EASEMENT LINE
	EAVE OVERHANG LINE
	EXISTING PROPERTY LINE
	FENCE
	GAS LINE
	GUY WIRE
	LEACH FIELD AREA
	NEIGHBORING PROPERTY LINES
	OVERHEAD ELECTRICAL WIRES
	PROPOSED PROPERTY LINE
	SEWER LINE
	VEGETATION LINE
	VINE ROW
	WATER LINE

UNAUTHORIZED CHANGES & USES:
THE SURVEYOR PREPARING THIS MAP WILL NOT BE RESPONSIBLE FOR, OR
LIABLE FOR, UNAUTHORIZED CHANGES TO OR THE USES OF THIS MAP.
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PROPERTY LINES:
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SURVEY MAP AND SHOULD NOT BE USED AS SUCH.

SURVEY STATEMENT:
THIS MAP IS BASED ON FIELD SURVEY INFORMATION PERFORMED BY
PRIDMORE & COMPANY IN SEPTEMBER OF 2024. HORIZONTAL AND
VERTICAL DATUM ARE ASSUMED. EXISTING FIELD SURVEY CONTOUR
INTERVALS ARE AS FOLLOWS: MAJOR = 5' MINOR = 1'.



- EXISTING PARCELS INFORMATION
- EXISTING PARCEL 1
- OWNER INFORMATION
 - MICHAEL J. GRIFFIN & PAMELA J. GRIFFIN
 - 1824 PARK STREET, SAINT HELENA, CA 94574
 - APN: 009-401-002
 - (707) 480-0481
 - EXISTING PARCEL SIZE 0.31 ACRES (13,232.80 SF)
 - ZONING CODE: MR
 - GENERAL PLAN: SINGLE FAMILY RESIDENCE
 - SANITARY SEWER SERVICE: CITY OF SAINT HELENA
 - WATER SERVICE: CITY OF SAINT HELENA
 - FIRE PROTECTION: CITY OF SAINT HELENA
 - UTILITIES: PG&E

- EXISTING PARCEL 2
- OWNER INFORMATION
 - JOSE D. MARTIN & KARI S. MARTIN
 - APN: 009-142-001
 - (707) 479-3690
 - EXISTING PARCEL SIZE 0.40 ACRES (17,849.76 SF)
 - ZONING CODE: MR
 - GENERAL PLAN: SINGLE FAMILY RESIDENCE
 - SANITARY SEWER SERVICE: SEPTIC SYSTEM
 - WATER SERVICE: CITY OF SAINT HELENA
 - FIRE PROTECTION: CITY OF SAINT HELENA
 - UTILITIES: PG&E

*MINIMUM LOT SIZE FOR MR ZONING IS 6,000 SF PER
SAINT HELENA DEVELOPMENT STANDARDS CODE
17.16.030

SHEET INDEX

SHT. #	DESCRIPTION
1	EXISTING LOT CONFIGURATIONS
2	PROPOSED LOT CONFIGURATIONS



PREPARED BY:
PRIDMORE & COMPANY
1091 DEER PARK ROAD
DEER PARK, CA 94576
(707) 256-5001
INFO@PRIDMOREANDCO.COM
PRIDMOREANDCO.COM

DRAFTED BY: AJH
CHECKED BY: JWP
DATE: 10/8/2024



PROJECT #: 00512

PROJECT INFO:
GRIFFIN & MARTIN
PROPERTY
1824 PARK STREET &
1075 PRATT AVENUE
SAINT HELENA, CA
94574
APN'S: 009-401-002 &
009-142-001

REVISIONS	
NO.	DESCRIPTION

SHEET NAME:

EXISTING PARCEL
CONFIGURATION

SHEET:

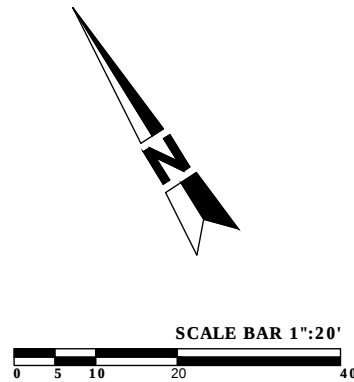
1

OF 2

PROPOSED LOT CONFIGURATION
FOR THE
GRIFFIN & MARTIN PROPERTIES

LOCATED AT
1824 PARK STREET & 1075 PRATT AVENUE
SAINT HELENA, CA 94574
APN'S: 009-401-002 & 009-142-001

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	SEWER CLEANOUT
	SEWER MANHOLE
	SPOT ELEVATION
	UTILITY POLE
	WATER METER
	WATER VALVE
	TREE (SPECIES 12"/30")
	TRUNK DIAMETER
	DRIP CANOPY DIAMETER

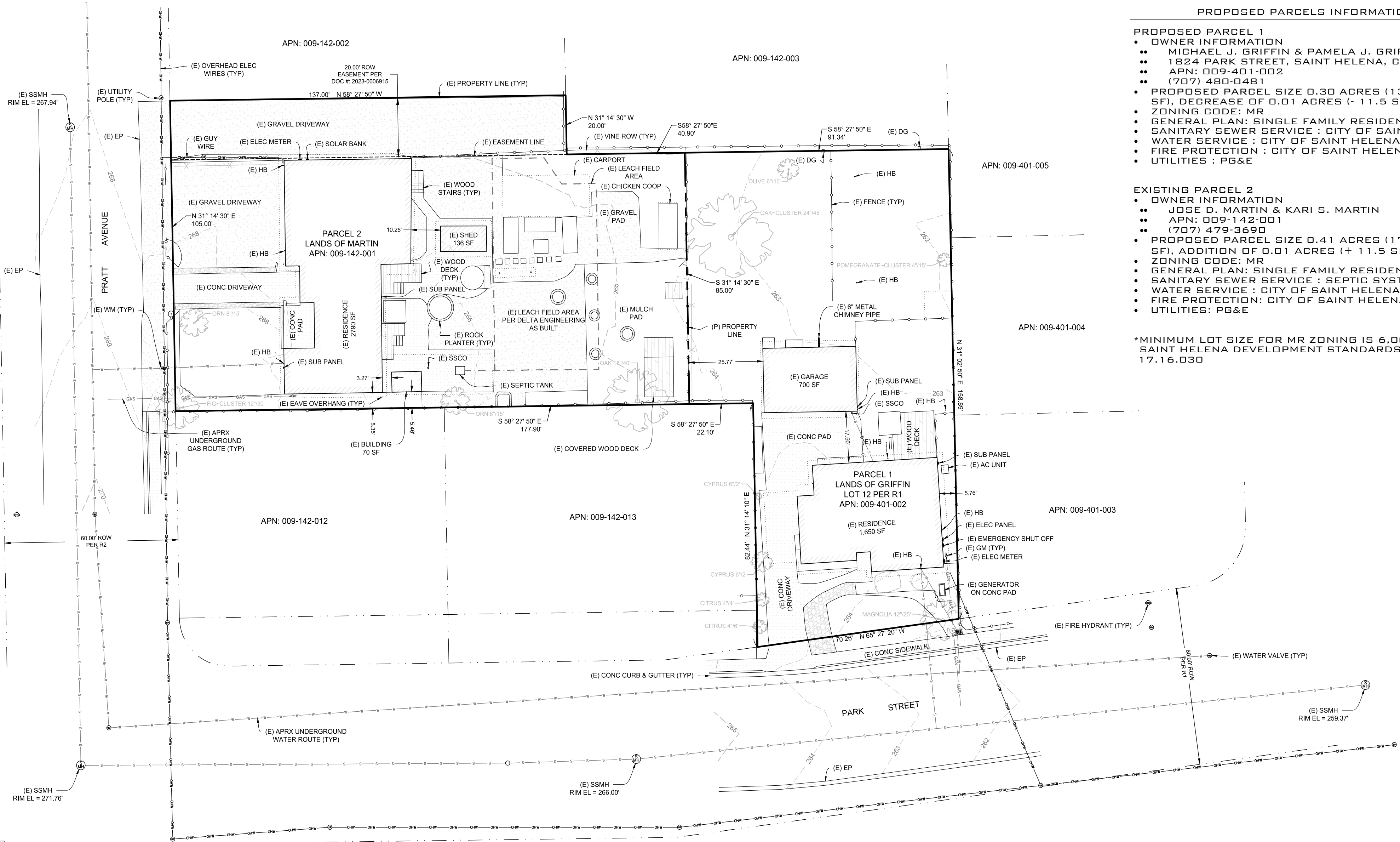
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 - APN: 009-401-002
 - (707) 480-0481
 - PROPOSED PARCEL SIZE 0.30 ACRES (13,221.30 SF), DECREASE OF 0.01 ACRES (- 11.5 SF)
 - ZONING CODE: MR
 - GENERAL PLAN: SINGLE FAMILY RESIDENCE
 - SANITARY SEWER SERVICE : CITY OF SAINT HELENA
 - WATER SERVICE : CITY OF SAINT HELENA
 - FIRE PROTECTION : CITY OF SAINT HELENA
 - UTILITIES : PG&E

- EXISTING PARCEL 2
- OWNER INFORMATION
 - JOSE D. MARTIN & KARI S. MARTIN
 - APN: 009-142-001
 - (707) 479-3690
 - PROPOSED PARCEL SIZE 0.41 ACRES (17,861.26 SF), ADDITION OF 0.01 ACRES (+ 11.5 SF)
 - ZONING CODE: MR
 - GENERAL PLAN: SINGLE FAMILY RESIDENCE
 - SANITARY SEWER SERVICE : SEPTIC SYSTEM
 - WATER SERVICE : CITY OF SAINT HELENA
 - FIRE PROTECTION : CITY OF SAINT HELENA
 - UTILITIES : PG&E

*MINIMUM LOT SIZE FOR MR ZONING IS 6,000 SF PER
SAINT HELENA DEVELOPMENT STANDARDS CODE
17.16.030

P
PRIDMORE & COMPANY

PREPARED BY:
PRIDMORE & COMPANY
1091 DEER PARK ROAD
DEER PARK, CA 94576
(707) 256-5001
INFO@PRIDMOREANDCO.COM
PRIDMOREANDCO.COM

DRAFTED BY: AJH
CHECKED BY: JWP
DATE: 10/8/2024



PROJECT #: 00512

PROJECT INFO:
GRIFFIN & MARTIN
PROPERTY
1824 PARK STREET &
1075 PRATT AVENUE
SAINT HELENA, CA
94574
APN'S: 009-401-002 &
009-142-001

REVISIONS	
NO.	DESCRIPTION

SHEET NAME:

PROPOSED PARCEL
CONFIGURATION

SHEET:

2

OF 2

LOT LINE ADJUSTMENT APPROVAL



DATE: March 18, 2025

TO: Applicants, Neighboring Property Owners and Interested Citizens

FROM: Maya DeRosa, AICP, Community Development Director

RE: Approval of a Lot Line Adjustment between two adjacent properties located at 1824 Park St. and 1075 Pratt Ave., St. Helena, in the Medium Density Residential (MR) zoning district.

BACKGROUND

The subject properties are located at 1824 Park St. and 1075 Pratt Ave. (APNs 009-401-002 and 009-142-001, respectively). The parcels share a lot line located along the interior side of 1824 Park St. and the rear of 1075 Pratt Ave. Presently 1824 Park St. is 13,232.80 square feet and 1075 Pratt Ave. is 17,849.76 square feet.

PROJECT DESCRIPTION

The applicant requests approval of a Lot Line Adjustment (LLA) to move a shared property line so that the property line is congruent with an existing fence separating the lots. The LLA would result in 11.5 square feet of land vacated from 1824 Park St. to the benefit of 1075 Pratt Ave. 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.

Address/APN	Existing Parcel Size	Proposed Parcel Size
1824 Park St. / 009-401-002	13,232.80 sq. ft.	13,221.30 sq. ft.
1075 Pratt Ave. / 009-142-001	17,849.76 sq. ft.	17,861.26 sq. ft.

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 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.

*Lot Line Adjustment Approval
March 18, 2025*

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 March 18, 2025, 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 fourteen (14) calendar days after approval, providing that the action is not appealed to the Planning Commission within that 14-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
March 18, 2025*

PUBLIC WORKS DEPARTMENT

1. Prior to approval of the Final Map, the site plans and maps must be updated to remove all references to temporary or unpermitted structures, including the carport and chicken coop located on the 1075 Pratt Ave. property.
2. Following approval from the Planning Department, applicant must submit to Public Works two (2) copies of the lot line adjustment documents (electronic), including draft deed documents' legal descriptions and exhibits 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) All existing or resultant easements, grants of right of way and deeds as applicable to the lot line adjustment shall be clearly represented on the exhibit, including dimensions.
 - d) Additional easements or grants of right of way that may be required as a result of the lot line adjustment but are not to be executed in the lot line adjustment action, should be indicated on the exhibit as proposed and described in a supplemental narrative. Consideration should be made for access, utility, emergency vehicle access and maintenance agreements.
 - e) The following statements shall be included on each draft deed document:
 - i. 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.
 - ii. 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.
2. Upon review and approval from the Director of Public Works, a Notice of Approval is provided to the Applicant. The Applicant may proceed with the recordation.
 - a) 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.
 - b) 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.
 - c) 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.

*Lot Line Adjustment Approval
March 18, 2025*

- d) The applicant, or his/her representative, shall submit proof of prepayment of property taxes.
- e) 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 the appellant or contact person if there are multiple appellants and are accompanied by the appropriate fee.

Notice of this Lot Line Adjustment approval was provided to the Planning Commission on March 18, 2025.

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

Attachments:

1. Existing and Proposed Lot Configurations