



**City of St. Helena
City Council Regular Meeting
Tuesday, May 26, 2026 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena CA**

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

The City Council meeting will be live-streamed on Comcast Channel 28 and on the City's website.

Public comment for City Council meetings will be accepted via email via to publiccomment@cityofsthelelena.gov. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the online City Council agenda.

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.gov.

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at cityofsthelelena.gov.

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.gov.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en cityofsthelelena.gov

1. CALL TO ORDER

2. ROLL CALL

Mayor: Paul Dohring, Vice Mayor: Michelle Deasy, City Council Members: Aaron Barak, Kate Spadarotto

3. PLEDGE OF ALLEGIANCE

4. ADOPTION OF THE AGENDA

5. APPROVAL OF THE MINUTES

5.1. Regular City Council Minutes of May 12, 2026

6. PUBLIC FORUM

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person's comments shall be limited to 4 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Council Members for clarifications may be posed and answered, and Council Members may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda. Estimated start time: 6:10 p.m.

6.1. Public Comment

7. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, AND AB 1234 REPORTS

Reports by staff and/or Council Members on items of general interest. Brief questions for clarification may be posed and answered, and Council Members may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the City Council.

Estimated start time: 6:20 p.m.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

Estimated start time: 6:25 p.m.

8.1. Proclamation Honoring Anthony Micheli for His Exceptional Community Service and Civic Generosity

9. STAFF BRIEFING AND PRESENTATIONS

10. CONSENT ITEMS

Members of the Council or the public (present at the meeting) 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)

Estimated start time: 6:30 p.m.

10.1. Consideration of Request by Property Owner to Pay Water Neutrality Policy In Lieu Fee.

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Eric Janzen, Asst. PW Director, Joseph Leach, Director of Public Works

Recommendation: Adoption of Resolution authorizing the owner of 1790 Dean York Lane to pay the Water Neutrality In Lieu Fee in order to achieve Policy compliance.

10.2. Review of the 2025 Annual Housing Element Progress Report (APR)

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Jackie Oneal, Senior Planner

Recommendation: Staff recommends the City Council receive a presentation on the 2025 Annual Housing Element Progress Report (APR) and provide comments, as desired.

11. PUBLIC HEARINGS

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

Estimated start time: 6:40 p.m.

- 13.1. Consideration and proposed approval of a resolution for the City Council appointment of an applicant to fill the vacancy created by Council Member Billy Summers and direct the City Clerk to administer the Oath of Office to the New Council Member.

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Andrew Bradley, Program Manager (City Clerk)

Recommendation: Any Council Member can nominate an applicant for approval by the majority of Council. Direct the City Clerk to administer the oath of office and the newly appointed Council Member will be seated at the dais.

14. CITY COUNCIL REPORTS

15. ADJOURNMENT

The next Regular City Council meeting is scheduled for June 9, 2026.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on May 20, 2026.

Andrew Bradley, City Clerk

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 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this 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 City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1088 College Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on the City's website at cityofsthenana.gov and will be available for public review at the respective meeting.

MINUTES
City of St. Helena
Regular City Council Meeting
Tuesday, May 12, 2026 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena CA

A complete video recording of this meeting, except for closed session, can be found at <https://sthelenaca.portal.civicclerk.com/> or by calling the City Clerk at (707) 968-2742. The City Council video is the official record of the Council meeting.

Present: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

Absent: None

1. CALL TO ORDER

Mayor Dohring called the meeting to order at 6:01 p.m.

2. ROLL CALL

Mayor: Paul Dohring, Vice Mayor: Michelle Deasy, City Council Members: Aaron Barak, Kate Spadarotto

3. PLEDGE OF ALLEGIANCE

Mayor Dohring invited Fire Chief John Sorensen to lead the Pledge of Allegiance.

4. ADOPTION OF THE AGENDA

City Council Member Aaron Barak moved to adopt the agenda. The motion was seconded by City Council Member Kate Spadarotto and on voice vote carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

5. APPROVAL OF THE MINUTES

City Council Member Aaron Barak moved to adopt the Regular City Council Minutes of April 28, 2026, and the Special City Council Minutes of May 5, 2026. The motion was seconded by Vice Mayor Michelle Deasy and on voice vote carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

6. PUBLIC FORUM

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person's comments shall be limited to 4 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Council Members for clarifications may be posed and answered, and Council Members may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda. No public comments were received.

7. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, AND AB 1234 REPORTS

Reports by staff and/or Council Members on items of general interest. Brief questions for clarification may be posed and answered, and Council Members may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the City Council.

Estimated start time: 6:15 p.m.

City Attorney Ethan Walsh reported on the Closed Session meeting of May 12, 2026. He stated that there was no reportable action regarding the Conference with City Labor Negotiators, the Conference with Legal Counsel concerning anticipated litigation, or the Conference with Real Property Negotiators related to the leasehold interest at 1088 College Avenue.

Regarding Item 5.2 on the Closed Session agenda, the Conference with Legal Counsel concerning existing litigation involving the Saint Helena Neighborhood Association, the Council voted unanimously to direct the City Attorney's office to defend the City.

Interim City Manager Jim McCann announced that applications for the vacant City Council position are due by Monday, May 18, 2026. He also announced that applications for Boards and Commissions are now open and will close on June 19, 2026.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

9. STAFF BRIEFING AND PRESENTATIONS

9.1. Discussion Regarding A-Frame Signs - Policy Background, Current Regulations, and Council Options.

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378).

Prepared By: Jackie Oneal, Senior Planner

Recommendation: Receive the report, hear public comment, and provide direction to staff.

For Council discussion, a range of potential policy approaches is outlined below, including, but not limited to:

- Maintain the current regulations without modification
- Modify existing standards to address location, number, or timing of A-frame signs
- Limit A-frame signs to specific circumstances, such as new businesses or certain hours of operation
- Prohibit A-frame signs, consistent with the prior zoning code, with consideration of transition or phase-out options

Any direction to modify the current regulations would require a zoning code amendment and review by the Planning Commission prior to City Council adoption. Implementation timing and transition provisions may also be considered as part of any future action. Council direction will inform whether staff returns with a proposed zoning code amendment for Planning Commission review.

Interim City Manager Jim McCann introduced the item, and Senior Planner Jackie Oneal presented the report.

Mayor Dohring opened public comment; no public comment was received.

The Council directed staff to collaborate with the St. Helena Chamber of Commerce to further refine the City's standards. Council Members also expressed support for adding additional directional and wayfinding signage in the future.

9.2. Proclaiming May 17-23, 2026 National Public Works Week

Mayor Dohring presented proclamation to Assistant City Manager/Director of Public Works, Joe Leach.

10. CONSENT ITEMS

Members of the Council or the public (present at the meeting) 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)

Estimated start time: 6:30 p.m.

10.1. Consideration of Authorizing Additional Staffing Support and Budget Allocation to Assist the Office of the City Clerk in Managing Increasing Requests Under the California Public Records Act, Including Funding for Information Technology Support in the Amount of \$22,500 Utilizing General Fund Reserves.

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Andrew Bradley, Program Manager (City Clerk)

Recommendation: Adopt a Resolution to:

1. Authorize additional staffing support with Regional Government Services within the Office of the City Clerk to assist with the processing and management of Public Records Act requests.
2. Approve supplemental budget allocation to cover increased costs associated with Information Technology support related to Public Records Act responses with APEX.
3. Direct staff to include ongoing funding considerations for PRA response management in future budget discussions if the upward trend in requests continues.

10.2. Resolution authorizing a ceremonial flag recognizing LGBTQ+ Pride Month during the month of June 2026.

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Andrew Bradley, Program Manager (City Clerk)

Recommendation: Approve a resolution authorizing the Progress Pride flag to be flown on the City's ceremonial flag pole during the month of June 2026.

City Council Member Aaron Barak moved to approve the consent calendar. The motion was seconded by Vice Mayor Michelle Deasy and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

11. PUBLIC HEARINGS

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

Estimated start time: 6:45 p.m.

13.1. Referendum Petition Challenging a City Council Ordinance protesting a portion of Ordinance No. 2026-03

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Andrew Bradley, Program Manager (City Clerk) , Ethan Walsh, City Attorney, BBK

Recommendation: That the City Council:

1. Receive, file, and accept the certificate of sufficiency of referendum petition signatures as valid in all respects.
2. Select one of the following two options:
 - A. Repeal the challenged portion of the ordinance in its entirety; or
 - B. Submit the challenged portion of the ordinance to St. Helena voters at the next regular municipal election that is not less than 88 days after the date of calling the election, which is November 3, 2026.

Interim City Manager Jim McCann introduced the item. City Attorney Ethan Walsh reported on the item.

Mayor Dohring opened the public comment; public comment was made by David Prueter, Chris Warner and Michelle Liu Covell

The discussion was turned over to the Council where questions and comments were made.

City Council Member Aaron Barak moved to adopt an ordinance repealing the challenged portion of the ordinance in its entirety. The motion was seconded by Vice Mayor Michelle Deasy and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

13.2. Consideration of Process for Appointment to Fill City Council Vacancy

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Andrew Bradley, Program Manager (City Clerk)

Recommendation: Fill the vacancy via an appointment (as opposed to an election) created by Council Member Summers after being absent for more than 60 days consecutively from the last regular meeting he attended. Utilize the proposed process and timeline Council for the appointment of a new City Council Member.

Interim City Manager Jim McCann reported on the item.

Mayor Dohring opened the public comment. No public comment was made.

City Council Member Aaron Barak moved to approve the proposed process and timeline for the appointment of a new City Council member. The motion was seconded by City Council Member Kate Spadarotto and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, City Council Member Aaron Barak, City Council Member Kate Spadarotto

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

14. CITY COUNCIL REPORTS

15. ADJOURNMENT

Mayor Dohring adjourned the meeting at 7:06 p.m.

The next Regular City Council meeting is scheduled for May 26, 2026, at 6 p.m.

From: [Michelle Covell](#)
To: [Paul Dohring](#); [Michelle Deasy](#); [Aaron Barak](#); [Kate Spadarotto](#); [Andrew Bradley](#); [Erika Opp](#); [James McCann](#); [Leza Mikhail](#); [Jackie Oneal](#); [Natalie Bresee](#)
Cc: [Charles Covell](#)
Subject: FW: public comment for public forum on city council
Date: Wednesday, May 13, 2026 12:22:24 PM
Attachments: [image003.png](#)
[image004.png](#)
[image002.png](#)

Hi Mr. Mayor and City council,

I would like to resend this for Public Forum at the next available City Council meeting.

Given that we touched on public health and safety last night at the 5/12/26 meeting, and since we had a presentation on A-frames that the Mayor mentioned he would like to revisit and, sure enough, it appeared on yesterday's agenda, I wanted to circle back on this topic.

As a resident, sincerely,

Michelle Liu Covell

Architect, Partner, Director of Operations, LEED AP
707.968.9280

COVELL ARCHITECTS

1407 Main St. Suite 102 Saint Helena, CA 94574
www.covellarchitects.com

From: Michelle Covell
Sent: Wednesday, December 3, 2025 4:34 PM
To: Michelle Covell <michelle@covellarchitects.com>; publiccomment@cityofsthelena.gov; Andrew Bradley <abradley@cityofsthelena.gov>
Subject: public comment for public forum on city council

Dear City council,

Please put this on a future agenda, or on multiple agendas.

Sincerely,
Michelle Liu Covell
Resident
25.12.3

City Council Goals

[View the current status of the FY 2024 – 2026 Goals and Objectives](#)

[View the Interactive Capital Improvement Plans \(CIP\) Dashboard](#)

During the [May 9, 2023 \(PDF\)](#), City Council meeting, the City Council established the following goals:

- **Goal 1:** Strengthen Fiscal Resilience
- **Goal 2:** [Improve Infrastructure & Further Environmental Sustainability](#)
- **Goal 3:** Pursue Water Security & Prudent Management of Water Resources
- **Goal 4:** Provide Effective Community Information & Opportunities for Engagement
- **Goal 5:** Enhance Quality of Life
- **Goal 6:** Improve Employee Recruitment, Retention, & Morale
- **Goal 7:** Optimize Organizational Effectiveness
- **Goal 8:** [Implement Capital Improvement Plans \(CIP\) Projects](#)

Staff has worked to operationalize this list of 8 goals into over 200 objectives. You can find the original [list of objectives here \(PDF\)](#) adopted June 6, 2023.

Request to Place Agenda Items for Discussion

I would like to request to place the following discussion items on a future agenda.

My intention is to support the City's stated goals around public health and safety, infrastructure sustainability, and community engagement, and to provide an opportunity for thoughtful, transparent analysis as development continues in St. Helena.

Health & Safety Standards in City Planning and Growth Management

I would like to request a broader discussion of how the Planning Department is evaluating and pursuing **public health and safety objectives** in connection with development projects, growth management, and the City's long-term sustainability—particularly relating to water security and emergency preparedness.

"Health" and "safety" are both broad concepts, but they are central to effective municipal planning. I believe it would be valuable for the City to identify and study:

- What **measurable health standards and metrics** the City uses—or could use—to evaluate development impacts
- What **"health"** means specifically in the context of St. Helena and how future growth aligns with those values.

On the **safety** side, I appreciate the thorough work previously done regarding visibility triangle corners by police and fire departments. I would welcome discussion of **additional safety considerations at the city-planning scale**, including but not limited to:

- **Emergency evacuation capacity**, using principles similar to building code life-safety analysis (occupant loads, exit widths, exit count, dead-end travel limits). We have to do this for exiting buildings, I think we need to do this for exiting Cities, as well as cities in landscapes that have limited exits.
- A citywide analysis of **evacuation routes and cumulative exiting capacity** during a full-scale emergency.
- Whether the existing street network and valley roadway systems can safely accommodate our current population during evacuation and how that capacity changes as additional housing is built.
- Identification of thresholds where **future growth may require additional mitigation or new**

exit infrastructure.

- Regional coordination throughout Napa Valley for evacuation planning, learning from recent wildfire evacuation events like LA/Palisades where congestion created life-threatening conditions.

Community Engagement – Processes and Accountability

In alignment with **Goal 4: “Provide effective community information and opportunities for engagement,”** I request an agenda discussion to clarify:

The recent City newsletter included the statement:

“While there is no requirement for the City Council or staff to address specific public comments during a meeting... a response in the moment is not expected.”

This raises an important follow-up question:

If there is no requirement to address public input during or after meetings, how does the City define meaningful engagement?

Since engagement is defined as:

“A two-way process of collaborative and intentional interaction between residents and local government to improve a community and its decision-making,”

it seems appropriate to discuss how this principle is implemented in practice and what improvements could strengthen public trust and participation.

Infrastructure & Environmental Sustainability

In support of **Goal 2: “Improve infrastructure and further environmental sustainability,”** I request an agenda discussion on:

Water Sustainability

- An overview of the **Water Neutrality Policy** as it relates to projected population growth from the Housing Element and RHNA requirements.
- Current and future **water supply capacity**, distribution infrastructure needs, and contingency planning during drought or emergency periods.
- How the City ensures equitable access to quality water service for all residents.

Power Reliability & Emergency Resilience

- Any infrastructure upgrades planned to support resiliency during emergencies.

Quality of Life

In alignment with **Goal 5: “Enhance quality of life,”** I would welcome a discussion to better understand:

- How the City currently defines the baseline “quality of life” for residents.
- What indicators the City tracks to measure this.
- What specific strategies or initiatives are underway or planned to protect and enhance the unique character, livability, and well-being of St. Helena as growth continues.

These agenda items are intended to support transparent, data-driven planning that ensures future development aligns with the community’s long-term health, safety, sustainability, and livability goals.

I appreciate the opportunity to raise these questions and would value the City's engagement on these critical topics.

Michelle Liu Covell

Architect, Partner, Director of Operations, LEED AP
707.968.9280

COVELL ARCHITECTS

1407 Main St. Suite 102 Saint Helena, CA 94574
www.covellarchitects.com

From: [Michelle Covell](#)
To: [Paul Dohring](#); [Michelle Deasy](#); [Aaron Barak](#); [Kate Spadaro](#); [Andrew Bradley](#); [Cottrell, Anne](#); [Erika Opp](#)
Cc: [Leza Mikhail](#); [Jackie Oneal](#); [Natalie Bresse](#); [Charles Covell](#)
Subject: Thoughts on the Different Evacuation Modeling Approaches Used in Sonoma and Napa
Date: Wednesday, May 13, 2026 6:33:27 PM
Attachments: [image003.png](#)

Public Comment (for the next public forum)
(DO NOT REPLY ALL)

Mr. Mayor mentioned last night at the City Council looking at the evacuation of our town, not just by itself but in combination with other towns flowing through ours. I have brought this up in a letter I wrote in February on Cumulative Exiting that included 12 attachments.

I have brought up the Sonoma Fehr and Peers report, via emails and last night in the public comment, and on Next Door. I finally had a chance to write my thoughts. See below.

<https://sonomacity.civicweb.net/document/297773/>
<https://www.napacounty.gov/DocumentCenter/View/3326/Safety-Element-PDF>

After reviewing both the 2026 evacuation assessment prepared for the City of Sonoma and the evacuation analysis included in the 2018 Napa County General Plan Safety Element, I think there are some important differences worth talking about.

From what I can tell, both analyses are tied in some way to work associated with Fehr & Peers, but they approach evacuation planning very differently. Honestly, I think those differences matter a lot when we're talking about wildfire safety and future growth.

The Sonoma study seems much more focused on how the road network would actually function during a real evacuation. It looks at intersections, roadway bottlenecks, congestion points, and where the system could potentially fail under pressure.

The Napa County analysis feels broader and more conceptual. It focuses more on overall evacuation clearance times, estimating how long it might take people to get out of an area based on distance and assumed roadway capacity.

To me, those are two very different conversations.

The reason I think this matters is because one bad intersection, one overloaded ramp, or one neighborhood with limited exits can suddenly back traffic up everywhere. We already experience daily choke points on Highway 29 during normal rush hour traffic.

That's why I think the more detailed, network-based analysis used in Sonoma raises some important questions. It's trying to identify where those failures could actually happen, instead of simply estimating how long an evacuation might take under generalized assumptions. Their staff report and messaging from the Sonoma Fire Department suggest they want to take a proactive approach to identifying and mitigating bottlenecks and choke points before a fire happens.

The Napa County Fehr & Peers report states:

"As shown, the total vehicle demand at many evacuation gateways **significantly exceeds** their respective hourly outbound capacities."

It also states:

"These are conditions which would affect the total evacuation time estimated in our assessment that are beyond the scope and budget of our assessment."

And further:

"As such, this assessment is intended to provide the County with a broad 'planning-level' assessment of the capacity of the transportation system during an evacuation scenario; **it does not provide guarantees as to the adequacy of the system nor can it guarantee that the findings are applicable to any or all situations.**"

Please take a moment to read through both studies and decide for yourself whether these two reports are truly "the same."

I am trying to take a proactive approach to understanding public health and safety, not view it in a vacuum.

A simple analogy would be a high school building, classes on both sides of a corridor. As an architect designing a high school, I would have to calculate the occupant load of all the classrooms flanking each side of the corridor. Door widths are sized to make sure students can exit their classrooms safely, and the hallway itself is sized to handle the flow of students moving toward the exits. Then there is the path of travel, having no dead-end corridors and the main doors leading out of the building with panic hardware. You'll notice many schools have multiple sets of double doors, and that is intentional. It's designed to make sure students can flow out efficiently during an emergency.

Some schools also have multiple floors, meaning all exits cumulatively need to be sized appropriately for the total occupant load.

Now imagine that same school, but a state law now requires each classroom to add 10 more students. Then, year after year, those classrooms are required to grow.

Is the hallway getting any bigger?

Are there additional exits?

Is the risk increasing?

What happens if there is a fire near one side of the hallway and that exit becomes unusable?

Sure, we now have sprinklers and improved fire suppression systems, which hopefully help slow the spread and provide more time for evacuation. And some people may still need alternate escape routes, breaking windows, using secondary exits, or even jumping from a second story. And of course there are firemen and firewomen to help when they arrive. But we have put more people at risk, the kids leaving and the responders going in.

And as the risk continues to compound each year, public health and safety need to be reevaluated over time. What may have worked five or eight years ago may no

longer be sufficient today.

We've seen wildfires spread rapidly, jumping across valleys with the kinds of wind conditions we've experienced here. We've watched footage of people abandoning cars and running during the Palisades Fire, and we've heard stories from people evacuating areas like Fountain Grove in the middle of the night after getting calls from friends warning them the fire was coming down the road.

I have also had several clients lose their homes. Many of them said all they had time to do was grab their dog and leave.

What I see in the Sonoma 2026 report is a community reevaluating conditions and taking a more proactive approach, especially as significant housing growth is being discussed in wildfire-prone areas.

From my perspective, if future RHNA-related growth is not fully incorporated into evacuation modeling, then we may not truly know whether the current roadway network can safely support that growth during an emergency.

At the end of the day, both studies provide useful information. I just think they are answering different questions.

The Sonoma approach appears more focused on how the traffic system actually behaves under evacuation stress, with the goal of identifying potential mitigation measures. And perhaps this is because it's 2026, and the state laws are coming in fast and furious.

The Napa Safety Element appears more focused on broader clearance-time assumptions, and it was completed eight years ago. Population numbers and future growth projections are not fully reflected today, and the report itself acknowledges significant capacity concerns. Perhaps it's time for a new report and study.

As residents, I think it's important that we understand those differences while making major decisions about future development, infrastructure, and public safety in wildfire-risk areas.

This is by no means intended as a personal attack on the fire or police departments, nor am I trying to stop people from moving here or oppose additional housing. My hope is simply that we use the best available data to make informed decisions, reduce life-safety risks, and plan responsibly for the future.

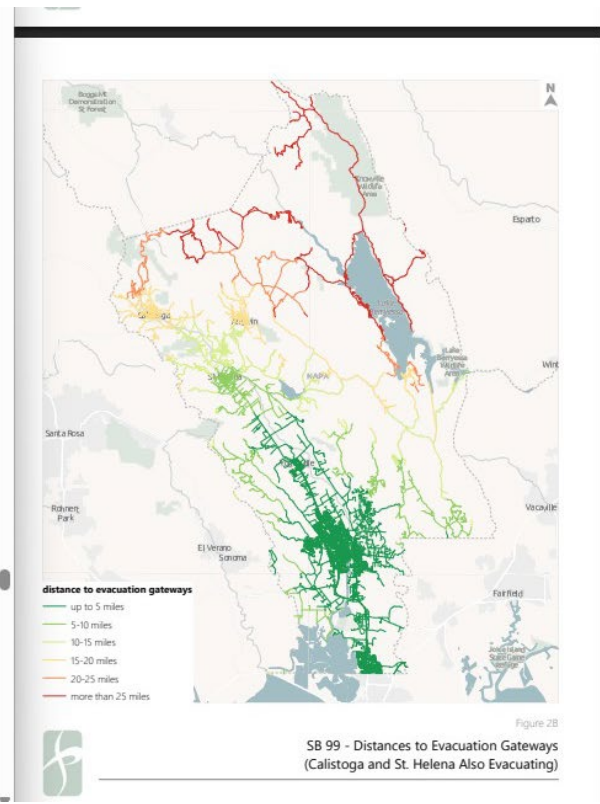
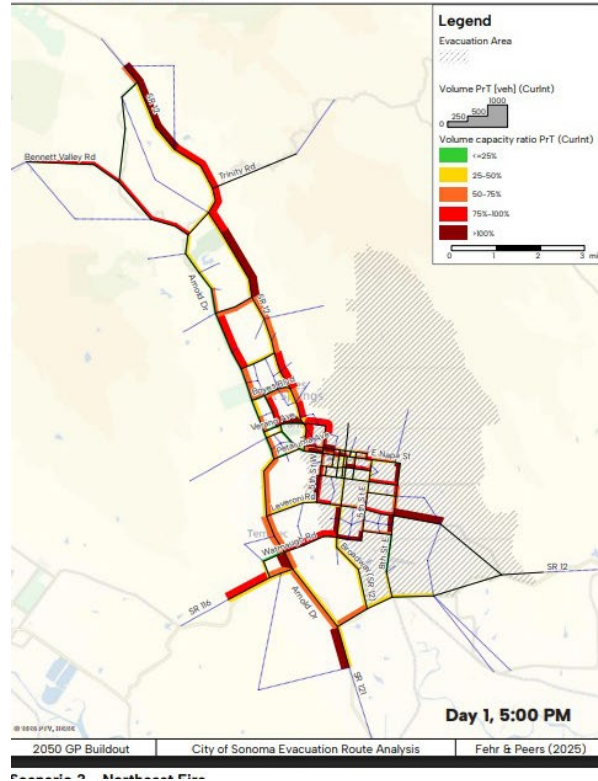
Please know that I have been meeting with Napa County leaders, attending the BDR, and I am in correspondence with the Napa Sheriff's Office Emergency Services Officer, and I am in the process of reviewing 2 volumes of the Multijurisdictional Hazard Mitigation Plan. Sorry it has taken me so much time to work on summarizing my thoughts on this. I've been a bit busy, and have been dealing with personal family matters as well.

Of the Sonoma report, I particularly like the staff report in the beginning and the letter from the Fire Dept at the end. Not to say the middle wasn't good, just that the intent of the report is clearly articulated.

Of the Napa Safety Element report, the WildFire section is towards the end, starting at page 143 of 175, with the Fehr & Peers study at page 156. The Safety Element is definitely a lot of work and a comprehensive document, and I appreciate having such a Plan. When you look at the mapping and try to understand the colors, it is a different metric being measured. And my goal is to draw attention to this, as a possible area to re-evaluate.

Best,
MLC
Resident

Scenario 3 - Northeast Fire



Michelle Liu Covell

Architect, Partner, Director of Operations, LEED AP
707.968.9280

COVELL ARCHITECTS

1407 Main St. Suite 102 Saint Helena, CA 94574
www.covellarchitects.com

14 MAY 2026

Via U.S. Mail and Electronic Mail

Mayor and Members of the City Council
City of St. Helena

City Attorney Ethan Walsh
City Clerk Andrew Bradley
City Manager Jim McCann
Allison Haley DA

Based upon records provided within PRR provided to Daniel Hale from E Opp. In addition, any additional undisclosed or redacted records not provided but requested as part of that request (PRR Request and associated provided records attached below).

RE: Formal Complaint Regarding Apparent Violations of the Ralph M. Brown Act

Mayor, Members of the City Council, City Attorney, and City Manager,

This correspondence constitutes a formal complaint regarding apparent violations of the California Ralph M. Brown Act, Government Code sections 54950 et seq., arising from private electronic communications exchanged during active City Council proceedings concerning matters within the Council's jurisdiction.

The Brown Act exists to ensure that the people's business is conducted openly and transparently, and prohibits members of a legislative body from using direct communications, intermediaries, or technological devices to develop concurrence or deliberate outside public view.

The communications obtained and reviewed appear to show contemporaneous off-record discussions occurring during live public meetings involving:

- * agenda matters under active consideration;
- * legislative strategy;
- * procedural coordination;
- * public messaging;
- * anticipated voting consequences;
- * deliberative reactions to public testimony;
- * communications regarding motions and presentations;
- * and references to prior discussions and closed-session matters.

Examples include, but are not limited to:

- > "Ask Ethan what are the repercussions if we vote 'No.'"
- > "Paul is campaigning he knows this because we discussed it before last vote"

- > “Pushing it off makes it look like we are...”
- > “Can you please ask the question about traffic as well”
- > “We covered all this in the last session”
- > “Did she tell them items from closed session”
- > “Sorenson has been working with Kelso...he has ‘okayed’ all of it”
- > “Please put up the recommended action”
- > “I got my revenge..the fumbling on the motion was payment...”

These communications appear to demonstrate substantive deliberation and coordination outside the public record while meetings were actively in progress. Several of them contradict the assertion made at CC that certain members “absent” the proceedings were none the less “present” and eligible to cast votes on matters.

Government Code section 54952.2(b)(1) prohibits a majority of members of a legislative body from using a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or develop collective concurrence concerning matters within the body’s jurisdiction outside an authorized public meeting.

The communications further raise substantial concerns regarding:

- * serial meetings;
- * nonpublic deliberation;
- * use of intermediaries;
- * prejudgment of agenda matters;
- * possible improper disclosure of closed-session information;
- * and deprivation of the public’s right to observe the actual deliberative process.

Accordingly, I demand that the City immediately:

1. Preserve all responsive records and electronically stored information, including:
 - * text messages;
 - * iMessages;
 - * emails;
 - * Signal, WhatsApp, and similar applications;
 - * metadata;
 - * personal-device communications concerning City business;
 - * and all communications exchanged during the meetings at issue.
2. Conduct an independent investigation into the apparent Brown Act violations.

3. Publicly disclose:

- * identities of all participants;
- * whether additional communications exist;
- * whether any records have been deleted;
- * and whether personal devices were used to conduct public business.

4. Immediately cease contemporaneous private electronic communications concerning agenda matters during public meetings.

5. Require Brown Act retraining for all council members, executive staff, and relevant personnel.

6. Determine whether actions taken during affected meetings must be cured, corrected, reconsidered, or rescinded.

7. Cure and correct any actions taken during the affected meetings

Please further treat this correspondence as a formal litigation hold and preservation demand. Any destruction, deletion, or alteration of responsive evidence after notice of potential litigation may constitute spoliation of evidence.

If corrective action is not undertaken, I reserve all rights and remedies available under Government Code sections 54960 and 54960.1, including declaratory, injunctive, and mandamus relief, together with attorney's fees and costs authorized by law.

Sincerely,

Daniel Hale
St Helena

From: Daniel Hale
To: Andrew Bradley; Erika Opp; Paul Dobring; Ethan Walsh; darecords@countofnapa.org
Subject: Public Forum 19 May CC meeting BROWN ACT
Date: Monday, May 18, 2026 8:15:39 AM
Attachments: CC brown actino complaint request (draoed) 4.pdf
CC brown actino complaint request (draoed) 5.pdf
CC brown actino complaint request (draoed) 6.pdf
Screen Shot 2026-05-15 at 8:11:58 AM.png
PRA-061-26 Hale 2ndroduction (draoed).pdf
PRA-061-26 Hale 2ndroduction (draoed) 2.pdf
CHCT Brown Chattering.zip

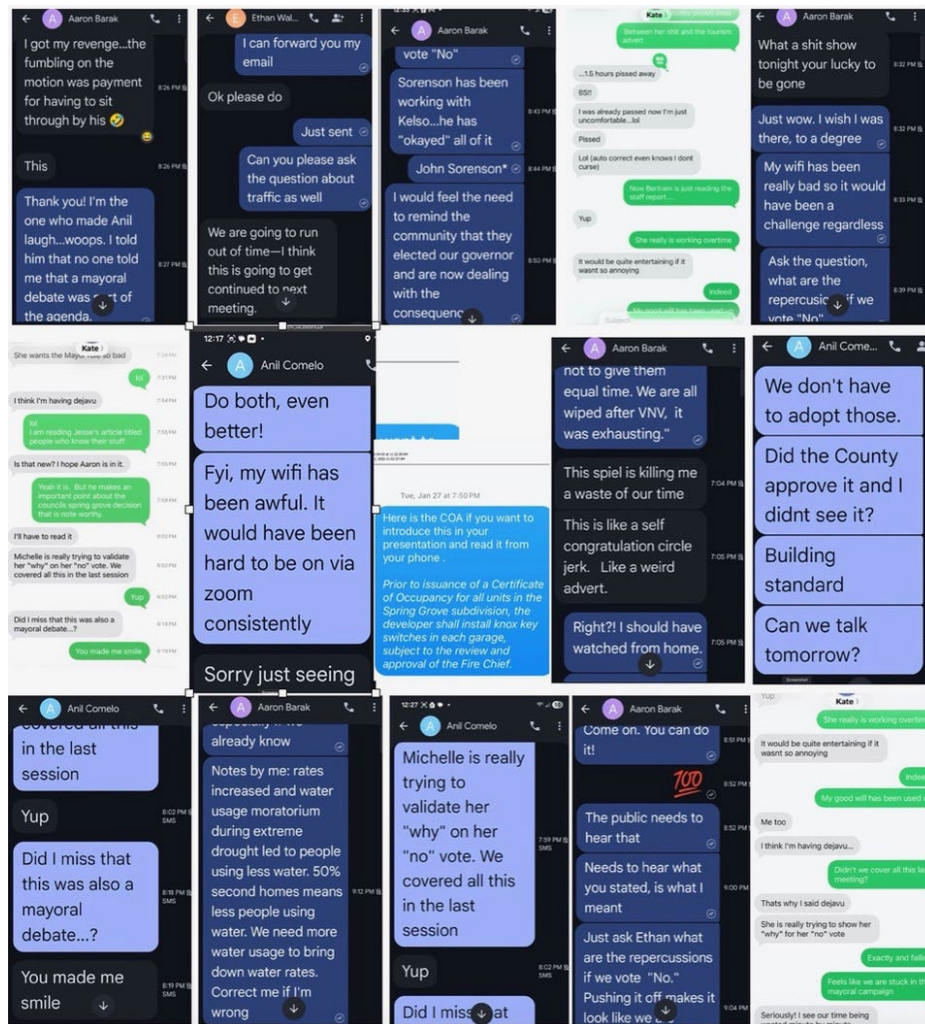
Andrew, Erika,

Please post on agenda In Public Forum for 19 May CC meeting. Call text or email with any questions.

Thank you,

Daniel

Partial sampling of Texts occurring while CC meetings in session:



Letter/link to PRR result 1:

On Apr 30, 2026, at 11:02 AM, Erika Opp <eopp@cityofsthelena.gov> wrote:

Good morning Dan,

Please find the below link for the 1st production of records regarding your Public Records Act request.

<https://www.imanageshare.com/pd/xChI56cYM6>

Please note that redactions have been made pursuant to the following:

- The home addresses, home telephone numbers, cell phone numbers and birth dates of all City employees are exempt as disclosure would constitute an unwarranted invasion of privacy pursuant to Government Code section 7928.300
- Personnel, medical, or similar files, are exempt as disclosure would constitute an unwarranted invasion of personal privacy pursuant to Government Code section 7927.700

If you have any challenges accessing the records, please let me know. The next production will be provided on **May 7, 2026**.

I am working remotely today, but plan to be back in the office tomorrow if you have any questions or concerns.

Thank you!

Erika

ERIKA OPP
ADMINISTRATIVE ANALYST
City of St. Helena
1088 College Avenue | St. Helena, CA 94574
Direct: (707) 968-2743 | eopp@cityofsthelena.gov | cityofsthelena.gov

Letter/link to PRR result 2:

More (incomplete record):

Daniel Hale
PO Box 644
Saint Helena, CA 94574
707.227.4322

www.danielmhale.com

danielhale (INSTAGRAM)



City of St. Helena
City Clerk

May 8, 2026

VIA EMAIL

Daniel Hale
danielmarkhale@gmail.com

RE: Public Records Act Request (PRA-061-26) Received on March 12, 2026

Dear Mr. Hale,

This letter serves as a written response to your California Public Records Act ("PRA") request received by the City of St. Helena ("City") on March 12, 2026. Your request seeks the following:

Complete and full copies of all communications (emails, text messages SMS MMS Instant messages etc...between members of City Council and each other and between SH staff/management and each other and / or members of City Council in any direction or configuration that occurred during the following St Helena City Council meeting: 13 Jan 2026, 27 Jan 2026, 10 FEB 2026, 24 FEB 2026.

The City is making records available in electronic format via the link below:

<https://www.imanageshare.com/pd/3ZUCxBHbpRr>

Should you encounter any difficulty accessing records via the link above, please notify us immediately. Additionally, the link is scheduled to expire on June 30, 2026, so the records should be accessed before then. Please be advised the City is withholding certain records from disclosure, in whole or in part, pursuant to the following exemptions:

- Public disclosure of the redacted personal identifying information, such as personal phone numbers and email addresses, would constitute an unwarranted invasion of personal privacy. Therefore, the public interest served in withholding the redacted information clearly outweighs any public interest served in disclosure pursuant to Government Code section 7922.000.
- Public disclosure of the redacted virtual conference and conference call credentials could comprise the integrity of the security of said credentials. Therefore, the public interest served in withholding the redacted information clearly outweighs any public interest served in disclosure pursuant to Government Code section 7922.000;



- Financial information, such as bank account numbers, have been redacted pursuant to Government Code § 7922.000. Public disclosure would compromise the security of the associated accounts, potentially subjecting them to fraudulent use. Therefore, the public interest served by withholding the redacted information clearly outweighs the public interest served by disclosure.
- Attorney work-product is exempt from disclosure pursuant to Code of Civil Procedure § 2018.030, and imported into Public Records Act pursuant to Government Code § 7927.705.

The PRA requires the City to provide a written response when a records request is denied, either in whole or in part. (Government Code § 7922.540(a)). The PRA also requires that notification of denial of any request for records must include the names and titles or positions of each person responsible for the denial. (Government Code § 7922.540(b)). With the name and title of the undersigned, this letter fulfills both aforementioned legal requirements.

With this production of records, the City has completed its response to your request and will close its file on this request. Please contact this office if you have any questions regarding the information provided in this letter.

Sincerely,

Andrew Bradley
Program Manager (City Clerk)
City of St. Helena



E

Ethan Wal...



I can forward you my email



Ok please do

Just sent



Can you please ask the question about traffic as well



We are going to run out of time—I think this is going to get continued to next



A

Aaron Barak



not to give them equal time. We are all wiped after VNV, it was exhausting."



This spiel is killing me a waste of our time

This is like a self congratulation circle jerk. Like a weird advert.

Right?! I should have watched from home.

REDACTED

Ok cool

Tue, Jan 13 at 7:18 PM

Since there is no presentation for Phil's item do I need to have staff report ready to go or all good with no screens?



I think would lot hurt to have the report cued up just in case thx!

Tue, Jan 13 at 9:56 PM

Please put up the recommended action



495

is the Mayo... bad

KS

Kate

minutes pissed away

Between her shit and the tourism advert

HA
HA

...1.5 hours pissed away

BS!!

I was already passed now I'm just uncomfortable...lol

Pissed

Lol (auto correct even knows I dont curse)

Now Bertram is just reading the staff report.....

Yup

She really is working overtime

It would be quite entertaining if it wasnt so annoying

Indeed



495

KS

Seriously! I see our **Kate** is
wasted minute by minute.

Paul is campaigning he knows this
because we discussed it before last
vote

It's good politics he looks smart
after Deasy

He took her issue lol

Right?! I have to laugh though
because....

Can I mention that if they want
change, people should do their
homework and vote for better
legislation

When did we enter Wonderland?

I swear Mad Hatter is here. Lol



I got my revenge...the fumbling on
the motion was payment for having
to sit through by his 🤔

This



495

KS

Tue, Kate 7 PM

I think our town needs to create its own "CEQA."

Yes, I am in PV and watching the meeting.

It is totally unaffordable to change to Electric and we will lose more people!

It*

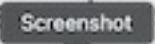
Don't do it

I emailed Kelso and asked him if an inspection was done to make sure we have te water and infrastructure to support their project and have not heard back

Please tell me you know the answer or ask it

You are Vice Mayor! 😎

Thank you!

I am ha  s involved but WTF

Kate > Now I feel all the time

Tue, Feb 24 at 6:38 PM

HA
HA

Where is the clown with the cane to pull her away

Suffered through that

Right?! I told Anil, "In my opinion, we should have split up VNV from the Chamber. It isn't fair not to give them equal time. We are all wiped after VNV, it was exhausting."

This spiel is killing me a waste of our time

This is like a self congratulation circle jerk. Like a weird advert.

Right?! I should have watched from home.

We can't get these hours back.

She wants the Mayor role so bad

45 minutes pissed away

Between her bit and the...

Yup

Kate >

She really is working overtime

It would be quite entertaining if it wasn't so annoying

Indeed

My good will has been used up

Me too

I think I'm having dejavu...

Didn't we cover all this last meeting?

That's why I said dejavu

She is really trying to show her "why" for her "no" vote

Exactly and failing

Feels like we are stuck in the mayoral campaign

Seriously! I see our time being wasted minute by minute.

Kate > minutes pissed away

Between her shit and the tourism advert

HA
HA

...1.5 hours pissed away

BS!!

I was already passed now I'm just uncomfortable...lol

Pissed

Lol (auto correct even knows I dont curse)

Now Bertram is just reading the staff report.....

Yup

She really is working overtime

It would be quite entertaining if it wasnt so annoying

Indeed

My good will has been used up

Subject



E

Ethan Wal...



I can forward you my email



Ok please do

Just sent



Can you please ask the question about traffic as well



We are going to run out of time—I think this is going to get continued to next meeting.





A

Aaron Barak



not to give them equal time. We are all wiped after VNV, it was exhausting."



This spiel is killing me a waste of our time

7:04 PM

This is like a self congratulation circle jerk. Like a weird advert.

7:05 PM

Right?! I should have watched from home.

7:05 PM





A

Aaron Barak



Come on. You can do it!

8:51 PM



700

8:52 PM



The public needs to hear that

8:52 PM



Needs to hear what you stated, is what I meant

9:00 PM



Just ask Ethan what are the repercussions if we vote "No."
Pushing it off makes it look like we are

9:04 PM





A

Aaron Barak



especially in the
already know



Notes by me: rates increased and water usage moratorium during extreme drought led to people using less water. 50% second homes means less people using water. We need more water usage to bring down water rates. Correct me if I'm wrong



9:12 PM



A

Aaron Barak



vote "No"



Sorenson has been
working with
Kelso...he has
"okayed" all of it

8:43 PM

John Sorenson*



8:44 PM

I would feel the need
to remind the
community that they
elected our governor
and are now dealing
with the
consequenc

8:50 PM



Page 40 of 277



A

Aaron Barak



Then I would remind them that doing the same thing (electing popularity over qualifications) over and over is the definition of insanity



8:51 PM

If we vote no, we get sued and will lose and they build it anyway plus we pay them fines



8:51 PM



A

Anil Comelo



covered on this
in the last
session

Yup

8:02 PM ⓘ
SMS

Did I miss that
this was also a
mayoral
debate...?

8:18 PM ⓘ
SMS

You made me
smile

8:19 PM ⓘ
SMS





A

Aaron Barak



What a shit show
tonight your lucky to
be gone

8:32 PM

Just wow. I wish I was
there, to a degree

8:32 PM



My wifi has been
really bad so it would
have been a
challenge regardless

8:33 PM



Ask the question,
what are the
repercussions if we
vote "No"

8:39 PM





Anil Comelo



Michelle is really trying to validate her "why" on her "no" vote. We covered all this in the last session

7:59 PM 
SMS

Yup

8:02 PM 
SMS

Did I miss  at



Anil Comelo



She wants the
Mayor role so
bad

7:24 PM 
SMS

lol

7:31 PM 
SMS

I think I'm
having dejavu

7:54 PM 
SMS

lol

I am reading
Jesse's article
titled people
↓

7:55 PM 
SMS



Anil Comelo



twice because
Spring Grove)

It is too much.

7:03 PM &
SMS

Yeah but it is
only 7pm we
have lately gone
past 9pm

7:04 PM &
SMS

We have been
listening for
over an





Sorry just seeing
this now. Agreed
about the
reservoir.

This is not
good...youbgguys
should just do
this.

You guys*



A

Anil Come...



We don't have
to adopt those.

Did the County
approve it and I
didn't see it?

Building
standard

Can we talk
tomorrow?

Tue, Jan 27 at 7:50 PM

Here is the COA if you want to introduce this in your presentation and read it from your phone .

Prior to issuance of a Certificate of Occupancy for all units in the Spring Grove subdivision, the developer shall install knox key switches in each garage, subject to the review and approval of the Fire Chief.



A

Aaron Barak



I got my revenge...the fumbling on the motion was payment for having to sit through by his 🤔

8:26 PM 📶



This

8:26 PM 📶

Thank you! I'm the one who made Anil laugh...woops. I told him that no one told me that a mayoral debate was part of the agenda.

8:27 PM 📶



Kate

She wants the Mayor role so bad

7:24 PM

lol

7:31 PM

I think I'm having dejavu

7:54 PM

lol

I am reading Jesse's article titled
people who know their stuff

7:55 PM

Is that new? I hope Aaron is in it.

7:55 PM

Yeah it is. But he makes an
important point about the
councils spring grove decision
that is note worthy.

7:58 PM

I'll have to read it

8:02 PM

Michelle is really trying to validate
her "why" on her "no" vote. We
covered all this in the last session

8:02 PM

Yup

8:02 PM

Did I miss that this was also a
mayoral debate...?

8:18 PM

You made me smile

8:19 PM

**CITY OF ST. HELENA
PROCLAMATION**

Honoring
ANTHONY MICHELI
For Exceptional Community Service and Civic Generosity

WHEREAS, the City of St. Helena is proud to be home to citizens of remarkable character and initiative, whose dedication to the well-being of their neighbors enriches the fabric of our beloved community; and

WHEREAS, Anthony Micheli, a devoted resident and lifelong bocce enthusiast with more than forty years of experience playing the game, identified a genuine need for improved amenities at the Crane Park bocce courts - recognizing that the existing shade umbrellas were inadequate and unsafe; and

WHEREAS, Mr. Micheli, bringing the expertise of a seasoned contractor, undertook a comprehensive six-month effort to plan, design, and secure all necessary approvals for the installation of permanent shade structures at the south end of the Crane Park bocce courts; and

WHEREAS, Mr. Micheli steadfastly raised \$40,000 from friends and acquaintances in the community to fund this project entirely, relieving the City of any financial burden and demonstrating extraordinary civic philanthropy; and

WHEREAS, the shade structures were thoughtfully designed by Mr. Micheli, with architect Tom Faherty, to harmonize with the nearby pavilion donated by the St. Helena Rotary Club, featuring handsome green metal roofs supported by steel columns embedded in concrete - a durable, beautiful, and lasting contribution to Crane Park; and

WHEREAS, this community project was brought to successful completion in March 2026, thanks to the collaborative efforts of the St. Helena Parks & Recreation and Public Works Departments - with special recognition to Mario Traverso and Carlos Uribe. Special thanks also to Ken Taylor, Central Valley, Ogletree's Inc., Roger Trincherro, Doug Wight, St. Helena Construction, Pam and Mark Smithers, JAP Painting, and Mark Winblad; and

WHEREAS, Mr. Micheli's initiative exemplifies the "can do" spirit of volunteerism and community pride that makes St. Helena a uniquely wonderful place to live, ensuring that residents and visitors alike may now enjoy the timeless sport of bocce in comfort and shade for generations to come;

NOW, THEREFORE, BE IT PROCLAIMED that I, Mayor Paul J. Dohring, and City Council of the City of St. Helena, on behalf of all residents, do hereby extend our deepest gratitude and highest commendation to Anthony Micheli for his generosity, vision, and service to our community. His contribution to Crane Park stands as a permanent testament to what one dedicated citizen can accomplish - and the City of St. Helena is immeasurably grateful.

Dated: May 26, 2026

Paul Jamison Dohring, Mayor



Agendas Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works Department

DATE:	May 26, 2026
FROM:	Eric Janzen, Asst. PW Director, Joseph Leach, Director of Public Works
SUBJECT:	Consideration of Request by property Owner to Pay Water Neutrality Policy In Lieu Fee.
RECOMMENDED ACTION:	Adoption of Resolution authorizing the owner of 1790 Dean York Lane to pay the Water Neutrality In Lieu Fee in order to achieve Policy compliance.
PREVIOUS COUNCIL ACTION:	None
STATEMENT OF THE PURPOSE:	Seeking Council Direction to Grant Property Owner Request to Use the In Lieu Fee Process to achieve compliance with the Water Neutrality Policy
FINANCIAL IMPACT:	If authorized as presented, developer would pay to the City an in lieu fee of \$27,557.47.
CEQA DETERMINATION:	Not a CEQA Project (CEQA Guidelines §15378)

BACKGROUND:

All private developers are required to comply with the City's Water Neutrality Policy and offset additional water usage resulting from their development. The Policy includes a provision allowing for payment of an in lieu fee with the approval of the City Council (SHMC Section 13.12.030(B)).

The owner of 1790 Dean York Lane seeks to develop the parcel with a four (4) bedroom single-family residence (SFR) and a one (1) bedroom accessory dwelling unit (ADU). Development will be market-rate housing.

1790 Dean York Lane is currently undeveloped (i.e. "greenfield") and not connected to the public utilities. Because this is greenfield development, the Water Neutrality Policy requires the owner to offset 100% of their proposed water usage with offsite water efficiency projects.

The developer has submitted a letter to the City claiming offsite improvements present an "unusual hardship" and requests to use the in lieu fee process to achieve compliance with the

Water Neutrality Policy. Letter proposes an in-lieu fee of \$27,557.47. The letter suggests several public projects that the City could sponsor with the funds to achieve compliance with the Policy.

The Water Neutrality calculation estimates that the proposed development would use 489 GPD for domestic use and an additional 542 GPD for landscape irrigation. The claimed total estimated use that must be offset is 1,031 GPD. The calculation further estimates that a total of 13 homes with 3-bedrooms each would have to be retrofitted to achieve compliance with the Policy.

DISCUSSION:

Public Works has reviewed the letter. The property owner claims an "unusual hardship" in identifying 13 possible off-site properties suitable for retrofitting. While the property owner did not provide evidence of outreach to homeowners, businesses or public institutions, staff recognizes the burden of physically addressing the retrofit provisions of the code.

The Water Neutrality calculation is reasonable but limited the "in lieu fee" calculation to fixtures only (faucets, toilets and shower heads). Replacement of water using appliances (clothes washer, dishwasher) was not studied in the "in lieu fee" estimate.

In this specific situation, staff supports the request.

ENVIRONMENTAL REVIEW:

Not a CEQA Project (CEQA Guidelines §15378)

GOAL:

Goal 3: Pursue Water Security & Sustainable Management of Water Resources

ATTACHMENTS:

1. Resolution.1790 Dean York.In-Lieu Fee v1 (2)
2. 1790 Dean York Lane In-Lieu Fee Letter
3. cover sheet.1790 DEAN YORK LN REVISED PLAN SET BD2511-018,019
4. landscape plan.1790 DEAN YORK LN REVISED PLAN SET BD2511-018,019-4
5. Site & floor plan.1790 DEAN YORK LN REVISED PLAN SET BD2511-018,019-2
6. Utility Plan.1790 DEAN YORK LN REVISED PLAN SET BD2511-018,019-3

**CITY OF ST. HELENA
RESOLUTION NO. 2026-**

**Resolution of the City Council of the City of St. Helena
authorizing the owner of 1790 Dean York Lane to pay a fee in
compliance with the Water Neutrality Policy, accepting the fee
estimate in the amount of \$27,557.4700 for the proposed
housing project at 1790 Dean York Lane in the City of St.
Helena, California**

- A. St. Helena Municipal Code Section 13.12.030(B) authorizes the City Council to allow a property developer to comply with the Water Neutrality Policy by paying a fee; and
- B. The owner of 1790 Dean York Lane wishes to comply with the Water Neutrality Policy by paying an in-lieu fee; and
- C. The owner has reasonably demonstrated that retrofitting off-site parcels with water efficient fixtures would be an unusual hardship as described in the Water Neutrality Policy; and
- D. The developer has prepared and City staff have accepted a water neutrality and fee calculation of \$27,557.00.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. That the City Council authorizes the owner of 1790 Dean York Lane to comply with the Water Neutrality Policy by paying an in-lieu fee; and
- 2. That the City Council accepts the estimated in-lieu fee of \$27,557.00.

Approved at a regular meeting of the St. Helena City Council on May 26, 2026 by the following vote:

Mayor Dohring:

Vice Mayor Deasy:

Council Member Barak:

Council Member Spadarotto:

APPROVED:

Paul Jamison Dohring, Mayor

ATTEST:

Andrew Bradley, City Clerk

Jack Herr
1790 Dean York Lane
St, Helena, Ca 94574
jacksherr@gmail.com
4152180203
November 13th, 2025

Joe Leach
Director of Public Works
City of St. Helena
1480 Main Street
St. Helena, CA 94574

**Re: Request to Use In-Lieu Fee Option – Water Neutrality Compliance
1790 Dean York Lane, St. Helena (APN 009-690-023)**

Dear Director Leach,

I am writing to formally request approval to use the in-lieu fee option for the water neutrality requirement associated with the new single-family residence and ADU planned for 1790 Dean York Road. We met earlier this year at the Public Works office regarding this project, which received planning approval last year and is now moving toward building permit submittal.

Per St. Helena Municipal Code §13.12, projects with a net increase in water use must achieve neutrality through off-site fixture retrofits unless doing so is “impractical or creates an unusual hardship”. After working through the requirements for this parcel, I am requesting use of the in-lieu fee provision based on the circumstances outlined below.

As documented in the Water Use Analysis prepared by Madrone Engineering (attached), the site has never had a residence and therefore has a baseline of 0 gallons per day. The projected demand for the new home, ADU, and landscaping is approximately 1,031 gallons per day, which results in a requirement to retrofit 13 existing single-family homes, each with at least three bedrooms.

Over the past 6 months we have tried to identify eligible properties within City limits that meet the criteria and whose owners are willing to allow the necessary fixture work. Despite extensive outreach, we have not been able to locate nearly enough qualifying homes to satisfy the requirement. Many of the potential candidates already have updated fixtures, and in other cases owners are not comfortable with the level of plumbing work involved.

Beyond identifying eligible homes, coordinating access, scheduling the work, managing verification, and arranging inspections across multiple occupied residences is extremely difficult and introduces significant delays outside the applicant’s control. Given the

number of homes required, the logistics alone make the standard retrofit approach impractical for this project.

Table 5 of the Madrone report provides a detailed estimate of the cost to retrofit the equivalent fixtures across 13 homes. Based on current material pricing and labor rates, the estimated total is:

Estimated In-Lieu Fee Equivalent: \$27,557.47

I am prepared to fund this full amount for the City to apply toward water-saving projects at its discretion. This approach allows the City to implement conservation measures in a more coordinated and high-impact manner than scattered, hard-to-execute retrofits.

The project also adds two new housing units on previously undeveloped land, supporting the City's broader housing goals while still ensuring compliance with the intent of the water neutrality program.

For these reasons, I respectfully request approval to meet the water neutrality requirement through payment of the in-lieu fee under §13.12.060(C). I am happy to provide additional documentation or appear at a City Council meeting if needed.

Sincerely,
Jack Herr
Owner of 1790 Dean York Lane

New Residence & ADU

1790 Dean York Lane
St. Helena, California
009 - 690 - 023

Project Directory

Owner & Applicant

1790 DEAN YORK DEVELOPMENT LLC
C/O JACK HERR
2448 LOMBARD STREET, SUITE 306
SAN FRANCISCO CA 94123
(415) 218-0203
JACK@RYDEV.COM

Civil Engineer

MICHAEL GRIMES, P.E.
WINE COUNTRY CIVIL ENGINEERING
116 MAIN STREET, SUITE C/D
(707) 968-5261
MICHAELG@WINECOUNTRYCIVILENGINEERING.COM

Landscape Architect

CHRISTIAN B. HEDBERG
CHRISTIAN BARRETT LANDSCAPE
ARCHITECTURE
NAPA CA
(707) 312-0021
CB@CHRISTIANBARRETTLCA.COM

Structural Engineer

BURNE ENGINEERING
5041 ROBERT J MATTHEWS
PKWY, SUITE 600
EL DORADO HILLS, CA 95162
(930) 612-1600 X105
KB@BURNEENGINEERING.COM

Truss Design-Fabrication

PRECISION TRUSS, INC.
P.O. BOX 1021
ORANGEVALE, CA 95662
(916) 819-2148
SCOTT@PRECISIONTRUSS.NET

Fire Sprinklers

TODD IMMOOS
IMMOOS FIRE PROTECTION, INC.
10121 IRON ROCK WAY
ELK GROVE, CA 95624
(916) 714-1301
TODD@IMMOOSFIRE.COM

HERS Feature Summary-Main Residence

THE FOLLOWING IS A SUMMARY OF THE FEATURES THAT MUST BE FIELD-VERIFIED BY A CERTIFIED HERS RATER AS A CONDITION FOR MEETING THE MODELED ENERGY PERFORMANCE FOR THE ENERGY COMPUTER ANALYSIS FOR BOTH THE MAIN RESIDENCE AND GUEST HOUSE. REGISTERED CF2RS & CF3RS ARE REQUIRED TO BE COMPLETED IN THE HERS REGISTRY.

- QUALITY INSULATION INSTALLATION (QII)
- INDOOR AIR QUALITY VENTILATION
- KITCHEN RANGE HOOD
- MINIMUM AIRFLOW
- VERIFIED EER/EER2
- VERIFIED REFRIGERANT CHARGE
- FAN EFFICACY WATTS/CFM
- VERIFIED HEAT PUMP RATED HEATING CAPACITY
- DUCT LEAKAGE TESTING
- LOW-LEAKAGE AIR HANDLING UNIT

Energy Special Features-Main Residence

- THE FOLLOWING ARE FEATURES THAT MUST BE INSTALLED AS A CONDITIONED FOR MEETING THE MODELED ENERGY PERFORMANCE FOR THE COMPUTER ENERGY ANALYSIS:
- PV SYSTEM 3.93 kWdc PV SYSTEM RESIZED TO 3.93 kWDC (A FACTOR OF 3.32%) TO ACHIEVE 'STANDARD DESIGN PV' PV SCALING
 - NORTHWEST ENERGY EFFICIENCY ALLIANCE (NEEA) RATED HEAT PUMP WATER HEATER SPECIFIC BRAND/MODEL OR EQUIVALENT MUST BE INSTALLED
 - ONE OR MORE HEAT PUMP WATER HEATERS HAVE BEEN MODELED AS DEMAND RESPONSE COMPATIBLE.

HERS Feature Summary-ADU

THE FOLLOWING IS A SUMMARY OF THE FEATURES THAT MUST BE FIELD-VERIFIED BY A CERTIFIED HERS RATER AS A CONDITION FOR MEETING THE MODELED ENERGY PERFORMANCE FOR THE ENERGY COMPUTER ANALYSIS FOR BOTH THE MAIN RESIDENCE AND GUEST HOUSE. REGISTERED CF2RS & CF3RS ARE REQUIRED TO BE COMPLETED IN THE HERS REGISTRY.

- QUALITY INSULATION INSTALLATION (QII)
- INDOOR AIR QUALITY VENTILATION
- KITCHEN RANGE HOOD
- MINIMUM AIRFLOW
- VERIFIED EER/EER2
- VERIFIED REFRIGERANT CHARGE
- FAN EFFICACY WATTS/CFM
- VERIFIED HEAT PUMP RATED HEATING CAPACITY
- DUCT LEAKAGE TESTING
- LOW-LEAKAGE AIR HANDLING UNIT

Energy Special Features-ADU

- THE FOLLOWING ARE FEATURES THAT MUST BE INSTALLED AS A CONDITIONED FOR MEETING THE MODELED ENERGY PERFORMANCE FOR THE COMPUTER ENERGY ANALYSIS:
- PV SYSTEM 1.72 kWdc PV SYSTEM RESIZED TO 1.73 kWDC (A FACTOR OF 1.11%) TO ACHIEVE 'STANDARD DESIGN PV' PV SCALING
 - DUCT IN CRAWLSPACE
 - NORTHWEST ENERGY EFFICIENCY ALLIANCE (NEEA) RATED HEAT PUMP WATER HEATER SPECIFIC BRAND/MODEL OR EQUIVALENT MUST BE INSTALLED
 - ONE OR MORE HEAT PUMP WATER HEATERS HAVE BEEN MODELED AS DEMAND RESPONSE COMPATIBLE

Architect

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General Notes:

- ALL PLANS SHALL BE DESIGNED UNDER THE EFFECTIVE BUILDING CODES: 2022 CALIFORNIA BUILDING CODE, 2022 CALIFORNIA RESIDENTIAL BUILDING CODE, 2022 CALIFORNIA FIRE CODE, 2022 CALIFORNIA MECHANICAL CODE, 2022 CALIFORNIA PLUMBING CODE, 2022 CALIFORNIA ELECTRICAL CODE, 2022 CALIFORNIA ENERGY CODE, 2022 CALIFORNIA GREEN CODE AND THE CURRENT CITY OF ST. HELENA CODES AND ORDINANCES.
- ALL MATERIALS AND WORKMANSHIP TO MEET OR EXCEED THE BEST STANDARDS OF THE TRADE.
- DO NOT SCALE DRAWINGS. ON-SITE VERIFICATION OF DIMENSIONS, ELEVATIONS, AND OTHER CONDITIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. ANY DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT.
- PROTECTION OF OWNER'S PROPERTY AND ALL ADJACENT PROPERTIES AS WELL AS THE GENERAL PUBLIC ARE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE MAINTAINED AT ALL TIMES.
- ALL REFERENCES TO THE MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS SHOWN IN THESE PLANS ARE INTENDED TO BE FOR CONCEPTUAL DESIGN ONLY. SPECIALTY SUB-CONTRACTORS SHALL BE RESPONSIBLE FOR DESIGN, SECURING PERMITS, INSTALLATION, AND PROPER OPERATION OF ALL SYSTEMS.
- THESE PLANS ARE NOT INTENDED TO SHOW THE METHOD AND MEANS OF EXECUTION OF THE WORK THAT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
- IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO REVIEW AND FAMILIARIZE HIMSELF WITH THE CONTRACT DRAWINGS AND SPECIFICATIONS, AND SITE CONDITIONS PRIOR TO COMMENCING WITH CONSTRUCTION. IF ANY CONFLICT EXISTS BETWEEN PORTIONS OF THE CONTRACT DOCUMENTS AND/OR ANY EXISTING SITE CONDITIONS, IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO CONTACT THE ARCHITECT PRIOR TO EXECUTION.

Typical Abbreviations:

AB	Anchor Bolt	LB	Lag Bolt
ALT	Aluminum	LLH	Long Leg Horizontal
ATR	All-Thread	LLV	Long Leg Vertical
	All-Thread Rod	LT	Light
		LVL	Laminated Veneer Lumber
B.F.F.	Below Finished Floor	MAX	Maximum
BLDG	Building	MB	Machine Bolt
BLKG	Blocking	MECH	Mechanical
BM	Beam	MFR	Manufacturer
C	Centerline	MIN	Minimum
CALCS	Calculations	MISC	Miscellaneous
CANT	Can't		
C.B.	Carriage Bolt		
C.J.	Control Joint	(N)	New
CLR	Clear	N.A.	Not Applicable
CMU	Concrete Masonry Unit	N/C	Not in Contract
COL	Column	NO	Number (*)
CONC	Concrete	N.T.S.	Not to Scale
CONN	Connector	O	Over (On)
CSK	Countersink	O.C.	On Center
		OD	Outside Diameter
DBL	Double	OSB	Oriented Strand Board
DE.J.	Double Expansion Joint		
DET	Detail	PAR	Parallel ()
D.F.	Douglas Fir	PERP	Perpendicular (⊥)
DIA	Diameter	P.D.F.	Power Driven Fastener
DM	Dimension	P	Plate
DO	Ditto	PLY	Plywood
DWG	Drawing	PSI	Pounds per Square Inch
		PSL	Parallel Strand Lumber
		P.T.	Pressure Treated
(E)	Existing		
EA	Each		
EB	Expansion Bolt	R	Radius
EE	Each End	REBAR	Reinforcing Steel Bar
EF	Each Face		
ELEV	Elevation	REIN	Reinforcing
E.J.	Expansion Joint	RET	Return
EN	Edge Nail	REQ'D	Required
E.S.	Each Side	R.O.	Rough Opening
EW	Each Way	RDWD	Redwood
EXP	Expansion		
EQ	Equal		
EXT	Exterior	S.A.D.	See Architectural Drawings
		S.B.	Solid Block
FDN	Foundation	S.C.D.	See Civil Drawings
FF	Finish Floor	SH	Sheet
FIN	Finish	SHG	Sheathing
FLR	Floor	SHM	Similar
FN	Field Nail	SMD	See Mechanical Drawings
F.O.C.	Face of Concrete	SPECs	Specifications
F.O.M.	Face of Masonry	SQ	Square
F.O.S.	Face of Stud	S.S.	Select Structural
FT	Feet	STL	Steel
FTG	Footing	SW	Shear Wall
		SYM	Symmetrical
		S4S	Surfaced all Four Sides
GA	Gauge		
GALV	Galvanized	TC	Top of Curb
GLB	Glu-Laminated Beam	T4B	Top 4 Bottom
GYP. BD.	Gypsum Board	T4G	Tongue & Groove
		T.N.	Top Nail
HD	Shear Wall Holdown	T.O.	Top of
HDR	Header	T.O.C.	Top of Concrete
HGR	Hanger	TS	Tube Steel
HORZ	Horizontal	T.U.	Tilt-Up
H.S.	High Strength	TYP	Typical
H.S.B.	High Strength Bolt		
HT	Height	UBC	Uniform Building Code
		U.O.N.	Unless Otherwise Noted
I.D.	Inside Diameter	VERT	Vertical
INT	Interior	V.B.	Vapor Barrier
		V.I.F.	Verify in Field
JH	Joist Hanger		
JST	Joist	W	With
JT	Joint	WP	Waterproof
		WUF	Welded Wire Fabric
KD	Kiln Dried		

Location Map



Project Data Table:

ADDRESS:	1790 DEAN YORK LANE, ST. HELENA CA	
APR:	009-690-023	
LOT AREA:	1 ACRE (43,560 SF)	
ZONING:	LR-1A	
OCCUPANCY GROUP:	R-3/U	
BUILDING HEIGHT:	28'-2" (30 MAX.)	
MAX. FLOOR AREA:	6,000 SF	
PROJECT DATA:	EXISTING	PROPOSED
GROSS FLOOR AREA (SQ. FT.)		
FIRST FLOOR-CONDITIONED	N/A	5093
FIRST FLOOR-UTILITY/MECHANICAL	N/A	121
FIRST FLOOR-POOL BATH	N/A	123
SECOND FLOOR	N/A	0
BASEMENT/CRAWLSPACE	N/A	0
ATTIC (W/ CEIL. HT. 7'-0")	N/A	0
GARAGE	N/A	513
ACCESSORY STRUCTURES	N/A	800
SUBTOTAL	N/A	6716
EXEMPTIONS ADU (800 SF)	N/A	-800
EXEMPTION: GARAGE (200 SF)	N/A	-200
ADJUSTED FLOOR AREA	N/A	5716
LOT COVERAGE (35% = 1528 SQ. FT.)		
BUILDING FOOTPRINT		
MAIN RESIDENCE	N/A	5916
MAIN RESIDENCE PORCH	N/A	30
ACCESSORY STRUCTURES	N/A	800
EXEMPTION: ADU	N/A	-800
TOTAL		5946
SETBACKS (MAIN STRUCTURE OVER 25')		
MIN. SETBACKS-PRIMARY STRUCTURE		
GROUND FLOOR		
FRONT YARD SETBACK (30' MIN.)	N/A	35'-8"
SIDE YARD SETBACK-LEFT (15' MIN.)	N/A	15'-0"
SIDE YARD SETBACK-RIGHT (15' MIN.)	N/A	24'-10"
SIDE YARD SETBACK-LEFT (15' MIN.)	N/A	10'-11"
REAR YARD SETBACK (20' MIN.)	N/A	35'-8"
STREET SIDE SETBACK (30' MIN.)		
UPPER FLOOR(S) FRONT YARD SETBACK	N/A	N/A
SIDE YARD SETBACK-LEFT	N/A	N/A
SIDE YARD SETBACK-RIGHT	N/A	N/A
REAR YARD SETBACK	N/A	N/A
STREET SIDE SETBACK		
ACCESSORY STRUCTURE	N/A	212'-0"
FRONT YARD SETBACK	N/A	41'-8 1/2"
SIDE YARD SETBACK-LEFT	N/A	66'-11"
SIDE YARD SETBACK-RIGHT	N/A	7'-5"
REAR YARD SETBACK	N/A	212'-0"
STREET SIDE SETBACK		
PARKING:	N/A	6
TOTAL NUMBER OFF-STREET		
EXTERIOR WALLS TO BE DEMOLISHED (LIN. FT.)	N/A	N/A

Index of Drawings:

TS	COVER SHEET: INDEX OF DRAWINGS, PROJECT INFO, TESTS & INSPECTIONS, ABBREVIATIONS, PROJECT DIRECTORY & BUILDING AREAS
SPECs	PROJECT SPECIFICATIONS
CGI THRU CG2	CALGREEN CODE NOTES
ARCHITECTURAL DRAWINGS:	
C01	COLOR MATERIALS
S0P	SITE PHOTOS
A001	SITE PLAN
A11	MAIN RESIDENCE FLOOR PLAN
A12	ADU FLOOR PLAN & FLOOR PLAN NOTES
A13	DOOR & WINDOW SCHEDULES
A14	APPLIANCE SCHEDULE
A21 - A22	MAIN RESIDENCE EXTERIOR ELEVATIONS
A23	ADU EXTERIOR ELEVATIONS
A31 - A34	MAIN RESIDENCE & ADU BUILDING SECTIONS
A41	MAIN RESIDENCE ROOF PLAN
A42	ADU ROOF PLAN
A51 - A52	REFLECTED CEILING PLANS
AD1 - AD12	ARCHITECTURAL DETAILS
CIVIL DRAWINGS:	
CD10	OVERALL SITE PLAN
CD11	NOTES SHEET
CD20	DEMOLITION, HARDSCAPE & LAYOUT PLAN
CD21 - CD22	GRADING PLAN
CD30 - CD31	UTILITY PLAN
CD40 - CD41	DETAIL SHEET
CD50	BEST MANAGEMENT PLAN
STRUCTURAL ENGINEERING:	
S10	MAIN RESIDENCE STRUCTURAL FLOOR PLAN
S20	MAIN RESIDENCE FOUNDATION PLAN
S30	MAIN RESIDENCE FLOOR FRAMING PLAN
S40	MAIN RESIDENCE ROOF FRAMING PLAN
S50	ADU STRUCTURAL PLANS
SD1 - SD6	STRUCTURAL DETAILS
SN1	STRUCTURAL NOTES
MECHANICAL:	
M-10	HVAC NOTES SYMBOLS & SHEET INDEX
M-11	HVAC EQUIPMENT SCHEDULES
M-12.0 - M-12.1	HVAC DETAILS
M-20 - M-22	HVAC PLANS
ELECTRICAL:	
E-10	ELECTRICAL GENERAL NOTES, SYMBOLS, & SHEET INDEX
E-11	ELECTRICAL SINGLE LINE DIAGRAM & LOAD CALCULATIONS
E-12	ELECTRICAL PANEL SCHEDULE
E-20	ELECTRICAL MAIN LIGHTING PLAN
E-21	ELECTRICAL MAIN HOUSE POWER PLAN
E-22	ELECTRICAL ADU PLANS
E-30	ELECTRICAL SITE PLAN
PLUMBING:	
P-10	PLUMBING GENERAL NOTES, SYMBOLS, & SHEET INDEX
P-11	PLUMBING SCHEDULES, CALCULATIONS
P-12	PLUMBING DETAILS
P-13	PLUMBING PLAN-SITE PLAN-COLD WATER, GAS & WASTE
P-20	PLUMBING PLAN-MAIN HOUSE-COLD/HOT WATER & GAS
P-21	PLUMBING PLAN-ADU-COLD/HOT WATER
P-30	PLUMBING PLAN-MAIN HOUSE PLAN-WASTE & VENT
P-31	PLUMBING PLAN-ADU-WASTE & VENT
ENERGY FORMS:	
EN-0 THRU EN-4	TITLE 24 FORMS
LANDSCAPE:	
L10	LAYOUT PLAN
L20	PLANTING PLAN
L30	IRRIGATION PLAN

Separate Building Permits Required

ITEMS LISTED BELOW WHILE DELINEATED WITHIN THESE DRAWINGS REQUIRE SEPARATE BUILDING PERMITS FROM NAPA COUNTY PERMIT DRAWINGS FOR THESE ITEMS ARE TO BE PROVIDED BY OTHERS ON A DESIGN BUILD BASIS.

- PV SOLAR SYSTEM (SEE ENERGY SYSTEM SPECIAL FEATURES, THIS SHEET FOR BOTH MAIN RESIDENCE AND ADU SOLAR SYSTEM CAPACITY REQUIREMENTS NOTE-PV PLANS SHALL BE APPROVED PRIOR TO ROOF SHEATHING INSPECTION.
- POOL
- FIRE SPRINKLER SYSTEM (PERMIT FD2511-002)

Project Description

LOCATED ON DEAN YORK LANE IN ST. HELENA, CALIFORNIA, THIS PROJECT PROPOSES THE CONSTRUCTION OF A NEW SINGLE FAMILY RESIDENCE AND ADU ON A VACANT PARCEL.

THE MAIN RESIDENCE IS A 5,093 SQ. FT., 4-BEDROOM HOME WITH 581 SQ. FT. ATTACHED GARAGE AND 126 SQ. FT. UTILITY/MECH ROOMS. THE ARCHITECTURE BLENDS TRADITIONAL CHARM WITH MODERN AESTHETICS, FEATURING A CAPTIVATING BLEND OF WOOD SIDING WITH CUSTOM METAL ACCENTS, METAL ROOFING AND METAL GLAD WINDOWS.

THE PROJECT ALSO INCLUDES A DETACHED 800-SQUARE-FOOT ACCESSORY DUELLING UNIT (ADU), A POOL (SEPARATE PERMIT).

Project Info

ADDRESS:	1790 DEAN YORK LANE, ST. HELENA, CA
LATITUDE/LONGITUDE:	38.5° N / 122.5° W
APR:	009-690-023-000
LOT AREA:	1 ACRES
ZONING:	LR-1A
OCCUPANCY GROUP:	R-3 / U
CONSTRUCTION TYPE:	V-B
FIRE HAZARD SEVERITY:	NO FIRE HAZARD SEVERITY
FIRE SPRINKLERS:	REQUIRED
WUI	REQUIRED
FLOOD ZONE:	N/A
CODES:	2022 CRC, 2022 CMC, 2022 CFC, 2022 CEC, 2022 CALIF ENERGY EFFICIENCY, 2022 FIRE CODE, 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE.

REVISIONS	DATE	BY
DESIGN REVIEW	3-20-24	JF
SUBMITAL	3-26-24	JF
COMPLETENESS REVIEW	3-26-24	JF
BLDG PERMIT APPLICATION	11-18-25	JF
BLDG PLAN CHECK 1 REV	1-18-26	JF
BLDG PLAN CHECK 2 REV	2-11-26	JF

JOSEPH FARRELL
ARCHITECTURE

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Novato, CA 94949
Voice (415) 884-2860

New Residence
1790 Dean York Lane
St. Helena, California
AP#: 009-690-023

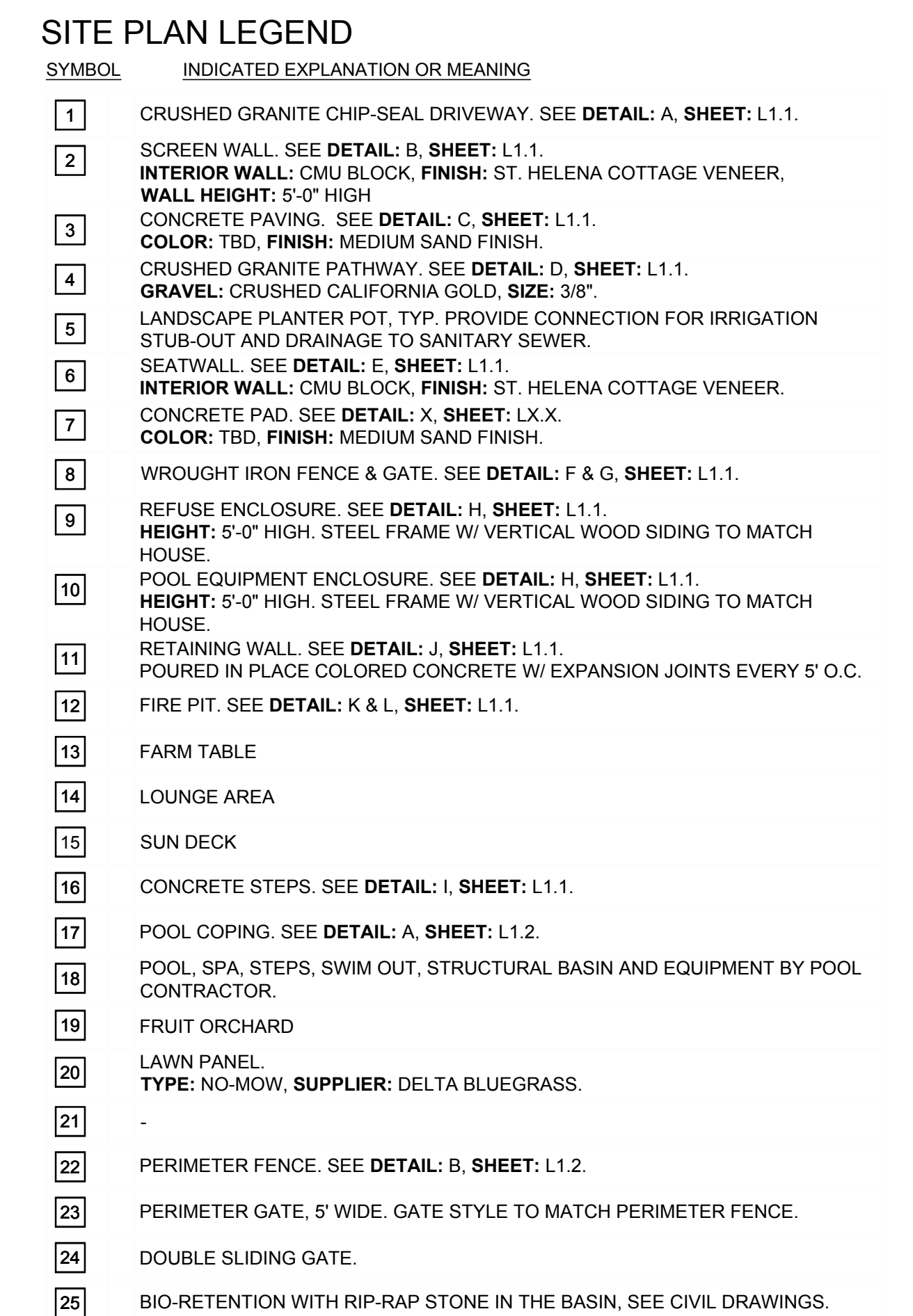
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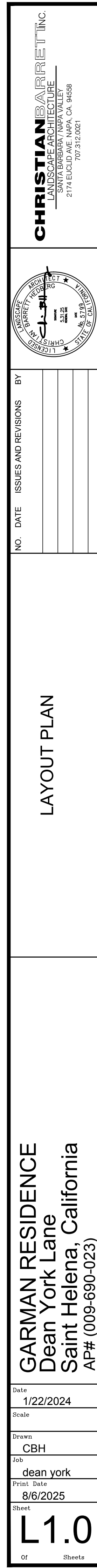
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SCALE:	N/A
DRAWN:	JF
JOB NO.	2110
SHEET NO:	

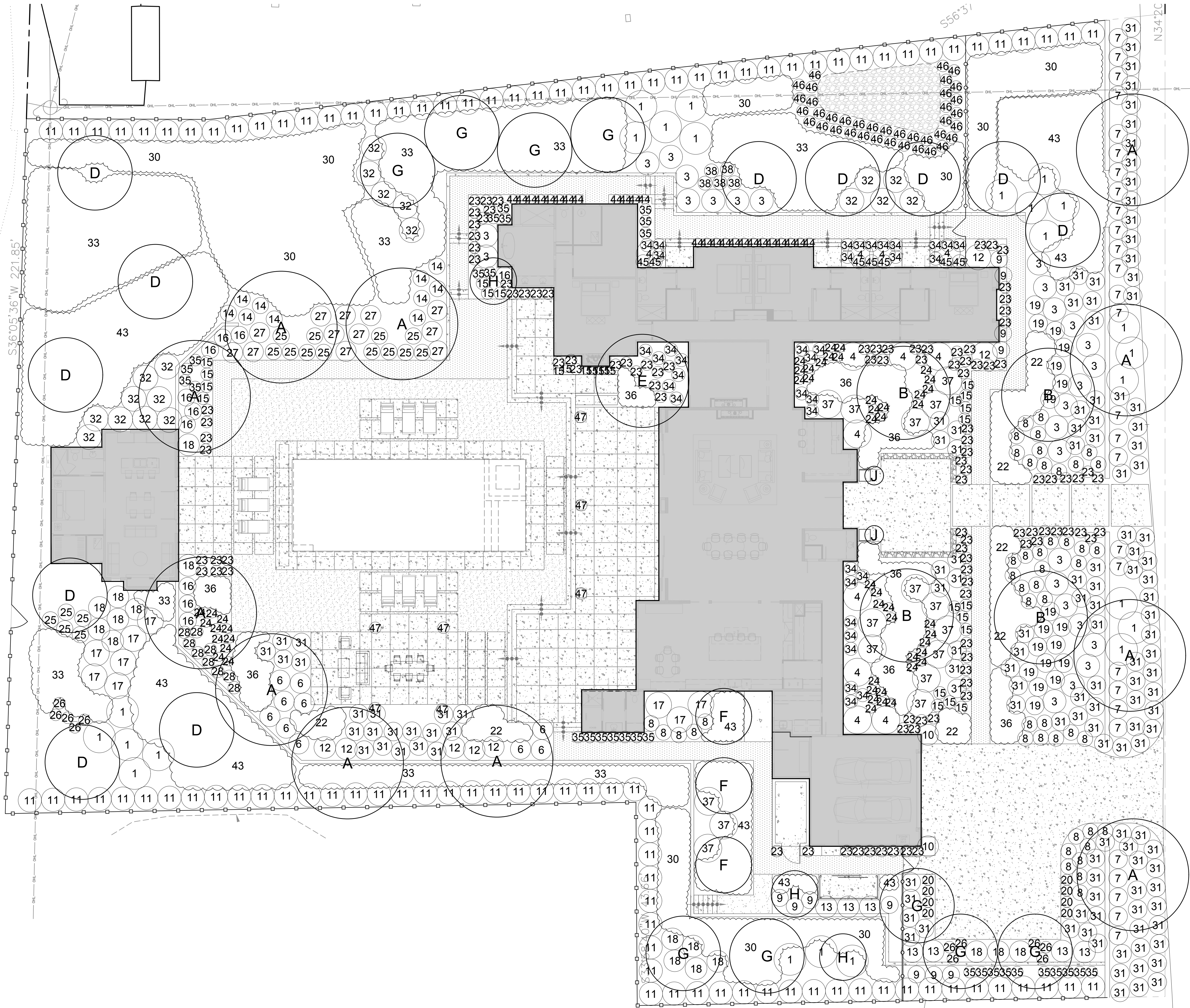
TS

1790 Dean York Lane
St. Helena, CA



1. CONTRACTOR SHALL PROVIDE WORKMAN'S COMPENSATION INSURANCE, LIABILITY INSURANCE, AN PERFORMANCE BOND IN THE AMOUNT OF THE COST OF THE CONSTRUCTION.
2. THE CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS AND DIMENSIONS BEFORE STARTING WORK. THE CONTRACTOR SHALL NOTIFY CBLA INC. OF DISCREPANCIES.
3. CONTRACTOR SHALL VERIFY EASEMENTS (PUBLIC OR PRIVATE) FOR SEWER, WATER, ELECTRICAL, TELEPHONE, CABLE T.V. AND GAS PRIOR TO STARTING CONSTRUCTION.
4. VERIFY ALL UTILITY DATA AND LOCATIONS PRIOR TO ANY WORK. ONSITE UTILITIES SHALL BE COORDINATED WITH THE APPROPRIATE AGENCY OR UTILITY COMPANY.
5. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER DRAWINGS. DO NOT SCALE THE DRAWINGS. WHERE DISCREPANCIES OCCUR, NOTIFY CBLA, INC..
6. ACCEPT NO INK OR PENCIL CORRECTIONS TO THESE DRAWINGS WITHOUT THE DESIGNER'S INITIAL OR SIGNATURE. CBH DESIGN SHALL BE HELD HARMLESS FOR ALL CHANGES NOT IN CONFORMANCE WITH THIS PROVISION.
7. ALL USERS OF THESE DRAWINGS AGREE BY USING THESE DRAWINGS TO HOLD CBLA, INC. HARMLESS FOR ANY AND ALL WORK THAT DOES NOT CONFORM TO REQUIREMENTS AND MINIMUM STANDARDS OF THE APPLICABLE BUILDING CODES, LOCAL ORDINANCE, AND ACCEPTABLE STANDARDS.
8. THESE DRAWINGS ARE THE PROPERTY OF CBLA INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY WORK OTHER THAN AT THE LOCATION SHOWED ON THESE PLANS.
9. CBLA, INC. SHALL HAVE NO CONTROL OR CHANGE OF AND SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES FOR ANY SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK.
10. CBLA, INC. ASSUMES NO RESPONSIBILITY FOR PERFORMANCE OF PRODUCTS OR MATERIALS SPECIFIED.

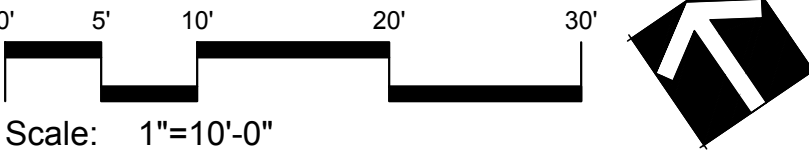




TREE LEGEND					
SYM.	Count	SIZE	BOTANICAL	COMMON	COMMENT
A	9	50YR	FIELD GROWN OLIVE	OLIVE	FIELD GROWN
B	4	25YR	OLEA EUROPAEA	OLIVE	FIELD GROWN
C	0	24"BOX	LAGERSTROEMIA x 'NATCHEZ'	NATCHEZ CRAPE MYRTLE	VERY LOW
D	7	24"BOX	ARBUSUS U. 'COMPACTA'	DWARF STRAWBERRY TREE	LOW
E	1	36"BOX	OLEA E. 'SWAN HILL'	SWAN HILL OLIVE	VERY LOW
F	3	24"BOX	LAGERSTROEMIA x 'PURPLE'	PURPLE CRAPE MYRTLE	LOW
G	9	24"BOX	PISTACIA CHINENSIS	CHINESE PISTACHE	LOW
H	3	24"BOX	CERCIS OCCIDENTALIS	WESTERN REDBUD	VERY LOW
J	2	15 GAL	CUPRESSUS S. 'TINY TOWER'	TINY TOWER ITALIAN CYPRESS	LOW

SHRUBS, GROUND COVERS AND VINE PLANTING LIST					
SYM.	Count	SIZE	BOTANICAL	COMMON	COMMENT
1	24	5 GAL	ARCTOSTAPHYLOS D. 'HOWARD McMINN'	HOWARD McMINN MANZANITA	LOW
3	27	5 GAL	CISTUS x PURPUREUS	ORCHID ROCKROSE	LOW
4	12	5 GAL	COTINUS C. 'ANCOT'	GOLDEN SPIRIT SMOKE TREE	LOW
6	10	5 GAL	LAGERSTROEMIA J. 'MONED'	CHICA RED DWARF CRAPE MYRTLE	LOW
7	28	5 GAL	LAURUS N. 'MONER'	EMERALD WAVE SWEET BAY	LOW
8	47	15 GAL	OLEA E. 'LITTLE OLLIE'	LITTLE OLLIE OLIVE	VERY LOW
9	11	5 GAL	PITTOSPORUM T. 'WHEELER'S DWARF'	WHEELER'S DWARF TOBIRA	LOW
10	2	5 GAL	PRUNUS C. 'COMPACTA'	DWARF CAROLINA LAUREL CHERRY	LOW
11	101	5 GAL	RHAMNUS A. 'JOHN EDWARDS'	JOHN EDWARDS ITALIAN BUCKTHORN	LOW
12	7	5 GAL	DAPHNE x 'DAPHJUR01'	PERFUME PRINCESS DAPHNE	LOW
13	7	5 GAL	ROMNEYA COULTERI	MATILUA POPPY	VERY LOW
14	10	5 GAL	RHAPHIOLEPIS U. 'MINOR'	DWARF YEDDA HAWTHORN	LOW
15	27	5 GAL	SALVIA CHAMAEDRYOIDES	GERMANDER SAGE	LOW
16	10	5 GAL	SALVIA G. 'FURMAN'S RED'	FURMAN'S RED AUTUMN SAGE	LOW
17	9	5 GAL	SALVIA L. 'SANTA BARBARA' SAGE	SANTA BARBARA MEXICAN BUSH SAGE	LOW
18	16	5 GAL	TEUCRIUM F. 'AZUREUM'	AZURE BUSH GERMANDER	LOW
19	18	5 GAL	WESTRINGIA F. 'MORNING LIGHT'	MORNING LIGHT COAST ROSEMARY	LOW
20	8	1 GAL	EUPHORBIA H. 'BONFIRE'	BONFIRE CUSHION SPURGE	LOW
22	1	1 GAL	IRIS DOUGLASIANA	DOUGLAS IRIS	SPACING @ 24" O.C.
23	107	5 GAL	LAVANDULA A. 'HIDCOTE BLUE'	HIDCOTE BLUE LAVENDER	LOW
24	50	5 GAL	LAVANDULA S. 'BLUEBERRY RUFFLES'	BLUEBERRY RUFFLES SPANISH LAVENDER	LOW
25	17	1 GAL	MIMULUS A. 'MINREDDA'	CURIOUS RED MONKEY FLOWER	VERY LOW
26	11	1 GAL	MIMULUS A. 'JELLY BEAN GOLD'	JELLY BEAN GOLD MONKEY FLOWER	VERY LOW
27	12	5 GAL	PEROVSKIA A. 'CRAZY BLUE'	CRAZY BLUE RUSSIAN SAGE	LOW
28	9	1 GAL	SANTOLINA VIRENS	GREEN SANTOLINA	LOW
30	5	5 GAL	HELIOTRICHON SEMPERVIRENS	BLUE OAT GRASS	SPACING @ 36" O.C.
31	137	5 GAL	LOMANDRA L. 'BREEZE'	BREEZE DWARF MAT RUSH	LOW
32	19	5 GAL	MUHLBERGIA C. 'LENCA'	REGAL MIST PINK MUHLY GRASS	LOW
33	1	1 GAL	COTONEASTER D. 'LOWFAST'	LOWFAST BEARBERRY	SPACING @ 96" O.C.
34	36	5 GAL	HELLEBORUS ARGUSTIFOLIUS	CORSICAN HELLEBORE	LOW
35	29	1 GAL	ROSMARINUS O. 'HUNTINGTON CARPET'	HUNTINGTON CARPET ROSEMARY	LOW
36	1	1 GAL	SATUREJA DOUGLASII	YERBA BUENA	SPACING @ 18" O.C.
37	16	5 GAL	LANTANA S. MONPUR'	PURPLE POTION TRAILING LANTANA	LOW
38	5	1 GAL	SEDUM S. 'DRAGON'S BLOOD'	DRAGON'S BLOOD SEDUM	LOW
43	1	1 GAL	MYOPORUM PARVIFOLIUM	CREeping MYOPORUM	SPACING @ 60" O.C.
44	25	1 GAL	ASPARAGUS D. 'MYERS'	FOXTAIL FERN	MEDIUM
45	7	5 GAL	WOODWARDIA FIMBRIATA	GIANT CHAIN FERN	MEDIUM
46	38	1 GAL	JUNCUS P. 'ELK BLUE'	ELK BLUE CALIFORNIA GRAY RUSH	LOW
47	7	5 GAL	ROSA 'ICEBERG' (CLIMBING)	CLIMBING ICEBERG	

- PLANTING NOTES**
- CONTRACTOR TO BE RESPONSIBLE FOR COORDINATION WITH OWNER FOR LOCATION OF UNDERGROUND UTILITIES.
 - PLANT LIST IS FOR CONVENIENCE OF CONTRACTOR. PLAN IS TO PREVAIL AND LANDSCAPE ARCHITECT AND OWNER TO MAKE FINAL ADJUSTMENTS AS NECESSARY.
 - CONTRACTOR TO BE RESPONSIBLE FOR FULL IRRIGATION COVERAGE OF ALL PLANTED AREA.
 - IRRIGATION TO BE COORDINATED WITH PLANTING PLAN.
 - ALL PROPOSED PLANTING AREAS SHALL BE CLEARED OF ANY WEEDS AND DEBRIS PRIOR TO SOIL PREPARATION. IN CASE OF PERNICIOUS PERENNIAL WEEDS, PULL ALL WEEDS BY HAND.
 - NO SOIL PREPARATION SHALL TAKE PLACE IN AREAS WHERE SOIL IS CONTAMINATED WITH CEMENT PLASTER, PAINT OR OTHER CONSTRUCTION DEBRIS. ALL CONTAMINATED SOIL SHALL BE REMOVED AND REPLACED WITH SANDY LOAM CAPABLE OF SUSTAINING HEALTHY PLANT LIFE.
 - ALL PLANTS SHALL BE AMENDED WITH SONOMA ORGANIC HI-TEST COMPOST. TILL INTO TOP 12" OF NATIVE SOIL. PLANTING BACKFILL TO BE 50% NATIVE MIX SOIL AND 50% ORGANIC COMPOST. IN AREAS WHERE TOPSOIL IS NEEDED USE FEATHER LITE AMENDED SOIL & COMPOST.
 - PLANT MATERIAL MAY BE SUBJECT TO CHANGE AS PER OWNER OR LANDSCAPE ARCHITECT'S DISCRETION.
 - ANY CLARIFICATION OR QUESTIONS ON PLANS, SPECIFICATIONS AND DETAILS SHOULD BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT IMMEDIATELY BEFORE PROCEEDING WITH WORK.
 - ALL PLANTER AREAS TO BE TOP DRESSED WITH SHREDDED ARBOR MULCH AT A DEPTH OF 2"-3".
 - ALL TREES SHALL BE PLANTED IN DEEP ROOT BOXES, (TYP.) IF WITHIN 6FT. OF WALL, WALK, PATIO, PARKING CURB ETC.
 - STANDARD TREES 15G AND SMALLER TO BE STAKED WITH 2-2" DIA. X 8' LODGEPOLE PINE TREE STAKES AND 2 TREE TIES. MULTI STEM TREES 24" AND LARGER TO BE GUYED WITH 3 WIRE/TURNBUCKLE/STAKE ASSEMBLIES PER TREE.
 - THE LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL NEW PLANTINGS FOR THE DURATION OF SIX MONTHS. THE GUARANTEE PERIOD SHALL BEGIN AFTER THE FINAL INSPECTION AND APPROVAL. CONTRACTOR TO PROVIDE A 60 DAY ESTABLISHED MAINTENANCE PERIOD FROM THAT DATE.



CHRISTIAN BARRETT
LANDSCAPE ARCHITECT
SANTA BARBARA, CALIFORNIA
2014 LICENSE NO. 4406
707.312.0021

NO. DATE ISSUES AND REVISIONS BY

PLANTING PLAN

GARMAN RESIDENCE
Dean York Lane
Saint Helena, California
AP# (009-690-023)

Date
1/22/2024
Scale
CBH
Drawn
dean york
Job
8/6/2025
Print Date
Sheet
L2.0
Of Sheets

Page 62 of 277

Fire Protection Notes:

1. THE NUMERICAL ADDRESS SHALL BE POSTED AT THE PUBLIC ROADWAY AND ANY OTHER INTERSECTIONS OR RESIDENTIAL ROADWAY. HEIGHT AND NUMBERS SHALL BE A MINIMUM OF 4 INCHES REFLECTIVE, OR ON A CONTRASTING BACK GROUND, AND 1 OR ILLUMINATED. SEE DETAIL #4 OF THE NAPA COUNTY FIRE STANDARDS AND SHEET A02.
2. DEFENSIBLE SPACE FOR WILDFIRE SHALL BE A MINIMUM OF 100 FEET AROUND ALL STRUCTURES OR TO THE PROPERTY LINES. GREATER CLEARANCE MAYBE REQUIRED UPON INSPECTION AS DETERMINED DUE TO SLOPE AND FUEL LOADS.
3. OVERHEAD CLEARANCE OF TREE LIMBS AND BRUSH ALONG THE ENTIRE LENGTH OF THE DRIVEWAY SHALL BE A MINIMUM OF 13 FEET 6 INCH VERTICAL CLEARANCE. SEE DETAIL #8 OF NAPA CO. FIRE STANDARDS.
4. HORIZONTAL DEFENSIBLE SPACE CLEARANCE SHALL BE A MINIMUM OF 10 FEET ON EACH SIDE OF THE DRIVEWAY. SEE DETAIL #9 OF THE NAPA COUNTY FIRE STANDARDS.
6. THE FIRE HYDRANT SHALL BE LOCATED NO CLOSER THAT 30 FEET AND NO FURTHER THAN 150 FEET FROM THE RESIDENCE OR BUILDING. THE FIRE HYDRANT SHALL BE LOCATED CENTERED IN A TURNOUT AREA AND SHALL BE WITHIN 5 FEET TO THE EDGE OF CURB OR DRIVEWAY. THE HYDRANT OUTLET MUST BE WITHIN 24 INCHES TO 36 INCHES ABOVE THE FINISHED GRADE OF THE TURNOUT AREA. SEE DETAILS #2 & #3 OF THE NAPA COUNTY FIRE STANDARDSNOTE: THE FIRE HYDRANT TURNOUT LOCATION SHALL BE ESTABLISHED IN AN AREA SEPARATE FROM THE FIRE APPARATUS TURN AROUND AREA. THE FIRE HYDRANT TURNOUT AREA IS FOR FIRE APPARATUS TO BE PARKED DURING DRAFTING OPERATIONS AND SHALL NOT INTERFERE WITH THE FIRE APPARATUS ACCESS TO AND FROM THE STRUCTURE.
7. WET DRAFT HYDRANTS SHALL BE PAINTED 'RED' AND SHALL HAVE 1 INCH 'WHITE' LETTERS POSTED ON IT TO READ: ' WET DRAFT ' SEE DETAIL #2 & #3 OF THE NAPA COUNTY FIRE STANDARDS.
8. A "BLUE DOT REFLECTOR" SHALL BE ADJACENT TO ALL HYDRANTS. SEE DETAILS #2 & #3 OF THE STANDARDS.
9. BOLLARD PROTECTION IS REQUIRED AT ALL HYDRANTS. SEE DETAILS #2 & #3 OF THE STANDARDS.
10. NEW OR EXISTING BRIDGES ON THE PROPERTY THAT WILL BE UTILIZED FOR FIRE APPARATUS TO ACCESS ANY STRUCTURE SHALL COMPLY WITH THE NAPA COUNTY FIRESAFE STANDARDS. SEE DETAIL #5 OF THE NAPA COUNTY FIRE STANDARDS.
11. FIRE SPRINKLER SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE 2019 CALIFORNIA FIRE CODE AND NFPA 13D AND 13 ONE OR TWO FAMILY DWELLINGS - 2019 EDITION AND SHALL BE SUBMITTED UNDER A SEPARATE PERMIT.
12. PROVIDE 3' WIDE (MIN.) ALL-WEATHER, WALKABLE PATH (CONCRETE PAVING OR COMPACTED GRAVEL) FROM DRIVEWAY TO ADU.

Pool Safety Notes:

- THE POOL AREA SHALL BE ISOLATED FROM PUBLIC ACCESS BY FENCE/ENCLOSURE THAT MEETS ALL OF THE FOLLOWING REQUIREMENTS:
- ANY ACCESS GATES THROUGH THE ENCLOSURE OPEN AWAY FROM THE SWIMMING POOL, AND ARE SELF-CLOSING WITH A SELF-LATCHING DEVICE PLACED NO LOWER THAN 60 INCHES ABOUT THE GROUND.
 - A MINIMUM HEIGHT OF 60 INCHES.
 - A MAXIMUM VERTICAL CLEARANCE FROM THE GROUND TO THE BOTTOM OF THE ENCLOSURE OF TWO (2) INCHES.
 - GAPS OR VOIDS, IF ANY, DO NOT ALLOW PASSAGE OF A SPHERE EQUAL TO OR GREATER THAN FOUR (4) INCHES IN DIAMETER.
 - AN OUTSIDE SURFACE FREE OF PROTRUSIONS, CAVITIES, OR OTHER PHYSICAL CHARACTERISTICS THAT WOULD SERVE AS HAND-/FOOTHOLDS THAT COULD ENABLE A CHILD THE AGE OF 5 TO CLIMB OVER.

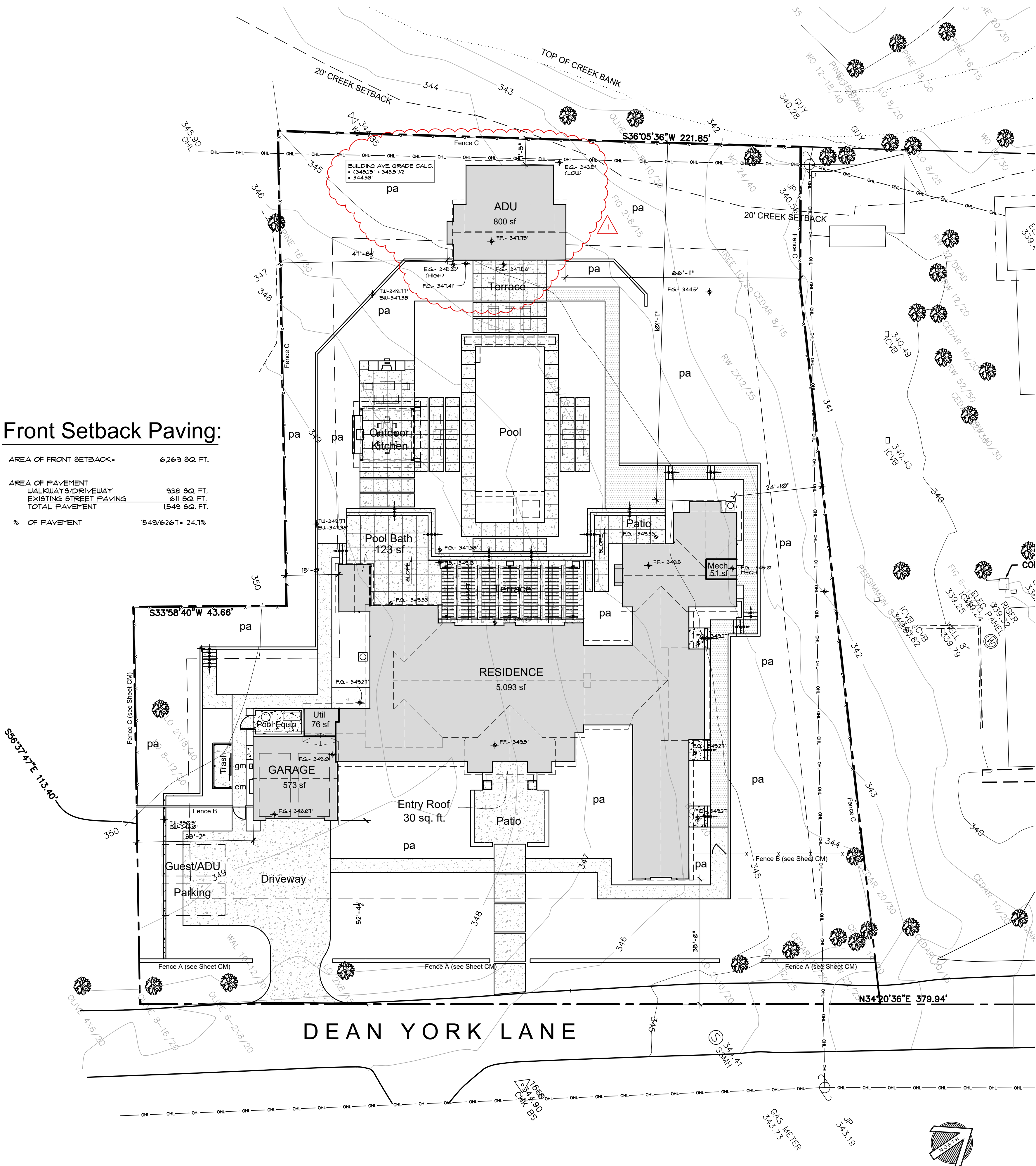
THE POOL SHALL BE EQUIPPED WITH AN APPROVED SAFETY POOL COVER THAT MEETS ALL REQUIREMENTS OF THE ASTM SPECIFICATION F 1346.

Site Plan Notes:

1. ALL MATERIALS AND WORKMANSHIP TO CONFORM TO THESE PLANS, THE 2022 CALIFORNIA RESIDENTIAL CODE, 2022 CALIFORNIA PLUMBING CODE, 2022 CALIFORNIA MECHANICAL CODE, 2022 CALIFORNIA ELECTRICAL CODE, 2022 CALIFORNIA ENERGY CODE, 2022 CALIFORNIA BUILDING ENERGY STANDARDS, 2022 CALIFORNIA GREEN BUILDING STANDARDS (CalGreen), 2022 CALIFORNIA BUILDING CODE, AND ANY OTHER APPLICABLE CODES AND REGULATIONS OF THIS JURISDICTION.
2. SEE CIVIL DRAWINGS BY MADRONE ENGINEERING FOR SITE GRADING, DRAINAGE, SEPTIC SYSTEM, UTILITIES AND DRIVEWAY IMPROVEMENTS.
3. CONTRACTOR TO FIELD VERIFY LOCATIONS OF ALL UTILITIES, UNDERGROUND OR OTHERWISE PRIOR TO COMMENCEMENT OF ANY EXCAVATION.
4. CONTRACTOR TO FIELD VERIFY DIMENSIONS AND LOCATIONS OF ALL PROPERTY LINES, SETBACKS, EASEMENTS, AND BUILDING LOCATION PRIOR TO COMMENCEMENT OF CONSTRUCTION.
5. ALL TRENCHES 5' OR GREATER IN DEPTH SHALL BE SHORED AND BRACED ACCORDING TO STATE LAW.
6. SEE LANDSCAPE DRAWINGS BY CHRISTIAN BARRETT LANDSCAPE ARCHITECTURE FOR LANDSCAPE, SITE HARDSCAPE, LANDSCAPE FEATURES AND IRRIGATION.
7. GRADE PERIMETER OF BUILDING STRUCTURE TO DRAIN SURFACE WATER AWAY FROM FOUNDATION WALLS. THE GRADE SHALL FALL A MINIMUM OF 6 INCHES WITHIN THE FIRST 10 FEET (5% MIN). IMPERVIOUS SURFACES SHALL SLOPE A MINIMUM 2% AWAY FROM THE STRUCTURE FOR THE FIRST 10 FEET AT UNCOVERED PATIOS. SEE CIVIL GRADING AND DRAINAGE PLANS SHEET C10-C21 FOR ADDITIONAL INFO.
8. ALL ROOF DRAINAGE DOWNSPOUT LEADERS SHALL BE CONNECTED TO TIGHT-LINE SUBSURFACE STORM DRAIN SYSTEM PER CIVIL ENGINEERING PLANS BY MADRONE ENGINEERING.

Front Setback Paving:

AREA OF FRONT SETBACK*	6,269 SQ. FT.
AREA OF PAVEMENT	938 SQ. FT.
WALKWAYS/DRIVEWAY	611 SQ. FT.
EXISTING STREET PAVING	1549 SQ. FT.
TOTAL PAVEMENT	
% OF PAVEMENT	1549/6267 = 24.7%



Site Plan

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REVISIONS	DATE	BY
DESIGN REVIEW SUBMITTAL	3-20-24	JF
COMPLETENESS REVIEW	3-26-24	JF
BLDG PERMIT APPLICATION	11-18-25	JF
BLDG PLAN CHECK REVISIONS	1-19-26	JF

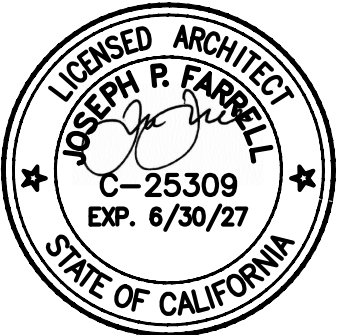
JOSEPH FARRELL
ARCHITECTURE

JA

372 Bel Marin Keys Blvd, Suite C
Novato, CA 94949
Voice (415) 884-2860

New Residence
1790 Dean York Lane
St. Helena, California
AP#: 009-690-023

Proposed
Site Plan



REVIEW THE DRAWINGS CAREFULLY. DO NOT SCALE THE DRAWINGS. ANY DISCREPANCIES IN DIMENSIONS AND DETAILS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF JOSEPH P. FARRELL ARCHITECT.

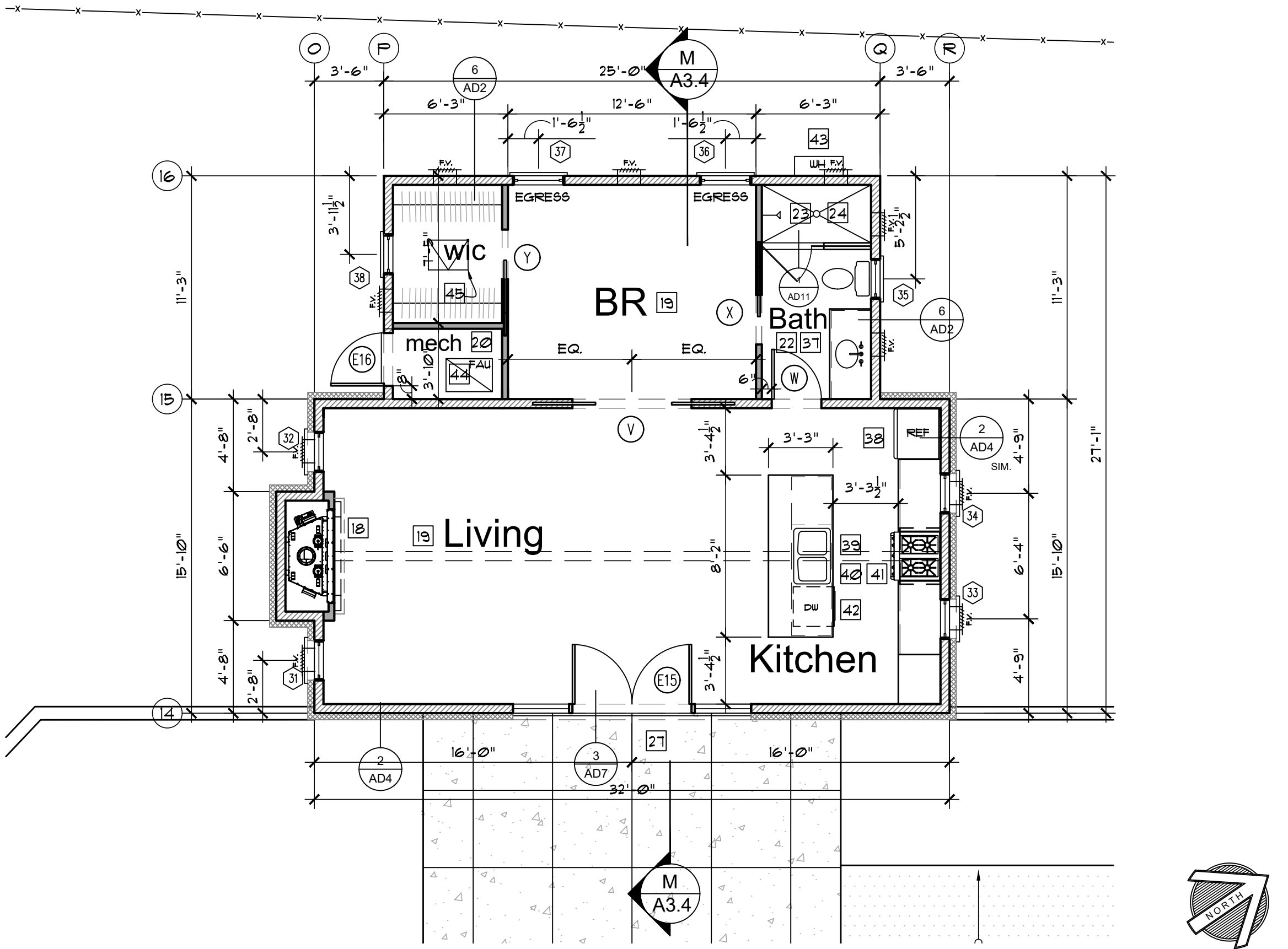
DATE: 1/19/2026
SCALE: 1"=16'
DRAWN: JF
JOB NO. 2110
SHEET NO:

A0.1
1790 Dean York Lane
St. Helena, CA

SCALE: 1/16"= 1'-0"

FLOOR PLAN NOTE:

- KITCHEN/PANTRY/LAUNDRY - ALL APPLIANCES, CABINETS, COUNTERTOPS, AND FIXTURES - SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION. SEE APPLIANCE SCHEDULE SHEET A14.
- SIDE BY SIDE REFRIGERATOR/FREEZER - SEE APPLIANCE SCHEDULE SHEET A14.
- RANGE WITH DOUBLE OVEN BELOW - SEE APPLIANCE SCHEDULE SHEET A14. CUSTOM HOOD, OVERHEAD EXHAUST HOOD LINER, VENT TO EXTERIOR THROUGH ROOF. SEE MECHANICAL PLANS FOR ADDITIONAL VENTING REQUIREMENTS.
- DISHWASHER - SEE APPLIANCE SCHEDULE SHEET A14. PROVIDE APPROVED AIRGAP FITTINGS ON DISCHARGE SIDE IF DIRECTLY CONNECTED TO DRAINAGE SYSTEM OR FOOD WASTE DISPOSAL.
- SINK WITH GARBAGE DISPOSAL - SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION.
- MICROWAVE - SEE APPLIANCE SCHEDULE SHEET A14.
- HYDROTAP WATER SYSTEM - SEE APPLIANCE SCHEDULE SHEET A14.
- UNDERCOUNTER REFRIGERATOR - SEE APPLIANCE SCHEDULE SHEET A14.
- UNDERCOUNTER WINE REFRIGERATOR - SEE APPLIANCE SCHEDULE SHEET A14.
- STONE OR GRANITE COUNTERTOP/BACKSPLASH. SEE INTERIOR DESIGN/CABINET CONSULTANT DRAWINGS FOR ADDITIONAL INFORMATION.
- (NOT USED).
- ICE MAKER - SEE APPLIANCE SCHEDULE SHEET A14.
- BAR SINK - SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION.
- FRONT LOADING STACKING WASHER/DRYER - SEE APPLIANCE SCHEDULE SHEET A14. WASHING MACHINE SHALL MEET CEE TIER 2 REQUIREMENTS (MODIFIED ENERGY FACTOR 2.0, WATER FACTOR 6.0). SEE INTERIOR DESIGN/CABINET CONSULTANT DRAWINGS FOR ADDITIONAL INFORMATION. INSTALL UTILITIES FOR LAUNDRY APPLIANCES. SEE UTILITY PLANS FOR ADDITIONAL INFORMATION.
- SINK AT LAUNDRY - SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION.
- BUILT-IN SHELVING/CABINET UNIT(S). SEE INTERIOR DESIGN/CABINET CONSULTANT DRAWINGS FOR ADDITIONAL INFORMATION.
- DIRECT VENT FIREPLACE: GREAT ROOM - TOWN & COUNTRY TC54 - SEE APPLIANCE SCHEDULE SHEET A14. TILE SURROUNDS TO BE SELECTED BY OWNER. INSTALL PER MANUFACTURER'S SPECIFICATIONS AND REQUIREMENTS. PROVIDE STEEL STUD FRAMING KIT AND VENT KIT AS REQUIRED. PROVIDE POWER AND GAS AS REQUIRED. (SEE CalGreen NOTE II, SHEET CG AND SHEETS PP FOR ADDITIONAL INFO).
- DIRECT VENT FIREPLACES: PRIMARY BR AND ADU LIVING - TOWN & COUNTRY TC42 - SEE APPLIANCE SCHEDULE SHEET A14. TILE SURROUNDS TO BE SELECTED BY OWNER. INSTALL PER MANUFACTURER'S SPECIFICATIONS AND REQUIREMENTS. PROVIDE STEEL STUD FRAMING KIT AND VENT KIT AS REQUIRED. PROVIDE POWER AND GAS AS REQUIRED. (SEE CalGreen NOTE II, SHEET CG AND SHEETS PP FOR ADDITIONAL INFO).
- PROVIDE 5/8" GYPSUM WALL BOARD AT ALL WALL AND CEILING SURFACES WITH FRAMING MEMBERS AT 16" O.C. PROVIDE 5/8" GYPSUM WALL BOARD AT CEILING SURFACES WITH FRAMING MEMBERS AT 24" O.C. TYP.
- PROVIDE ONE HOUR FIRE RATED 5/8" TYPE "X" GYP. BOARD AT ALL GARAGE/MECHANICAL RM. WALL AND CEILING SURFACES WITH FIRE TAPE.
- PREFAB CLOSET ORGANIZER SYSTEM TO BE SELECTED BY OWNER. SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION.
- BATHROOMS: ALL FIXTURES AND FINISHES PER OWNER. TANK TYPE PORCELAIN WATER CLOSET. ENAMEL LAVS. PROVIDE PLUMBING PER CODE FOR ALL FIXTURES AND SEPARATE SHOWER. MIRROR OVER LAVS AS SELECTED BY OWNER. PROVIDE TOILET PAPER DISPENSER, TOILET BARS AND ALL ACCESSORIES AS SELECTED BY OWNER. SEE INTERIOR DESIGN/CABINET CONSULTANT DRAWINGS FOR CABINETRY. PROVIDE 2x12 WALL BLOCKING AT ALL BATHROOMS ADJACENT TO TOILET BAR LOCATIONS (BLOCK 4'48" AFF) SEE CalGreen CODE NOTE 4, SHEET CG FOR MAX. FIXTURE FLOW RATES.
- SHOWER STALL - TILE FLOOR AND WALLS SURFACES TO CEILING (12" MIN. ABOVE DRAIN). PROVIDE TEMPERED GLASS ENCLOSURE AT ALL SHOWERS. (GLAZING IN ENCLOSURES FOR OR WALLS FACING HOT TUBS, WHIRLPOOLS, SAUNAS, SHOWERS, STEAM ROOMS AND BATHTUBS WHERE THE BOTTOM EDGE OF GLAZING IS LESS THAN 60" MEASURED VERTICALLY ABOVE ANY STANDING OR WALKING SURFACE SHALL BE TEMPERED. CRC R308.4.5. EXCEPTION GLAZING THAT IS MORE THAN 60" MEASURED HORIZONTALLY AND IN A STRAIGHT LINE FROM THE WATER'S EDGE.) PROVIDE WATERPROOFING AND SEALED CEMENTIOUS SUB-STRATE TO RECEIVE TILE AT ALL SURFACES. SEE DETAILS FOR ADDITIONAL INFORMATION. WHEN SINGLE SHOWER FIXTURES ARE SERVED BY MORE THAN ONE SHOWERHEAD, THE COMBINED FLOW RATE OF ALL THE SHOWERHEADS SHALL NOT EXCEED THE MAXIMUM FLOW RATES SPECIFIED IN THE 20 PERCENT REDUCTION COLUMN CONTAINED IN 2022 CalGreen TABLE 4.303.2 OR THE SHOWER SHALL BE DESIGNED TO ONLY ALLOW ONE SHOWERHEAD TO BE IN OPERATION AT A TIME. TEMPERED GLASS SHOWER DOORS SHALL BE 22" MIN. WIDE.
- PROVIDE FLOOR TO CEILING FRAMELESS TEMPERED GLASS ENCLOSURE WITH DOOR AT ALL SHOWERS - WHERE OCCURS.
- GENERAL CONTRACTOR, FOUNDATION SUBCONTRACTOR, ELECTRICAL SUBCONTRACTOR, SHEET METAL SUBCONTRACTOR, AND PLUMBING SUBCONTRACTOR TO COORDINATE LOCATION OF ALL EXTERIOR LIGHT FIXTURES, EXTERIOR RECEPTACLES, VENTS, HOSE BIBS, DOWNSPOUTS AND SUBSURFACE CONNECTIONS TO DOWNSPOUTS TO AVOID CONFLICTS.
- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE BUILDING DEPARTMENT FOR APPROVAL PRIOR TO FABRICATION OF SHOWER GLASS ENCLOSURE. SHOWER GLASS ENCLOSURE SHALL COMPLY WITH 2022 CBC REQUIREMENTS AS FOLLOWS:
2403.2 GLASS SUPPORTS, WHERE ONE OR MORE SIDES OF ANY PANE OF GLASS ARE NOT FIRMLY SUPPORTED, OR ARE SUBJECTED TO UNUSUAL LOAD CONDITIONS, DETAILED CONSTRUCTION DOCUMENTS, DETAILED SHOP DRAWINGS AND ANALYSIS OR TEST DATA ASSURING SAFE PERFORMANCE FOR THE SPECIFIC INSTALLATION SHALL BE PREPARED.
2403.2.1 ADDITIONAL REQUIREMENTS: IN ADDITION TO THE REQUIREMENTS OF SECTION 2403.2, GLASS SUPPORTS SHALL COMPLY WITH THE FOLLOWING:
1. THE CONSTRUCTION DOCUMENTS AND ANALYSIS OR TEST DATA REQUIRED PER SECTION 2403.2 SHALL BE SUBMITTED TO THE ENFORCEMENT AGENCY FOR APPROVAL.
2. GLASS FIRMLY SUPPORTED ON ALL FOUR EDGES SHALL BE GLAZED WITH MINIMUM LAPS AND EDGE CLEARANCES SET FORTH IN TABLE 2403.2.1 OF THE 2022 CBC.
2403.3 FRAMING, TO BE CONSIDERED FIRMLY SUPPORTED, THE FRAMING MEMBERS FOR EACH INDIVIDUAL PANE OF GLASS SHALL BE DESIGNED SO THE DEFLECTION OF THE EDGE OF THE GLASS PERPENDICULAR TO THE GLASS PANE SHALL NOT EXCEED 1/175 OF THE GLASS EDGE LENGTH OR 3/4 INCH, WHICHEVER IS LESS, WHEN SUBJECTED TO THE LARGER OF THE POSITIVE OR NEGATIVE LOAD WHERE LOADS ARE COMBINED AS SPECIFIED IN 2022 CBC SECTION 16.05.
- THERE SHALL BE A LANDING OR FLOOR ON EACH SIDE OF EACH EXTERIOR DOOR. THE WIDTH OF EACH LANDING OR FLOOR SHALL NOT BE LESS THAN THE DOOR SERVED. EVERY LANDING SHALL HAVE A MINIMUM DIMENSION OF 36 INCHES (914 MM) MEASURED IN THE DIRECTION OF TRAVEL. EXTERIOR LANDINGS SHALL BE PERMITTED TO HAVE A SLOPE NOT TO EXCEED 1/4 UNIT VERTICAL IN 12 UNITS HORIZONTAL (2-PERCENT). (EXCEPTION: EXTERIOR BALCONIES LESS THAN 60 SQUARE FEET (5.6 M2) AND ONLY ACCESSIBLE FROM A DOOR ARE PERMITTED TO HAVE A LANDING LESS THAN 36 INCHES (914 MM) MEASURED IN THE DIRECTION OF TRAVEL). LANDINGS OR FLOORS AT THE REQUIRED EGRESS DOOR SHALL NOT BE MORE THAN 1 1/2" (38 MM) LOWER THAN THE TOP OF THE THRESHOLD. (EXCEPTION: THE EXTERIOR LANDING OR FLOOR SHALL NOT BE MORE THAN 3/4" (196 MM) BELOW THE TOP OF THE THRESHOLD PROVIDED THE DOOR DOES NOT SWING OVER THE LANDING OR FLOOR. DOORS OTHER THAN THE REQUIRED EGRESS DOOR SHALL BE PROVIDED WITH LANDINGS OR FLOORS NOT MORE THAN 3/4" (196 MM) BELOW THE TOP OF THE THRESHOLD. (EXCEPTION: A LANDING IS NOT REQUIRED WHERE A STAIRWAY OF TWO OR FEWER RISERS IS LOCATED ON THE EXTERIOR SIDE OF THE DOOR, PROVIDED THE DOOR DOES NOT SWING OVER THE STAIRWAY).
- PROVIDE ATTIC ACCESS 20" X 30" (MIN.) TO ALL ATTIC AREAS OVER 30 SQ. FT. WITH 30" MIN. CLEAR HEADROOM IN THE ATTIC SPACE SHALL BE PROVIDED AT OR ABOVE THE ACCESS OPENING. AN ATTIC OR UNDER-FLOOR SPACE IN WHICH AN APPLIANCE IS INSTALLED SHALL BE ACCESSIBLE THROUGH AN OPENING AND PASSAGEWAY AT LEAST AS LARGE AS THE LARGEST COMPONENT OF THE APPLIANCE, AND NOT LESS THAN 22" INCHES X THIRTY 30" INCHES, WHERE THE HEIGHT OF THE PASSAGEWAY IS LESS THAN 6 FEET, THE DISTANCE FROM THE PASSAGEWAY ACCESS TO THE APPLIANCE SHALL NOT EXCEED TWENTY 20 FEET MEASURED ALONG THE CENTER LINE OF THE PASSAGEWAY. THE PASSAGEWAY SHALL BE UNOBSTRUCTED AND HAVE SOLID FLOORING NOT LESS THAN 24 INCHES WIDE FROM THE ENTRANCE OPENING TO THE APPLIANCE. A LEVEL WORKING PLATFORM OR GRADE SURFACE NOT LESS THAN THIRTY 30 INCHES BY THIRTY 30 INCHES SHALL BE PROVIDED IN FRONT OF THE SERVICE SIDE OF THE APPLIANCE. A PERMANENT AND A LIGHTING FIXTURE SHALL BE INSTALLED NEAR THE APPLIANCE. THE SWITCH CONTROLLING THE LIGHTING FIXTURE SHALL BE LOCATED AT THE ENTRANCE TO THE PASSAGEWAY.
- SEALED COMBUSTION FORCED AIR UNIT AT ATTIC - FOR ADDITIONAL NOTES AND INFO, SEE M.E.P. PLANS AND TITLE 24 FOR MINIMUM EFFICIENCY. COORDINATE ZONING OF FURNACES WITH OWNER PRIOR TO DESIGN OF MECHANICAL SYSTEM.
- RETURN AIR GRILL AT CEILING.
- PULL DOWN STAIR AT GARAGE ATTIC.
- WATER HEATER UNIT AT MECH ROOM. FOR ADDITIONAL NOTES AND INFO, SEE M.E.P. PLANS AND TITLE 24 FOR MINIMUM EFFICIENCY.
- SEALED COMBUSTION FORCED AIR UNIT AT MECH ROOM - FOR ADDITIONAL NOTES AND INFO, SEE M.E.P. PLANS AND TITLE 24 FOR MINIMUM EFFICIENCY. COORDINATE ZONING OF FURNACES WITH OWNER PRIOR TO DESIGN OF MECHANICAL SYSTEM.
- AIR-CONDITIONING CONDENSING UNITS ON 4" CONCRETE SLABS. SEE SHEET M10 FOR ADDITIONAL INFORMATION.
- SEE CIVIL DRAWINGS FOR SITE DRAINAGE AND GRADING.
- SEE LANDSCAPE DRAWINGS FOR HARDSCAPE, LANDSCAPE AND OTHER SITE FEATURES.
- PROVIDE REINFORCING FOR (FUTURE) GRAB BARS AT PRIMARY BATHROOM AND ADU BATHROOM TO MEET AGING-IN-PLACE REQUIREMENTS. (R321.1.1) REINFORCEMENT SHALL BE NOT LESS THAN 2X8 BLOCKING LOCATED BETWEEN 32" AND 39 1/4" AFF, FLUSH WITH THE WALL FRAMING. (R321.1.1) 2) SEE DETAIL 3/AD8 FOR ADDITIONAL INFO. THE LOCATIONS OF BLOCKING FOR (FUTURE) GRAB BARS SHALL BE AS FOLLOWS:
A. WATER CLOSET REINFORCING SHALL BE INSTALLED ON BOTH SIDE WALLS OF THE FIXTURE, OR ONE SIDE WALL AND ONE REAR WALL.
B. SHOWER REINFORCEMENT SHALL BE CONTINUOUS WHERE WALL FRAMING IS PROVIDED.
C. BATHTUB AND TUB/SHOWER REINFORCEMENT SHALL BE CONTINUOUS ON EACH END OF THE BATHTUB AND BACK WALL. ADDITIONALLY, BACK WALL REINFORCEMENT FOR A LOWER GRAB BAR SHALL BE PROVIDED WITH THE LOWER EDGE NO MORE THAN 6" ABOVE THE BATHTUB RIM.
- REFRIGERATOR AT ADU. SEE APPLIANCE SCHEDULE SHEET A14.
- SINK AT ADU. SEE INTERIOR DESIGN/CABINET DRAWINGS FOR ADDITIONAL INFORMATION.
- ISLAND SINK VENTING: TRAPS FOR ISLAND SINKS AND SIMILAR EQUIPMENT SHALL BE ROUGHED IN ABOVE THE FLOOR AND SHALL BE PERMITTED TO BE VENTED BY EXTENDING THE VENT AS HIGH AS POSSIBLE, BUT NOT LESS THAN THE DRAINBOARD HEIGHT AND THEN RETURNING IT DOWNWARD AND CONNECTING IT TO THE HORIZONTAL SINK DRAIN IMMEDIATELY DOWNSTREAM FROM THE VERTICAL FIXTURE DRAIN. THE RETURN VENT SHALL BE CONNECTED TO THE HORIZONTAL DRAIN THROUGH A UTE-BRANCH FITTING AND SHALL, IN ADDITION, BE PROVIDED WITH A FOOT VENT TAKEN OFF THE VERTICAL FIXTURE VENT BY MEANS OF A UTE BRANCH IMMEDIATELY BELOW THE FLOOR AND EXTENDING TO THE NEAREST PARTITION AND THEN THROUGH THE ROOF TO THE OPEN AIR, OR SHALL BE PERMITTED TO BE CONNECTED TO OTHER VENTS AT A POINT NOT LESS THAN 6" ABOVE THE FLOOD LEVEL RIM OF THE FIXTURES SERVED. DRAINAGE FITTINGS SHALL BE USED ON ALL PARTS OF THE VENT BELOW THE FLOOR LEVEL, AND A SLOPE OF NOT LESS THAN 1/4"FT BACK TO THE DRAIN SHALL BE MAINTAINED. THE RETURN BEND USED UNDER THE DRAINBOARD SHALL BE A ONE (1) PIECE FITTING OR AN ASSEMBLY OF A 45°, A 90°, AND A 45° ELBOW IN THE ORDER NAMED. PIPE SIZING SHALL BE AS ELSEWHERE REQUIRED IN THIS CODE. THE ISLAND SINK DRAIN, UPSTREAM OF THE RETURNED VENT, SHALL SERVE NO OTHER FIXTURES. AN ACCESSIBLE CLEANOUT SHALL BE INSTALLED IN THE VERTICAL PORTION OF THE FOOT VENT. SEE DETAIL 1 SHEET M10 FOR ADDITIONAL INFO.
- RANGE AT ADU - SEE APPLIANCE SCHEDULE SHEET A14.
- DISHWASHER AT ADU - SEE APPLIANCE SCHEDULE SHEET A14.
- TANKLESS WATER HEATER AT ADU MOUNTED AT WALL. SEE M.E.P. PLANS FOR MORE INFORMATION.
- SEALED COMBUSTION FORCED AIR UNIT AT ADU MECH ROOM - FOR ADDITIONAL NOTES AND INFO, SEE M.E.P. PLANS AND TITLE 24 FOR MINIMUM EFFICIENCY. COORDINATE ZONING OF FURNACES WITH OWNER PRIOR TO DESIGN OF MECHANICAL SYSTEM.
- PROVIDE 18"x24" MIN. UNDERFLOOR ACCESS OPENING THRU FLOOR AT CLOSETS PER PLAN.
- PROVIDE 24"x24" EXTERIOR RATED UNDERFLOOR ACCESS DOOR THROUGH EXTERIOR CRIPPLE WALL.



ADU Floor Plan

Cond. Floor Area 800 sf

SEE SHEET A13 FOR DOOR & WINDOW SCHEDULES.

SEE SHEET A14 FOR APPLIANCE SCHEDULE.

SCALE: 3/16" = 1'-0"

PLAN LEGEND	
	2x8 STUDWALL
	2x6 STUDWALL
	2x4 STUDWALL
	BRICK SIDING
	DETAIL
	DETAIL NO.
	PLAN NOTE
	DOOR SYMBOL
	WINDOW SYMBOL

ADU UNDER FLOOR AREA
TOTAL VENTILATION REQUIRED PER SECTION 2311.1
Area of 800/1500
= 53 SF REQUIRED
= 11 SF PROVIDED

1. TYP. FOUNDATION VENTS = 5 ITEM WALL
8"x6" VENT = 30 SF/VENT (min)
10" FOUND. VENTS (min) = 300 SF PROVIDED

PROVIDE VENT HOLES/ACCESS HOLES THROUGH INTERIOR FOUNDATION LINES AS REQD. FOR CROSS VENTILATION OF FOUNDATION CRAWL SPACE BAYS.

PROVIDE 1 SQUARE FOOT VENT AREA PER 1500 SQUARE FEET OF UNDER FLOOR AREA FOR CROSS-VENTILATION WITH GLASS (VAPOR RETARDER OVER ENTIRE CRAWLSPACE AREA, CRC R408). ALL SEPARATE UNDERFLOOR AREAS MUST BE VENTED.

R.V. INDICATES 8"x6" FOUNDATION VENT 30 MIN SQ. IN. MIN OF VENTING; SEE DETAILS 4/AD4.

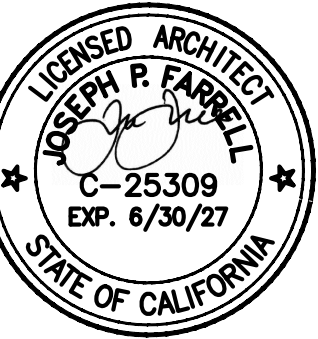
© ALL DRAWINGS AND WRITTEN MATERIAL, APPEARING HEREON, ARE THE PROPERTY OF JOSEPH P. FARRELL ARCHITECTURE. NO PART OF THIS DOCUMENT SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN CONSENT OF JOSEPH P. FARRELL ARCHITECT.

REVISIONS	DATE	BY
DESIGN REVIEW	3-20-24	JF
SUBMITAL	3-26-24	JF
COMPLETENESS REVIEW	3-26-24	JF
BLDG PERMIT APPLICATION	11-18-25	JF
BLDG PLAN CHECK REVISIONS	1-19-26	JF

JOSEPH FARRELL
ARCHITECTURE
372 Bel Marin Keys Blvd, Suite C
Novato, CA 94949
Voice (415) 884-2860

New Residence
1790 Dean York Lane
St. Helena, California
AP#: 009-690-023

ADU
Floor Plan
&
Plan Notes



REVIEW THE DRAWINGS CAREFULLY. DO NOT SCALE THE DRAWINGS. ANY DISCREPANCIES IN DIMENSIONS AND MATERIAL SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF JOSEPH P. FARRELL ARCHITECT.

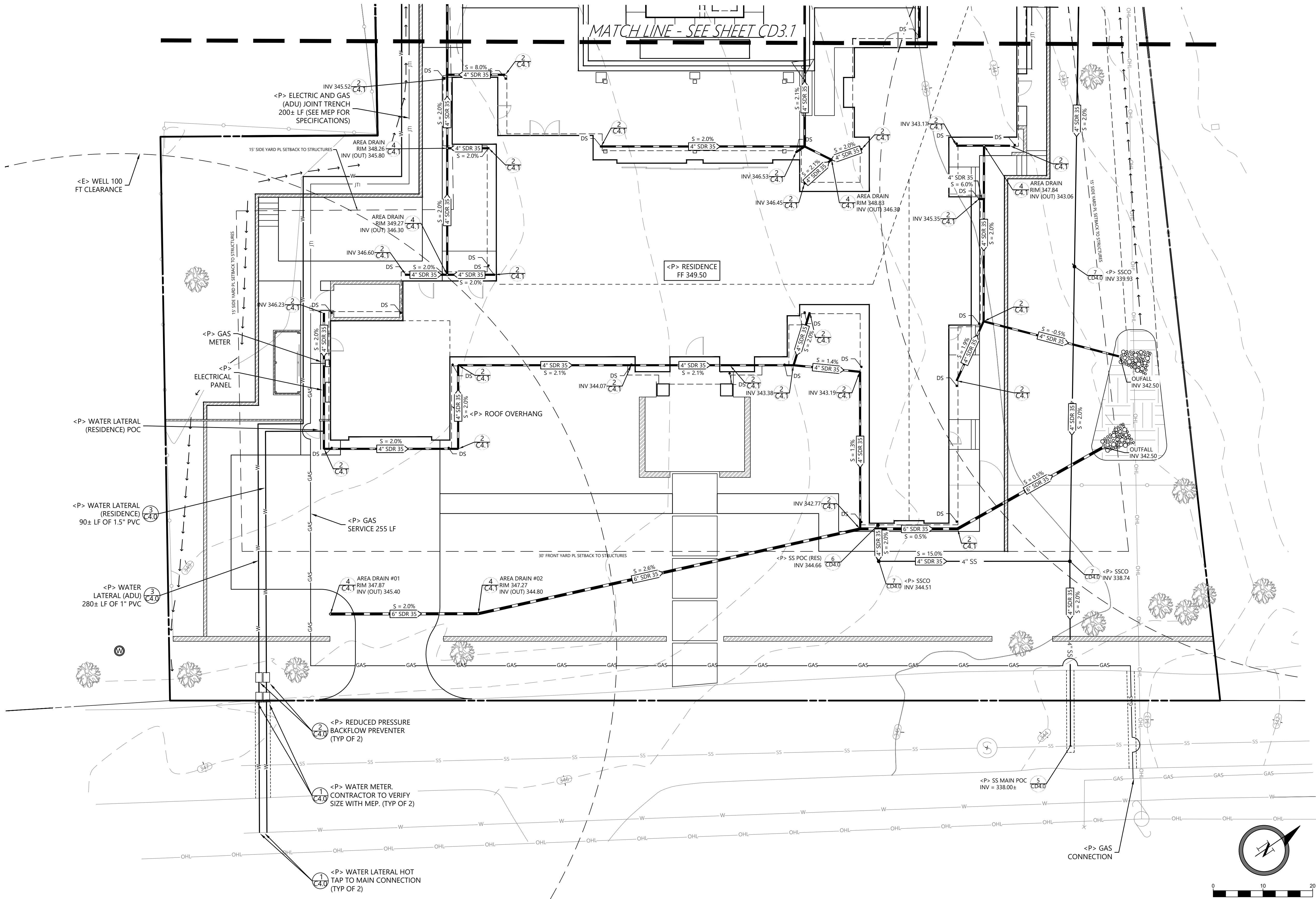
DATE: 1/19/2026
SCALE: 3/16" = 1'-0"
DRAWN: JF
JOB NO. 2110
SHEET NO:

A1.2
1790 Dean York Lane
St. Helena, CA

SHEET NAME IS C:\CD\UTILITY PLANNING\CD3.0.DWG. PLOTTED ON 11/01/2025 AT 2:14 PM BY MGC WITH ARCH FULL BLEED. DSC 0.0 X 36.00 INCHES (NARSIZE) AT 1" = 1' SCALE. FILE NAME IS 04-CD3.0.DWG.

UTILITY NOTES:

- ALL STORM DRAIN PIPE SHALL BE SDR 35 PVC INSTALLED AT A MINIMUM SLOPE OF ONE (1) PERCENT UNLESS OTHERWISE SPECIFIED.
- PROPOSED STORM DRAIN PIPING SHALL OUTLET ON THE PARCEL AS SHOWN.
- IN LANDSCAPED/BARE DIRT AREAS, UNLESS A DIRECT CONNECTION TO SOLID STORM DRAIN PIPING IS SHOWN ON THESE PLANS, DOWNSPOUTS SHALL OUTLET TO THE SURFACE A MINIMUM DISTANCE OF FIVE (5) FEET AWAY FROM BUILDING FOUNDATIONS OR STRUCTURES.
- IN HARDSCAPE/IMPERVIOUS AREAS, DOWNSPOUTS SHALL BE CONNECTED TO SOLID STORM DRAIN PIPING PER DETAIL 2 ON SHEET CD4.1.
- STORMWATER SHALL BE DIRECTED TO LANDSCAPING AS SHOWN ON THESE PLANS AND IN COMPLIANCE WITH THE REQUIREMENTS OF THE BASMAA POST-CONSTRUCTION MANUAL.
- ALL SANITARY SEWER PIPES SHALL BE FOUR (4) INCHES SDR 35 PVC PIPE INSTALLED AT A MINIMUM SLOPE OF TWO (2) PERCENT UNLESS OTHERWISE SPECIFIED.
- AT ALL SANITARY SEWER LINE UTILITY CROSSINGS, SANITARY SEWER SHALL CROSS BENEATH ALL OTHER UTILITY LINES, UNLESS OTHERWISE SHOWN. MAINTAIN A MINIMUM OF ONE (1) FOOT VERTICAL SEPARATION BETWEEN SANITARY SEWER AND WATER LINES.
- SANITARY SEWER CLEANOUTS SHALL BE BROUGHT TO FINISH GRADE WITH AN APPROPRIATE COVER LABELED "SEWER" PER CITY OF ST. HELENA SPECIFICATIONS.
- CLEANOUTS SHALL BE PROVIDED ON ALL GRAVITY WASTEWATER LINES AT INTERVALS NOT TO EXCEED 100 FEET AS WELL AS AT BENDS GREATER THAN 45 DEGREES.
- SANITARY SEWER INVERTS AT THE BUILDING POC ARE ASSUMED IN THE ABSENCE OF A PLUMBING PLAN. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL INVERT ELEVATIONS WITH MECHANICAL ENGINEER.
- CONTRACTOR TO COORDINATE INSTALLATION OF GAS LINE AND REGULATOR WITH THE MECHANICAL ENGINEER. GAS LINE SIZING TO BE VERIFIED BY THE MECHANICAL ENGINEER AND PG&E.
- ALL PIPES SHALL HAVE A MINIMUM OF TWO (2) FOOT CLEARANCE FROM STRUCTURAL FOOTING.
- CONTRACTOR SHALL COORDINATE INSTALLATION OF UNDERSLAB DRAINS AND RETAINING WALL SUBDRAINS WITH THE GEOTECHNICAL ENGINEER PRIOR TO INSTALLATION OF UTILITIES.
- ALL FIRE LINE SIZES ARE TO BE CALCULATED AND VERIFIED BY A QUALIFIED FIRE PROTECTION CONSULTANT.
- CONTRACTOR TO SUBMIT AREA DRAIN (AD) AND DRAIN/DROP INLET (DI) PRODUCT SPECIFICATIONS TO ENGINEERING FOR APPROVAL PRIOR TO ORDERING AND INSTALLATION.



UTILITY PLAN

SCALE: 1" = 10'

LEGEND:

- | | |
|-----------|---|
| —X—X— | EXISTING FENCE TO REMAIN |
| —OHL—OHL— | EXISTING OVERHEAD LINE |
| —SDR 35— | INSTALL STORM DRAIN LINE, PER DETAIL 3 ON SHEET CD4.1. SLOPE AND SIZE PER PLAN |
| —SS— | INSTALL SEWER LINE, PER DETAIL 8 ON SHEET CD4.0. SLOPE AND SIZE PER PLAN (2% MIN SLOPE) |
| —W— | INSTALL SCH40 PVC DOMESTIC WATER LINE, PER DETAIL 3 ON SHEET CD4.0. SIZE PER PLAN |
| —FIRE(4)— | INSTALL 4" C900 PVC FIRE LINE, PER FIRE PROTECTION CONSULTANT |
| ● SSCO/CO | CLEANOUT (SANITARY, GREASE, ETC.), PER DETAIL 6 OR 7 ON SHEET CD4.0 |

REVISIONS

NO CHANGES THIS SHEET

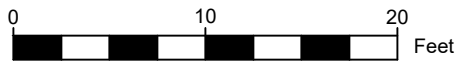
1780 DEAN YORK LANE
ST. HELENA, CA 94574
IMPROVEMENT PLAN
UTILITY PLAN

DRAWN: MORN/MGC
DATE: NOVEMBER 2025
PROJECT NO: 01.04.06
DRAWING NAME:
CD3.0
SHEET NO: 6 OF 10

REV	DATE	DESCRIPTION
1	JANUARY 2025	CITY OF ST. HELENA STORMWATER REVIEW COMMENTS DATED JANUARY 7, 2025
2		
3		
4		
5		
6		
7		
8		
9		
10		

WINE COUNTRY
CIVIL ENGINEERING
176 MAIN STREET
SUITE C/D
ST. HELENA, CA 94574
707.968.5261 (o)
WINECOUNTRYCIVILENGINEERING.COM



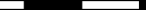


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4. IN HARDSCAPE/IMPERVIOUS AREAS, DOWNSPOUTS SHALL BE CONNECTED TO SOLID STORM DRAIN PIPING PER DETAIL 2 ON SHEET CDD04.1.
5. STORMWATER SHALL BE DIRECTED TO LANDSCAPING AS SHOWN ON THESE PLANS AND IN COMPLIANCE WITH THE REQUIREMENTS OF THE BASMAA POST-CONSTRUCTION MANUAL.
6. ALL SANITARY SEWER PIPES SHALL BE FOUR (4) INCHES SDR 35 PVC PIPE INSTALLED AT A MINIMUM SLOPE OF TWO (2) PERCENT UNLESS OTHERWISE SPECIFIED.
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15. CONTRACTOR TO SUBMIT AREA DRAIN (AD) AND DRAIN/DROP INLET (DI) PRODUCT SPECIFICATIONS TO ENGINEERING FOR APPROVAL PRIOR TO ORDERING AND INSTALLATION.

UTILITY PLAN

SCALE: 1" = 10'

LEGEND:

	EXISTING FIRE TO REMAIN
	EXISTING OVERHEAD LINE
	INSTALL STORM DRAIN LINE, PER DETAIL 3 ON SHEET CD4.1. SLOPE AND SIZE PER PLAN
	INSTALL SEWER LINE, PER DETAIL 8 ON SHEET CD4.0. SLOPE AND SIZE PER PLAN (2% MIN SLOPE)
	INSTALL SCH40 PVC DOMESTIC WATER LINE, PER DETAIL 3 ON SHEET CD4.0. SIZE PER PLAN
	INSTALL 4" C900 PVC FIRE LINE, PER FIRE PROTECTION CONSULTANT
	CLEANOUT (SANITARY, GREASE, ETC.), PER DETAIL 6 OR 7 ON SHEET CD4.0

REVISIONS

1 NO CHANGES THIS SHEET

[illegible]WINE COUNTRY
CIVIL ENGINEERING

176 MAIN STREET
SUITE C/D
ST. HELENA, CA 94574

707.968.5261 (o)
ECOUNTRYCIVILENGINEERING.COM



1780 DEAN YORK LANE
ST. HELENA, CA 94574

IMPROVEMENT PLAN

UTILITY PLAN (CONT)

DRWN:	MDRWN/MGG	CHKD:	MGG
-------	-----------	-------	-----

DATE: NOVEMBER 2025

PROJECT NO: 01.04.06

DRAWING NAME

CD3.1

SHEET NO: 7 OF 10



Agendas Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Community Development Department - Planning Division

DATE:	May 26, 2026
FROM:	Jackie Oneal, Senior Planner
SUBJECT:	Review of the 2025 Annual Housing Element Progress Report (APR)
RECOMMENDED ACTION:	Staff recommends the City Council receive a presentation on the 2025 Annual Housing Element Progress Report (APR) and provide comments, as desired.
PREVIOUS COUNCIL ACTION:	N/A
STATEMENT OF THE PURPOSE:	Notification that staff submitted the required Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the California Office of Land Use and Climate Innovation (LCI), previously the Governor's Office of Planning and Research (OPR) prior to the mandated April 1, 2026 deadline.
FINANCIAL IMPACT:	Given that the adopted Housing Element is an eight-year policy document, the fiscal impacts of implementing and meeting the goals of the 2023-2031 Housing Element are dependent on which of these goals are chosen to be addressed in the policy document, the fiscal impacts of implementing and meeting the goals of the 2023-2031 Housing Element are dependent on which of these goals are chosen to be addressed within a given budget year, and how the individual tasks are assigned (City staff vs. consulting staff.) As specific elements of the policy direction are brought forward, staff will provide individual costs and staff resources needed to accommodate those elements.
CEQA DETERMINATION:	Not a CEQA Project (CEQA Guidelines §15378)

BACKGROUND:

State Law requires all California jurisdictions to plan for the housing needs of residents at all income levels through adoption of a Housing Element. The Regional Housing Needs Allocation (RHNA) process, administered by the California Department of Housing and Community Development (HCD) and the Association of Bay Area Governments (ABAG), assigns each

jurisdiction a share of the region's housing need.

Pursuant to Government Code Section 65400, jurisdictions must submit an Annual Progress Report (APR) to HCD and the California Office of Land Use and Climate Innovation (LCI), previously the Governor's Office of Planning and Research (OPR), by April 1 of each year. The APR documents progress on housing production, policy implementation, and efforts to remove governmental constraints to housing development.

The City of St. Helena (City) adopted its 6th Cycle Housing Element (2023–2031) on May 9, 2023. The APR reflects progress made during the 2025 reporting year, between January 1, 2025, and December 31, 2025.

The APR is a State-mandated reporting document that summarizes the City's progress in implementing its adopted Housing Element.

The report tracks building permits issued, housing development activity, and progress toward completion of Housing Element programs and policies.

The City submitted the 2025 APR to the HCD and LCI in advance of the statutory April 1 deadline. The APR was subsequently accepted by HCD on April 12, 2026.

On May 5, 2025, staff presented the report to the Planning Commission.

DISCUSSION:

The Housing Element establishes goals, policies, and implementation programs to address the City's housing needs across all income levels. The 6th Cycle Housing Element includes six overarching goals:

1. A Diversity of Housing to Meet Local Needs
2. High Quality Neighborhoods with a Balance of Housing Types
3. Conservation of Existing Housing
4. Assistance to Support Affordable Housing
5. Resource Conservation
6. Affirmatively Furthering Fair Housing

Progress toward these goals is tracked annually through the APR, which includes:

- Table B: Residential building permits issued by affordability level
- Table D: Status of Housing Element program implementation

Housing Production (Table B Summary)

In 2025, the City issued 24 residential building permits (see Attachment 2. Table B). Units were distributed across income categories as follows:

- Very Low-Income: 4 units
- Low-Income: 10 units

- Moderate-Income: 5 units
- Above Moderate-Income: 5 units

No units were reported in the extremely low or acutely low-income categories.

Units by Type

- Accessory Dwelling Units (ADUs): 11 permitted, 15 completed
- Single-Family Detached: 3 permitted, 2 completed
- Multifamily (5+ units): 10 permitted

A total of 17 units were completed during the reporting year, with ADUs accounting for the majority of completed units. Additional development activity includes:

- 12 housing applications submitted representing 91 proposed units
- 91 units approved, with no denials
- 14 infill projects totaling 22 units

Ministerial approvals accounted for the majority of housing activity, with 11 ministerial applications and one discretionary application. Housing activity in 2025 reflects a mix of small-scale infill development and larger multifamily projects in the pipeline.

ADU Affordability Reporting

For purposes of reporting affordability of accessory dwelling units (ADUs) in Table B, the City uses a standardized 30/30/30/10 distribution, consistent with regional and State guidance. This assumes:

- 30 percent very low-income
- 30 percent low-income
- 30 percent moderate-income
- 10 percent above moderate-income

This methodology is used because most ADUs are not deed-restricted and do not have recorded affordability levels. Instead, affordability is estimated using a State-accepted approach based on regional data.

Recent findings from the ABAG ADU Affordability Survey indicate that ADUs are often rented at levels affordable to lower-income households (see Attachment 4). Based on this data, HCD has confirmed that jurisdictions may continue using the 30/30/30/10 distribution for the 2025 and 2026 reporting years.

Accordingly, the affordability distribution in Table B reflects an estimate of affordability for

ADUs, rather than deed-restricted units.

Program Implementation (Table D Analysis)

Table D demonstrates that the City has made substantial progress on Housing Element implementation, particularly on foundational regulatory actions completed early in the planning period (see Attachment 3. Table D).

Completed Actions

The City has completed the most critical early-cycle requirements, including:

- Comprehensive Zoning Code Update (2023), implementing by-right housing and reducing regulatory constraints
- Rezoning of Housing Element sites to accommodate lower-income Regional Housing Needs Allocation (RHNA) capacity
- Removal of the Growth Management System
- Adoption of updated safety and policy framework

These actions establish the regulatory framework necessary to support housing production and ensure compliance with State Law.

Housing Development Progress

The City is actively facilitating several key housing projects, including:

- Hunter Subdivision (51 units, in progress)
- Fountain Street affordable housing project (40 units, approved)
- Spring Grove project (41 units, approved)

These projects represent progress toward implementation of the Housing Element sites inventory and housing production goals.

Ongoing and Continuous Programs

Many Housing Element programs are ongoing and include:

- Maintenance of the housing sites inventory
- Infrastructure coordination and capital improvement planning
- Administration of housing programs and compliance requirements
- Continued ADU permitting and housing development facilitation

Programs in Progress

Programs currently underway include:

- Infrastructure improvements supporting housing sites
- Development of workforce and special needs housing policies

- Expansion of ADU-related resources and outreach
- Exploration of funding and homeownership program

Programs Not Yet Started

Some programs have not yet been initiated, primarily those related to:

- ADU financial assistance and affordability incentives
- Targeted outreach and education programs
- Homeownership assistance programs
- Farmworker housing initiatives

These programs are generally dependent on future funding, staffing capacity, or policy development.

Ongoing Considerations

While the City has made substantial progress on Housing Element implementation, several ongoing considerations remain:

Affordable Housing Production

Production of deed-restricted affordable units, particularly at the extremely low- and very low-income levels, has been limited to date. However, several approved and proposed multifamily projects are expected to contribute toward meeting lower-income RHNA obligations in future reporting years.

Housing Production Trends

ADUs represent a significant portion of recent housing production, consistent with State law and the City's efforts to facilitate small-scale residential development. Larger multifamily and affordable housing projects are in various stages of entitlement and development and are anticipated to contribute more substantially in future years.

Program Implementation Timing

While the City has completed the majority of required regulatory and rezoning actions early in the planning period, several Housing Element programs related to funding, outreach, and housing assistance are ongoing or have not yet been initiated. These programs are typically longer-term in nature and often dependent on funding availability and staffing resources.

RHNA Progress

As the APR reflects early years in the 6th Cycle planning period, continued progress on housing production will be necessary to meet the City's RHNA allocation by 2031.

Summary

The City has completed the major regulatory and rezoning actions required for Housing Element compliance to date and is transitioning into implementation-focused efforts, including housing production, program delivery, and funding-based initiatives.

ENVIRONMENTAL REVIEW:

Not a CEQA Project (CEQA Guidelines §15378)

GOAL:

Miscellaneous/Other

ATTACHMENTS:

1. Complete Housing Element Annual Progress Report Workbook
2. Table B - Regional Housing Needs Allocation Progress Report
3. Table D - Housing Programs Progress Report
4. ABAG ADU Affordability Survey Memorandum
5. Presentation - Annual Housing Element Progress Report

Please Start Here

General Information	
Jurisdiction Name	Saint Helena
Reporting Calendar Year	2025
Contact Information	
First Name	JACKIE
Last Name	ONEAL
Title	SENIOR PLANNER
Email	JONEAL@CITYOFSTHELENA.GOV
Phone	7079682747
Mailing Address	
Street Address	1088 COLLEGE AVE.
City	ST HELENA
Zipcode	94574

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_03_11_26

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://hcd.my.site.com/hcdconnect>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2025 (no spaces). Example: the City of San Luis Obispo would save their file as SanLuisObispo2025

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	7
	Non-Deed Restricted	3
Moderate	Deed Restricted	2
	Non-Deed Restricted	3
Above Moderate		5
Total Units		24

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	41	0	0
Single-family Detached	0	3	2
2 to 4 units per structure	0	0	0
5+ units per structure	40	10	0
Accessory Dwelling Unit	0	11	15
Mobile/Manufactured Home	0	0	0
Total	81	24	17

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	14	22
Not Indicated as Infill	2	2

Housing Applications Summary	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	91
Total Housing Units Approved:	91
Total Housing Units Disapproved:	0

Use of Streamlined Ministerial Approval Process or SMAP (formerly SB 35 / 423) - Applications	
Number of SMAP Applications	0
Number of SMAP Applications Approved	0

Units Constructed - SMAP (formerly SB 35 / 423) - Permits			
Income	Rental	Ownership	Total
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SMAP	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	11	90
Discretionary	1	1

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	2
Number of Units in Applications Submitted Requesting a Density Bonus	81
Number of Projects Permitted with a Density Bonus	2
Number of Units in Projects Permitted with a Density Bonus	10

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	120
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

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Page 78 of 277

[illegible]

[illegible]

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022- 01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	104	-	-	-	1	-	-	-	-	-	-	5	99
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Low	Deed Restricted	59	-	-	-	7	-	-	-	-	-	-	11	48
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	26	-	-	-	2	-	-	-	-	-	-	6	20
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Above Moderate		67	11	8	12	5	-	-	-	-	-	-	36	31
Total RHNA		256												
Total Units			11	8	15	24	-	-	-	-	-	-	58	198

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"

- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.

- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Saint Helena						
Reporting Year		2025		(Jan. 1 - Dec. 31)				
Table D								
Program Implementation Status pursuant to GC Section 65583								
Housing Programs Progress Report								
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.								
1	2	3	4	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
H-A Available Site Inventory	Identify and rezone a minimum of 14 acres to HDR (20–28 du/ac) to accommodate lower-income RHNA	1/31/2024	6th Cycle	Completed	City Council adopted zoning map amendments on April 23, 2024 to implement Housing Element sites inventory and accommodate lower-income RHNA pursuant to Gov. Code §65583.2(h)	Units	156	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Ensure by-right approval for projects with ≥20% lower-income units in accordance with State Housing Element law and objective standards	10/24/2023	6th Cycle	Completed	As part of the Comprehensive Zoning Code Update adopted October 24, 2023, the City implemented by-right approval for qualifying multifamily residential developments consistent with Government Code §65583.2(h) and (i). (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Incorporate Affirmatively Furthering Fair Housing (AFFH) principles into site selection and housing planning efforts		6th Cycle	Completed	In identifying and rezoning housing opportunity sites, the City incorporated Affirmatively Furthering Fair Housing (AFFH) principles by prioritizing sites in higher-opportunity areas and reducing concentrations of lower-income households in the eastern portion of the city. This approach is reflected in both the adopted Housing Element and ongoing implementation efforts, including site monitoring and development facilitation. (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
		12/31/2031						

H-A Available Site Inventory	Maintain an ongoing inventory of adequate sites suitable for residential development across all income levels, including periodic updates to reflect development activity and site availability	12/31/2031	6th Cycle	Continuous	The City continues to maintain an inventory of residentially zoned and mixed-use sites consistent with the adopted Housing Element. Sites identified in the Housing Element remain available and suitable for residential development and are not subject to constraints that would preclude development at planned densities. (Outcome measured= inventory)	Other	0	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-A Available Site Inventory	Facilitate development of identified opportunity sites, including projects such as the Hunter Subdivision		6th Cycle	In Progress	The City is actively facilitating development of identified Housing Element sites, including the Hunter Subdivision. The Planning Commission approved the Tentative Subdivision Map on June 26, 2023 (Resolution 2023-69). The Final Map has been submitted and is currently under City review, and associated improvement agreements are being processed. As of this reporting period, design review entitlements and building permit applications have not yet been submitted. This project represents progress toward implementation of the sites inventory and lower-income housing production goals.	Units	51	https://www.cityofsthelena.gov/DocumentCenter/View/2840/Signed-Reso-2023-69-Approving-Tentative-Subdivision-Map-6-26-23-PDF
H-B Growth Management System	Remove the City's Growth Management System to eliminate constraints on housing production and ensure compliance with State housing law, including SB 330	10/24/2023	6th Cycle	Completed	The City removed the Growth Management System through the 2023 Zoning Code Update in compliance with SB 330, eliminating a constraint on housing production. (Outcome measured=policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-C Water and Sewer Access	Establish procedures to prioritize water and sewer service allocation for affordable housing developments	12/31/2025	6th Cycle	Continuous	The City continues to coordinate with utility providers and internal departments to establish procedures that prioritize water and sewer service allocation for affordable housing developments. While formal procedures have not yet been adopted, ongoing coordination efforts are underway to ensure future compliance with this program and to support timely infrastructure access for qualifying projects.	Other	0	N/A
H-C Water and Sewer Access	Provide water and sewer providers with adopted Housing Element and required documentation	11/1/2023	6th Cycle	Completed	The City provided the adopted Housing Element and required documentation to water and sewer providers following certification in September 2023.	Other	1	N/A
H-D Road and Utility Improvement Coordination	Coordinate infrastructure planning and capital improvement programming to support housing development, including lower-income housing	12/31/2031	6th Cycle	Continuous	The City reviews infrastructure capacity and constraints through the development review process for residential projects, including those that provide housing for lower-income households. Planning and Public Works coordinate on a project-specific basis to identify required improvements and applicable conditions of approval. The City will continue to evaluate opportunities to improve coordination between departments and to consider infrastructure needs in relation to Housing Element opportunity sites, consistent with Government Code §65583(c)(2). (Outcome measured = programs)	Other	0	N/A

H-D Road and Utility Improvement Coordination	Implement infrastructure improvements that facilitate development of Housing Element sites	12/31/2031	6th Cycle	In Progress	The Mills Lane realignment project is currently underway and is expected to improve access and infrastructure capacity for nearby Housing Element sites, including those along Fountain Street. This project demonstrates ongoing implementation of infrastructure improvements to support housing development. (Outcome measured = infrastructure)	Other	1	https://www.cityofsthelena.gov/490/CIP-Interactive-Dashboard
H-E Streamline Special Needs Housing	Implement streamlined, ministerial approval processes for qualifying residential development consistent with State law	12/31/2031	6th Cycle	Completed	The City implemented streamlined ministerial review through the 2023 Zoning Code Update, allowing multifamily housing by right where objective standards are met. (outcome measured = regulatory)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-E Streamline Special Needs Housing	Evaluate and address constraints affecting special needs housing populations, including supportive and transitional housing	12/31/2031	6th Cycle	In Progress	The City has implemented zoning changes to reduce constraints on housing development and will formally re-evaluate constraints on special needs housing production in 2026, consistent with the Housing Element schedule. (Outcome measured = Study)	Other	1	N/A
H-F Municipal Code Updates	Amend the Municipal Code to ensure compliance with State housing laws, including ADU, density bonus, and supportive housing requirements	10/24/2023	6th Cycle	Completed	The Comprehensive Zoning Code Update incorporated numerous amendments to ensure compliance with State housing laws, including provisions related to accessory dwelling units, density bonus, and supportive housing. These changes reduce regulatory constraints and align City policies with State requirements. (outcome measured = Ordinance)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-G Safety Element Update	Update Safety Element to address fire, flood, climate adaptation, and evacuation routes	12/13/2024	6th Cycle	Completed	The City adopted its updated Public Health, Safety, and Noise Element concurrently with the 6th Cycle Housing Element on May 9, 2023. The update incorporates wildfire risk, flood hazards, climate adaptation strategies, and evacuation route analysis consistent with SB 99 and AB 747 requirements. (Outcome measured = Policy)	Other	1	2040 General Plan Update
H-H Workforce and Farmworker Housing	Identify and implement regulatory and financial incentives to encourage workforce and farmworker housing development, including density bonuses, fee reductions, and streamlined processes	12/31/2025	6th Cycle	Continuous	The City has implemented regulatory incentives through the 2023 Zoning Code Update, including reduced parking requirements, flexible standards, and streamlined review. The City has also supported affordable projects through fee waivers. A formal workforce/farmworker program has not yet been adopted; additional policy development is planned.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-H Workforce and Farmworker Housing	Encourage development of workforce and farmworker housing units	12/31/2031	6th Cycle	In Progress	The City has approved and issued a Certificate of Occupancy for a 10-unit affordable housing project at 951/963 Pope Street and is processing a 40-unit affordable project at 0 Fountain Street. These projects contribute to workforce housing production. No dedicated farmworker housing has been completed to date.	Units	0	N/A

H-I ADU Workforce Housing Incentive Program	Establish ADU incentive program including pre-approved plans and outreach	12/31/2025	6th Cycle	Continuous	In 2025, the City published a Pre-Approved ADU Plans Gallery on its website, including affordable-by-design plans intended to reduce design and permitting costs. Staff developed informational handouts and coordinated with the City's Public Information Officer to publicize the program and increase community awareness; however, outreach to date has primarily been passive, and while these efforts improve access to ADU resources, additional targeted outreach may be needed to fully achieve program objectives..	Other	0	N/A
H-I ADU Workforce Housing Incentive Program	Encourage ADU production consistent with Housing Element goals	12/31/2031	6th Cycle	Continuous	The City continues to process ADU applications ministerially in compliance with State law and promotes ADU development through outreach and technical assistance. ADU production is tracked annually through building permit activity.	Units	11	See ADU counts in 2025 APR
H-J Non-traditional Housing Types	Evaluate zoning constraints on non-traditional housing types	12/31/2025	6th Cycle	Continuous	The City Council has expressed an interest in reviewing housing needs Citywide on an ongoing basis. The Comprehensive Zoning Code update adopted on October 24, 2023 made a number of changes to facilitate housing including reduced setbacks, parking reductions and permitting multi-family residential as a by right use in the Medium Density Residential District. Further, a majority of the City's residential land is designated as Medium Density Residential, allowing conversion of existing SFD to MFD at a density of 5.1-16 units per acre.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information

H-J Non-traditional Housing Types	Amend zoning to support non-traditional housing types	12/31/2026	6th Cycle	Continuous	The Zoning Code Update implemented changes that support increased housing diversity, including flexible development standards and expanded by-right residential uses. Further refinements will be considered as needed.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information
H-K Non-vacant Sites	Engage property owners of non-vacant sites to discuss development potential	12/31/2026	6th Cycle	Continuous	In conjunction with the Housing Element outreach, the City conducted outreach to property owners of identified non-vacant Housing Element sites to discuss redevelopment potential, site constraints, and available incentives. This effort supports redevelopment of sites identified for lower-income housing capacity. (Outcome measured = outreach)	Other	0	N/A
H-K Non-vacant Sites	Adopt policies and incentives to encourage development of non-vacant sites included in the sites inventory as lower income capacity	12/31/2024	6th Cycle	Completed	The City implemented incentives for non-vacant Housing Element sites through the 2023 Comprehensive Zoning Code Update and subsequent rezoning to High Density Residential. These actions included increased allowable density, reduced development constraints, and streamlined approval processes. These incentives have supported redevelopment of identified sites, including Site 9 (Spring Grove), which has been entitled for residential development.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-L City-owned Sites	Comply with Surplus Land Act and make sites available for affordable housing	1/22/2024	6th Cycle	Completed	The City has had active communication with local affordable housing developers throughout the 6th Cycle Housing Element Update process and continues that communication currently. On January 22, 2024, the City issued a Notice of Availability to sell/lease surplus property pursuant to California Government Code Section 54220, et seq. for Housing Opportunity Sites 1 & 2. The City has completed the Surplus Lands Act process for three City-owned sites, 1480 Main St. and 1572-1574 Railroad Ave. and is currently in the final stages of discussions with City Council on releasing these sites for sale, which will include affordable housing on the Railroad Ave. site.	Other	2	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-M Incentives for Lower-cost Housing Types	Encourage the development of 20 lower income units during the planning period	10/24/2023	6th Cycle	Continuous	The City facilitated approval of the 40-unit Fountain Street affordable rental housing project in 2025. The project includes deed-restricted affordable units and exceeds the program target of 20 lower-income units during the planning period. This approval demonstrates implementation of the City's regulatory incentives and development facilitation efforts for lower-cost housing types.	Units	40	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho

H-M Incentives for Lower-cost Housing Types	Evaluate and study potential incentives to encourage development of attached market-rate housing units, including zoning, development standards, and financial mechanisms, by 2027	12/31/2027	6th Cycle	In Progress	The City has initiated implementation through the 2023 Comprehensive Zoning Code Update, which introduced reduced setbacks, parking reductions, and expanded allowances for multifamily and attached housing types. While a focused study specific to attached market-rate incentives has not yet been completed, the regulatory changes adopted to date establish a strong foundation for supporting such housing types. Additional evaluation and policy development will be conducted to fully implement this objective.	Other	0	https://www.cityofsthelena.gov/243/Zoning-I
H-M Incentives for Lower-cost Housing Types	Address the lack of diverse and affordable housing types in the City by supporting development of a range of housing options, including smaller units, multifamily housing, and affordable rental units		6th Cycle	In Progress	The City has expanded opportunities for diverse housing types through the 2023 Comprehensive Zoning Code Update, which allows greater flexibility for multifamily and attached housing and reduces development constraints. The approval of the 40-unit affordable housing project at 0 Fountain Street provides a significant addition to the City's supply of affordable rental housing and represents meaningful progress toward addressing the lack of affordable housing types.	Units	0	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho
H-N Zoning to Facilitate Higher Density Housing	Amend the Zoning Code to facilitate higher density housing, including increased lot coverage, height limits, reduced parking requirements, and allowance of duplexes and triplexes in the MR zone	12/31/2026	6th Cycle	Completed	The City adopted a comprehensive Zoning Code Update on October 24, 2023, which implemented key provisions consistent with this program, including reduced parking requirements, expanded multifamily allowances, and objective standards to facilitate higher density residential development. These changes removed constraints and aligned zoning with Housing Element goals.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-N Zoning to Facilitate Higher Density Housing	Allow minor administrative modifications to development standards to provide flexibility for residential development	10/24/2023	6th Cycle	Completed	The 2023 Zoning Code Update established administrative approval processes for minor modifications to development standards, allowing increased flexibility without requiring discretionary review.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Encourage development of 30 multifamily units in HR and MR zones during the planning period	12/31/2026	6th Cycle	Completed	The City has facilitated multifamily housing through zoning changes and project approvals, including entitled and proposed projects such as Pope Street Workforce Housing, Spring Grove and 0 Fountain Street. These projects contribute toward the program target and demonstrate ongoing progress in enabling higher density housing.	Units	91	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-N Zoning to Facilitate Higher Density Housing	Promote land use patterns that reduce geographic concentrations of lower-income households and expand housing opportunities in higher-resource areas	12/31/2026	6th Cycle	Completed	The City's zoning amendments and site selection strategy emphasize housing development in higher-resource areas, including the western portion of the city, consistent with AFFH requirements. These actions support more equitable distribution of housing opportunities.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Amend zoning regulations to prohibit exemptions from minimum density requirements on housing sites	12/31/2026	6th Cycle	Completed	The City adopted a Comprehensive Zoning Code Update on October 24, 2023. Minimum density standards were codified to ensure efficient use of land and compliance with Housing Element requirements.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Support development patterns that promote equitable distribution of housing opportunities	12/31/2026	6th Cycle	Completed	The City continues to apply Housing Element policies during project review to ensure sites are developed at appropriate densities and consistent with AFFH objectives.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Amend zoning regulations to establish development standards for mixed-use projects	12/31/2026	6th Cycle	Completed	The Zoning Code Update expanded mixed-use allowances and streamlined approval processes in applicable districts.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-P Mixed-use Development Types	Encourage development of housing units within mixed-use projects	12/31/2031	6th Cycle	Continuous	The City supports mixed-use development through zoning flexibility and project review; however, no mixed-use housing projects have been completed to date under this program.	Units	0	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-P Mixed-use Development Types	Explore incentives to encourage employer-provided housing and mixed-use residential development	12/31/2026	6th Cycle	Continuous	The City continues to evaluate potential incentives, including fee reductions and streamlined processing, through ongoing Housing Element implementation.	Other	0	N/A
H-P Mixed-use Development Types	Address lack of diverse housing types through mixed-use development opportunities	12/31/2026	6th Cycle	Continuous	The City continues to support mixed-use zoning strategies that allow residential units in commercial areas, expanding housing options.	Other	1	https://sthelena.municipal.codes/Code/
H-Q Direct Assistance for ADU Development	Provide direct financial incentives to support the development of up to 10 accessory dwelling units during the planning period	12/31/2025	6th Cycle	Not Yet Started	The City has not yet established or implemented a direct financial assistance program for ADU development. Potential funding sources and program structure have not been finalized. The City anticipates evaluating options for implementation during this cycle.	Units	0	N/A
H-Q Direct Assistance for ADU Development	Evaluate and identify additional financial incentives for ADU development by 2025	12/31/2025	6th Cycle	In Progress	The City has not completed a formal evaluation of additional financial incentives for ADU development. This effort remains outstanding and will need to be addressed to meet program commitments.	Other	0	N/A
H-Q Direct Assistance for ADU Development	Provide informational materials and technical assistance regarding ADU development to approximately 30 households, with a focus on lower-density areas in the western portion of the city	12/31/2025	6th Cycle	In Progress	The City has made ADU information available through its website and newsletters, including the publication of a Pre-Approved ADU Plans Gallery in 2025. Outreach efforts to date have been limited to passive information sharing, and the City has not yet conducted targeted outreach or tracked engagement toward the program goal of assisting 30 households.	Households	0	N/A

H-Q Direct Assistance for ADU Development	Address the lack of affordable housing types in the city through facilitation of ADU development	12/31/2026	6th Cycle	Not Yet Started	The City continues to implement ADU regulations consistent with State law. While ADU development is permitted and supported through regulatory compliance, no units have been produced through a City-sponsored incentive program under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Establish place-based ADU incentives and strategies in targeted areas	12/31/2026	6th Cycle	Not Yet Started	The City has implemented ADU incentives broadly and continues to evaluate targeted strategies; a formal place-based program has not yet been adopted.	Other	0	N/A
H-R Place-based ADU Strategy	Encourage development of ADUs citywide, including in targeted areas	12/31/2026	6th Cycle	Continuous	ADUs continue to be permitted consistent with State law and local ordinance; production is ongoing but below program targets.	Units	0	N/A
H-R Place-based ADU Strategy	Encourage development of affordable ADUs	12/31/2026	6th Cycle	Not Yet Started	The City continues to evaluate opportunities for deed-restricted ADUs; no units completed under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Promote equitable housing distribution and reduce displacement pressures through ADU strategies	12/31/2026	6th Cycle	In Progress	ADU regulations support incremental housing in established neighborhoods, including higher-resource areas.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Amend zoning regulations to require affordability restrictions for ADUs receiving incentives	12/31/2026	6th Cycle	Not Yet Started	The City has not yet adopted affordability requirements tied to ADU incentives and will evaluate options in future updates.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Encourage development of income-restricted ADUs across income categories	12/31/2026	6th Cycle	Not Yet Started	No deed-restricted ADUs have been completed under this program to date.	Units	0	N/A
H-T Illegal Housing Units	Respond to complaints regarding illegal housing units and enforce applicable regulations	12/31/2031	6th Cycle	Continuous	The City continues to respond to complaints and enforce regulations related to illegal housing units through code enforcement processes.	Other	1	https://www.cityofsthelena.gov/264/Code-Enforcement
H-T Illegal Housing Units	Provide technical and financial assistance to bring units into compliance	12/31/2031	6th Cycle	In Progress	The City works with property owners on a case-by-case basis to bring units into compliance. No financial assistance has been provided to date.	Units	0	N/A

H-U Place-based Density Increases	Implement SB 9 provisions and adopt incentives for small-scale residential development	12/31/2024	6th Cycle	Completed	The City has implemented SB 9 consistent with State law and updated local procedures to allow lot splits and duplex development.	Other	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Encourage SB 9 projects during the planning period	12/31/2031	6th Cycle	Continuous	The City continues to process SB 9 applications; activity has been limited but ongoing.	Units	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Provide informational materials regarding SB 9 opportunities	12/31/2031	6th Cycle	Continuous	The City provides SB 9 information through its website and public materials.	Other	1	https://sthelena.municipal.codes/Code/
H-V Multi-unit Development in Low-Density Higher-income Area	Maintain and publish housing sites inventory	10/23/2024	6th Cycle	Completed	The City published the Housing Element sites inventory following adoption.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-V Multi-unit Development in Low-Density Higher-income Area	Facilitate development of infill and multi-unit housing projects	12/31/2026	6th Cycle	Continuous	The City continues to process projects including the 40-unit Fountain Street development and Spring Grove project, supporting infill housing production.	Units	1	https://www.cityofsthelena.gov/230/Planning-Projects
H-V Multi-unit Development in Low-Density Higher-income Area	Explore incentives to encourage development in higher-resource areas	12/31/2026	6th Cycle	Completed	The City continues to evaluate incentives through zoning updates and housing programs.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-W Missing Middle Housing	Revise zoning to support missing middle housing types	12/31/2026	6th Cycle	Completed	Zoning updates adopted in 2023 allow duplexes and expanded residential flexibility.	Other	1	https://sthelena.municipal.codes/Code/
H-W Missing Middle Housing	Encourage development of missing middle housing and diverse housing types	12/31/2026	6th Cycle	Continuous	The City continues to support a range of housing types through zoning and project review; no specific missing middle developments have been completed to date.	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-X Condominium Conversion	Update condominium conversion regulations and preserve rental housing stock	12/31/2026	6th Cycle	Completed	The City maintains regulations limiting conversions and will update policies to remove vacancy rate linkage.	Other	1	https://sthelena.municipal.codes/Code/
H-Y Affordable Housing Impact Fee	Administer affordable housing impact fee program and support affordable housing development	12/31/2031	6th Cycle	Continuous	On December 10, 2024, the City Council approved updates to the Housing Impact Fees. The City continues to collect and allocate impact fees to support affordable housing development.	Units	0	N/A

H-Z At-Risk Assisted Affordable Housing Units	Monitor and preserve at-risk affordable housing units	12/31/2031	6th Cycle	Continuous	The City contracts with the Napa County Housing Authority to monitor and administer restricted units within the City. We are in continual contact with the Housing Authority and property owners regarding restricted units.	Units	0	N/A
H-AA Vacation Rentals	Regulate and limit conversion of housing units to vacation rentals	12/31/2031	6th Cycle	Continuous	The City adopted a Comprehensive Zoning Code Update on October 24, 2023 that continues to restrict short-term rentals within the City.	Other	1	https://sthelena.municipal.codes/Code/
H-BB Special Housing Needs Rehabilitation Program	Pursue funding for housing rehabilitation programs	12/31/2031	6th Cycle	Continuous	Ongoing task. The City was awarded \$500,000 in HOME funds in 2020. Marketing and outreach efforts have begun. To date, the City has expended or committed approximately \$170,817 of these funds to assist low-income homeowners and continues to roll out funds as loans are repaid.	Units	0	N/A
H-CC Annual Progress Report	Prepare and submit Annual Progress Reports	12/31/2031	6th Cycle	Continuous	The City submits their Annual Progress Report prior to April 1st each year as evidenced herein.	Other	1	See this APR
H-DD Revenue Generation for Affordable Housing	Support the development or preservation of five extremely low- or very low-income units Address the lack of affordable housing types in the city	12/31/2031	6th Cycle	Continuous	Ongoing task.	Units	0	N/A
H-EE Reduced Fees for Affordable Housing	Reduce fees for 30 extremely-low or very low- income units Address the lack of affordable housing types in the city	12/31/2026	6th Cycle	Continuous	The City regularly reduces fees and provides funding for affordable housing projects. Since 2016, the City committed substantial amounts of Affordable Housing Trust Fund monies (approximately \$2,450,000) to three different affordable housing projects, anticipated to result in the construction and/or occupancy of 21 new affordable housing units in St. Helena. .	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-FF Extremely Low-Income Units	Support the development or preservation of six housing units affordable to extremely low-income households during the planning period	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to support affordable housing development through regulatory incentives and coordination with developers.	Units	0	N/A

H-FF Extremely Low-Income Units	Address the lack of affordable housing types in the city, including housing affordable to extremely low-income households	12/31/2031	6th Cycle	Continuous	Zoning updates and project approvals have expanded opportunities for multifamily and affordable housing development, contributing to a broader range of housing types.	Units	0	N/A
H-GG Affordable Homeownership	Research and identify potential funding sources to support a homeownership assistance program	12/31/2026	6th Cycle	Continuous	Ongoing task. The City continues to monitor State, federal, and regional funding opportunities that could support future homeownership assistance programs. A dedicated funding source has not yet been secured.	Other	0	N/A
H-GG Affordable Homeownership	Collect and publicize information on existing homeownership assistance programs available to lower- and moderate-income households	12/31/2025	6th Cycle	Continuous	The City provides information through its website and public materials regarding available housing programs	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-GG Affordable Homeownership	Conduct up to two multilingual outreach events focused on homeownership opportunities in targeted areas of the city	12/31/2026	6th Cycle	Not Yet Started	The City has not yet conducted targeted multilingual outreach events related to homeownership programs.	Meetings	0	N/A
H-GG Affordable Homeownership	Assist three lower- or moderate-income households in transitioning from rental housing to homeownership	12/31/2026	6th Cycle	Not Yet Started	The City has not yet implemented a homeownership assistance program or facilitated transitions under this objective.	Households	0	N/A
H-GG Affordable Homeownership	Address the lack of affordable homeownership opportunities in the city	12/31/2026	6th Cycle	In Progress	The City continues to evaluate opportunities to expand access to homeownership through partnerships and funding programs.	Other	0	N/A
H-HH Additional Funding	Explore new funding sources every two years to support housing for lower- and moderate-income households and special needs populations	12/31/2031	6th Cycle	Continuous	The City, in coordination with the Napa Housing Authority, administers an Owner-Occupied Rehabilitation Program funded through State HOME funds. The program provides no-interest loans to income-qualified homeowners for health, safety, accessibility, and energy efficiency improvements, along with application and construction support services.	Households	1	https://www.cityofsthelena.gov/269/HOME-Loan-Program

H-HH Additional Funding	Address the lack of affordable housing types in the city through identification of new funding opportunities	12/31/2031	6th Cycle	Continuous	Ongoing task.The City continues to pursue funding opportunities that may support the development of a broader range of affordable housing types.	Other	0	N/A
H-II Section 8 Subsidies	Provide informational materials regarding Housing Choice Voucher programs on the City website	12/31/2031	6th Cycle	Completed	The City continues to coordinate with the Housing Authority to support rental assistance programs and identify opportunities for increased participation.	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-II Section 8 Subsidies	Address the lack of affordable housing types through support of rental assistance programs	12/31/2031	6th Cycle	Continuous	Information regarding rental assistance programs is available on the City's website and through public materials.	Households	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-JJ Housing Coordinator	Meet with partner jurisdictions to explore options for a shared Housing Coordinator	12/31/2026	6th Cycle	In Progress	Ongoing task. The City will initiate coordination with regional partners to explore opportunities for shared housing resources; formal agreements have not yet been established.	Meetings	0	N/A
H-JJ Housing Coordinator	Identify and secure funding to establish a shared Housing Coordinator position	12/31/2026	6th Cycle	In Progress	The City continues to evaluate funding options to support a regional housing coordination role.	Other	0	N/A
H-KK Farmworker Housing Needs	Support local and regional efforts to develop farmworker housing	12/31/2026	6th Cycle	Continuous	The City is in frequent contact with local affordable housing developers to help facilitate additional affordable housing including farmworker housing and will continue to do so throughout the planning period.	Other	0	N/A
H-KK Farmworker Housing Needs	Assist in the development of one farmworker housing project during the planning period	12/31/2031	6th Cycle	In Progress	No farmworker housing project has been completed to date; the City continues to support potential opportunities.ng.	Units	0	N/A
H-KK Farmworker Housing Needs	Address the lack of farmworker housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to monitor and support development opportunities for farmworker housing.	Other	0	N/A

H-LL Special Needs Housing Opportunities	Encourage development of housing units accessible to persons with disabilities and seniors	12/31/2031	6th Cycle	Continuous	The City applies State and federal accessibility requirements, including ADA and CBC standards, to all new multifamily residential development. Recent projects incorporate accessibility features consistent with these requirements, thereby increasing the supply of accessible housing units.	Units	0	N/A
H-LL Special Needs Housing Opportunities	Address the lack of accessible and special needs housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to support development of housing accessible to a range of populations.	Units	0	N/A
H-MM Housing Information Transparency	Maintain a digital housing information database in compliance with State law	12/31/2024	6th Cycle	Completed	The City launched a new website in February 2024 that includes required housing information and is accessible and translatable.	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-MM Housing Information Transparency	Update housing information within required timeframes and provide multilingual access	12/31/2031	6th Cycle	Continuous	The City continues to update housing information on its website and maintain accessibility features	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-NN Funding for New Special Housing Needs	Encourage development of housing accessible to seniors and persons with disabilities	12/31/2031	6th Cycle	Continuous	The City supports development of accessible housing through regulatory compliance and project facilitation.	Other	0	N/A
H-NN Funding for New Special Housing Needs	Pursue funding to support construction and rehabilitation for lower-income households and seniors	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities as notices of funding availability are released.	Units	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Identify funding and engage property owners to convert units to extremely low-income housing	12/31/2031	6th Cycle	In Progress	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Other	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Assist in conversion of two units to extremely low-income housing	12/31/2031	6th Cycle	Not Yet Started	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Units	0	N/A
H-PP Surplus and Excess Public Land	Maintain inventory of surplus public land and comply with Surplus Land Act requirements	12/31/2023	6th Cycle	Completed	The City maintains and publishes surplus land information and completed the Surplus Lands Act process for multiple sites.	Other	1	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-PP Surplus and Excess Public Land	Facilitate development of surplus sites for housing	12/31/2031	6th Cycle	In Progress	The City is advancing disposition of sites including 1480 Main Street and Railroad Avenue properties for potential housing development.	Units	0	N/A

N/A	Ensure compliance with CalGreen throughout the planning period	12/31/2031	6th Cycle	Continuous	The City enforces CALGreen requirements through building permit review and updates local codes as part of the regular building code adoption cycle.	Other	0	N/A
H-RR Alternative Energy Technologies	Encourage alternative energy technologies in new and existing development	12/31/2026	6th Cycle	Continuous	The City continues to allow and support installation of EV charging and gray water systems through permitting and incentives.	Other	0	N/A
H-RR Alternative Energy Technologies	Explore additional incentives for solar and energy systems	12/31/2026	6th Cycle	Continuous	In 2024-2025, the City implemented an "energy-friendly permit sale" for EV charging stations and gray water systems, including fee waivers and rebates.	Other	0	N/A
H-SS Alternative Energy Technology Information	Provide information on energy conservation and alternative energy technologies	12/31/2023	6th Cycle	Completed	The City's newly designed website launched in February 2024 contains information related to energy conservation, etc. This information is also available at City Hall.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-TT Cost-Effective Energy Conservation	Promote long-term affordability Adopt updated State energy efficiency and building code standards, as necessary, throughout the planning period	12/31/2026	6th Cycle	Completed	The City continues to adopt State energy efficiency and building code standards through regular code update cycles.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Identify and procure funding to support energy conservation measures	12/31/2031	6th Cycle	Continuous	The City continues to explore and implement funding programs that support energy efficiency improvements.	Other	0	N/A
H-UU Energy Conservation Measures	Provide information on energy assistance programs	12/31/2024	6th Cycle	Completed	Information on energy programs is available through the City website and public materials.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Assist three households with energy conservation measures	12/31/2031	6th Cycle	Completed	In 2024, the City implemented an incentive program providing rebates for EV charging and gray water systems.	Households	3	https://www.cityofsthelena.gov/DocumentCenter/View/3428/EV-REBATE-FLYER-JPG?bidId=
H-VV Water Conservation	Reduce water consumption associated with new residential development through application of water efficiency standards	12/31/2031	6th Cycle	Continuous	The City continues to require compliance with water efficiency standards through its municipal code, including implementation of water-neutral development requirements and applicable conservation measures.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/764/St-Helena-Water-Neutral-Policy-for-Development-PDF

H-VV Water Conservation	Require water-efficient landscaping consistent with State and local regulations	12/31/2031	6th Cycle	Continuous	The City applies the Model Water Efficient Landscape Ordinance (MWELO) requirements to applicable projects to ensure water-efficient landscaping is incorporated into new development.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/6043/RESIDENTIAL-BUILDING-CHECKLIST-NEW-ADDITIONS-REMODELS-2026-PDF?bidId=
H-WW Affirmatively Furthering Fair Housing	Coordinate annual meetings with jurisdictions and fair housing providers to promote fair housing opportunities and identify funding strategies	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to coordinate with regional partners and fair housing organizations to support fair housing efforts and explore funding opportunities.	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Provide bilingual services and ensure materials are available in Spanish, including information on translation services	12/31/2031	6th Cycle	Completed	The City's website and materials are available in multiple languages, and translation functionality is incorporated into the City's digital platforms. The City has several bilingual staff members available to provide translation services across departments.	Persons	1	https://www.cityofsthelena.gov/
H-WW Affirmatively Furthering Fair Housing	Facilitate development of multifamily housing in the western portion of the city through provision of information and incentives	12/31/2031	6th Cycle	Continuous	Ongoing task. The City is recently approved the Sprin Grove 41-unit townhome project in the western portion of the city under SB 330, which includes affordable units and contributes toward this objective.	Units	41	https://www.cityofsthelena.gov/797/PL24-065-1447-1505-1515-Spring-St--Sprin
H-WW Affirmatively Furthering Fair Housing	Ensure new multifamily and ADU development complies with accessibility requirements under State and federal fair housing laws	12/31/2027	6th Cycle	Continuous	The City applies ADA, CBC, and Fair Housing Act requirements to all new residential development	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Recruit and retain a diverse and multilingual workforce within City staffing	12/31/2031	6th Cycle	Continuous	The City continues to recruit for positions as they become available and encourages diversity in hiring practices.	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with transportation providers to improve accessibility of paratransit services	12/31/2025	6th Cycle	In Progress	The City participates in regional transportation coordination through Napa Valley Transportation Authority (NVTA) Technical Advisory Committee (TAC) meetings. While the City is not currently implementing specific accessibility initiatives in coordination with NVTA, participation in these meetings provides a forum to stay informed on regional transportation planning efforts and identify future opportunities	Meetings	0	N/A

H-WW Affirmatively Furthering Fair Housing	Coordinate with Napa County on ADA transition planning to improve accessibility of public facilities and programs	12/31/2025	6th Cycle	In Progress	The City has not yet engaged in a formal coordination effort with Napa County specific to ADA self-evaluation or transition planning. The City will continue to coordinate with regional partners as opportunities arise to support accessibility improvements.	Other	1	https://www.cityofsthelena.gov/322/ADA-Transition-Plan
H-WW Affirmatively Furthering Fair Housing	Prioritize capital improvement projects that support housing and infrastructure in the southeastern portion of the city	12/31/2031	6th Cycle	In Progress	The City has not yet established a formal prioritization framework for capital improvement projects specific to this objective. Capital projects are evaluated through existing budgeting and planning processes; however, a programmatic approach tied to Housing Element goals has not been implemented to date.	Other	0	N/A
H-XX Fair Housing Provider	Provide funding to Fair Housing Napa Valley to support fair housing services	12/31/2031	6th Cycle	Continuous	Ongoing task. The City's budget provides \$25,000 annually for Fair Housing Napa Valley. The City also budgets another \$1,500 for an Annual Presentation.	Other	1	https://napafairhousing.org/
H-XX Fair Housing Provider	Provide multilingual tenant rights and fair housing information to the public	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Persons	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-XX Fair Housing Provider	Conduct at least one multilingual outreach event related to fair housing	12/31/2025	6th Cycle	Not Yet Started	The City has not yet conducted an outreach event.	Meetings	0	N/A
H-XX Fair Housing Provider	Provide access to fair housing resources through the City website	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-YY Replacement Program	Require replacement of any affordable housing units lost due to new development	12/31/2024	6th Cycle	Continuous	The 2023 Zoning Code Update requires replacement of existing housing units as part of redevelopment projects and enforces affordability requirements consistent with State law.	Other	0	N/A
H-YY Replacement Program	In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development	12/31/2031	6th Cycle	Continuous	Updated zoning regulations require compliance with minimum density standards and affordability provisions for new development.	Other	0	N/A
H-ZZ Lot Consolidation	Maintain and publish inventory of potential lot consolidation sites	12/31/2031	6th Cycle	Completed	The City has published the housing sites inventory on its website and continues to maintain and update it annually.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031

Jurisdiction	Saint Helena		
Reporting Period	2025	(Jan. 1 - Dec. 31)	
Planning Period	6th Cycle	01/31/2023 - 01/31/2031	

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									

LEMENT PROGRESS REPORT

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Note: "+" indicates an optional field

Cells in grey contain auto-c

Table F2

ove Moderate Income Units Converted to Moderate Income Pursu

ie planning agency may include the number of units in an existing multifamily build
nit. Before adding information to this table, please ensure housing developments |

Unit Types		Affordability by House		
2	3			
Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted
		0	0	0

calculation formulas

ant to Government Code section 65400.2

ding that were converted to deed-restricted rental housing for moderate-income households b
meet the requirements described in Government Code 65400.2(b).

[illegible]

Jurisdiction	Saint Helena
Reporting Period	(Jan. 1 - Dec. 31) 2025

ANNUAL ELEMENT PRO

Housing Element Imp

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Table must contain an inventory of excess lands the reporting owns	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

GRESS REPORT

Implementation

plus Sites	

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Jurisdiction	Saint Helena		
Reporting Period	2025	(Jan. 1 - Dec. 31)	
Planning Period	6th Cycle	01/31/2023 - 01/31/2031	

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

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Table J												
Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Se												
Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SH - Student Housing)	Date	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income
Summary Row: Start Data Entry Below												

Jurisdiction	Saint Helena	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Local governments are required to inform HCD about any local tenant preference ordinance Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

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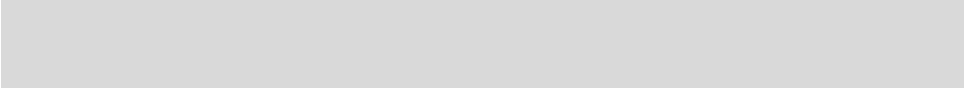
Table K
Tenant Preference
ce the local government maintains v
ig a tenant preference are required
more than 90 days after the ordinanc



RESS REPORT

e Policy

when the jurisdiction submits their annual progress report on housing to create a webpage on their internet website containing authorizing ce becomes operational.



g approvals and production, per Government
local ordinance and supporting materials, no

e needs to be completed with any sites within
n that were newly added to a National, State, or
f historic places within the reporting year. If
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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Notes
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Notes

[illegible]

Jurisdiction	Saint Helena
Reporting Year	2025

Please update the status of the proposed uses listed in

Total Award Amount	\$
---------------------------	----

Task	\$ Amount Awarded
Issue Request for Proposals	\$0.00
Select Consultant	\$0.00
Execute Contract	\$0.00
Public Workshop	\$5,000.00
Study Session with Planning Commission	\$5,000.00
Study Session with City Council	\$5,000.00
Prepare Administrative Draft Housing Element	\$19,500.00
Prepare Draft CEQA Document	\$19,500.00
Public Review CEQA Document	\$5,000.00
Submit Draft Housing Element to HCD for Review	\$0.00
Planning Commission Hearing	\$3,000.00

City Council Adoption	\$3,000.00
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Summary of entitlements, building permits, and certificate of occupancy

Completed Entitlement
Income Level
Acutely Low
Extremely Low
Very Low
Low
Moderate
Above Moderate
Total Units

Building Permit
Income Level
Acutely Low
Extremely Low
Very Low
Low
Moderate
Above Moderate
Total Units

Certificate of Occupancy
Income Level
Acutely Low
Extremely Low
Very Low
Low

Moderate
Above Moderate
Total Units

(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROG

Local Early Action Planning (

(CCR Title 25 §6

n the entity's application for funding and the corresponding impact on housing within the region	
65,000.00	Total award

\$ Cumulative Reimbursement Requested	
\$0.00	
\$0.00	
\$0.00	
\$5,000.00	
\$5,000.00	
\$5,000.00	
\$19,500.00	
\$19,500.00	
\$5,000.00	
\$0.00	
\$3,000.00	

\$3,000.00	
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ates of occupancy (auto-populated from Table A2)

lement Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	20
Non-Deed Restricted	0
Deed Restricted	20
Non-Deed Restricted	0
Deed Restricted	8
Non-Deed Restricted	0
	33
	81

mits Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	1
Non-Deed Restricted	3
Deed Restricted	7
Non-Deed Restricted	3
Deed Restricted	2
Non-Deed Restricted	3
	5
	24

cupancy Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	4
Deed Restricted	0
Non-Deed Restricted	4

Deed Restricted	0
Non-Deed Restricted	5
	4
	17

RESS REPORT (LEAP) Reporting (202)

or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 15-26. The amount is auto-populated based on amounts entered in rows 15-26.

Task Status	Other Funding
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund

Completed	Local General Fund
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on 50515.02 or 50515.03, as applicable.

Notes



Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	104	-	-	-	1	-	-	-	-	-	-	5	99
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Low	Deed Restricted	59	-	-	-	7	-	-	-	-	-	-	11	48
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Moderate	Deed Restricted	26	-	-	-	2	-	-	-	-	-	-	6	20
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Above Moderate		67	11	8	12	5	-	-	-	-	-	-	36	31
Total RHNA		256												
Total Units			11	8	15	24	-	-	-	-	-	-	58	198

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Saint Helena							
Reporting Year	2025	(Jan. 1 - Dec. 31)						
Table D								
Program Implementation Status pursuant to GC Section 65583								
Housing Programs Progress Report								
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.								
1	2	3	4	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
H-A Available Site Inventory	Identify and rezone a minimum of 14 acres to HDR (20–28 du/ac) to accommodate lower-income RHNA	1/31/2024	6th Cycle	Completed	City Council adopted zoning map amendments on April 23, 2024 to implement Housing Element sites inventory and accommodate lower-income RHNA pursuant to Gov. Code §65583.2(h)	Units	156	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Ensure by-right approval for projects with ≥20% lower-income units in accordance with State Housing Element law and objective standards	10/24/2023	6th Cycle	Completed	As part of the Comprehensive Zoning Code Update adopted October 24, 2023, the City implemented by-right approval for qualifying multifamily residential developments consistent with Government Code §65583.2(h) and (i). (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-A Available Site Inventory	Incorporate Affirmatively Furthering Fair Housing (AFFH) principles into site selection and housing planning efforts
H-A Available Site Inventory	Maintain an ongoing inventory of adequate sites suitable for residential development across all income levels, including periodic updates to reflect development activity and site availability

12/31/2031

12/31/2031

6th Cycle	Completed	In identifying and rezoning housing opportunity sites, the City incorporated Affirmatively Furthering Fair Housing (AFFH) principles by prioritizing sites in higher-opportunity areas and reducing concentrations of lower-income households in the eastern portion of the city. This approach is reflected in both the adopted Housing Element and ongoing implementation efforts, including site monitoring and development facilitation. (Outcome measured= policy)	Other	1
6th Cycle	Continuous	The City continues to maintain an inventory of residentially zoned and mixed-use sites consistent with the adopted Housing Element. Sites identified in the Housing Element remain available and suitable for residential development and are not subject to constraints that would preclude development at planned densities. (Outcome measured= inventory)	Other	0

<https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF>

<https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF>

H-A Available Site Inventory	Facilitate development of identified opportunity sites, including projects such as the Hunter Subdivision	12/31/2025	6th Cycle	In Progress	The City is actively facilitating development of identified Housing Element sites, including the Hunter Subdivision. The Planning Commission approved the Tentative Subdivision Map on June 26, 2023 (Resolution 2023-69). The Final Map has been submitted and is currently under City review, and associated improvement agreements are being processed. As of this reporting period, design review entitlements and building permit applications have not yet been submitted. This project represents progress toward implementation of the sites inventory and lower-income housing production goals.	Units	51	https://www.cityofsthelena.gov/DocumentCenter/View/2840/Signed-Reso-2023-69-Approving-Tentative-Subdivision-Map-6-26-23-PDF
H-B Growth Management System	Remove the City's Growth Management System to eliminate constraints on housing production and ensure compliance with State housing law, including SB 330	10/24/2023	6th Cycle	Completed	The City removed the Growth Management System through the 2023 Zoning Code Update in compliance with SB 330, eliminating a constraint on housing production. (Outcome measured=policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-C Water and Sewer Access	Establish procedures to prioritize water and sewer service allocation for affordable housing developments	12/31/2025	6th Cycle	Continuous	The City continues to coordinate with utility providers and internal departments to establish procedures that prioritize water and sewer service allocation for affordable housing developments. While formal procedures have not yet been adopted, ongoing coordination efforts are underway to ensure future compliance with this program and to support timely infrastructure access for qualifying projects.	Other	0	N/A

H-C Water and Sewer Access	Provide water and sewer providers with adopted Housing Element and required documentation	11/1/2023	6th Cycle	Completed	The City provided the adopted Housing Element and required documentation to water and sewer providers following certification in September 2023.	Other	1	N/A
H-D Road and Utility Improvement Coordination	Coordinate infrastructure planning and capital improvement programming to support housing development, including lower-income housing	12/31/2031	6th Cycle	Continuous	The City reviews infrastructure capacity and constraints through the development review process for residential projects, including those that provide housing for lower-income households. Planning and Public Works coordinate on a project-specific basis to identify required improvements and applicable conditions of approval. The City will continue to evaluate opportunities to improve coordination between departments and to consider infrastructure needs in relation to Housing Element opportunity sites, consistent with Government Code §65583(c)(2). (Outcome measured = programs)	Other	0	N/A
H-D Road and Utility Improvement Coordination	Implement infrastructure improvements that facilitate development of Housing Element sites	12/31/2031	6th Cycle	In Progress	The Mills Lane realignment project is currently underway and is expected to improve access and infrastructure capacity for nearby Housing Element sites, including those along Fountain Street. This project demonstrates ongoing implementation of infrastructure improvements to support housing development. (Outcome measured = infrastructure)	Other	1	https://www.cityofsthelena.gov/490/CIP-Interactive-Dashboard

H-E Streamline Special Needs Housing	Implement streamlined, ministerial approval processes for qualifying residential development consistent with State law	12/31/2031	6th Cycle	Completed	The City implemented streamlined ministerial review through the 2023 Zoning Code Update, allowing multifamily housing by right where objective standards are met. (outcome measured = regulatory)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-E Streamline Special Needs Housing	Evaluate and address constraints affecting special needs housing populations, including supportive and transitional housing	12/31/2031	6th Cycle	In Progress	The City has implemented zoning changes to reduce constraints on housing development and will formally re-evaluate constraints on special needs housing production in 2026, consistent with the Housing Element schedule. (Outcome measured = Study)	Other	1	N/A
H-F Municipal Code Updates	Amend the Municipal Code to ensure compliance with State housing laws, including ADU, density bonus, and supportive housing requirements	10/24/2023	6th Cycle	Completed	The Comprehensive Zoning Code Update incorporated numerous amendments to ensure compliance with State housing laws, including provisions related to accessory dwelling units, density bonus, and supportive housing. These changes reduce regulatory constraints and align City policies with State requirements. (outcome measured = Ordinance)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-G Safety Element Update	Update Safety Element to address fire, flood, climate adaptation, and evacuation routes	12/13/2024	6th Cycle	Completed	The City adopted its updated Public Health, Safety, and Noise Element concurrently with the 6th Cycle Housing Element on May 9, 2023. The update incorporates wildfire risk, flood hazards, climate adaptation strategies, and evacuation route analysis consistent with SB 99 and AB 747 requirements. (Outcome measured = Policy)	Other	1	2040 General Plan Update

H-H Workforce and Farmworker Housing	Identify and implement regulatory and financial incentives to encourage workforce and farmworker housing development, including density bonuses, fee reductions, and streamlined processes	12/31/2025	6th Cycle	Continuous	The City has implemented regulatory incentives through the 2023 Zoning Code Update, including reduced parking requirements, flexible standards, and streamlined review. The City has also supported affordable projects through fee waivers. A formal workforce/farmworker program has not yet been adopted; additional policy development is planned.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-H Workforce and Farmworker Housing	Encourage development of workforce and farmworker housing units	12/31/2031	6th Cycle	In Progress	The City has approved and issued a Certificate of Occupancy for a 10-unit affordable housing project at 951/963 Pope Street and is processing a 40-unit affordable project at 0 Fountain Street. These projects contribute to workforce housing production. No dedicated farmworker housing has been completed to date.	Units	0	N/A
H-I ADU Workforce Housing Incentive Program	Establish ADU incentive program including pre-approved plans and outreach	12/31/2025	6th Cycle	Continuous	In 2025, the City published a Pre-Approved ADU Plans Gallery on its website, including affordable-by-design plans intended to reduce design and permitting costs. Staff developed informational handouts and coordinated with the City's Public Information Officer to publicize the program and increase community awareness; however, outreach to date has primarily been passive, and while these efforts improve access to ADU resources, additional targeted outreach may be needed to fully achieve program objectives..	Other	0	N/A

H-I ADU Workforce Housing Incentive Program	Encourage ADU production consistent with Housing Element goals	12/31/2031	6th Cycle	Continuous	The City continues to process ADU applications ministerially in compliance with State law and promotes ADU development through outreach and technical assistance. ADU production is tracked annually through building permit activity.	Units	11	See ADU counts in 2025 APR
H-J Non-traditional Housing Types	Evaluate zoning constraints on non-traditional housing types	12/31/2025	6th Cycle	Continuous	The City Council has expressed an interest in reviewing housing needs Citywide on an ongoing basis. The Comprehensive Zoning Code update adopted on October 24, 2023 made a number of changes to facilitate housing including reduced setbacks, parking reductions and permitting multi-family residential as a by right use in the Medium Density Residential District. Further, a majority of the City's residential land is designated as Medium Density Residential, allowing conversion of existing SFD to MFD at a density of 5.1-16 units per acre.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information
H-J Non-traditional Housing Types	Amend zoning to support non-traditional housing types	12/31/2026	6th Cycle	Continuous	The Zoning Code Update implemented changes that support increased housing diversity, including flexible development standards and expanded by-right residential uses. Further refinements will be considered as needed.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information

H-K Non-vacant Sites	Engage property owners of non-vacant sites to discuss development potential	12/31/2026	6th Cycle	Continuous	In conjunction with the Housing Element outreach, the City conducted outreach to property owners of identified non-vacant Housing Element sites to discuss redevelopment potential, site constraints, and available incentives. This effort supports redevelopment of sites identified for lower-income housing capacity. (Outcome measured = outreach)	Other	0	N/A
H-K Non-vacant Sites	Adopt policies and incentives to encourage development of non-vacant sites included in the sites inventory as lower income capacity	12/31/2024	6th Cycle	Completed	The City implemented incentives for non-vacant Housing Element sites through the 2023 Comprehensive Zoning Code Update and subsequent rezoning to High Density Residential. These actions included increased allowable density, reduced development constraints, and streamlined approval processes. These incentives have supported redevelopment of identified sites, including Site 9 (Spring Grove), which has been entitled for residential development.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-L City-owned Sites	Comply with Surplus Land Act and make sites available for affordable housing	1/22/2024	6th Cycle	Completed	The City has had active communication with local affordable housing developers throughout the 6th Cycle Housing Element Update process and continues that communication currently. On January 22, 2024, the City issued a Notice of Availability to sell/lease surplus property pursuant to California Government Code Section 54220, et seq. for Housing Opportunity Sites 1 & 2. The City has completed the Surplus Lands Act process for three City-owned sites, 1480 Main St. and 1572-1574 Railroad Ave. and is currently in the final stages of discussions with City Council on releasing these sites for sale, which will include affordable housing on the Railroad Ave. site.	Other	2	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-M Incentives for Lower-cost Housing Types	Encourage the development of 20 lower income units during the planning period	10/24/2023	6th Cycle	Continuous	The City facilitated approval of the 40-unit Fountain Street affordable rental housing project in 2025. The project includes deed-restricted affordable units and exceeds the program target of 20 lower-income units during the planning period. This approval demonstrates implementation of the City's regulatory incentives and development facilitation efforts for lower-cost housing types.	Units	40	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho

H-M Incentives for Lower-cost Housing Types	Evaluate and study potential incentives to encourage development of attached market-rate housing units, including zoning, development standards, and financial mechanisms, by 2027
H-M Incentives for Lower-cost Housing Types	Address the lack of diverse and affordable housing types in the City by supporting development of a range of housing options, including smaller units, multifamily housing, and affordable rental units

12/31/2027	6th Cycle	In Progress	The City has initiated implementation through the 2023 Comprehensive Zoning Code Update, which introduced reduced setbacks, parking reductions, and expanded allowances for multifamily and attached housing types. While a focused study specific to attached market-rate incentives has not yet been completed, the regulatory changes adopted to date establish a strong foundation for supporting such housing types. Additional evaluation and policy development will be conducted to fully implement this objective.	Other	0	https://www.cityofsthelena.gov/243/Zoning-I
	6th Cycle	In Progress	The City has expanded opportunities for diverse housing types through the 2023 Comprehensive Zoning Code Update, which allows greater flexibility for multifamily and attached housing and reduces development constraints. The approval of the 40-unit affordable housing project at 0 Fountain Street provides a significant addition to the City's supply of affordable rental housing and represents meaningful progress toward addressing the lack of affordable housing types.	Units	0	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho
12/31/2031						

H-N Zoning to Facilitate Higher Density Housing	Amend the Zoning Code to facilitate higher density housing, including increased lot coverage, height limits, reduced parking requirements, and allowance of duplexes and triplexes in the MR zone	12/31/2026	6th Cycle	Completed	The City adopted a comprehensive Zoning Code Update on October 24, 2023, which implemented key provisions consistent with this program, including reduced parking requirements, expanded multifamily allowances, and objective standards to facilitate higher density residential development. These changes removed constraints and aligned zoning with Housing Element goals.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Allow minor administrative modifications to development standards to provide flexibility for residential development	10/24/2023	6th Cycle	Completed	The 2023 Zoning Code Update established administrative approval processes for minor modifications to development standards, allowing increased flexibility without requiring discretionary review.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Encourage development of 30 multifamily units in HR and MR zones during the planning period	12/31/2026	6th Cycle	Completed	The City has facilitated multifamily housing through zoning changes and project approvals, including entitled and proposed projects such as Pope Street Workforce Housing, Spring Grove and 0 Fountain Street. These projects contribute toward the program target and demonstrate ongoing progress in enabling higher density housing.	Units	91	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-N Zoning to Facilitate Higher Density Housing	Promote land use patterns that reduce geographic concentrations of lower-income households and expand housing opportunities in higher-resource areas	12/31/2026	6th Cycle	Completed	The City's zoning amendments and site selection strategy emphasize housing development in higher-resource areas, including the western portion of the city, consistent with AFFH requirements. These actions support more equitable distribution of housing opportunities.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-0 Exemptions from the Minimum Density	Amend zoning regulations to prohibit exemptions from minimum density requirements on housing sites	12/31/2026	6th Cycle	Completed	The City adopted a Comprehensive Zoning Code Update on October 24, 2023. Minimum density standards were codified to ensure efficient use of land and compliance with Housing Element requirements.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Support development patterns that promote equitable distribution of housing opportunities	12/31/2026	6th Cycle	Completed	The City continues to apply Housing Element policies during project review to ensure sites are developed at appropriate densities and consistent with AFFH objectives.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Amend zoning regulations to establish development standards for mixed-use projects	12/31/2026	6th Cycle	Completed	The Zoning Code Update expanded mixed-use allowances and streamlined approval processes in applicable districts.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Encourage development of housing units within mixed-use projects	12/31/2031	6th Cycle	Continuous	The City supports mixed-use development through zoning flexibility and project review; however, no mixed-use housing projects have been completed to date under this program.	Units	0	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-P Mixed-use Development Types	Explore incentives to encourage employer-provided housing and mixed-use residential development	12/31/2026	6th Cycle	Continuous	The City continues to evaluate potential incentives, including fee reductions and streamlined processing, through ongoing Housing Element implementation.	Other	0	N/A
H-P Mixed-use Development Types	Address lack of diverse housing types through mixed-use development opportunities	12/31/2026	6th Cycle	Continuous	The City continues to support mixed-use zoning strategies that allow residential units in commercial areas, expanding housing options.	Other	1	https://sthelena.municipal.codes/Code/
H-Q Direct Assistance for ADU Development	Provide direct financial incentives to support the development of up to 10 accessory dwelling units during the planning period	12/31/2025	6th Cycle	Not Yet Started	The City has not yet established or implemented a direct financial assistance program for ADU development. Potential funding sources and program structure have not been finalized. The City anticipates evaluating options for implementation during this cycle.	Units	0	N/A

H-Q Direct Assistance for ADU Development	Evaluate and identify additional financial incentives for ADU development by 2025	12/31/2025	6th Cycle	In Progress	The City has not completed a formal evaluation of additional financial incentives for ADU development. This effort remains outstanding and will need to be addressed to meet program commitments.	Other	0	N/A
H-Q Direct Assistance for ADU Development	Provide informational materials and technical assistance regarding ADU development to approximately 30 households, with a focus on lower-density areas in the western portion of the city	12/31/2025	6th Cycle	In Progress	The City has made ADU information available through its website and newsletters, including the publication of a Pre-Approved ADU Plans Gallery in 2025. Outreach efforts to date have been limited to passive information sharing, and the City has not yet conducted targeted outreach or tracked engagement toward the program goal of assisting 30 households.	Households	0	N/A
H-Q Direct Assistance for ADU Development	Address the lack of affordable housing types in the city through facilitation of ADU development	12/31/2026	6th Cycle	Not Yet Started	The City continues to implement ADU regulations consistent with State law. While ADU development is permitted and supported through regulatory compliance, no units have been produced through a City-sponsored incentive program under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Establish place-based ADU incentives and strategies in targeted areas	12/31/2026	6th Cycle	Not Yet Started	The City has implemented ADU incentives broadly and continues to evaluate targeted strategies; a formal place-based program has not yet been adopted.	Other	0	N/A
H-R Place-based ADU Strategy	Encourage development of ADUs citywide, including in targeted areas	12/31/2026	6th Cycle	Continuous	ADUs continue to be permitted consistent with State law and local ordinance; production is ongoing but below program targets.	Units	0	N/A
H-R Place-based ADU Strategy	Encourage development of affordable ADUs	12/31/2026	6th Cycle	Not Yet Started	The City continues to evaluate opportunities for deed-restricted ADUs; no units completed under this objective to date.	Units	0	N/A

H-R Place-based ADU Strategy	Promote equitable housing distribution and reduce displacement pressures through ADU strategies	12/31/2026	6th Cycle	In Progress	ADU regulations support incremental housing in established neighborhoods, including higher-resource areas.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Amend zoning regulations to require affordability restrictions for ADUs receiving incentives	12/31/2026	6th Cycle	Not Yet Started	The City has not yet adopted affordability requirements tied to ADU incentives and will evaluate options in future updates.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Encourage development of income-restricted ADUs across income categories	12/31/2026	6th Cycle	Not Yet Started	No deed-restricted ADUs have been completed under this program to date.	Units	0	N/A
H-T Illegal Housing Units	Respond to complaints regarding illegal housing units and enforce applicable regulations	12/31/2031	6th Cycle	Continuous	The City continues to respond to complaints and enforce regulations related to illegal housing units through code enforcement processes.	Other	1	https://www.cityofsthelena.gov/264/Code-Enforcement
H-T Illegal Housing Units	Provide technical and financial assistance to bring units into compliance	12/31/2031	6th Cycle	In Progress	The City works with property owners on a case-by-case basis to bring units into compliance. No financial assistance has been provided to date.	Units	0	N/A
H-U Place-based Density Increases	Implement SB 9 provisions and adopt incentives for small-scale residential development	12/31/2024	6th Cycle	Completed	The City has implemented SB 9 consistent with State law and updated local procedures to allow lot splits and duplex development.	Other	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Encourage SB 9 projects during the planning period	12/31/2031	6th Cycle	Continuous	The City continues to process SB 9 applications; activity has been limited but ongoing.	Units	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Provide informational materials regarding SB 9 opportunities	12/31/2031	6th Cycle	Continuous	The City provides SB 9 information through its website and public materials.	Other	1	https://sthelena.municipal.codes/Code/
H-V Multi-unit Development in Low-Density Higher-income Area	Maintain and publish housing sites inventory	10/23/2024	6th Cycle	Completed	The City published the Housing Element sites inventory following adoption.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-V Multi-unit Development in Low-Density Higher-income Area	Facilitate development of infill and multi-unit housing projects	12/31/2026	6th Cycle	Continuous	The City continues to process projects including the 40-unit Fountain Street development and Spring Grove project, supporting infill housing production.	Units	1	https://www.cityofsthelena.gov/230/Planning-Projects
H-V Multi-unit Development in Low-Density Higher-income Area	Explore incentives to encourage development in higher-resource areas	12/31/2026	6th Cycle	Completed	The City continues to evaluate incentives through zoning updates and housing programs.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-W Missing Middle Housing	Revise zoning to support missing middle housing types	12/31/2026	6th Cycle	Completed	Zoning updates adopted in 2023 allow duplexes and expanded residential flexibility.	Other	1	https://sthelena.municipal.codes/Code/

H-W Missing Middle Housing	Encourage development of missing middle housing and diverse housing types	12/31/2026	6th Cycle	Continuous	The City continues to support a range of housing types through zoning and project review; no specific missing middle developments have been completed to date.	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-X Condominium Conversion	Update condominium conversion regulations and preserve rental housing stock	12/31/2026	6th Cycle	Completed	The City maintains regulations limiting conversions and will update policies to remove vacancy rate linkage.	Other	1	https://sthelena.municipal.codes/Code/
H-Y Affordable Housing Impact Fee	Administer affordable housing impact fee program and support affordable housing development	12/31/2031	6th Cycle	Continuous	On December 10, 2024, the City Council approved updates to the Housing Impact Fees. The City continues to collect and allocate impact fees to support affordable housing development.	Units	0	N/A
H-Z At-Risk Assisted Affordable Housing Units	Monitor and preserve at-risk affordable housing units	12/31/2031	6th Cycle	Continuous	The City contracts with the Napa County Housing Authority to monitor and administer restricted units within the City. We are in continual contact with the Housing Authority and property owners regarding restricted units.	Units	0	N/A
H-AA Vacation Rentals	Regulate and limit conversion of housing units to vacation rentals	12/31/2031	6th Cycle	Continuous	The City adopted a Comprehensive Zoning Code Update on October 24, 2023 that continues to restrict short-term rentals within the City.	Other	1	https://sthelena.municipal.codes/Code/
H-BB Special Housing Needs Rehabilitation Program	Pursue funding for housing rehabilitation programs	12/31/2031	6th Cycle	Continuous	Ongoing task. The City was awarded \$500,000 in HOME funds in 2020. Marketing and outreach efforts have begun. To date, the City has expended or committed approximately \$170,817 of these funds to assist low-income homeowners and continues to roll out funds as loans are repaid.	Units	0	N/A
H-CC Annual Progress Report	Prepare and submit Annual Progress Reports	12/31/2031	6th Cycle	Continuous	The City submits their Annual Progress Report prior to April 1st each year as evidenced herein.	Other	1	See this APR
H-DD Revenue Generation for Affordable Housing	Support the development or preservation of five extremely low- or very low-income units Address the lack of affordable housing types in the city	12/31/2031	6th Cycle	Continuous	Ongoing task.	Units	0	N/A

H-EE Reduced Fees for Affordable Housing	Reduce fees for 30 extremely-low or very low- income units Address the lack of affordable housing types in the city	12/31/2026	6th Cycle	Continuous	The City regularly reduces fees and provides funding for affordable housing projects. Since 2016, the City committed substantial amounts of Affordable Housing Trust Fund monies (approximately \$2,450,000) to three different affordable housing projects, anticipated to result in the construction and/or occupancy of 21 new affordable housing units in St. Helena. .	Units	1	https://www.cityofstheleena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-FF Extremely Low-Income Units	Support the development or preservation of six housing units affordable to extremely low-income households during the planning period	12/31/2031	6th Cycle	Continuous	Ongoing task.The City continues to support affordable housing development through regulatory incentives and coordination with developers.	Units	0	N/A
H-FF Extremely Low-Income Units	Address the lack of affordable housing types in the city, including housing affordable to extremely low-income households	12/31/2031	6th Cycle	Continuous	Zoning updates and project approvals have expanded opportunities for multifamily and affordable housing development, contributing to a broader range of housing types.	Units	0	N/A
H-GG Affordable Homeownership	Research and identify potential funding sources to support a homeownership assistance program	12/31/2026	6th Cycle	Continuous	Ongoing task.The City continues to monitor State, federal, and regional funding opportunities that could support future homeownership assistance programs. A dedicated funding source has not yet been secured.	Other	0	N/A
H-GG Affordable Homeownership	Collect and publicize information on existing homeownership assistance programs available to lower- and moderate-income households	12/31/2025	6th Cycle	Continuous	The City provides information through its website and public materials regarding available housing programs	Other	1	https://www.cityofstheleena.gov/924/Housing-Resources
H-GG Affordable Homeownership	Conduct up to two multilingual outreach events focused on homeownership opportunities in targeted areas of the city	12/31/2026	6th Cycle	Not Yet Started	The City has not yet conducted targeted multilingual outreach events related to homeownership programs.	Meetings	0	N/A
H-GG Affordable Homeownership	Assist three lower- or moderate-income households in transitioning from rental housing to homeownership	12/31/2026	6th Cycle	Not Yet Started	The City has not yet implemented a homeownership assistance program or facilitated transitions under this objective.	Households	0	N/A

H-GG Affordable Homeownership	Address the lack of affordable homeownership opportunities in the city	12/31/2026	6th Cycle	In Progress	The City continues to evaluate opportunities to expand access to homeownership through partnerships and funding programs.	Other	0	N/A
H-HH Additional Funding	Explore new funding sources every two years to support housing for lower- and moderate-income households and special needs populations	12/31/2031	6th Cycle	Continuous	The City, in coordination with the Napa Housing Authority, administers an Owner-Occupied Rehabilitation Program funded through State HOME funds. The program provides no-interest loans to income-qualified homeowners for health, safety, accessibility, and energy efficiency improvements, along with application and construction support services.	Households	1	https://www.cityofsthelena.gov/269/HOME-Loan-Program
H-HH Additional Funding	Address the lack of affordable housing types in the city through identification of new funding opportunities	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities that may support the development of a broader range of affordable housing types.	Other	0	N/A
H-II Section 8 Subsidies	Provide informational materials regarding Housing Choice Voucher programs on the City website	12/31/2031	6th Cycle	Completed	The City continues to coordinate with the Housing Authority to support rental assistance programs and identify opportunities for increased participation.	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-II Section 8 Subsidies	Address the lack of affordable housing types through support of rental assistance programs	12/31/2031	6th Cycle	Continuous	Information regarding rental assistance programs is available on the City's website and through public materials.	Households	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-JJ Housing Coordinator	Meet with partner jurisdictions to explore options for a shared Housing Coordinator	12/31/2026	6th Cycle	In Progress	Ongoing task. The City will initiate coordination with regional partners to explore opportunities for shared housing resources; formal agreements have not yet been established.	Meetings	0	N/A
H-JJ Housing Coordinator	Identify and secure funding to establish a shared Housing Coordinator position	12/31/2026	6th Cycle	In Progress	The City continues to evaluate funding options to support a regional housing coordination role.	Other	0	N/A

H-KK Farmworker Housing Needs	Support local and regional efforts to develop farmworker housing	12/31/2026	6th Cycle	Continuous	The City is in frequent contact with local affordable housing developers to help facilitate additional affordable housing including farmworker housing and will continue to do so throughout the planning period.	Other	0	N/A
H-KK Farmworker Housing Needs	Assist in the development of one farmworker housing project during the planning period	12/31/2031	6th Cycle	In Progress	No farmworker housing project has been completed to date; the City continues to support potential opportunities.ng.	Units	0	N/A
H-KK Farmworker Housing Needs	Address the lack of farmworker housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to monitor and support development opportunities for farmworker housing.	Other	0	N/A
H-LL Special Needs Housing Opportunities	Encourage development of housing units accessible to persons with disabilities and seniors	12/31/2031	6th Cycle	Continuous	The City applies State and federal accessibility requirements, including ADA and CBC standards, to all new multifamily residential development. Recent projects incorporate accessibility features consistent with these requirements, thereby increasing the supply of accessible housing units.	Units	0	N/A
H-LL Special Needs Housing Opportunities	Address the lack of accessible and special needs housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to support development of housing accessible to a range of populations.	Units	0	N/A
H-MM Housing Information Transparency	Maintain a digital housing information database in compliance with State law	12/31/2024	6th Cycle	Completed	The City launched a new website in February 2024 that includes required housing information and is accessible and translatable.	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-MM Housing Information Transparency	Update housing information within required timeframes and provide multilingual access	12/31/2031	6th Cycle	Continuous	The City continues to update housing information on its website and maintain accessibility features	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-NN Funding for New Special Housing Needs	Encourage development of housing accessible to seniors and persons with disabilities	12/31/2031	6th Cycle	Continuous	The City supports development of accessible housing through regulatory compliance and project facilitation.	Other	0	N/A
H-NN Funding for New Special Housing Needs	Pursue funding to support construction and rehabilitation for lower-income households and seniors	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities as notices of funding availability are released.	Units	0	N/A

H-OO Unit Conversion for Extremely Low-Income Households	Identify funding and engage property owners to convert units to extremely low-income housing	12/31/2031	6th Cycle	In Progress	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Other	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Assist in conversion of two units to extremely low-income housing	12/31/2031	6th Cycle	Not Yet Started	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Units	0	N/A
H-PP Surplus and Excess Public Land	Maintain inventory of surplus public land and comply with Surplus Land Act requirements	12/31/2023	6th Cycle	Completed	The City maintains and publishes surplus land information and completed the Surplus Lands Act process for multiple sites.	Other	1	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-PP Surplus and Excess Public Land	Facilitate development of surplus sites for housing	12/31/2031	6th Cycle	In Progress	The City is advancing disposition of sites including 1480 Main Street and Railroad Avenue properties for potential housing development.	Units	0	N/A
N/A	Ensure compliance with CalGreen throughout the planning period	12/31/2031	6th Cycle	Continuous	The City enforces CALGreen requirements through building permit review and updates local codes as part of the regular building code adoption cycle.	Other	0	N/A
H-RR Alternative Energy Technologies	Encourage alternative energy technologies in new and existing development	12/31/2026	6th Cycle	Continuous	The City continues to allow and support installation of EV charging and gray water systems through permitting and incentives.	Other	0	N/A
H-RR Alternative Energy Technologies	Explore additional incentives for solar and energy systems	12/31/2026	6th Cycle	Continuous	In 2024-2025, the City implemented an “energy-friendly permit sale” for EV charging stations and gray water systems, including fee waivers and rebates.	Other	0	N/A
H-SS Alternative Energy Technology Information	Provide information on energy conservation and alternative energy technologies	12/31/2023	6th Cycle	Completed	The City's newly designed website launched in February 2024 contains information related to energy conservation, etc. This information is also available at City Hall.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-TT Cost-Effective Energy Conservation	Promote long-term affordability Adopt updated State energy efficiency and building code standards, as necessary, throughout the planning period	12/31/2026	6th Cycle	Completed	The City continues to adopt State energy efficiency and building code standards through regular code update cycles.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Identify and procure funding to support energy conservation measures	12/31/2031	6th Cycle	Continuous	The City continues to explore and implement funding programs that support energy efficiency improvements.	Other	0	N/A

H-UU Energy Conservation Measures	Provide information on energy assistance programs	12/31/2024	6th Cycle	Completed	Information on energy programs is available through the City website and public materials.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Assist three households with energy conservation measures	12/31/2031	6th Cycle	Completed	In 2024, the City implemented an incentive program providing rebates for EV charging and gray water systems.	Households	3	https://www.cityofsthelena.gov/DocumentCenter/View/3428/EV-REBATE-FLYER-JPG?bidId=
H-VV Water Conservation	Reduce water consumption associated with new residential development through application of water efficiency standards	12/31/2031	6th Cycle	Continuous	The City continues to require compliance with water efficiency standards through its municipal code, including implementation of water-neutral development requirements and applicable conservation measures.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/764/St-Helena-Water-Neutral-Policy-for-Development-PDF
H-VV Water Conservation	Require water-efficient landscaping consistent with State and local regulations	12/31/2031	6th Cycle	Continuous	The City applies the Model Water Efficient Landscape Ordinance (MWELO) requirements to applicable projects to ensure water-efficient landscaping is incorporated into new development.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/6043/RESIDENTIAL-BUIDING-CHECKLIST-NEW-ADDITIONS-REMODELS-2026-PDF?bidId=
H-WW Affirmatively Furthering Fair Housing	Coordinate annual meetings with jurisdictions and fair housing providers to promote fair housing opportunities and identify funding strategies	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to coordinate with regional partners and fair housing organizations to support fair housing efforts and explore funding opportunities.	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Provide bilingual services and ensure materials are available in Spanish, including information on translation services	12/31/2031	6th Cycle	Completed	The City's website and materials are available in multiple languages, and translation functionality is incorporated into the City's digital platforms. The City has several bilingual staff members available to provide translation services across departments.	Persons	1	https://www.cityofsthelena.gov/
H-WW Affirmatively Furthering Fair Housing	Facilitate development of multifamily housing in the western portion of the city through provision of information and incentives	12/31/2031	6th Cycle	Continuous	Ongoing task. The City is recently approved the Sprin Grove 41-unit townhome project in the western portion of the city under SB 330, which includes affordable units and contributes toward this objective.	Units	41	https://www.cityofsthelena.gov/797/PL24-065-1447-1505-1515-Spring-St--Sprin
H-WW Affirmatively Furthering Fair Housing	Ensure new multifamily and ADU development complies with accessibility requirements under State and federal fair housing laws	12/31/2027	6th Cycle	Continuous	The City applies ADA, CBC, and Fair Housing Act requirements to all new residential development	Persons	0	N/A

H-WW Affirmatively Furthering Fair Housing	Recruit and retain a diverse and multilingual workforce within City staffing	12/31/2031	6th Cycle	Continuous	The City continues to recruit for positions as they become available and encourages diversity in hiring practices.	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with transportation providers to improve accessibility of paratransit services	12/31/2025	6th Cycle	In Progress	The City participates in regional transportation coordination through Napa Valley Transportation Authority (NVTA) Technical Advisory Committee (TAC) meetings. While the City is not currently implementing specific accessibility initiatives in coordination with NVTA, participation in these meetings provides a forum to stay informed on regional transportation planning efforts and identify future opportunities	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with Napa County on ADA transition planning to improve accessibility of public facilities and programs	12/31/2025	6th Cycle	In Progress	The City has not yet engaged in a formal coordination effort with Napa County specific to ADA self-evaluation or transition planning. The City will continue to coordinate with regional partners as opportunities arise to support accessibility improvements.	Other	1	https://www.cityofsthelena.gov/322/ADA-Transition-Plan
H-WW Affirmatively Furthering Fair Housing	Prioritize capital improvement projects that support housing and infrastructure in the southeastern portion of the city	12/31/2031	6th Cycle	In Progress	The City has not yet established a formal prioritization framework for capital improvement projects specific to this objective. Capital projects are evaluated through existing budgeting and planning processes; however, a programmatic approach tied to Housing Element goals has not been implemented to date.	Other	0	N/A
H-XX Fair Housing Provider	Provide funding to Fair Housing Napa Valley to support fair housing services	12/31/2031	6th Cycle	Continuous	Ongoing task. The City's budget provides \$25,000 annually for Fair Housing Napa Valley. The City also budgets another \$1,500 for an Annual Presentation.	Other	1	https://napafairhousing.org/
H-XX Fair Housing Provider	Provide multilingual tenant rights and fair housing information to the public	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Persons	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-XX Fair Housing Provider	Conduct at least one multilingual outreach event related to fair housing	12/31/2025	6th Cycle	Not Yet Started	The City has not yet conducted an outreach event.	Meetings	0	N/A

H-XX Fair Housing Provider	Provide access to fair housing resources through the City website	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-YY Replacement Program	Require replacement of any affordable housing units lost due to new development	12/31/2024	6th Cycle	Continuous	The 2023 Zoning Code Update requires replacement of existing housing units as part of redevelopment projects and enforces affordability requirements consistent with State law.	Other	0	N/A
H-YY Replacement Program	In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development	12/31/2031	6th Cycle	Continuous	Updated zoning regulations require compliance with minimum density standards and affordability provisions for new development.	Other	0	N/A
H-ZZ Lot Consolidation	Maintain and publish inventory of potential lot consolidation sites	12/31/2031	6th Cycle	Completed	The City has published the housing sites inventory on its website and continues to maintain and update it annually.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031
H-ZZ Lot Consolidation	Develop and implement incentives to encourage lot consolidation for housing development	12/31/2024	6th Cycle	Completed	The 2023 Zoning Code Update includes reduced parking requirements, reduced setbacks, density bonus incentives, and administrative flexibility to support lot consolidation.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031
H-ZZ Lot Consolidation	Facilitate lot consolidation through coordination and assistance to developers	12/31/2031	6th Cycle	Continuous	The City continues to work with applicants and property owners to facilitate development on consolidated sites.	Other	0	N/A
H-ZZ Lot Consolidation	Encourage development of lower- and moderate-income housing units through lot consolidation	12/31/2031	6th Cycle	Continuous	The City continues to support development consistent with Housing Element goals; approved and pending projects contribute toward lower- and moderate-income housing production.	Units	0	N/A
H-ZZ Lot Consolidation	Promote development of affordable housing in higher-resource areas, including the western portion of the city	12/31/2031	6th Cycle	Continuous	The City continues to process projects in higher-resource areas, including recent and pending applications on the western side of the city.	Units	0	N/A



ASSOCIATION OF BAY AREA GOVERNMENTS
METROPOLITAN TRANSPORTATION COMMISSION



Technical Assistance
for Local Planning

HOUSING

DISCLAIMER: This memo provides a technical overview of the ADU Affordability Survey and its potential implications for affordability designations in Annual Progress Reports (APRs). It does not constitute legal advice.

This memo was published in January 2026.

ADU Affordability Survey Findings and Recommendations

Executive Summary

In partnership with Bay Area jurisdictions, the Association of Bay Area Governments (ABAG) has been administering an [affordability survey](#) to learn more about the rents of newly built ADUs. In 2024 and 2025, participating jurisdictions distributed the survey as part of the permitting process. This data is complimented by similar studies in Oakland and San José.

Based on the results of the surveys, the California Department of Housing and Community Development (HCD) is comfortable with ABAG jurisdictions continuing to use the following assumptions in their Annual Progress Reports (APRs) for two more years (APR 2025 and 2026):

- 30% very low income
- 30% low income
- 30% moderate income
- 10% above moderate income

Please read this memo for more information.

History

In 2021, ABAG, in partnership with UC Berkeley, conducted an ADU affordability study to inform affordability assumptions for Housing Element APR reporting. HCD endorsed the findings of this initial study, and most jurisdictions have since used the 30/30/30/10 affordability split in their Housing Elements and APRs.

Building on the 2021 study, ABAG's Regional Housing Technical Assistance (RHTA) program launched a regional, opt-in ADU affordability survey to collect information from homeowners during the ADU approval process. The survey supports jurisdictions in documenting the affordability of newly constructed ADUs and in

meeting Housing Element monitoring requirements. Developed in consultation with an advisory group of jurisdiction staff and reviewed by HCD, the survey was initially launched in 2024 and revised in 2025. The survey remains active, with additional analysis anticipated as more responses are collected.

2024-2025 Survey and Data Overview

To date, at least 39 jurisdictions have implemented the survey. Some require homeowners to fill it out during the ADU building permit process, while others encourage them to do so.

The survey takes approximately five minutes to complete and asks general questions about the ADU the homeowner intends to build such as type (e.g. detached), square footage, bedroom count, expected inhabitants (e.g. renters, family, friends) and anticipated rent. To encourage accurate responses and protect privacy, the survey is anonymous. Because rent information can be sensitive, the survey collects anticipated rent using ranges rather than exact amounts.

Between July 2024 and September 2025, the survey received **436 responses**. To supplement these, two additional datasets were incorporated:

- **City of Oakland Survey:** 142 responses, (2025) focused on existing ADUs.
- **City of San José Survey:** 79 responses (2024 and 2025), based on the ABAG survey with minor modifications.

This resulted in a combined dataset of **657 total responses**, representing **39 jurisdictions** in the ABAG region. Alameda County had the largest share (31%), followed by Santa Clara County (23%) and Contra Costa County (17%).

County	Percent of Total
Alameda (including the Oakland survey)	31%
Contra Costa	17%
Marin	3%
Napa	1%
San Francisco	5%
San Mateo	14%
Santa Clara (including the San José survey)	23%
Solano	2%
Sonoma	4%

2024 and 2025 Initial Results

ABAG discussed survey findings with HCD in December 2025. Based on these discussions and additional analysis, HCD endorsed the continued use of the 30/30/30/10 affordability split for typical ABAG jurisdictions for APR reporting for two more years (APR 2025 and 2026). Jurisdictions may still submit alternative data to HCD if they believe it supports a different affordability distribution. As in prior years, while the 30/30/30/10 assumptions are appropriate for most jurisdictions, HCD may request additional information in select circumstances.

Affordability analysis of survey data collected between July 2024 and September 2025, summarized below, **supports the continued use of the 30/30/30/10 affordability assumptions.**

Affordability Level	Affordability Based on Survey Responses	Recommendation
Extremely Low Income and Very Low Income	57%	30%
Low Income	30%	30%
Moderate Income	11%	30%
Above Moderate Income	1%	10%

Although the survey results suggest deeper affordability than assumed under the 30/30/30/10 framework, ABAG recommends maintaining the current split for the following reasons:

- Less than two full years of survey data are available.
- The dataset relies heavily on proposed (rather than occupied) ADUs, which may involve less precise rent estimates.
- While meaningful, the overall sample size remains relatively modest.

Continued jurisdiction participation and active promotion of the ADU affordability survey will strengthen the dataset over time and support more refined affordability assumptions in future APR cycles.

Contact Hannah Diaz, hdiaz@bayareametro.gov with questions or comments about the survey.

Appendix

Data Filtration

Since the goal of the analysis is to estimate the affordability levels of proposed ADUs (and existing ADUs in the case of the Oakland data) several response types were removed to avoid skewing results:

- Responses indicating the ADU would not be used for housing;
- Responses from the original ABAG Survey with “0” listed as expected rent;
- Responses selecting “decline to state” for rent amount on the updated ABAG survey; and
- Responses designated as “rent not shared” on the Oakland Survey.

After applying these filters, 460 responses remained with adequate rent data for affordability analysis.

Affordability Methodology

The following describes the data standardization and methodology applied to determine the affordability level of the proposed (or existing) ADU. The methodology considers the year the ADU was proposed, the county it is permitted in, and the bedroom count.

Calculating Affordability

In order to determine the affordability of the ADU, a formula was developed based on HCD’s [State Income Limits](#). The formula is based on the year-specific county median income and then adjusted for both occupancy and income category.

The following household size assumptions were used depending on the bedroom count of the ADU:

- **Studio:** one-person household, 70% of county median income;
- **One Bedroom:** two-person household, 80% of the county median income;
- **Two Bedroom:** three-person household, 90% of the county median income; and
- **Three Bedroom:** four-person household, county median income.

Once the county median incomes were adjusted for household size, then thresholds for income levels were established as follows:

- **Extremely Low Income:** Up to 30% of the adjusted county-specific median income;
- **Very Low Income:** between 31% and 50% of the adjusted county-specific median income;
- **Low Income:** between 51% and 80% of adjusted county-specific median income; and
- **Moderate Income:** between 81% and 120% of adjusted county-specific median income.

Rent Thresholds

From the adjusted incomes, a maximum monthly rent threshold and range was established using the assumption that occupants should only spend up to 30% of their income on housing.

Example: The 2024 median income in Alameda County was \$155,700. To calculate the maximum rent for a one bedroom, extremely-low-income ADU household, first adjust the median income for expected occupancy (two persons, therefore 80% of the median Income) which is \$124,560. Then adjust for the extremely-low-income category to calculate the maximum yearly income to qualify as extremely low income (ELI is up to 30% of the median Income) which is \$37,368. Lastly, calculate the maximum monthly rent (rent maximum is 30% of annual income) which is \$934 a month. ($\$37,368 \times 0.3 / 12$ months)

Categorization

The survey responses were categorized first by calendar year since the income limits are updated yearly, and then by location, since each county has its own calculated median income.

Since the second version of the survey asks respondents to choose a range for their intended rent, the analysis uses an even distribution to assign affordability which preserves proportionality.

Example: If low income maximum rent is \$15 per month, and 10 people choose the box "between \$10 and \$20 a month" for rent, five units would be considered low-income units and five units would be moderate income units.

Updates to the Survey Questions to Improve Rent Data Accuracy

An issue identified from the first version of the survey (open from July 2024 to February 2025) was that the rent question was open-ended, asking respondents to write the amount that they intended to charge for monthly rent of the ADU. The question explicitly stated that writing a “0” meant that homeowner did not intend to charge rent.

The findings from the first survey showed that a high percentage of respondents were giving an answer of “0” when asked about the expected rent of their proposed ADU, which led to the concern that respondents were potentially not providing an accurate rent estimate or intended to charge zero rent for their units. This difference has important implications for calculating affordability, since a unit that has zero rent would be considered “extremely low income.”

To address this concern, the rent question was updated in the second version of the survey (open from February 2025 onward) to a multiple-choice response which included a “decline to state” option, a “not planning to charge rent” option, and then rent ranges (for example \$1,500 – \$2,000).



City Council

May 26, 2026

2025 Annual Housing Element Progress Report (APR)

Staff: Jackie Oneal, Senior Planner



What is the APR?

State Requirement

- Required **annually** (Gov. Code §65400)
- Standardized **State** reporting tool
- Focused on **Housing Element** only
- **Separate** from General Plan Annual Review

What It Tracks

- **Housing production**
(Building permits issued by income category – Table B)
- **Program implementation**
(Housing Element actions – Table D)
- **Development Activity**
(How housing projects move through the process)

What It Does **NOT** Do

- Approved but **unpermitted projects** do not count toward RHNA
- Does not evaluate long-term buildout or **housing outcomes**
- Does not establish or change **local housing policy**





RHNA Progress (Cumulative through 12/31/2025)

Current 8-year Cycle Regional Housing Needs Allocation = 256 Units

Cumulative Units Permitted 1/1/2023 - 12/31/2025	
<u>Income Level</u>	<u>Units</u>
Very Low	5
Low	11
Moderate	6
Above Moderate	36
Total:	58 Units



Housing Production

(Current Reporting Year 1/1/2025 – 12/31/2025)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	7
	Non-Deed Restricted	3
Moderate	Deed Restricted	2
	Non-Deed Restricted	3
Above Moderate		5
Total Units		24

Housing Production (Table B)

- 24 units **permitted** *
- 17 units **completed** **

By Income:

- Very Low: **4**
- Low: **10**
- Moderate: **5**
- Above Moderate: **5**

* Based on **Building Permits** issued in 2025

** Based on **Certificates of Occupancy** issued in 2025





Development Activity & Project Pipeline

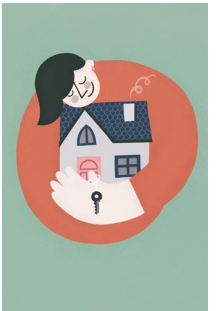
(Current Reporting Year 1/1/2025 – 12/31/2025)

Development Activity

- **12** housing applications **submitted**
- **91** units **approved/entitled**
- **No denials**

Key Pipeline Projects

- Fountain St. – **40 Units**
(**Approved/entitled** October 2025)
- Spring Grove – **41 Units**
(**Approved/entitled** December 2025)
- Hunter Subdivision – **75 Units**
(**Final Map submitted**, Design Review forthcoming)





ADU Affordability

(Current Reporting Year 1/1/2025 – 12/31/2025)

Reporting Affordability

- **30/30/30/10** Distribution*
(Very Low/Low/Moderate/Above Moderate)
- **Supported** by ABAG Regional Study
- **Accepted** by HCD for current reporting cycle

**Methodology reflects current State guidance and may differ from prior reporting years*





Program Implementation

Early-cycle actions completed

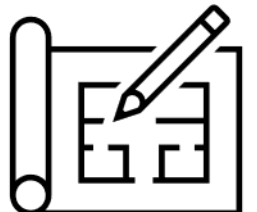
- Zoning **Code Update** (2023)
- Housing Sites **Rezoning**
- **Removal** of Growth Management System Ordinance

Current Focus:

- Advancing approved housing projects
- Facilitating new development applications
- Ongoing program delivery

Key Takeaways

- **Early compliance** with State requirements
- ADUs **contributing** to current production
- Larger **projects in pipeline**
- Continued **progress** needed to meet RHNA





Questions?

Available Staff:

Jackie Oneal – Senior Planner

Leza Mikhail – Community Development Director

Jim McCann – Interim City Manager





Agendas Report to the City Council

Agenda Section: NEW BUSINESS

Department: City Clerk

DATE:	May 26, 2026
FROM:	Andrew Bradley, Program Manager (City Clerk)
SUBJECT:	Consideration and proposed approval of a resolution for the City Council appointment of an applicant to fill the vacancy created by Council Member Billy Summers and direct the City Clerk to administer the Oath of Office to the New Council Member.
RECOMMENDED ACTION:	Any Council Member can nominate an applicant for approval by the majority of Council. Direct the City Clerk to administer the oath of office and the newly appointed Council Member will be seated at the dais.
PREVIOUS COUNCIL ACTION:	On May 12, 2026, the City Council established a process for the appointment of a new City Council Member to fill the vacancy created by Council Member Summers.
STATEMENT OF THE PURPOSE:	Appoint an applicant to the vacant City Council position.
FINANCIAL IMPACT:	None.
CEQA DETERMINATION:	Not a CEQA Project (CEQA Guidelines §15378)

BACKGROUND:

Council Member Summers' seat became vacant on April 26 due to being absent from all regular City Council meetings for 60 days consecutively from the last regular meeting he attended.

At the May 12, 2026, City Council meeting, the City Council chose to conduct a recruitment and appoint a member from the community to fill the remainder of the term of Council Member Summers. The City Council invited interested individuals to submit an application for consideration. The applications were accepted through May 18, 2026, at 5 p.m. and candidate interviews are scheduled for May 26, 2026.

DISCUSSION:

The City held a recruitment for City Council applicants from May 5, 2026, through May 18, 2026. The City received seven (7) applications for consideration and interviews are scheduled

for May 26, 2026.
The applicants are:

1. Scott Diaz
2. Daniel Hale
3. Michael Haley
4. Michelle Liu Covell
5. Joshua Parke
6. Bonnie Schoch
7. Mark Smithers

At the Regular City Council meeting on May 26, 2026, it is anticipated that the City Council will appoint one of the above applicants to fill the vacant City Council seat. The applicant will fulfill the remaining term of Council Member Summers ending in November 2026.

ENVIRONMENTAL REVIEW:

None

GOAL:

Miscellaneous/Other

ATTACHMENTS:

1. Resolution - City Council Vacancy Appointment
2. Diaz, Scott_application
3. Hale, Daniel_application
4. Haley, Michael_application
5. Liu Covell, Michelle_application
6. Parke, Joshua_application
7. Schoch, Bonnie_application
8. Smithers, Mark_application
9. Public Comment - Courtney Andrain
10. Public Comment - Cindy Warren
11. Public Comment - Peter Scott
12. Public Comment - Kelly Wheaton
13. Public Comment - Mary Stephenson
14. Public Comment - Jennifer La Liberte
15. Public Comment - Lana Ivanoff
16. Public Comment - Ariana Peju
17. Public Comment - Elaine de Man
18. Public Comment - Walter Nirenberg
19. Public Comment - Celeste Neeley
20. Public Comment - Garry Rose
21. Public Comment - Sandra Archibald
22. Public Comment - Julie Ann Kodmur & Stuart Smith
23. Public Comment - Jordan Bentley

24. Public Comment - Nicole
25. Public Comment - Rebekah Wiley

CITY OF ST. HELENA

RESOLUTION No. 2026-

- A. The City of St. Helena announced on May 5, 2026 via a press release that Council Member Summers seat was vacant due to absences; and
- B. At the May 12, 2026, City Council meeting, the City Council chose to conduct a recruitment and appoint a member from the community to fill the remainder of the vacant term of office. The City Council invited interested individuals to submit an application for consideration. The applications were accepted from May 5, 2026 through May 18, 2026; and
- C. Candidate interviews are scheduled for May 26, 2026, at a Special City Council meeting.

RESOLUTION

The City Council of the City of St. Helena hereby resolves:

- 1. The City Council appoints _____ to the vacant City Council term of office (ending November 2026).

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2026, by the following vote:

Mayor Paul Dohring: ____

Vice Mayor Michelle Deasy: ____

Council Member Aaron Barak: ____

Council Member Kate Spadarotto: ____

APPROVED:

ATTEST:

Paul Jaminson Dohring, Mayor

Andrew Bradley, City Clerk



DATE AND TIME RECEIVED



4:00 p.m.

NOTE: THIS COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH THE ST. HELENA CITY CLERK BY
MONDAY, MAY 18, 2026, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE ST. HELENA CITY COUNCIL

This application is to fill a vacancy on the St. Helena City Council. The St. Helena City Council will publicly-review all submitted applications where the applicants meet the qualifications. The Council will hold a public interview process for each candidate on Tuesday, May 26, 2026, and the appointment at the regular City Council meeting Tuesday, May 26, 2026. The applicant interviews will take place at Vintage Hall (465 Main Street, St. Helena). The term of office will be from May 26, 2026, through November 2026.

This application is a public document, although your personal information will be redacted. Your application will be compiled with other applications and considered by the St. Helena City Council as a part of a noticed public meeting.

Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Thomas "Scott" Diaz

Residence Address: [REDACTED], St. Helena, CA 94574

Mailing Address (if different): Same

E-mail: [REDACTED]

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? Yes (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.

(continued on next page)

Reasons for Applying

1. Why do you want to be appointed to the Council?
2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?
3. If appointed, do you plan on running for election in November 2026?

Experience, Qualifications, Education

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?
5. Please describe your community service and government participation in St. Helena or elsewhere.

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?
7. If you were appointed to the Council, what would be your top three priorities?
8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

Values, Vision, Approach

9. What vision do you have for the future of St. Helena?
10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

You may also provide any additional information or comments you feel would assist City Council in considering your application.

Please note: At the time you would be named to the St. Helena City Council, you must be:

- At least 18 years of age,
- A registered voter in St. Helena; and
- A resident residing within the City limits of St. Helena.

You must maintain St. Helena residency and registered voter status throughout your term of office.

(continued on next page)

Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to Andrew Bradley, St. Helena City Clerk, at cityclerk@cityofsthelena.gov. The City Clerk will confirm receiving your emailed application, if you do not receive confirmation, please call the City Clerk at (707) 968-2743. You may also drop off the form and questions at St. Helena City Hall, 1088 College Avenue, St. Helena, California. Please address the envelope to the City Clerk.

Please do not mail the form, as it may not get to the City by the deadline. If you have any questions about this application, please call the City Clerk's office at (707)968-2743.

I Scott Diaz (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature:  Date: 5/18/26

SCOTT DIAZ

Application for Appointment | St. Helena City Council

REASONS FOR APPLYING

1. Why do you want to be appointed to the Council?

I have lived in St. Helena since 2015 and worked here since 2008. We own a home, my children go to St. Helena public schools, and our family has genuinely put down roots here. I spent years working at Wilson Daniels on Dowdell Lane and at Demeine Estates on Main Street. This is a community where my day starts and ends.

I also think that amount of time gives me a particular kind of perspective. Long enough to understand the culture and the real needs of the City, but not so long that I have stopped noticing what could be better. I think that balance matters on a Council.

The honest reason I want this seat is that I see a City with more going for it than the current conversation reflects, and I believe I have the specific skills to help address what is actually broken. The Blackburn study identified real problems, in financial oversight, in how departments communicate, in the absence of a strategic plan. Those are not abstract concerns to me. They are problems I have solved in a professional context for 18 years. I want to be in the room where those decisions get made, and I want to contribute something more than a vote.

2. Service as a City Council Member easily could require 10 or more hours per week reviewing Council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and Council meetings. How much time per week do you have to devote to City Council service?

I have the time and the flexibility to meet whatever the role demands. I am familiar with the commitment and I am prepared to prioritize it accordingly. This is not something I am fitting around other obligations. It has my full attention.

3. If appointed, do you plan on running for election in November 2026?

Yes. The work that needs to happen in St. Helena, financial accountability, a strategic plan, process improvement across departments, does not get done in six months. If I am appointed and prove my value to the Council and the community in that time, running in November is not just something I plan to do. It is the logical next step in seeing the work through.

EXPERIENCE, QUALIFICATIONS, EDUCATION

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?

| On Finance and Fiscal Discipline

My approach to governance starts with the numbers. I hold a B.S. in Accounting, am currently preparing for the CPA exam, and have spent 18 years as the person responsible for the P&L. Not reviewing it. Owning it. At Wilson Daniels and Demeine Estates, I managed multi-million dollar budgets, identified where money was being lost, cut what was not working, and redirected resources toward what was. I approach City tax dollars through the same lens: every allocation needs to be

justified, every outcome needs to be measurable, and the residents paying the bills deserve to know their money is being spent with discipline. That is not a political position. It is how I have operated my entire career.

| On Leading Across Competing Interests

The other skill that translates directly is the ability to get people with competing interests moving in the same direction. In the wine industry, I spent years managing relationships between international producers, internal departments, and national distributors, three groups that each wanted different things and were rarely shy about saying so. The goal was never to find the easiest middle ground. It was to make sure everyone understood what we were actually trying to accomplish, so the decisions along the way had a foundation. City government is not structurally different. The stakeholders are different in need, but the dynamic is one I know well.

| On Accountability and Seeing Things Through

I also bring something that is harder to put on paper: I have managed organizations through real instability. At Wilson Daniels I maintained a 90% staff retention rate across six leadership transitions. That is not a statistic I cite to impress, it reflects a specific approach to leading people when the ground is shifting. You set a clear plan, you align everyone around it, and you do not disappear when things get difficult. St. Helena is navigating exactly that kind of moment right now, and the Blackberg study has laid out a detailed roadmap for what needs to happen. What the City needs is someone willing to engage seriously with what the study got right, push back where it warrants scrutiny, and hold whatever path forward is chosen accountable over time, not just endorse a consultant's report on paper.

| On Being a Resident, Not Just a Candidate

I have lived in St. Helena since 2015 and worked here since 2008. We own a home, my children go to St. Helena public schools, and our family has genuinely put down roots here. I spent years working at Wilson Daniels on Dowdell Lane and at Demeine Estates on Main Street. This is a community where my day starts and ends.

I also think that amount of time gives me a particular kind of perspective. Long enough to understand the culture and the real needs of the City, but not so long that I have stopped noticing what could be better. That balance matters on a Council.

I have also spent 17 years working inside St. Helena's wine industry, which drives more jobs and revenue in this City than any other sector. That is not peripheral to this role. It means I understand the economic engine this community depends on, and I have relationships across the industry that will matter when the City's decisions affect the people who work in it.

5. Please describe your community service and government participation in St. Helena or elsewhere.

My community involvement has been centered on youth sports. I coached Little League baseball in 2021, 2022, and 2026, and Parks and Recreation basketball in 2024. It is not glamorous service, but it is consistent and it is local, showing up for the kids in this community over several years.

In terms of direct government participation, I will be straightforward: I have voted consistently and engaged as an informed resident, but I have not served on a board or commission. What I bring instead is 18 years of organizational leadership in the private sector and a serious effort to understand how this City actually works, including a thorough review of the Blackberg Efficiency and Business Transformation Study. I am coming to this role as someone ready to learn the process while contributing meaningfully from day one.

6. What do you believe are the most important issues facing the City?

On Budget and Fiscal Accountability

The City's General Fund budget is approximately \$22 million, and it is under serious structural pressure. The deficit is not a one-year anomaly, it reflects a long-range financial picture that did not fully account for deferred capital needs and rising costs, combined with compensation structures that warrant a closer look given conflicting analyses in recent studies. The total unfunded capital improvement needs identified over the next 30 years exceed \$155 million, covering streets, storm drains, water, wastewater, and civic facilities. In the near term, the City has already drawn on reserves to close budget gaps and has implemented \$1.94 million in spending reductions. That is responsible short-term management, but it is not a strategy. What the City needs is a long-range financial plan built on accurate assumptions, disciplined spending controls, and a clear-eyed view of where the money is actually going. I have spent 18 years owning P&Ls and finding where organizations leak money. That is not a background I would leave at the door. The numbers are manageable if the City commits to a disciplined, long-range approach rather than annual triage. I have done that work before and I know what it takes.

On Organizational Process and Internal Accountability

The City currently operates without documented standard procedures for many of its core functions. Work gets done differently depending on who is doing it, institutional knowledge walks out the door when staff turn over, and departments that need to coordinate often do so inconsistently or not at all. The result is an organization that is reactive by default. Problems get addressed after they become visible rather than before.

I have built these systems before. At Demeine Estates, a startup where speed was everything, we needed SOPs from day one, for warehouse logistics, vendor partnerships, event management, and financial reporting. They were not popular at first. They never are. But once in place they removed ambiguity, reduced errors, and freed people to focus on the work rather than figuring out the process every time. The City does not need a corporate overhaul. It needs the basic discipline that any well-run organization relies on, scaled appropriately for a team of roughly 94 people serving 6,000 residents. The good news is that the staff here are capable and willing, the survey responses made that clear. The systems just need to catch up with the people.

On the Absence of a City Strategic Plan

The City does not have a functioning strategic plan. There is a General Plan, which governs land use, and a mission statement, but neither serves the purpose of a true strategic plan, a living document that defines where the organization is going, how it will get there, what success looks like, and who is accountable for what. Without one, it is difficult to connect individual budget decisions to a coherent long-term direction, departments set their own informal priorities, and the Council has no shared foundation for evaluating whether the City is actually improving. Every other issue on this list is harder to address without it.

This is not a complicated concept, it is something well-run organizations treat as foundational. The process of building one is valuable in itself. Done properly, it forces the Council, staff, and residents to agree on priorities, trade-offs, and timelines in a way that a stack of individual staff reports never achieves. I would make initiating a City strategic plan one of my first priorities if appointed.

On Public Works and Long-Term Infrastructure

The water and wastewater infrastructure challenge is substantial enough that it warrants its own dedicated strategic process, one that involves engineering expertise, regional partnerships, and long-range financial planning that extends well beyond any single Council term, and it deserves to

be treated as such, not absorbed into the normal flow of Council business as one agenda item among many. The City has options, and getting clarity on which path forward makes the most sense financially is itself a meaningful step.

7. If you were appointed to the Council, what would be your top three priorities?

One, Initiate a City Strategic Plan

The absence of a strategic plan is the common thread running through every challenge the City faces. Without a shared vision of our destination and the roadmap to get there, budget decisions, departmental priorities, and capital investments will continue to exist in isolation. My first priority would be to push the Council to formally initiate the strategic planning process, establishing a defined timeline, dedicating budget for outside facilitation if needed, and ensuring the commitment to see it through regardless of where the City is in its leadership transition.

The process of developing the plan matters as much as the final document itself. I believe in bringing residents, City staff, business owners, and Council members into the conversation from the very beginning. St. Helena is at a moment where rebuilding trust between residents and their City government is as important as any operational improvement. A strategic planning process that genuinely invites the community in, ensuring the community helps shape the direction rather than just reacting to it, is one of the most direct ways the Council can signal that the relationship is changing. St. Helena's wine industry, infrastructure challenges, fiscal constraints, and long-term identity as a small town in a world-class destination must all be integrated into that conversation. A plan built by the City without that input will not hold. A plan built with the community behind it will. This process should firmly establish the long-term strategy for Public Works' water and wastewater infrastructure. Given that this is one of the City's most significant financial commitments, it must be treated as a core component rather than a separate dialogue that never reaches resolution.

Two, Commission an Independent Financial Controls Review

Before the City acts on any of the fiscal recommendations it has received, it needs an independent assessment of its internal financial controls, separate from the efficiency study already completed and separate from the annual audit the City already receives. An audit looks backward to verify that the books are accurate. A financial controls review looks at the systems and processes designed to prevent and detect fraud, waste, and abuse before they show up in the numbers. There are enough signals in the existing analysis to warrant that focused review before reorganization or budget restructuring begins. This is not an accusation directed at anyone. It is the same due diligence that any responsible board would require before making significant financial decisions. Commissioning that review would be one of my earliest and most direct contributions as a Council member, and I would push for it to be completed before Phase 1 of any transformation effort formally begins.

Three, Establish Council Oversight and Accountability Tools

The Council cannot govern effectively without timely, accurate information about how the City is performing. Right now that information does not exist in any centralized or consistent form. I would prioritize two things that address this directly. First, an executive dashboard, a real-time scorecard of key City performance metrics that gives the Council proactive visibility rather than waiting for staff reports after problems have already developed. The City already has Microsoft Power BI available, which could serve as the foundation for this. Second, I would put cybersecurity training compliance on the Council's formal agenda and require regular reporting on completion rates. After a ransomware attack in 2024 that compromised the personal data of many residents, our neighbors, training compliance rates in the single digits are not acceptable. Both are achievable within the first term and cost very little to implement. They are also the kind of visible, resident-facing accountability measures that begin to rebuild the public trust the City needs to move forward.

These three priorities are designed to be fiscally responsible. Two require no new spending at all, and the one that does is an investment specifically designed to protect and recover public funds. Initiating a strategic plan, commissioning a financial controls review, and building basic oversight tools are decisions that require Council will and organizational focus more than budget. For a City managing a structural deficit, that matters. The most important work in the first term is not about new spending, it is about building the foundation that makes every future dollar more accountable and every future decision better informed.

8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

| On Addressing Fiscal Challenges

The City's structural deficit requires a disciplined approach that addresses both the expense side and the revenue side simultaneously. On expenses, I would advocate for a targeted hiring pause with clearly defined exceptions for roles critical to City operations. As positions turn over through natural attrition, each vacancy should be evaluated on its merits before being filled, assessing whether the role is essential, whether responsibilities can be reasonably redistributed, and whether compensation is appropriately benchmarked against comparable cities. This is the responsible path to right-sizing without the legal and human cost of layoffs.

On compensation specifically, the City has a problem that goes deeper than two consultants reaching different conclusions. A prior analysis indicated that citywide compensation was below market and recommended significant increases. A more recent study concluded that management compensation was above market for a city of St. Helena's size. But reading both analyses carefully reveals that neither rests on an entirely clean foundation. The earlier work relied heavily on City staff input, including from a department that was separately found to lack reliable operational data, which is a meaningful conflict of interest. The more recent analysis was conducted outside the original scope of work and was actively questioned by City leadership at the time. The City has engaged a specialist compensation consultant with decades of experience in this work, but it is not clear that prior studies have been consistently maintained or applied internally. The result is that the City has never had a truly independent, conflict-free compensation baseline. Any fiscal strategy that relies on compensation adjustments in either direction, whether increases or reductions, should begin by establishing that baseline first. Acting on contested data in either direction carries real financial and legal risk.

Capital project prioritization should be based on the probability and consequence of failure if deferred, regulatory requirements, and long-term cost consequences rather than across-the-board postponement. Deferring maintenance on critical infrastructure, particularly water and wastewater systems, has historically created far larger costs down the road. The City should also conduct a systematic review of vendor and software subscription contracts for consolidation and renegotiation opportunities. Multi-year financial forecasting needs to become a standard Council tool rather than an occasional exercise. Understanding how today's decisions compound into future obligations is the foundation of responsible fiscal governance.

On the revenue side, the City should actively pursue grant funding opportunities, particularly for infrastructure and public safety. The City maintains a fee schedule updated as recently as September 2025, but a systematic review of whether those fees are consistently applied and reflect current service delivery costs would be a worthwhile exercise given the fiscal pressure the City is under.

| On Improving Economic Health

St. Helena's economic health is inseparable from its identity as the heart of Napa Valley wine country, the most recognized agricultural region in the United States. I have spent 17 years building commercial strategies for the brands that define this region, and I see an economic opportunity that the City has not fully captured. A coordinated destination strategy, one that positions St. Helena not just as a place to visit but as the cultural and agricultural center of a world-class region, could meaningfully increase tourism revenue, support local business retention, and attract the kind of investment that sustains a small town without compromising what makes it worth living in. In practical terms this means developing a cohesive identity and marketing voice, building stronger partnerships with the Napa Valley Vintners and Visit Napa Valley, and ensuring that how St. Helena presents itself to the world reflects the full depth of what this community actually is.

On the business side, one of my first priorities would be to understand the full experience of starting or expanding a business in St. Helena, from the first permit inquiry to the final certificate of occupancy. The City commissioned a retail market study that found a downtown vacancy rate of 8 percent, more than three times the county average, driven by commercial rents among the highest in the county, zoning constraints that have been described as unfriendly to business, and a residential base shifting toward second-home buyers who shop elsewhere. Zoning reform was recommended at the time and deserves renewed attention. The recent launch of eTRAKiT in the permitting process is a meaningful step forward, and I would want to build on that momentum. Financial incentives for downtown investment, such as reduced permit fees for qualifying new businesses or targeted programs to help property owners improve their storefronts, are worth evaluating as one piece of a broader strategy. They are not a solution to structural rent and zoning challenges on their own, but as part of a coordinated approach they can lower the barrier to entry for businesses that would strengthen the commercial core. St. Helena does not currently offer these programs, and given the City's full cost recovery approach to permitting, any incentive would need to be carefully scoped and time-limited. A thriving downtown generates more sales tax and transient occupancy tax revenue than the cost of a well-designed incentive program.

| On Maintaining and Enhancing Quality of Life

Quality of life in St. Helena rests on a foundation of basic services delivered well, reliable water, maintained roads, safe parks, and a community that feels connected to itself. Water quality and road conditions are the two areas where resident satisfaction has been measurably low, and both are tied directly to the infrastructure investment strategy discussed above. Progress on those infrastructure challenges is itself progress on quality of life, they are not separate conversations.

Quality of life is also about more than infrastructure. Parks and Recreation is a department that punches above its weight given how lean its staffing is. The programs are there. The community participation is there. What is largely missing is visibility. St. Helena has more to offer residents than most of them know, and that is partly a communication problem, one of the more straightforward ones to solve. Seasonal promotional campaigns using physical and digital materials, a consistent events calendar, and better promotion of existing programs would cost relatively little and could meaningfully improve resident engagement and morale. This is an area where my marketing background is directly applicable, and I would make it a practical contribution from day one.

Events deserve specific attention. The City's existing events create something genuinely valuable, a sense of shared identity and community pride that is rare and worth protecting. A small town that comes together around its seasons, its harvests, and its history has something that cannot be manufactured. The goal should not be to overprogram or commercialize that, but to support and amplify what is already working.

The library is also worth mentioning. In a small city, the library is often the most inclusive institution in town, serving residents who do not engage with City government through any other channel. Ensuring it is adequately supported, even in a constrained budget environment, is a quality of life commitment that reflects the kind of community St. Helena wants to be.

9. What vision do you have for the future of St. Helena?

St. Helena possesses what most cities spend decades striving for and never quite achieve. We sit at the heart of the world's most celebrated agricultural region, surrounded by vineyards and defined by a culture of craft and quality. Despite welcoming thousands of visitors every month, we have held onto the feeling of a place that belongs to the people who live here. This is worth protecting.

My vision for St. Helena is a City that is fiscally sound enough to be proactive rather than reactive, one that makes deliberate decisions from a position of stability rather than managing one crisis at a time. That means building reserves, living within a sustainable budget, and making the infrastructure investments that protect quality of life for everyone who lives here. It also means being honest that our community spans a wide range of household incomes and circumstances. Every decision about costs, fees, and services needs to account for the full range of people who call St. Helena home, not just those who are most visible or most vocal.

The St. Helena I want to help build is one where residents trust that City Hall is working in their interest, where local businesses can take root and sustain themselves, and where the town's identity is strong enough that the children who grow up here leave knowing they will want to come back. Not because there is nothing else out there, but because what St. Helena has (its character, its community, its connection to the land) is genuinely worth returning to and worth protecting for the next generation.

10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

When my personal position conflicts with the majority view, my first step is to listen carefully, to understand both the evidence and the values driving the other perspective, because disagreements on a Council are rarely just about facts. I will use every opportunity the process allows to present my case, ask hard questions, and advocate for what I believe serves St. Helena's residents. But I also respect how the Council is designed to work. Unless a majority decision crosses a clear ethical line or conflicts with the City Charter or local law, I will accept the outcome, support its implementation in good faith, and continue tracking whether the policy produces the results it was intended to produce.

I also believe that honest disagreement, handled with respect, makes better decisions, not worse ones. A Council where everyone agrees on everything is not a Council that is thinking carefully. What matters is that the disagreement stays focused on the issue. I will remain consistent and transparent about my core positions so that residents always know where I stand, even when I am on the losing side of a vote.

ADDITIONAL COMMENTS

You may also provide any additional information or comments you feel would assist City Council in considering your application.

Two notes I want to be transparent about.

First, in preparing this application I used AI assistance as a research and editing tool to help organize my thinking, verify facts from the Blackburn study, and refine my writing. The positions, perspectives, and judgments expressed throughout are entirely my own. I mention this not as a disclaimer but as a reflection of how I approach problems, using every available tool to be as informed and precise as possible, while taking full personal responsibility for the conclusions I reach.

Second, several answers reference findings from the Blackburn Group Efficiency and Business Transformation Study. I read the full study, all four deliverables, and drew on it as an informed starting point. That said, my positions reflect my own independent evaluation of the material, including areas where I believe the findings warrant further scrutiny before being acted upon.

Familiarity with the study is not the same as endorsing it wholesale, and I would bring that same critical lens to any analysis the Council relies on.

Scott Diaz

📍 Saint Helena, California 📧 [REDACTED] 📱 [REDACTED] 🌐 [REDACTED]

SUMMARY

St. Helena resident and senior commercial executive with 18 years of leadership in the Napa Valley wine industry — the community's defining economic engine. Brings a rare combination of financial fluency, cross-functional leadership, and deep community roots to public service. Holds a B.S. in Accounting and is currently pursuing the CPA designation (actively studying the Financial Accounting and Reporting exam). Throughout 18 years as a P&L owner, managing multi-million dollar budgets, directing cost-reduction initiatives, and presenting financial analysis to boards and executive leadership, has developed the fiscal discipline that St. Helena city government urgently needs. Most recently at Demeine Estates, was tasked with cutting operating expenses and shifted the organization's focus toward more profitable business. Having studied the Blackberg Group Efficiency and Business Transformation study, brings a clear, informed perspective on what the city needs to prioritize: an independent fraud/waste/abuse review, a City Strategic Plan, HR and IT leadership hires, business process reengineering in Finance and permitting, and a long-term Public Works strategy. Does not come to this role with a political agenda. Comes with a private-sector accountability standard, the financial literacy to interrogate a budget, and the resident's perspective to understand what it costs when city government fails to function well.

SKILLS

• Budget & P&L Oversight • Cost Reduction & Margin Improvement • Financial Reporting & Controls • CPA Candidate (FAR in Progress) • Strategic Planning & Execution • Cross-Functional Team Leadership • Organizational Accountability • Stakeholder Alignment • Crisis & Transition Management • Process Improvement & Efficiency • Community & Partner Engagement • Executive & Board Reporting • Public Speaking

EXPERIENCE

SVP, Global Brand Strategy & Marketing

Demeine Estates

July 2021 - January 2026, Saint Helena, CA

Joined as employee #2 and second-ranking executive at a startup, tasked with building commercial, marketing, and operations infrastructure from the ground up across a portfolio of Napa Valley's most historic wine brands.

- **Budget Accountability & Cost Discipline:** Directly tasked with cutting operating expenses and improving margins, identified departments running over budget, reined in costs, and redirected commercial focus toward higher-margin business. This hands-on cost management experience maps directly to St. Helena's mandate to close a structural budget deficit without gutting services.
- **Financial Stewardship:** Directed board-level P&L reporting, margin analysis, cash flow review, and price programming. Served as the primary resource for sales analytics, forecasting, and commercial strategy, translating complex financial data into clear, actionable presentations for executive and investor audiences.
- **Organizational Build from Scratch:** Built marketing, sales, and operations functions where none existed, successfully recruiting seven senior colleagues to the startup. Demonstrates capacity to assess organizational gaps and hire to fill them, directly relevant to Blackberg's recommendation to hire HR and IT Managers as immediate priorities.
- **Cross-Functional Leadership:** Led a startup environment where Sales, Operations, and Finance often had conflicting daily objectives. Unified departments around a shared commercial goal, modeling the same alignment-through-transparency approach needed to advance transformation across St. Helena's city departments.
- **Strategic Business Development:** Secured 12 new winery partnerships generating \$14M in incremental annual revenue through structured negotiation and relationship management.
- **Portfolio Scale:** Drove volume from 35,000 to 100,000+ cases annually across 23 luxury brands by unifying brand, wholesale, and direct-to-consumer strategies behind a coherent plan.
- **Industry Recognition:** Selected as one of two supplier partners to present at the Southern Glazer's Fine Wine Summit (2023–2025), personally requested by the EVP of Fine Wine for long-range strategic planning.

VP of Marketing

Wilson Daniels

February 2012 - June 2021, Napa, CA

Wilson Daniels is an importer and sales and marketing company representing 45+ international brands like Schramsberg Vineyards and Davies Vineyards. (*Promoted from Brand Manager to VP over 13-year tenure*)

- **Budget Management & ROI Discipline:** Managed a multi-million dollar annual marketing budget with full accountability for every dollar spent, required to project ROI before any expenditure was approved. Delivered +28% year-over-year revenue growth sustained across multiple years. Brings the same before-you-spend-it discipline to public budget oversight.
- **Stakeholder Alignment Under Competing Demands:** As head of marketing, responsible for balancing the needs of 45 international wineries, internal company departments, and national wholesale distributors simultaneously, navigating conflicting priorities by building common understanding rather than forcing top-down decisions. This is the exact skill set required on a City Council navigating residents, staff, regional partners, and fiscal constraints.
- **Organizational Stability Through Crisis:** Maintained 90% staff retention at both Wilson Daniels and Demeine Estates through six executive leadership transitions, holding teams together during institutional uncertainty. St. Helena is navigating significant staff turnover and a trust deficit; this track record is directly relevant.
- **Cross-Functional Leadership at Scale:** Led marketing, PR, and creative operations for 45 brands across all 50 states, coordinating across departments and external partners with full commercial accountability for outcomes.
- **Executive Presentation:** Served as lead presenter for annual business plans to executive leadership at the country's largest wholesalers, securing national strategic alignment. Brings polished, data-backed communication skills to public Council deliberations and resident engagement.

Brand Manager

Wilson Daniels

May 2008 – February 2012, Saint Helena, CA

- **Early Career Foundation:** Built wholesaler and key account relationships across Napa Valley that became the foundation for portfolio-wide commercial leadership. Promoted to VP by the company founder after delivering accelerated growth for Schramsberg Vineyards and Davies Vineyards.

EDUCATION

Bachelor of Science in Business – Accounting

University of Colorado • Boulder, CO

CERTIFICATIONS

AI Fluency: Framework & Foundations

Anthropic | Claude

- Teaches practical AI collaboration skills, enabling users to effectively delegate, describe, discern, and exercise diligence with AI models like Claude.

Foundations of Digital Marketing and E-commerce

Google

Claude 101

Anthropic | Claude

- Proficiency using Claude AI for enhanced productivity, prompt engineering, and project and workflow automation.

Certified Specialist of Wine (CSW)

Society of Wine Educators

WSET Level 2

Wine & Spirits Education Trust

INVOLVEMENT

Academic Presenter

UC Davis Wine Marketing Program • July 2024 – Present

Keynote Speaker

Southern Glazer's Fine Wine Summit • October 2024 – October 2025



DATE AND TIME RECEIVED



NOTE: THIS COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH THE ST. HELENA CITY CLERK BY
MONDAY, MAY 18, 2026, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE ST. HELENA CITY COUNCIL

This application is to fill a vacancy on the St. Helena City Council. The St. Helena City Council will publicly-review all submitted applications where the applicants meet the qualifications. The Council will hold a public interview process for each candidate on Tuesday, May 26, 2026, and the appointment at the regular City Council meeting Tuesday, May 26, 2026. The applicant interviews will take place at Vintage Hall (465 Main Street, St. Helena). The term of office will be from May 26, 2026, through November 2026.

This application is a public document, although your personal information will be redacted. Your application will be compiled with other applications and considered by the St. Helena City Council as a part of a noticed public meeting.

Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Daniel Hale

Residence Address: [REDACTED] St Helena CA 94574

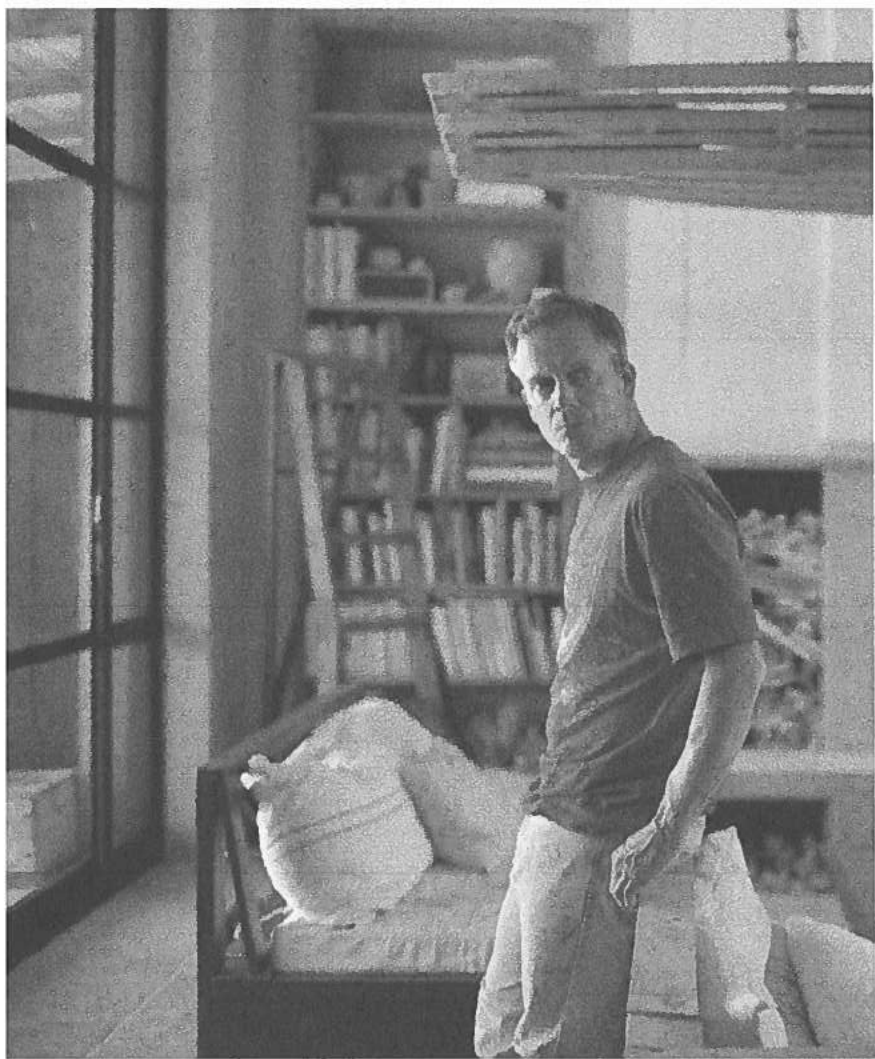
Mailing Address (if different): [REDACTED] Helena CA 94574

E-mail: [REDACTED]

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? yes (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.



Projects range from the design and creation of furniture, sculpture and lighting, to interior and architectural design.

Living in Saint Helena, he works directly with clients as well as in collaboration with other creatives (artisans, architects, designers) on commercial and residential opportunities, wherever they may arise. Engagements begin with observation, and utilize context, intuition and tradition to inform solutions.

His work explores the peculiar alchemy and interplay of art, architecture, and design, creating objects and projects that fold together and transition between these disciplines. The intersections and expressions of materials, light, siting and the physical experience of the user are central to his vision.

(continued on next page)

Reasons for Applying

1. Why do you want to be appointed to the Council?

I believe I have been fortunate to thrive in St. Helena. My family has embraced this community, and in turn, this community has embraced us. Through the years, I have had the opportunity to engage with a broad cross-section of St. Helena, which has given me a deeper appreciation for the many perspectives, experiences, and institutions that together make our community whole.

I believe we need to develop a housing strategy that is specifically targeted to producing actual workforce housing opportunities and threads those solutions into the fabric of town in a way that is sensitive. I believe we can create policy changes that do that. We need to spend the time to better understand the nature and dynamics of creating viable and vibrant workforce housing and we need to carry that understanding with us as we consider policy, proposals and fruitful partners.

The range and texture of my personal and professional experiences in St. Helena have given me meaningful insight into both our strengths and our challenges. I believe those experiences, combined with my commitment to this community, can be put to work in service of the town I have come to know and love.

2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?

I am self-employed and I have been fortunate to have built my career and thrive by working vigorously, collaboratively, staying focused, and finding efficient solutions to complex challenges. I understand the value of time management and also the value in not stretching too thin or taking on too many projects that I am not prepared to complete or give my full energy to. I have witnessed firsthand the commitment and responsibility that serving on the City Council requires, and I understand the time, energy, and dedication the position demands. I am fully prepared to commit myself to that responsibility and the work ahead.

3. If appointed, do you plan on running for election in November 2026? YES

Experience, Qualifications, Education

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?

I hold a degree in Architecture, and creativity has been a defining thread throughout both my professional and personal life. While still in college, I opened a gallery where I created and sold art and design pieces, an experience that helped launch a career rooted in creativity, entrepreneurship, and collaboration.

My work in art and design has given me opportunities to work on projects across the country and around the world, allowing me to collaborate with talented, passionate people from many different

backgrounds and disciplines. Those experiences have reinforced the value of curiosity, teamwork, and remaining open to new ideas and perspectives. I value collaborations and continually seek opportunities to learn from others.

I have had the opportunity to work on projects both large and small, with organizations of every size and with personalities equally varied. Through those experiences, I have developed an organic and supportive leadership style and a belief that the best outcomes come from a team-centered approach built on listening, respect, and shared purpose.

I have also had the opportunity to travel, live, and spend meaningful time in different communities. Those experiences have deepened my appreciation for St. Helena while also offering perspective on approaches and ideas that may help us think differently and continue improving our community.

Locally, with the sturdy support and partnership of my wife Christine I have rented commercial space and operated a retail business in St. Helena, and I made the intentional decision to base my design business here. I understand the opportunities and challenges that come with operating a business in our town and have experienced firsthand the realities faced by local business community and residents.

My experiences have taught me that thoughtful planning, measured decision-making, and a steady long-term approach often produce the strongest results. I believe the breadth and texture of my personal and professional experiences enrich my perspective and would serve me well as a member of the City Council.

5. Please describe your community service and government participation in St. Helena or elsewhere.

Over the years, I have been fortunate to participate in a wide range of community projects and civic efforts that reflect my commitment to St. Helena and the people who make this town special. My involvement has included school fundraisers, wine auction initiatives, years as a youth soccer coach while our three children flourished in St. Helena, rewarding participation with Troop 1, and longstanding engagement, support and volunteer work with Nimbus Arts.

I also had the opportunity to work with the Napa Valley Museum team to help envision and bring the MAC - Napa Valley Museum of Art & Culture. to our community. (And on a side note, don't miss the newly installed Wyeth exhibition.) I strongly believe in the power of the arts to inspire, connect people, and broaden perspectives, enriching both individuals and the community as a whole.

I served for four years as a St. Helena Planning Commissioner, including as Vice Chair. That experience gave me a strong foundation in understanding community priorities, dynamics and perspectives, as well as a deep familiarity with municipal code and the intersection of local regulations with state law. It also provided a firsthand understanding of how the civic process functions and the importance of transparency, thoughtful deliberation, and public engagement.

I also served on the St. Helena Infrastructure Task Force, where we took a deep dive into the interaction and future potential of the civic assets we are fortunate to have and responsible for safeguarding. In addition, I

served on the St. Helena Water Board. I toured the Stralla plant and gained an appreciation for both the infrastructure challenges St. Helena faces and the practical solutions available to address them.

I have also had the privilege of sitting alongside dedicated volunteers and true believers working to create workforce housing opportunities in St. Helena. I was proud to serve as President of Our Town St. Helena and continue to value the tremendous work the organization does and the important resource it remains for our community.

Throughout these experiences, I have come to appreciate that strong communities are built through participation, stewardship, and a willingness to engage thoughtfully in shaping the future.

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?

Rebuilding trust must be a priority. That means doing the work necessary to restore a culture and pattern of transparency while collaboratively developing a thoughtful, methodical long-range plan for St. Helena, one that both preserves and fully harnesses the productivity and potential of our community resources, both physical and human.

We need to rebuild not only public confidence, but also a shared understanding of who we are, the story we tell ourselves, and a realistic path toward realizing the tremendous opportunities and magnetism that St. Helena is fortunate to possess. I believe we need to become more comfortable acknowledging our shortcomings, mistakes, and areas where improvement is needed. Recognizing problems is not weakness; it is the first step toward solving them. Communities move forward when they can honestly assess where they are and have confidence in their ability to do better.

Too often, difficult issues can become buried beneath defensiveness or an unrealistic culture of forced positivity, a tendency to avoid hard conversations rather than engage with them. Facing challenges directly and facing inconvenient or challenging truths does not diminish our community; it strengthens it.

We also need a clearer understanding of the distinct roles within our City Council/City Manager form of government. A critical part of that understanding is recognizing the importance of checks and balances. Professional staff naturally bring their own expertise, priorities, and perspectives, which may at times differ from those of elected officials or appointed commissioners. That should not be viewed as conflict, it is a healthy and necessary tension within a functioning system.

Supporting staff and asking difficult questions are not mutually exclusive. Strong governance requires both. Thoughtful challenge, accountability, and respectful scrutiny are not signs of dysfunction; they are essential components of a system working as intended.

7. If you were appointed to the Council, what would be your top three priorities?

Forming consensus around how we restore public confidence, and committing to that process, is essential. Strong communities and effective local government depend on trust, transparency, and a shared understanding that decisions are being made with integrity and in the community's best interest.

We should also establish a clear mission statement that can serve as the foundation for a comprehensive, holistic master plan. That plan should provide a unifying framework for addressing critical issues such as workforce housing, economic vitality, vibrancy, infrastructure investment, and long-term community sustainability. Without a clearly defined vision and measurable goals, it becomes difficult to align priorities or sustain progress over time.

At the same time, we must reaffirm our commitment to preserving the character and qualities that make St. Helena special and that drew so many of us to live and work here in the first place. Any path forward should recognize that growth and change do not have to come at the expense of community identity. Preserving the unique character, scale, and sense of place that define St. Helena should remain a guiding principle as we plan for the future.

8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

I believe we need to create a long-term, holistic plan and framework that we can steadily grow into over time. We did not arrive at our current condition overnight, and a lasting, sustainable solution will require thoughtful planning, commitment, and patience.

We are fortunate to have a diverse inventory of City-owned properties and assets. Many of these sites are underperforming and, in some cases, deteriorating. That represents not only a failure of stewardship, but also a significant missed opportunity.

Over the years, we have undertaken thoughtful studies and initiatives, including SHAPE and the Infrastructure Task Force, but we have too often lacked the direction and follow-through necessary to translate ideas into action. As time passes, that pattern has become entrenched.

The work ahead will not be easy, but we do have the resources and opportunities to create a solid, forward-looking plan. If we are deliberate and disciplined in our approach, we can build a framework that not only protects and enhances our quality of life, but also strengthens our financial footing and better positions us to address our long-term infrastructure needs.

Values, Vision, Approach

9. What vision do you have for the future of St. Helena?

I believe we need a balanced approach that embraces both preservation and innovation. Protecting what makes St. Helena special does not mean resisting change, and pursuing progress does not require sacrificing our identity. The strongest path forward thoughtfully honors both.

I also believe we can foster a healthier understanding and appreciation among the many people who make up and contribute to our community, longtime residents, newcomers, transplants, visitors, and those drawn here from elsewhere. While experiences and perspectives may differ, they share a common appreciation for St. Helena and our Valley. Rather than viewing those differences as divisions, we should see them as opportunities to strengthen and broaden our community.

St. Helena is a treasured place, and I believe we can, and must, do a better job of defining and shaping how we all graciously share that resource. By building partnerships rooted in shared values and common purpose, we can create a future for St. Helena that reflects the best of who we are, a future we can proudly recognize, proudly participate in shaping, and just as proudly pass along to future generations of St. Helenans.

10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

I operate with the understanding that I am NOT always right, and that my reflexive approach may not always be the best approach for the challenge at hand. I believe it is critical to observe and truly intake other points of view and at the end of the day ask yourself. "How could I have done that differently?" Or, "how could I have been more effective?..." Compromise is a vital progress making tool.

You may also provide any additional information or comments you feel would assist City Council in considering your application.

Please note: At the time you would be named to the St. Helena City Council, you must be:

- **At least 18 years of age,**
- **A registered voter in St. Helena; and**
- **A resident residing within the City limits of St. Helena.**

You must maintain St. Helena residency and registered voter status throughout your term of office.

(continued on next page)

Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to Andrew Bradley, St. Helena City Clerk, at cityclerk@cityofsthelena.gov. The City Clerk will confirm receiving your emailed application, if you do not receive confirmation, please call the City Clerk at (707) 968-2743. You may also drop off the form and questions at St. Helena City Hall, 1088 College Avenue, St. Helena, California. Please address the envelope to the City Clerk.

Please do not mail the form, as it may not get to the City by the deadline. If you have any questions about this application, please call the City Clerk's office at (707)968-2743.

I Daniel Hale (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature:  Date: 15 May 2026

Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name:

Michael Haley

Residence Address:

[REDACTED]

St. Helena, CA 94574

Mailing Address (if different):

n/a

E-mail:

[REDACTED]

Best Phone Number to

Reach You:

[REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment?

☒ Yes

☐ No

(yes or no)

Applicant Affirmation and Signature

I

Michael Haley

(print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature:

Michael Haley

Date:

May 11, 2026

RESUME

Michael Haley

St. Helena, Ca 94574

Current: retired, age 72

Education:

B.S. Psychology Michigan State University 1975

M. S. Psychology West Georgia State University 1978

Work Experience:

Grape Grower, Napa County 2003 to 2015, oversaw family farm producing wine grapes for 14 harvests. Approximately 400 to 500 tons per year.

1980 to 2000 Human Resources, mainly recruiting, last five years owned an executive search firm focused on engineering in sterile pharmaceutical manufacturing.

1975 to 1996 Psychotherapist both at mental health clinics and private practice. CA MFCC license 1984.

Napa County Community Service, dates are approximate

Napa County General Plan steering committee member 2005 to 2008

District Representative, Napa County Parks and Open Space District, 2012 to 2015

Editorial Board Member, Napa Register, 2006 to 2010 (not sure on exact dates, 4-5 years)

President, Napa Valley Taxpayers Alliance, 2007 to 2009

Measure A citizens oversight committee member (Flood Control Project) two years

Citizens committee, County Traffic Plan 2009

Member of the first Napa County Groundwater Resources Committee, 2012

Member, Watershed Information and Conservation Council (WICC) 2012 to 2015

Hwy 29 Corridor Committee for American Canyon 2014

Vine Trail founding board member, 2008 to 2012

Additional community service:

State of Oregon Coordinator for FAIR, Foundation Against Intolerance and Racism 2019-2021

President of Ojai First, neighborhood group opposed to increasing short term rentals, Ojai, CA 2016-2018

Why do you want to be appointed to the council?

I want to do something to help St. Helena. I moved here after living in Napa for years, my wife is from here, and although I am new to St. Helena I am not new to the county. A group of locals contacted me and asked me to run, so I agreed to do so if that is the best way I can help.

How much time per week do you have to devote to City Council service?

I'm retired with no personal obligations so as many as needed, 20, 30 or more.

If appointed, do you plan on running for election in November 2026?

Yes.

What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?

Besides the experiences listed on my resume of mostly local political activism, as President of the Napa Valley Taxpayers Alliance I spoke out about the pensions and pay for the Napa County and Napa city firefighters, police and other employees at that time. I met with all the union personnel, city council and county supervisors, and got heavily involved in the contract negotiations, this was in 2007 mainly. At that time I was a lay expert on California Public employee pension plans, and wrote regular columns on the same, that were often picked up and printed by other publications. This will help me with the same issues with the City of St. Helena, albeit it was a while ago. I do remember quite a bit.

After about ten years of political activism I ended up as an elected official, the Napa County Parks and Open Space District, and being on both sides of that is valuable. The first thing I thought when I got up on that podium is "where are we going to get some money?" That is something you never think about as an activist, you are more likely to think, why are they spending so much money?" So I think it is good that I have had to see local politics from both sides of that coin, and the tensions that play out on the financial as well as other issues facing a community.

I wrote a political column called napablogger for about ten years, most of that time was for the Napa Valley Register, and regularly examined local political issues and learned quite a bit about local politics doing that. I attended most County Supervisor meetings for a good ten years, at one four year stretch I did not miss a single meeting. I also regularly attended City of Napa council meetings, and occasionally St. Helena city council and Calistoga as well. I spoke on the pension issue at the St. Helena city council at one time, as well as the local rotary club that meets at noon.

All that gave me a good idea about how local government works in California, the structure of the meetings with, for example, public comment on any subject allowed at the beginning of meetings, no real response allowed from council persons, Brown Act, need to agendaize important issues, etc, are all things I am familiar with and will help me step into the role with less training.

Please describe your community service and government participation in St. Helena or elsewhere.

I have pretty much covered that already. Although I am new in St. Helena I have attended some city council and planning commission meetings along with a few financial committee and parks and rec meetings, and watched more on line.

What do you believe are the most important issues facing the City?

There are many, financial deficit, water quality and cost, affordable housing for workers, roads and infrastructure, but the most important issue is for the community to come together and work out a plan to make things work.

St. Helena needs a new future, it needs an overall goal with large community buy-in that we can all work toward and feel a part of and I do not believe we have that now. It's not black and white, there is plenty of interest in our government in the community, the problem is that there are two groups that are fairly divided and not a lot of making progress toward a bigger goal is really happening.

We need to find a way to bridge that gap and it is only going to come through community engagement and dialogue.

If you were appointed to the Council, what would be your top three priorities?

Right now it would be hiring the best possible City Manager we can find. Second would be doing whatever I can to improve the relations between the city employees and the community, which have been damaged by the recent termination of the City Manager. We seriously need to reflect on why we can't keep a city manager here. Third would be maintaining the ongoing business of the city.

What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

What vision do you have for the future of St. Helena?

I'll take these two questions together as they are closely related. As I mentioned above, there is a divide in the city between two groups, one could be characterized as those who have been here a long time and their culture is rooted in a Napa that I will describe as a close-knit farming community. The other are people who moved here as the result of tourism for the most part, tend to be wealthier, retired and here more for the lifestyle based on a tourism economy. It could be described as a class conflict, but it is more specific than that.

These are generalizations, but anyone who has lived here a while will at least have a feel for what I mean. A lot of the conflict comes down to opposition from the two groups, where the key issue that is debated is tourism related, hotels, wine, tasting rooms, high end fashion shops, art, etc. One group is generally opposed to anything tourism related, the other generally supports it and is surprised that anyone could be so adamantly opposed to something that will help our economy and is what Napa is known for.

My natural sympathies are with the locals group and not the newer pro tourism group. As time has gone on, however, I realize that the fact is that Napa has changed and we are not a farm based community with some tourism any more, we are a tourism community with some farming, and that has made a lot of difference. Our economy is based on tourism now, we need tourism for business and tax revenue for the government. We have to face that fact, which I have gradually had to do.

I believe that underneath this conflict for the locals is that they woke up one day, and the whole county had changed into something they felt they didn't belong to. One sees constant requests for things like five and dime stores, local stores that no longer exist, low priced restaurants, etc. These are community features that people long for now and made them feel connected and that the community was here to serve their interests and needs, and not the interests of people who are from out of town and just here to make money.

I think, however, that the reality is that in order to pay our bills we are going to have to have more tourism because that is simply what is available. Investors are not coming in with offers to put in a five and dime store. They are coming in with offers for more hotels. We do have a serious budget deficit and the only argument is how much?

But I think we can do both, but it is going to take some working together and community building.

My idea is to first get the community to debate, discuss, dialogue on what we are going to do about this tourism economy issue. I have been reading a lot about community building, and in fact recently had a zoom meet up with a national expert on such, Rich Harwood. He has been called into communities that are shattered by events like a school shooting, or in some cases just more normal break downs to help heal situations.

One thought then is to have a series of community meetings around the issue of creating a viable future for St. Helena with someone like Harwood as moderator, to come to terms with our realistic economic situation and settle on a path forward.

I believe if we work on it together we can accomplish both goals, a strengthened local community that comes about as a result of an improved local economy based on some more tourism development.

I note that this appears to be happening in the city of Napa. They have built a tourism economy downtown and they are starting to have the money to do amenities for locals like the recent decision to have a skating rink, something the locals have been clamoring for for decades now.

One specific idea I have is that it appears there are 3-4 hotel possibilities on the table. What about the community getting together somehow and going over the various offers and picking one, the best one that most people may buy in on? I would support one more hotel and that seems the best way to get it.

If it were positioned as a way to get, say \$3 million a year in TOT, it could be designated for reducing water bills. That way it would serve locals needs as well as tourism related businesses.

We have to find a way to both meet the needs of the local population as well as the wine/tourism business. The local population needs lower priced and local oriented stores and services, the tourism business needs high end visitors. The city government needs cash from hotels. We can find a way to dovetail those needs so that it works for everyone over time, and everyone has an opportunity to feel connected to St. Helena.

How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

For one thing, I would make sure the voters know what my personal philosophy is so they know what they are getting when they choose me. That is part of the reason for the extensive comments here that anyone can read.

The answer here is that it depends, it depends on how important the issue is. If it is a relatively minor issue, I would be fine going with the majority view. If it were a major issue that seriously were a moral objection on my part, I would vote my conscience. If people wanted to recall me or vote me out, I would live with that a lot better myself.



DATE AND TIME RECEIVED:

MAY 18 2026

City Clerk's Office

eo

1:29pm

NOTE: THIS COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH THE ST. HELENA CITY CLERK BY
MONDAY, MAY 18, 2026, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE ST. HELENA CITY COUNCIL

This application is to fill a vacancy on the St. Helena City Council. The St. Helena City Council will publicly-review all submitted applications where the applicants meet the qualifications. The Council will hold a public interview process for each candidate on Tuesday, May 26, 2026, and the appointment at the regular City Council meeting Tuesday, May 26, 2026. The applicant interviews will take place at Vintage Hall (465 Main Street, St. Helena). The term of office will be from May 26, 2026, through November 2026.

This application is a public document, although your personal information will be redacted. Your application will be compiled with other applications and considered by the St. Helena City Council as a part of a noticed public meeting.

Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Michelle Liu Covell

Residence Address: [REDACTED] St Helena

Mailing Address (if different):

E-mail: michelle@covellarchitects.com

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? yes (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.

see
resume

(continued on next page)

1088 College Ave. | St. Helena, CA 94574
(707) 967-2792 | cityofstheleena.gov

Reasons for Applying See cover letter

1. Why do you want to be appointed to the Council?
2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?
3. If appointed, do you plan on running for election in November 2026?

Experience, Qualifications, Education

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?
5. Please describe your community service and government participation in St. Helena or elsewhere.

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?
7. If you were appointed to the Council, what would be your top three priorities?
8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

Values, Vision, Approach

9. What vision do you have for the future of St. Helena?
10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

You may also provide any additional information or comments you feel would assist City Council in considering your application.

Please note: At the time you would be named to the St. Helena City Council, you must be:

- **At least 18 years of age,**
- **A registered voter in St. Helena; and**
- **A resident residing within the City limits of St. Helena.**

You must maintain St. Helena residency and registered voter status throughout your term of office.

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Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to Andrew Bradley, St. Helena City Clerk, at cityclerk@cityofsthelena.gov. The City Clerk will confirm receiving your emailed application, if you do not receive confirmation, please call the City Clerk at (707) 968-2743. You may also drop off the form and questions at St. Helena City Hall, 1088 College Avenue, St. Helena, California. Please address the envelope to the City Clerk.

Please do not mail the form, as it may not get to the City by the deadline. If you have any questions about this application, please call the City Clerk's office at (707)968-2743.

I Michelle Liu Covell (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature:  Date: 5.18.26

Dear City Council and the community,

I would like to apply for the vacant seat of City Council.

As both a resident and current Planning Commissioner, I have become deeply engaged in the issues facing our community and the processes by which local government serves the public.

I have developed a strong appreciation for the importance of transparency, fairness, thoughtful planning, and respectful public service.

I am applying because I believe I can bring an independent, engaged, and solutions-oriented perspective to the Council during an important time for the City.

I understand that serving on the City Council is a substantial commitment, public accessibility, active participation, and open dialogue. Public service is not something I approach casually, and I recognize the responsibility and professionalism the position requires. I believe I can devote 10 hours a week to the role.

At this moment I cannot answer whether I intend to run for election in November 2026.

If the experience feels right, I would welcome the opportunity to continue serving the community if the residents choose to support me.

Serving on the Planning Commission has given me firsthand experience evaluating land use issues, reviewing public process requirements, balancing competing interests, and understanding how local decisions impact residents, businesses, applicants, and the broader character of St. Helena. I have spent significant time reviewing municipal procedures, planning documents, staff reports, and public policy issues. I believe sound decision-making requires careful listening, preparation, critical thinking, and the ability to evaluate both immediate impacts and long-term consequences.

As an architect practicing in St. Helena and the Bay Area, I have extensive experience navigating complex regulatory processes. Through my work as a project manager and architect at large firms in San Francisco, and now as Director of Operations for my firm, I've managed large multidisciplinary teams through challenging, one-of-a-kind projects.

One of my strengths is learning quickly and continually improving processes. My work requires coordinating overlapping disciplines, structural, architectural, civil, electrical, plumbing, mechanical, and landscape etc., while balancing both the big-picture design vision and the detailed execution needed to make projects successful.

The City faces several significant issues that will require thoughtful leadership in the coming years. I have read the Blackberg Group reports. St Helena has been given a chance to make significant improvements.

Among the most important are maintaining fiscal stability, managing growth responsibly while preserving what we love about this community, improving public trust and confidence in local government, supporting local businesses, and addressing infrastructure and service needs in a financially sustainable manner. Like many small communities, St. Helena must balance economic realities with maintaining the quality of life that makes the city unique.

If appointed, my top three priorities would be:

1. Strengthening transparency, accountability, and public trust in local government;
2. Infrastructure such as water, sewer, and circulation, making sure the foundation of basic needs are secure, safe, with the focus on prioritization and implementation strategies
3. Ensuring balanced and thoughtful planning that preserves the character of St. Helena while allowing the community to adapt responsibly to growth, to continue to attract not just tourists that support the shops, also young families to see the amazing town this is for raising children, so that we can continue to enjoy the beauty that this community brings.

Saint Helena's sense of place is what makes this town unique from the rest of the towns in Napa Valley. We have to protect that, but also be ready to adapt to the times, create a sustainable balance, that brings the whole community up together. There are reasons why people move and live here, and decide to raise their families here. We need to invest in those reasons, and this means building community energy.

My vision for the future of St. Helena is a community that remains financially stable, well-governed, and connected to the values that have historically defined it. I believe St. Helena can continue to evolve thoughtfully without losing its identity. I want residents to feel confident that their local government operates with integrity, professionalism, and openness, and that decisions are made fairly and with the long-term interests of the entire community in mind. I also see a thriving city. Once we get a fully aligned strategic plan in place, with the consensus and trust of the community, I believe this town can achieve great things. It will take hard work, and planning. And this is what I do.

I also understand that public service requires working collaboratively with people who may hold different perspectives. In situations where my personal philosophy differs from the majority view, I would approach the matter respectfully, listen carefully to all viewpoints, rely on facts and policy analysis, and remain open-minded throughout the decision-making process. Effective governance requires the ability to disagree professionally while continuing to work constructively toward solutions that serve the broader community interest. It also requires open dialogue, independent and thoughtful decision-making, and a willingness to do your own homework.

Thank you for your consideration and for the opportunity to apply for this important role. I would be honored to serve the residents of St. Helena and contribute positively to the City's future.

Sincerely,
Michelle Covell

PS. My letter for when I applied for the Planning Commission still holds true as well.

Michelle Liu Covell
[REDACTED], Saint Helena
[REDACTED]

2019 - Current	Mom
11.2015 - Current	Covell Architects Partner, Architect, Director of Operations, Project Manager
7.2025 - Current	Saint Helena Planning Commissioner
2026 - Current	Saint Helena Homegrown Sole proprietor
2011	Architect , California License # C33300
2013	Gardening and Composting Educator Certified , Garden for the Environment
2010	Revit Building Information Modeling (BIM) Certificate
2009-2011	Architect Registration Examinations (9) and Architect Internship Program Completed
2009	LEED AP (BD+C) Leadership in Energy and Environmental Design Accredited Professional in Building Design and Construction
5.2006	Masters in Architecture , California College of the Arts
8.2005 - 5.2006	Structures I and II Graduate Student Instructor , California College of the Arts
5.2003	Bachelors of Arts in Architecture , UC Berkeley, Magna Cum Laude, Dean's list all semesters
9.2011 - 11.2015	William Duff Architects Architect, Project Manager <i>Designed and managed multiple private residences through design and construction</i>
6.2006 - 9.2011	Hornberger + Worstell Inc. Associate, Designer, ARE Coordinator, BIM Manager <i>Master Planning Gohtong Highlands Resort, Master Planning and Design, Chongli China</i> <i>River Run Village, Master Planning and Design, Sun Valley Idaho</i> <i>Higher Education Recreation and Wellness Center LEED Gold, Sacramento State University</i> <i>Residential Conference Center and Faculty Club, University of California Los Angeles</i> <i>University Student Union, California State University San Marcos, Winning Competition</i> <i>University Center, Sonoma State University California</i> <i>Historic Landmark Renovation and Conversion, 140 New Montgomery San Francisco</i>
Various Internships During school	Bruce Tomb Architecture Designer, Rhinoceros Model for Resin Fabrication <i>Hibbs-Gray Residence Bath Pod Addition, San Francisco, featured in SF MOMA</i> Michael Tauber Architecture Designer, 3D Model, Graphics <i>Johnson Residence Design, Oakland, Published in Small Firms Great Projects</i> Phillip Banta & Associates Architecture Intern, 3D Model, Graphics
4.2004 - 8.2004	Camp Sweeny Juvenile Hall Cornerstone Foundation for Educational Advancement Instructor and Coordinator of 16-week Architectural Studio of 14-18yr old
Various other Leadership roles	Wolf House Co-Op, UC Berkeley Served as House, Kitchen & Workshift Manager Team Captain of Architects, Engineers, and Contractors (AEC) Softball League in SF Team Captain of San Leandro High School, Junior & Senior year AIA SF ARE Committee Member AIA Mentorship Program 2007-2013
Hobbies + Interests	Gardening, Tomatoes, Chickens, Tennis, Softball, Traveling, Wood Furniture, Hiking/Camping, Cooking, Drawing/sketching, Graphics, Painting, Photography, Sewing, Knitting, Crafts



DATE AND TIME RECEIVED:

MAY 18 2026

City Clerk's Office

to 4:03 p.m.

NOTE: THIS COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH THE ST. HELENA CITY CLERK BY
MONDAY, MAY 18, 2026, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE ST. HELENA CITY COUNCIL

This application is to fill a vacancy on the St. Helena City Council. The St. Helena City Council will publicly-review all submitted applications where the applicants meet the qualifications. The Council will hold a public interview process for each candidate on Tuesday, May 26, 2026, and the appointment at the regular City Council meeting Tuesday, May 26, 2026. The applicant interviews will take place at Vintage Hall (465 Main Street, St. Helena). The term of office will be from May 26, 2026, through November 2026.

This application is a public document, although your personal information will be redacted. Your application will be compiled with other applications and considered by the St. Helena City Council as a part of a noticed public meeting.

Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Joshua Parke

Residence Address: [REDACTED]

Mailing Address (if different): _____

E-mail: [REDACTED]

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? yes (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.

(continued on next page)

Reasons for Applying

1. Why do you want to be appointed to the Council?
2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?
3. If appointed, do you plan on running for election in November 2026?

Experience, Qualifications, Education

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?
5. Please describe your community service and government participation in St. Helena or elsewhere.

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?
7. If you were appointed to the Council, what would be your top three priorities?
8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

Values, Vision, Approach

9. What vision do you have for the future of St. Helena?
10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

You may also provide any additional information or comments you feel would assist City Council in considering your application.

Please note: At the time you would be named to the St. Helena City Council, you must be:

- At least 18 years of age,
- A registered voter in St. Helena; and
- A resident residing within the City limits of St. Helena.

You must maintain St. Helena residency and registered voter status throughout your term of office.

(continued on next page)

Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to Andrew Bradley, St. Helena City Clerk, at cityclerk@cityofsthehena.gov. The City Clerk will confirm receiving your emailed application, if you do not receive confirmation, please call the City Clerk at (707) 968-2743. You may also drop off the form and questions at St. Helena City Hall, 1088 College Avenue, St. Helena, California. Please address the envelope to the City Clerk.

Please do not mail the form, as it may not get to the City by the deadline. If you have any questions about this application, please call the City Clerk's office at (707)968-2743.

I Joshua Parke (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature:  Date: 5.18.26

Reasons for Applying

1. Why do you want to be appointed to the Council?

To be completely honest i'm not wholly convinced that I do, and i'm relatively certain that I would not be chosen regardless. The reason i'm not certain that I do is that there is a feeling of disconnect and obfuscation around the City's communications and meetings regarding critical issues. The effect of this along with the knowledge of internal communication between council members is a malaise that is permeating. The reason I may believe it's a good idea is that my general thinking points me to a potential source of the obfuscation. It may be there is a basic insecurity around identity, or lack of known direction, and it may be that I can help to unearth the root cause and help to bring to light some clarity.

The reason that I am relatively certain I would not be chosen by the current council is that I regularly attempt to evoke critical thinking around prevalent issues and those attempts are met with no response, or private disdain, unless they trigger obvious legal standing. This includes attempts to bring to attention the leadership issues with our past city manager and director of community development.

2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?

What we spend time on is important, and it's important to spend time helping to improve the place we live. I don't see the amount of time needed being an issue.

3. If appointed, do you plan on running for election in November 2026?

Unknown.

4. *What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?*

The majority of my professional practice is design, and design is a physical litmus test for the validity of thought. My primary educational experience is in the arts and the built environment, which contrary to common thinking is actually a process of developing a deep understanding of the human condition and why society and people function the way they do. I pay attention and am most comfortable when i'm able to receive and digest enough information to come to logical conclusions based in a combination of fact and context. Most of my life has been spent navigating diverse personalities and contexts that need help arriving at a cohesive goal and outcome. With my role i'm regularly in charge of helping to navigate the process of understanding large concepts and breaking them down into digestible pieces. It's the process itself that is rewarding along with the manifestation of an outcome.

Within the context of the best long-term interest of the community this means having a prescient perspective on cause and effect. Without a general idea of consequence due to cause and effect the act of decision making is simply a static event reflected in an unanticipated outcome. There are always, and always will be, societal pressures to make a decision based on the optics of what information is generally popularly available. Often times this means past decisions made by others that did not reflect long term consequence and were made in the interest of short sighted self preservation. It's important to not take a penny wise pound foolish approach and let this be the ballast.

The difficult approach is often the more sophisticated and thus requires more work and more risk in not thinking along pre-established lines. At a personal level the work of problem solving is one of the greatest joys of my life and I relish the opportunity to look deeper than the surface level and find the foundation of problems. This allows me to feel sound in a direction to decide a context appropriate outcome.

What this means in terms of decision making in the current council make up is that it's possible I would at times be the odd man out and relegated as an outsider accordingly. I'm fully aware of this and understand that this is not in the best interest of some of the current council nor is it something that they would likely want. However I am a firm believer in thinking that an outside perspective is always healthy if for no other reason than to pressure test what is considered a sound resolve in a predetermined position.

5. Please describe your community service and government participation in St. Helena or elsewhere.

Not much. I've held a seat on a couple previous City of St Helena committees but they were ineffectual and not worth mentioning. Otherwise I try to be a good steward of the community in having conversations and helping when I can.

6. What do you believe are the most important issues facing the City?

-Reliance on a system that has become entrenched in reactionary defensive posturing rather than strategic thinking toward a goal.

-Lack of critical thinking.

-Issues that have become institutionalized due to lack of action and understanding of past contexts and decision making.

7. If you were appointed to the Council, what would be your top three priorities?

Creation of desire is the singular priority but i'll synthesize it as the top three in a narrative:

The current social and governmental context of St Helena is trying to grow from depleted soil. The soil is depleted due to a lack of strategic thinking that has led to a culture of othering and has left us without a direction to grow organically. Because we don't have an organic direction we are continually reaching for outside sources of influence to regulate the ecosystem.

This soil and ecosystem metaphor seems apt. The town is an ecosystem and is composed of the landscape created within the municipal boundary, the people, and the built environment. The framework of operations within the municipality (it's codes)

create the soil for which the ecosystem can thrive organically or paradoxically require regular outside influence.

We need to feed organically from within and slowly get back to a state of health. This means first and foremost changing the approach to how we discuss and implement our zoning code, it's the basis of every action that's taken and it is currently lacking strategic approaches to the issues.....water, housing, you name it. It should however be a mechanism for serving the people and the people will thus feed the natural and built environment. The natural and built environment would thus support the people and create an environment of desirability.

- Fix the zoning code and map to strategically feed the ecosystem and enrich the place to make it more desirable, not less.

- Change the dialogue to embrace a yes culture within a permissive accurate reliable framework. Know the guidelines and create a position and strategy where we're doing everything we can to make sure we preserve our sense of place. Maintain desirability while maintaining family population and fostering a school, commercial, and built environment that creates desire for more to be here and stay full time.

- Broadcast with enthusiasm that we are aware of the caliber of people who reside here, that we want them to stay, and that we will do everything we can to engage them in a meaningful, genuine, and productive way to make sure this stays a desirable place to be.

Endnote: This is speculative on my part but currently I think the vast majority of the citizens in St Helena see a broken municipality that has been happy to repeatedly spend time and resources engaging in sycophantic dialogue. A change of tone to accountability and willingness to engage in change without othering will help to rebuild the morale of the people and replenish the soil.

8.What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

Looking at the past, the same talking points and issues are consistently repeated. We should start with acknowledging past mistakes and stop being comfortable avoiding conversation around them. We need structural reform and that means learning to ask

the right questions first, then developing solutions. Discover what questions we need to ask in terms of why we have a lack of strategic approach to fiscal challenges, economic health, and quality of life. It seems to me the starting point should be to determine why we have a lack of ethos. If we focus on developing a resilient response to issues and criticisms, that is secure and adaptable, we will be able to be open to a multitude of solutions and options. We need clean strategic thinking and a simple quality ethos with focus on holistic integration of our assets.

-In general terms, do better, accept accountability for past mistakes. The two go hand in hand. Make a list of the top 5 past mistakes the city has made and discuss how to deal with them. Ask better questions and be comfortable acknowledging the involvement in poor decision making.

-Have a strong enough municipal ego to acknowledge mistakes without being defensive. Learn.

-Develop a strategic plan that is the guiding force and keep it simple. It should inform all functions. What is our current decision making process based on?

-As a point of strategy, reengage with citizens. Not in civic workshops and cute programs but in asking for and listening to real expertise. Stop othering and start listening, take the wall down. When citizens make public comments that are meaningful let them know, respond, say or do something. The more you engage the more the conversation shifts and the more people will want to help. If the city feels it knows more and the citizens don't understand, spell it out, then wait, then listen, don't defend as an automatic response.

-Develop dialogue and thinking around what it means to have a sense of self that reflects and is rooted in the people and the place.

-Instill a sense of pride that's rooted in healthy soil and emulates the expectations of the citizens.

-Embrace humility in a way that reflects ownership and a robust identity dedicated to economic stability.

9. What vision do you have for the future of St. Helena?

A place with confidence that's rooted in a healthy ego and knowledge of it's best attributes.

A place with a sophisticated built environment that creates meaningful housing contributions that are enviable of their context and sense of place.

A commercial viability that sets the bar due to it's balance of upper echelon offerings, core services, and new business incubation.

10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

When my personal philosophy is not in lock step with the majority view i'm perfectly comfortable. It's possible that my perspective may be able to help a general consensus think differently, or analyze the context of decisions in a different way. If the outcome is the same that's ok. If at times the outcome is different due to a perspective i'm able to provide, then I would be happy it was of benefit.

You may also provide any additional information or comments you feel would assist City Council in considering your application.

There is a braintrust in a cryogenic state in St Helena. It's waiting for the opportunity to engage and the City needs to show it's willingness to accept the help in a meaningful way. This can happen cohesively with private enterprise and public engagement toward set goals. There is a wealth of ideas, and there is capital, what's missing is a productive attitude toward progress within an ethos of preservation and betterment on behalf of the City. Engage those professionals and individuals who have deep understanding of

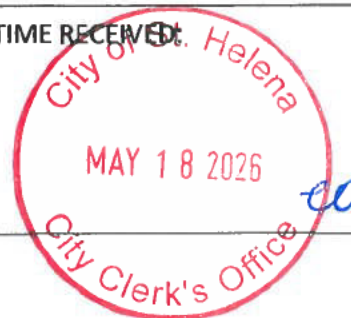
decisions and consequence. Open the doors to the people who care for this place and have the wherewithal to move the needle. Do it in a genuine way, don't placate to check a box.

Too often decisions seem to be made in a vacuum of convenience that does not holistically consider a long term outcome. We engage in too many things we don't need while ignoring the things we do and the people who know better and willingly offer their free expertise to help. When someone like Claudia Schmitt offers help from a perspective of decades of experience the appropriate response is "thank you". By not acknowledging the wealth of knowledge and willingness to engage you continue to freeze out those who at one time would have been willing to help. The consequence is that the narrative within the community is "why would I engage with the City?". No one likes wasting time on pointless tasks.

This isn't about politics. It is not about keeping things the way they were and not wanting anything to change, or wanting to change everything. Those ideals aren't real, they are false narratives created to excuse a lack of creative thinking. What it is about, is needing a sophisticated evolution that keeps a sense of place as a primary focus. The alternative is continuing to function in a reactive state that will allow the steady push of mediocrity to permeate the essence of our ecosystem. The end result of this continued state of operating will be an exodus of the people we need that can foster health and prosperity.



DATE AND TIME RECEIVED



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MONDAY, MAY 18, 2026, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE ST. HELENA CITY COUNCIL

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Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Bonnie Schoch

Residence Address: [REDACTED] St. Helena, CA 94574

Mailing Address (if different): _____

E-mail: [REDACTED]

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? yes (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.

(continued on next page)

Bonnie Schoch

Contact

[REDACTED]
St. Helena, CA 94574
[REDACTED]
[REDACTED]

Objective

With my past experience on the St. Helena City Council and my strong financial background I am applying for the current vacancy on the City Council. I believe I can hit the ground running to fill in immediately and help with budgets and the hiring of the new city manager.

Work Experience

1978 - 1998

Accounting Manager | Domaine Chandon Winery

1998 - 2024

Chief Financial Officer | Stag's Leap Wine Cellars
St. Supery Winery
Cuvaision Winery

City / County Experience

1996 -2003

St. Helena School Board

2003 - 2010

St. Helena City Council
Napa County Farm Worker Housing Committee

Volunteer Experience

Soroptomist – 20 years

Up Valley Family Center Board– 8 years, last 2 as president

Riana House Board – current, serving as Chairman

Our Town St. Helena Board – current

Strengths

I bring a solid financial background as well as a long term knowledge of the advantages and challenges that St. Helena faces.

Bonnie Schoch – Application for City Council

Answers to Questions

Reasons for Applying

1. Why do you want to be appointed to the Council

St. Helena is facing both short- and long-term challenges. With my background in finance and my understanding of the role of a City Council member, I believe I could immediately contribute to addressing the City's budgetary challenges and assist with the hiring of a new City Manager.

2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service?

I am currently retired, so dedicating 10 or more hours per week would not be a problem. Although I currently serve on two nonprofit boards, I would step down from Our Town St. Helena to avoid any potential conflicts and would remain only on the Rianda Board.

3. If appointed, do you plan on running for election in November 2026.

Yes. If appointed, I plan to run in November 2026 to retain the seat. I believe there are several important challenges where I can provide meaningful assistance, and many of those efforts will extend beyond November.

Experience, Qualifications, Education

4. What qualifications, life experiences, and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?

As noted in my resume, I have been a resident of St. Helena since 1978 and have been actively involved in the community in many different capacities. In addition, my long-term experience serving as CFO for several wineries has taught me the importance of listening, gathering all the facts, and making thoughtful, well-informed decisions. I also bring a strong background in budgeting and financial management, which I believe will be valuable in developing sound strategies and budgets for the City.

5. Please describe your community service and government participation in St. Helena or elsewhere.

I served eight years on the School Board and eight years on the City Council, in addition to many years of volunteer work throughout the community.

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?

I believe the relationship between the Council and the community has been strained in recent years, partly as a result of issues involving the prior City Manager. One of our top priorities should be rebuilding trust and improving communication with the community, including seeking public feedback earlier in the decision-making process. I believe additional study sessions and town halls would be more effective than relying solely on three-minute public comments during meetings.

Other key priorities include strong financial management, housing affordability, and building a stronger relationship with the school district, as many of our goals could be addressed collaboratively.

7. If you were appointed to the Council, what would be your top three priorities?

- Hiring a City Manager who is responsive to both the community and the Council
- Improving communication and engagement with residents
- Identifying ways to support and bring back the middle class to our city

8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?

I believe the City needs a comprehensive strategy that integrates the needs of all departments rather than addressing issues individually. We should explore thoughtful ways to increase revenue without compromising quality of life. It is also important to involve the community in the process and communicate clearly about both the challenges and the proposed solutions.

Values, Vision, Approach

9. What vision do you have for the future of St. Helena

I would like to see a long-term strategy for St. Helena that revitalizes local businesses and helps bring back the middle class. I also believe the City needs a strong City Manager who is an effective leader, works collaboratively with the Council, and communicates openly with residents. We need a thoughtful plan that recognizes the needs of all citizens, from young families to seniors, and encourages greater community participation and engagement.

10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City?

Like any governing board, the City Council works best when members come into meetings with an open mind. Council members may have opinions, but they should listen carefully to all perspectives before making a decision. If important questions arise during a meeting and cannot be fully answered, I believe decisions should be postponed until all relevant information is available. While I may have personal views on issues, decisions should ultimately be based on facts, and I will respect and support the decision reached by the majority of the Council.

Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

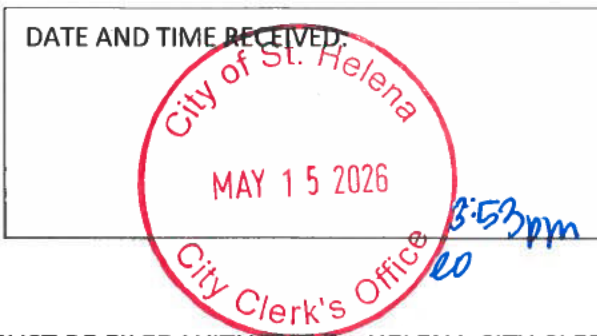
During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

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I Bonnie K. Schoch (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature: Bonnie K Schoch Date: 5-18-26



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MONDAY, MAY 18, 2026, AT 5:00 P.M.

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Only St. Helena residents who are registered voters in St. Helena will be eligible for appointment.

Name: Mark Smithers

Residence Address: [REDACTED]

Mailing Address (if different): same

E-mail: [REDACTED]

Best Phone Number to Reach You: [REDACTED]

Are you currently a registered voter and a resident of the City of St. Helena, or will be at the time of an appointment? Yes, 37 years. (yes or no)

- Please include your resume and answer the following questions on a separate sheet(s) of paper.
- The essential elements of a resume have been incorporated in the answers below.

Reasons for Applying

1. Why do you want to be appointed to the Council? **Giving back to our community is important and serving our community on City Council is the ultimate giving. I've developed many relationships within our community that I feel give me a good perspective that will benefit City management and City Council decision-making for the benefit of our community as we move forward in a positive manner. Our future is bright and I want to be part of that; being on City Council allows me to be more impactful while recognizing I'm only one member of a team.**
2. Service as a City Council Member easily could require 10 or more hours per week reviewing council agenda packets, responding to citizen communications, meeting with constituents, and attending various regional and local subcommittee meetings, and council meetings. How much time per week do you have to devote to City Council service? **I have at least 10 hours a week of time available to fulfill my commitment to city council, our city, and our community.**
3. If appointed, do you plan on running for election in November 2026? **It will somewhat depend on my experience on council over the next couple of months as the filing deadline ends in early August.**

Experience, Qualifications, Education

4. What qualifications, life experiences and educational background do you have that will enable you to make sound decisions in the best long-term interest of the community?
I have experienced large and small as well as corporate and family-owned organizations. I've lived in and seen many communities throughout California and the world. I've heard no and I've heard yes. I've been through organizational and system changes and implementations. These diverse experiences have allowed me the opportunity to listen to people and observe what works well and what doesn't. Through nearly 40 years of living in St Helena and helping raise two now grown men, my wife and I have made many friends and connected with many community members resulting in a broad understanding of the community's needs and desires. I have listed my education and work experience below.
 - **BS in Business majoring in both Accounting and Finance SFSU**
 - **California licensed Certified Public Accountant, retired**
 - **1981-1989, Senior Manager KPMG International San Francisco**
 - **1989-1994, CFO Joseph Phelps Vineyards**
 - **1995-2025, CFO, SrVP Finance, and Family Financial Advisor Trinchero Family Estates**

5. Please describe your community service and government participation in St. Helena or elsewhere.

Government participation

- Finance Committee 2025-present, past Chair
- Water and Wastewater Rate Study Advisory Committee 2022-2023
- SHAPE Committee 2017-2018, Chair
- Ad hoc Water and Wastewater Rate Review Committee

Community Service

- Board member and unpaid CFO, Roger Trincherro Family Foundation
- Napa RCD stream watch monitor
- NV Land Trust CE monitor
- St Helena Unified School District Bond Oversight Committee
- Boy Scout Troop One supporting parent
- Years of coaching NYSL
- Years of coaching St Helena Little League Baseball

Issues, Priorities, Concerns

6. What do you believe are the most important issues facing the City?

- Long-term financial stability
- Public trust in our city government and city council
- Water quality concerns
- A well developed, efficient, and friendly government organization that has the capacity and ability to meet the community's needs

7. If you were appointed to the Council, what would be your top three priorities?

- Help to ensure we have the financial resources, staffing and organizational structure to meet the service level expectations of our community
- Help to expand transparency through more and timely information sharing to lessen the need for burdensome information requests and inquiries from our community resulting in staff having more time and less stress
- Be out and about in the community available to listen to and discuss with them, their ideas, their complaints, and share my thoughts, ideas, and thinking without being rigid

8. What strategies can be undertaken to address the City's fiscal challenges, improve the City's economic health, and maintain and enhance quality of life?
- **Fiscal challenges.** We should embrace the analysis and recommendations of the Finance Committee and develop a diverse and qualified committee (staff, city council, community) to work with the Efficiency and Transformation conclusions and recommendations in a manner that fits the City of St Helena. Encourage / implement "my buck" thinking for all staff and council.
 - **Economic health.** We should engage and encourage landlords to set rents appropriately that will encourage new businesses to fill open storefronts. Are there incentives we can develop? We should actively engage and partner with property owners to undertake community friendly development. We should strengthen our partnership with business and the chamber and learn about their successes, frustrations, difficulties, and plans.
 - **Quality of life.** Accelerate the replacement of city water lines and incentivize homeowners and businesses to replace their old, galvanized pipes by waving permit fees to help improve our drinking water. Improve underdeveloped parks (Wappo) and add centrally located easily accessible (10-minute walking standard) new parks in anticipation of new housing and growth as per the draft Parks Master Plan. Develop available city land for open space and community gathering locations using public-private partnerships. Continue implementing traffic calming measures to help alleviate the police department's need to patrol for speeding vehicles (engineering vs enforcement) and provide a more family-friendly and healthy road environment. Maintain the current level / pace of street improvements, repairs, and traffic calming measures.

Values, Vision, Approach

9. What vision do you have for the future of St. Helena? **We have a great opportunity to bring the community back together. I'm looking forward to many positive steps resulting in financial stability, efficient government, improved quality of engagement, and business development.**
10. How would you resolve a situation where your personal philosophy may be considered at odds with the majority view regarding what is best for the City? **This is not about me. This is about what is best for the city and our community. My personal philosophy will take a back seat to appropriately resolve any decisions. Decisions should be grounded in good governance.**

You may also provide any additional information or comments you feel would assist City Council in considering your application.

My children grew up here and now I have a granddaughter who likely will also grow up here. I have a real vested interest in this town I love and have lived in for 37 years with all the relationships we've developed. This is my motivation for wanting to serve on the city council.

Please note: At the time you would be named to the St. Helena City Council, you must be:

- **At least 18 years of age,**
- **A registered voter in St. Helena; and**
- **A resident residing within the City limits of St. Helena.**

You must maintain St. Helena residency and registered voter status throughout your term of office.

(continued on next page)

Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 Statement with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).

During your term on the City Council, you will be required to identify any potential conflicts (often with the assistance of the City Attorney) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to Andrew Bradley, St. Helena City Clerk, at cityclerk@cityofsthelena.gov. The City Clerk will confirm receiving your emailed application, if you do not receive confirmation, please call the City Clerk at (707) 968-2743. You may also drop off the form and questions at St. Helena City Hall, 1088 College Avenue, St. Helena, California. Please address the envelope to the City Clerk.

Please do not mail the form, as it may not get to the City by the deadline. If you have any questions about this application, please call the City Clerk's office at (707)968-2743.

I MARK SMITHERS (print name) swear/affirm that the foregoing information is true and correct.

Applicant's Signature: Mark R Smith Date: May 15, 2026

City Council Special Meeting - May 26, 2026 - Item 5.1

From Courtney Andrain <courtneyandrain@icloud.com>

Date Sat 5/23/2026 6:54 AM

To Public Comment <publiccomment@cityofsthelena.gov>

Some people who received this message don't often get email from courtneyandrain@icloud.com. [Learn why this is important](#)

Dear Members of the City Council,

I am writing in support of Michael Haley for the interim City Council position.

Over the past several months, Michael has demonstrated a sincere commitment to understanding the issues facing St. Helena. He has invested substantial time attending City Council, Planning Commission, and Parks & Recreation meetings, meeting with staff, and engaging thoughtfully with community members both in person and through social media. He does not simply talk about civic engagement — he consistently shows up and does the work.

What I particularly appreciate is Michael's focus on facts and practical information rather than theories or emotionally driven opinions. Even when presented with information that challenges his prior views, he has shown a willingness to reconsider and adjust his position based on facts and evidence. That kind of intellectual honesty is valuable in local government.

In addition, he has a straightforward communication style that helps simplify complicated issues for the broader community. His social media posts often break down complex topics into plain language that residents can actually understand.

Professionally, Michael brings experience negotiating with employee and labor groups, which is an important skill for effective governance. As a former grape grower, he also understands the agricultural side of our local economy and the challenges currently facing the grapegrowing and winery community — a perspective that is not strongly represented on the current Council.

Michael is also a collaborator who I believe would work constructively and in harmony with the current Council members. He has consistently demonstrated respect for the Council, the role of local government, and the difficult decisions the City has faced.

I believe Michael would bring thoughtfulness, engagement, transparency, and balance to the interim role, and I encourage you to give his candidacy strong consideration.

Sincerely,

Courtney Andrain

Sent from my iPad

Council Appointment

From Cynthia Warren <cynthiawarren1@gmail.com>

Date Mon 5/25/2026 1:40 PM

To Public Comment <publiccomment@cityofsthelena.gov>

Some people who received this message don't often get email from cynthiawarren1@gmail.com. [Learn why this is important](#)

St. Helena City Council,

As we move forward to replace the empty spot on the Council, it is imperative that we deeply consider what our future is. We have the opportunity to look forward with new ideas and new energy.

In accessing the current candidates for City Council, there are several who have repeatedly stalled the forward motion of City decisions. Disagreement with policies is one thing. Making personal attacks, obsessive record requests, and mischaracterizing City actions is not what we need to move forward.

Clearly Mike Haley stands out from the other candidates. His experience with the CA Public Pension plans, Napa Valley Taxpayers Alliance, Napa County Open Parks and Space, Groundwater Resources, Watershed and Conservation Council (to name a few) make him a well-rounded candidate.

Consistency is key for this very important job. I encourage you to choose someone who plans to run when the temporary term is over. Mike Haley will bring experience and fresh ideas to our City.

Respectfully,
Cindy Warren
St. Helena

--

Cindy Warren

cynthiawarren1@gmail.com

(707)483-7008

--

Cindy Warren

cynthiawarren1@gmail.com

(707)483-7008

City Council Special Meeting - May 26, 2026

From Peter Scott <peterrscott@gmail.com>
Date Tue 5/26/2026 9:50 AM
To Public Comment <publiccomment@cityofsthelena.gov>

To the St. Helena City Council,

I would like to encourage City Council members to appoint Michael Haley for the interim City Council vacancy.

Many of the applicants seeking this position bring experience, strong opinions, and a genuine desire to serve the community. But I believe this moment in St. Helena calls for something deeper than qualifications alone. Our town has been through a difficult and often divisive period, and what many residents are hoping for now is respectful collaboration that can bring people together rather than continue existing tensions.

What stands out most to me about Michael is his character and the way he approaches people. He listens carefully, treats others respectfully even when opinions differ, and genuinely seems interested in finding common ground instead of winning arguments or advancing personal agendas. In a time when conversations in town can quickly become polarized, the ability to build consensus matters tremendously.

Michael brings a calm, thoughtful, and collaborative presence that I believe would serve the Council and the community well. He does not come across as driven by ego, ideology, or longstanding grievances. Instead, he appears motivated by what is best for St. Helena as a whole — its residents, businesses, neighborhoods, and long-term stability.

I also believe Michael understands that good leadership requires independence, professionalism, and the willingness to work constructively with others, including fellow council members, City staff, and members of the public with very different perspectives. Those qualities are increasingly rare and especially valuable right now.

This appointment is an opportunity to help restore confidence, improve civility, and move the City toward a more unified and productive future. I believe Michael Haley is uniquely well suited to help do that.

Thank you for your time and consideration.

Sincerely,

Peter Scott

St. Helena

City Council Appointment 13.1

From Kelly Wheaton <a4est42@gmail.com>

Date Tue 5/26/2026 1:23 PM

To Public Comment <publiccomment@cityofsthelena.gov>

Mayor Paul Dohring, Interim City manager Jim McCann, Council members and public,

As previously stated I have no person that I choose to endorse for the open city council position. After reading the public comments I do want to respond to the application of Michael Haley. He was a full throated supporter of Anil Comelo and is being backed by the same folks that adored the former City Manager. I can think of no one on the list of seven who would be more divisive on the council and that is saying a lot as we have a pool of very strong voices.

I also had the opportunity to engage with him privately and it was bizarre at best. (If necessary I can share screen shots).

Please make a selection from any of the other excellent candidates. Thank you.

Kelly Wheaton
Inglewood Ave.

New Council Member

From MARY STEPHENSON <stepcomm@aol.com>

Date Tue 5/26/2026 1:28 PM

To City Clerk <cityclerk@cityofsthelena.gov>

I suggest that the seated council consider bringing a new perspective to the council rather than appoint someone who shares your perspective and opinions. We need new thinking and someone who will question the status quo. Please consider Josh Parke for this role. Yes he has rocked the boat but he has done it with a thoughtful and respectful process. We need new thinking and more action and I personally think he can work well with the four of you to lead the transformational change that is headed our way.

Mary Stephenson

707 849 2583

Sent from my iPhone

Support for Bonnie Schoch to Fill Council Seat

From Jennifer La Liberte <jennifer@ourtownsthelena.org>

Date Tue 5/26/2026 1:38 PM

To City Clerk <cityclerk@cityofsthelena.gov>

Dear City Clerk, please share this communication for this evening's Council meeting.

Please appoint Bonnie Schoch to the vacant Council seat. Bonnie has the necessary expertise to help steer the City during this time of transition. And importantly, she understands the complexity of delivering affordable and accessible housing to the community. Bonnie can hit the ground running and is a solid leader.

Sincerely,

Jennifer La Liberte, Executive Director
Our Town St Helena

Sent from my iPhone

City Council Appointment Public Comment 13.1

From lana ivanoff <lanaivanoff@att.net>

Date Tue 5/26/2026 2:01 PM

To Public Comment <publiccomment@cityofsthelena.gov>

St Helena City Council Meeting 5/26
City Council Appointment Item 13.1

Mayor Dohring, St Helena City Council Members, Interim City Manager Jim McCann

I would like to encourage you to seriously consider appointing Mark Smithers to the open City Council seat.

Mr Smithers has demonstrated he has incredible knowledge of financial issues, and has been involved with the betterment of our town for decades.

His current service on the Finance Committee would be a huge benefit to the council given its urgent need to address many of the issues in the Blackburn Report, and in it's developing à 'strategic plan' for St Helena.

Mark has also served on the Water/Waste Water Rate Committees, and the SHAPE Committee, and the knowledge gained in those positions would contribute much to many critical issues confronting our town.

I think Mark Smithers would be an exceptional addition to the Council.

Thank you.
Lana Ivanoff
1533 Pine St

recommendation for tonight's meeting

From Ariana Peju <ariana@peju.com>

Date Tue 5/26/2026 2:06 PM

To Public Comment <publiccomment@cityofsthelena.gov>

Some people who received this message don't often get email from ariana@peju.com. [Learn why this is important](#)

Dear City Council Members,

I am writing to express my strong support for Joshua Parke for the interim City Council seat.

Joshua is thoughtful, community-minded, and someone who approaches leadership with integrity and professionalism. He genuinely cares about the people of St. Helena and brings a balanced, collaborative perspective that would serve the city well.

I believe he would be an excellent addition to the Council during this interim period.

Thank you for your consideration.

Sincerely,
Ariana Peju

Ariana Peju
Proprietor



P: 707-963-3600

ariana@peju.com - www.peju.com

8466 St Helena Hwy/P.O. Box 478

Rutherford, CA 94573 USA



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City Council Appointment

From Elaine de Man <elainede@sbcglobal.net>

Date Tue 5/26/2026 2:08 PM

To Public Comment <publiccomment@cityofsthelena.gov>

Cc Andrew Bradley <abradley@cityofsthelena.gov>; Erika Opp <eopp@cityofsthelena.gov>

Dear Mayor Dohring and Members of the City Council,

We are fortunate to have a number of great applicants to choose from to fill the vacant City Council seat. But after reading all of the applications, I think Mark Smithers is clearly the strongest applicant — and the only one who can truly hit the ground running to help the City navigate this important transition period during the next seven months.

While I was unable to attend the City Council meeting last week, I have reviewed the report by the Blackberg Group and think we should all be paying close attention to its findings. It is clear from that report that the City needs a significant organizational transformation that includes financial restructuring, accountability systems, operational planning, and other modernization efforts to secure a successful future. Mark's background as a longtime and successful finance executive, combined with his broader organizational experience, gives him the financial literacy, institutional perspective, and ability to understand complex operational and governance issues from day one. I think that's critical.

Additionally, because of his current and prior service on the Finance and SHAPE Committees, along with his Water/Wastewater advisory work, Mark already understands many of the City's fiscal and infrastructure challenges and can contribute immediately without a lengthy learning curve. He is also creative and willing to think outside the box while still being pragmatic — important qualities when looking for solutions beyond “quick fixes” that could lead to unintended consequences.

Long-term stability is also important, and Mark's proven commitment to the community, along with his consistent engagement in local issues, volunteer efforts, and public service, shows he is here to stay. All of this will serve the City Council and the community very well and help rebuild some of the public trust that seems so desperately needed right now.

Mark's history of community involvement and institutional memory may also help prevent us from falling into some of the traps of the past and help us find solutions that won't sacrifice what makes St. Helena unique and why people want to live and visit here.

Because this appointment runs only through the end of the year, the most important consideration now should be selecting someone who can help the City successfully navigate this important transition period immediately and effectively, while also helping rebuild trust in city government. Mark Smithers is uniquely qualified to do just that.

Respectfully,

Elaine de Man

Jordan Coonrad

New Council Member Appointment Support

From Walter Nirenberg <nirenbergw@gmail.com>

Date Tue 5/26/2026 2:13 PM

To City Clerk <cityclerk@cityofsthelena.gov>

To the Sitting Council Members,

I am excited to see the turn-out of new energy for our Council and appreciate the effort you're going through to vet the potential new member candidates. To that end, as a St Helena citizen I recognize our top priorities for managed growth and sustained way of life that makes our city so special. I am writing today in strong support of three of the candidates, Bonnie Schoch, Daniel Hale, and Mark Smithers. Each of these individuals possess the clarity of community, an historical perspective informed by a balanced future vision, and are pretty smart eggs to boot!

It's going to be a difficult choice as we are blessed with the abundance of options, so I would want to know where they stand on the top priorities facing St. Helena now and into the future:

1. **Workforce Housing:** For anyone joining the Council, this must be a high priority as our economy is structured to depend on a workforce to support the tourism industry. Recognizing that it's a tough challenge, driven largely by state mandates and handled mostly through nonprofit partners like Our Town St. Helena rather than the city directly. Given the city's current budget crunch, it has limited resources to fund housing on its own, making grants and community partnerships critical.
2. **Budget & Fiscal Stability:** The city is navigating a structural deficit, using \$1.7 million in reserves to close the FY 2025–26 budget gap, with a projected \$1.5 million reserve use in FY 2026–27. Staff presented cuts totaling \$1.94 million (8.3%) as part of the budget process.
3. **Water & Infrastructure:** Major infrastructure projects include water and sewer upgrades such as the Napa Intertie Transmission Main Replacement and Bell Canyon Intake Tower Rehabilitation. The city is also actively addressing discolored water through enhanced treatment and expanded water quality monitoring.
4. **Downtown Development:** The Downtown Specific Plan aims to strengthen the downtown business district, enhance public spaces and streetscapes, outline possibilities for vacant and underutilized sites, and undertake comprehensive parking and traffic studies.
5. **Hotel Project on Adams Street** The proposed Castellucci hotel at the former Bank of America site on Adams Street is undergoing the CEQA environmental review process, with studies to be shared with the community and City Council as part of public review.
6. **City Leadership Transitions** The city is managing several leadership changes, including a City Council vacancy, a new Interim Chief of Police (Justin Tharp), and the retirement of the Director of

Community Development.

As always, I want to thank you for your service to our City and please feel free to call on me if I can assist in any way.

Kind regards,

Walter

Walter Nirenberg
E: nirenbergw@gmail.com
M: +1.415.298.3013
St Helena and San Francisco

Special meeting, appointment of council seat

From CN <neeleycc@gmail.com>

Date Tue 5/26/2026 2:16 PM

To City Clerk <cityclerk@cityofsthelena.gov>

Dear Council and City Manager,

I write regarding the appointment to the vacated Council seat. This is a meaningful opportunity — and the Council should treat it as one.

St. Helena faces real, unresolved challenges: a general plan that needs serious attention, a housing element under pressure, infrastructure gaps, and a long-standing absence of strategic planning commensurate with the complexity of governing a small city with outsized demands. The appointee should walk in the door already familiar with these realities — not learning about them on the public's dime.

I am encouraged by candidates who bring substantive backgrounds: those with experience in architecture, land use, design, and the built environment understand how policy decisions translate into physical outcomes for residents. Candidates who have engaged critically and honestly with the city's shortcomings — not as antagonists, but as informed stakeholders who believe St. Helena can do better — are exactly the kind of voices this Council needs.

What St. Helena does not need is an appointment that functions as an extension of existing Council positions. A seat on this dais should represent residents, not reflect the preferences of incumbents. If a candidate's primary qualification appears to be enthusiastic agreement with the status quo, that is not a qualification at all — it is a concern.

I urge the Council to prioritize demonstrated competence, independent judgment, and genuine familiarity with the policy tools — general plan, municipal code, housing element, fiscal planning — that govern this city's future.

The residents of St. Helena deserve a Council that does the work. Please appoint someone who already knows what that work is.

You have these qualifications in Mr. Diaz, Mr. Parker, Mrs. Liu, Mr. Hale.

Respectfully,

Celeste Neeley

SH

City of St. Helena
City Council Meeting
May 26, 2026

Item 13.1 City Council appointment of an applicant to fill the current vacancy.

Dear Mayor, Vice Mayor and Council Members

I am writing in support of Scott Diaz for the interim City Council position.

His application clearly shows his perspective on the issues facing St. Helena and highlights the quality of his analysis for what is needed from a Council Member. His strong background in finance is impressive and his familiarity with the Blackberg Report aligns with his approach to problem solving. The application provides clear insight into his approach to his role on the City Council.

The application was extremely well thought out and very professional. Of all the applicants he articulates clearly on how he will behave on the council. His commitment to a strategic plan for the city, combined with his intent to run in November, make Scott an outstanding choice for an interim council member.

Respectfully submitted,

Garry Rose
St. Helena

Mark Smithers for Cty Council Vacant Position

From Sandra Archibald <sandra.archibald@gmail.com>

Date Tue 5/26/2026 2:33 PM

To City Clerk <cityclerk@cityofsthelena.gov>

To the St. Helena City Council:

I am writing in strong support of the appointment of Mark Smithers to the vacant St. Helena City Council seat. I believe Mark brings an unusual combination of professional expertise, practical judgment, community commitment, and civic temperament that would serve the City of St. Helena well during an important period in our community's development.

Mark's professional background demonstrates exactly the kind of financial and organizational experience that is increasingly important for local government. As a retired Certified Public Accountant, former Senior Manager with KPMG International, former CFO of Joseph Phelps Vineyards, and longtime CFO and senior financial executive with Trinchero Family Estates, he has extensive experience working within both large and family-owned organizations and managing complex financial and operational issues. His career reflects decades of responsibility, strategic decision making, and organizational leadership. These are skills directly relevant to the long-term fiscal and managerial challenges facing cities today.

Equally important, Mark has already demonstrated a commitment to public service and community engagement in St. Helena. His recent service on the Ad Hoc Water and Wastewater Rate Review Committee reflects a willingness to step into difficult and often technical public issues in a thoughtful and constructive manner. His broader record of civic engagement, including service connected to local schools, youth sports, environmental stewardship, and nonprofit organizations, demonstrates that his commitment to St. Helena is longstanding and grounded in active participation in community life.

I am also impressed by Mark's vision for what St. Helena can become. His application reflects a practical but hopeful perspective focused on financial stability, effective and transparent government, economic vitality, infrastructure improvement, and rebuilding community trust and engagement. He appears genuinely interested in listening to residents, understanding differing viewpoints, and helping bring people together around constructive solutions. At a time when many communities struggle with polarization this approach is especially valuable.

What stands out most to me is Mark's understanding that effective local government depends not only on technical expertise, but also on openness, responsiveness, and civic engagement. His emphasis on communication, transparency, and being present in the community suggests a style of leadership grounded in listening and collaboration.

St. Helena would benefit from Mark Smithers' experience, judgment, and commitment to public service. I respectfully encourage the Council to give his application serious consideration.

Sincerely,

Sandra Archibald McCorkle
St. Helena Resident

letter in support of Josh Parke's candidacy

From Julie Ann Kodmur <corking@julieannkodmur.com>
Date Tue 5/26/2026 3:14 PM
To Public Comment <publiccomment@cityofsthelena.gov>

Some people who received this message don't often get email from corking@julieannkodmur.com. [Learn why this is important](#)

Julie Ann Kodmur & Stuart Smith
1517 Sylvaner Avenue
St. Helena CA 94574
707/963-9632
corking@julieannkodmur and nvhigh@aol.com

May 26, 2026

To: St. Helena City Council

We are business owners and long-time residents of St. Helena who know Josh Parke well and highly endorse him as a City Council member.

He is a very talented designer/contractor/architect and in addition to those professional skills, a very astute observer of how St. Helena operates, as well as an articulate participant in the process.

We know from our extensive conversations that he is well-versed in how the City can improve its processes and procedures.

Please consider appointing him to the interim City Council seat.

Sincerely,

Julie Ann Kodmur & Stuart Smith

In support of Bonnie Schoch

From Jordan Bentley <jordan@christiesrealestatenorcal.com>

Date Tue 5/26/2026 3:27 PM

To City Clerk <cityclerk@cityofsthelena.gov>

Dear St. Helena City Council,

I am reaching out to share my support for Bonnie Schoch to full the vacant position on the city council.

Bonnie has a deep well of experience and is very passionate about serving our community. Our city would benefit very much by having her on the council.

Thank you for taking note of my position and thank you for all your service.

All my best,

Jordan

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Joshua Parke

From Nicole <nicole@abiounesswines.com>

Date Tue 5/26/2026 3:40 PM

To Public Comment <publiccomment@cityofsthelena.gov>

Hello

I have been a St Helena resident for decades and wanted to reach out in support for this candidate. Joshua is a very smart, talented father and businessman and I believe he would be an excellent choice for the position. He has already put in so much time and effort to help our community and would continue to do so for years to come. His understanding of building laws, community requirements and regulations will be such an asset.

He has my full support. Thank you, Nicole

Sent from my iPhone

recommendation for joshua parke

From Rebekah Wiley <rebekahcreynolds@gmail.com>

Date Tue 5/26/2026 5:19 PM

To Public Comment <publiccomment@cityofstthelena.gov>

Dear Members of the Selection Committee,

I am writing in strong support of Joshua Parke for the interim City Council appointment. As a government attorney myself, I appreciate the importance of thoughtful, well-informed decision making in public service, and I believe Joshua would bring exactly that approach to the role.

As the owner of a local business, Joshua has a direct understanding of the needs and concerns of residents, customers, and the broader community. He is deeply invested in the success of the city and approaches issues with both professionalism and care.

Joshua is exceptionally smart and thoughtful, particularly when it comes to complicated matters. He has the ability to dig into the details and understand complex regulations and policies, while also translating them into practical, workable city policy. He asks good questions, listens carefully, and approaches decisions with balance and integrity.

He is also a father of three children in the public schools and is actively involved in the community, giving him an important perspective on the issues facing local families and residents. Joshua genuinely cares about the future of the city and the people who live here.

I believe Joshua would be an excellent addition to the Council during this interim appointment and would bring a steady, informed, and community-minded perspective to the role.

Sincerely,

Rebekah Reynolds
1010 Allison Ave
St Helena, CA
(858) 442-8964

Sent from my iPhone