



**City of St. Helena
Planning Commission Regular Meeting
Tuesday, June 2, 2026 @ 6:00 PM
Vintage Hall Board Room
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 Planning Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website.

Public comment for Planning Commission meetings will be accepted via email 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 Planning Commission 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. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

Chair: Chris Warner

Vice-Chair: Sue Furdek

Commissioners: Autumn Anderson, Hector Lopez and Michelle Covell

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

3. PUBLIC FORUM

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

4. CONSENT ITEMS

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

4.1. Approval of the Minutes from the May 5, 2026, Planning Commission Meeting.

5. PUBLIC HEARINGS

5.1. Consideration and proposed approval of a resolution determining that the Fiscal Year 2026/27 Capital Improvement Program (CIP) is in conformance with the General Plan

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

Prepared By: Stephanie Killingsworth, PW Financial Analyst

Recommendation: Adopt the attached resolution determining that Fiscal Year 2026/2027 Capital Improvement Program (CIP) is in conformance with the General Plan.

5.2. PL26-002; Spottswode Winery Use Permit Amendment; 1902 Madrona Avenue

CEQA Determination: Categorical Exemption

Prepared By: Jackie Oneal, Senior Planner

Recommendation: Staff recommends approving the application for Conditional Use Permit Amendment PL26-002 at 1902 Madrona Avenue (APN: 009-470-021), including action to approve a Categorical Exemption pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities).

6. SCHEDULED ITEMS

7. REPORTS BY STAFF/COMMITTEE

Reports by staff and/or committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee 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 Planning Commission.

7.1. Future Zoning Ordinance Amendments Summary and Work Plan

CEQA Determination: N/A

Prepared By: Jackie Oneal, Senior Planner

Recommendation: Receive the informational update regarding anticipated Zoning Ordinance Amendment (ZOA) priorities and tentative scheduling.

8. AGENDA FORECAST AND COMMISSION REQUESTS

This is an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals. A list of current planning projects is available on our city website in the link below: cityofsthelena.gov/230/Planning-Project

8.1. Future Agenda Items (Informational Only):

The following items are tentatively scheduled for upcoming Planning Commission meetings and are subject to change. No action will be taken.

June 16, 2026:

Zoning Ordinance Amendment (On-Site Storage)

Zoning Ordinance Amendment (ADU/JADU)

Short Term Rental Zoning Ordinance Amendment Study Session

July 7, 2026:

Tasting Room Conditional Use Permit

New Short Term Rental Permit

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for June 16, 2026.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on May 28, 2026.

Leza Mikhail, Director of Community Development

Appeal. A person who is dissatisfied with a decision of the Planning Commission may appeal that decision to the City Council pursuant to Municipal Code Section 17.12.020, Appeal procedure. Actions of the Planning Commission will be listed on the City Council agenda the following Tuesday to give the City Council opportunity to review the Planning Commission's decision. Absent of an appeal by the City Council or by a citizen, the appeal period will terminate two weeks after the Planning Commission hearing.

Special Assistance for the Disabled. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 48 hours prior to the meeting will enable City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility. The City Clerk has equipment to assist those with a hearing impairment.

PUBLIC TESTIMONY PROCEDURES

Pursuant to the Government Code Section 54954.3, the public may address the Commission on each agenda item during the Commission's consideration of that item. Each speaker has the option to state his or her name for the record before testifying. Depending on the number of speakers or the interest of the item, the Planning Commission Chairman may also restrict, at his/her discretion, the speaker's time to three minutes. The Chairman may also restrict public comments if they become irrelevant to the agenda item or repetitious of prior comments. All persons interested may appear and be heard or submit written statements prior to the Planning Commission meeting. Please note that if you challenge the City's decision on any of these matters in court, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the City at, or prior to, the meeting.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision

made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Planning Commission regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the 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.



Agendas Report to the Planning Commission

Agenda Section: CONSENT ITEMS

Department: Community Development Department - Planning Division

DATE:	June 2, 2026
FROM:	
SUBJECT:	

ATTACHMENTS:

1. Planning Commission Minutes_05.05.26

MINUTES
City of St. Helena
Regular Planning Commission Meeting
Tuesday, May 5, 2026 @ 6:00 PM
Vintage Hall Board Room
465 Main Street, St. Helena CA

A complete video recording of this meeting can be found at <https://sthelenaca.portal.civicclerk.com/event/1517/media> or by calling the City Clerk at (707) 967-2792. The Planning Commission video is the official record of the Planning Commission meeting.

Present: Chair Christopher Warner, Vice-Chair Sue Furdek, Commissioner Autumn Anderson, Commissioner Michelle Covell, Commissioner Hector Lopez

Absent: None

Staff Present: Community Development Director Leza Mikhail, Senior Planner Jackie Oneal, Assistant Planner Natalie Bresee, Planning Commission Secretary Xinia Gamero

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER AND ROLL CALL
3. PUBLIC FORUM

3.1. Public Comment

Chair Warner opened the public forum.

Chair Warner noted that one written comment was received prior to the meeting.

Chair Warner closed the public forum.

4. CONSENT ITEMS

4.1. Approval of Minutes- April 21, 2026

Commissioner Covell requested that the minutes be amended to read as follows:
"Commissioner Covell supported counting ADUs toward minimum density requirements. She also expressed support for reducing restrictions to make ADU construction easier and more affordable."

Vice-Chair Sue Furdek moved to approve the minutes as amended. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Commissioners, Autumn Anderson, Michelle Covell, Sue Furdek, Hector Lopez, and Christopher Warner
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

5. PUBLIC HEARINGS

- 5.1. Request by Kayla Haertel, on behalf of Chevron, for Planning Commission approval of a Major Sign Permit to install one new wall sign with face and halo lit channel letters on panel, and replacement of two face panels located on the existing monument sign located at **1400 Main Street** within the Central Business (CB) zoning district.

Prepared By: Natalie Bresee, Assistant Planner

Community Development Director Leza Mikhail introduced Assistant Planner Natalie Bresee.

Assistant Planner Natalie Bresee reported on the item and shared a presentation.

Chair Warner opened the public comment.

Steve Sampognaro, applicant representative, addressed the Planning Commission.

Chair Warner closed public comment.

Commissioner Autumn Anderson moved to approve the application for the Major Sign Permit (PL26-004) at 1400 Main Street (APN: 009-211-009), including action to approve a Categorical Exemption pursuant to Section 15301 and 15311 of the State CEQA Guidelines (Class 1 – Existing Facilities, Class 11 – Accessory Structures). The motion was seconded by Commissioner Michelle Covell and on roll call carried by the following vote:

AYES: Commissioners Christopher Warner, Autumn Anderson, Michelle Covell, Sue Furdek and Hector Lopez
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

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

Prepared By: Jackie Oneal, Senior Planner

Community Development Director Leza Mikhail introduced Senior Planner Jackie Oneal.

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

The Planning Commission provided their comments and accepted the report.

6. SCHEDULED ITEMS

7. REPORTS BY STAFF/COMMITTEE

Community Development Director Leza Mikhail reported the following:

- Noted that meeting minutes are prepared as action minutes.
- Will evaluate how often Planning Commission meetings should be scheduled.
- Encouraged Commissioners to contact staff in advance of meetings with any questions or concerns.
- Announced that the May 19, 2026 Planning Commission meeting is canceled.

Vice-Chair Furdek reported the following:

- Recommended that staff revisit and maintain focus on previously reviewed codes and ordinances which the community has provided feedback on.

Chair Warner reported the following:

- Encouraged staff to maintain momentum in updating the Zoning Code.
- Emphasized that meeting minutes are action minutes and that the meeting video, linked in the agenda, serves as the official record.
- Expressed opposition to reducing the number of Planning Commission meetings held each month.

Commissioner Lopez reported the following:

- Thanked staff for their work.

Commissioner Covell reported the following:

- Thanked staff for their work and indicated no preference regarding the frequency of Planning Commission meetings.

Commissioner Anderson reported the following:

- Announced that the 2026 Napa Valley Housing Solutions Summit, hosted by Generation Housing, will take place on May 26, 2026 at Redwood Credit Union Napa Community Room.

8. AGENDA FORECAST AND COMMISSION REQUESTS

8.1. Future Agenda Items (Informational Only):

The following items are tentatively scheduled for upcoming Planning Commission meetings and are subject to change.

May 19, 2026:

Regular Planning Commission Meeting canceled.

June 2, 2026:

Use Permit Amendment
Tasting Room Use Permit

9. ADJOURNMENT

Chair Warner adjourned the meeting at **7:15 p.m.**

The May 5, 2026 minutes were approved at the _____ Planning Commission meeting.

APPROVED:

Christopher Warner, Chair

ATTEST:

Leza Mikhail
Community Development Director



Agendas Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS

Department: Public Works Department

DATE:	June 2, 2026
FILE NUMBER:	N/A
SUBJECT:	Consideration and proposed approval of a resolution determining that the Fiscal Year 2026/27 Capital Improvement Program (CIP) is in conformance with the General Plan
LOCATION OF PROPERTY:	Citywide
APN:	Citywide
GENERAL PLAN/ ZONING:	N/A
APPLICANT:	City of St. Helena
PROJECT PLANNER:	Stephanie Killingsworth, PW Financial Analyst
REVIEWED BY:	Joseph Leach, P.E., Public Works Director/Assistant City Manager
CEQA DETERMINATION:	Not a CEQA Project (CEQA Guidelines §15378)
RECOMMENDED ACTION:	Adopt the attached resolution determining that Fiscal Year 2026/2027 Capital Improvement Program (CIP) is in conformance with the General Plan.

BACKGROUND:

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

PROJECT DESCRIPTION:

The Planning Commission is tasked with reviewing the planned CIP for Fiscal Year 2026/2027 and making the finding that the activities proposed for inclusion in the CIP are in conformance and consistent with the General Plan.

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

Staff has developed and reviewed the proposed Fiscal Year 2026/2027 capital projects and has evaluated the proposed improvements for consistency with the classifications contained in the General Plan. As shown in the Resolution with Exhibit A, these activities are consistent with the policies contained in the General Plan. It should be noted that Exhibit A has been updated from last year's action to reflect completed projects (via the "strike through" font) and new projects (via yellow highlighting). Additionally, the table has been updated to include a short description of the project's disposition.

Once the Planning Commission makes the finding that the Fiscal Year 2026/2027 CIP is consistent with the General Plan, it will be brought to the City Council for adoption, along with anticipated funding sources and project budget for a five-year period, at a meeting in June or July 2026.

ANALYSIS:

The City's Fiscal Year 2026/2027 CIP consists of a number of projects in four divisions. The project list retains the projects approved by the Planning Commission last year in addition to a number of new projects being added this Fiscal Year. The fiscal impact of the CIP will be identified in the City Council action for adoption in June or July 2026. Any Budget Adjustments would be brought before City Council as an action during award of a consultant agreement or construction contract.

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

It should be noted that attached document titled, "CIP Summary Sheets FY2026/2027 Draft" has been included as a reference for project delivery schedule AND the proposed budget appropriation. This document is for reference only and not part of the recommended Commission action.

ISSUES:

Staff have not identified any outstanding issues related to this application that require further discussion.

CORRESPONDENCE:

At the time of agenda publication, staff received no correspondence related to this item.

STAFF RECOMMENDATION:

Adopt the attached resolution determining that Fiscal Year 2026/2027 Capital Improvement Program (CIP) is in conformance with the General Plan.

ATTACHMENTS:

1. 01 - PC CIP Resolution_FY27
2. 02 - Attachment 2_2026-27 CIP List w Goals 052026
3. 03 - CIP Summary Sheets FY2026-2027 DRAFT

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. PC 2026-XX

**DETERMINING THAT FISCAL YEAR 2026/27 CAPITAL
IMPROVEMENT PROGRAM IS IN CONFORMANCE WITH THE CITY
OF ST. HELENA GENERAL PLAN**

RECITALS

- A. The City of St. Helena adopted its General Plan on May 14, 2019; and
- B. The City Council of the City of St. Helena has designated the City Planning Commission as the planning agency for the City of St. Helena; and
- C. State Law requires that designated planning agencies review their agency's Capital Improvement Program to ensure compliance with the adopted General Plan; and
- D. The City has identified numerous projects within the Capital Improvement Program, including Civic, Streets, Water, Wastewater and Stormwater Improvements for implementation in Fiscal Year 2026/2027; and
- E. On June 2, 2026, the Planning Commission during, a regularly scheduled meeting, considered the projects and programs for Fiscal Year 2026/2027; and
- F. The determination of conformity with the General Plan pursuant to Government Code Sections 65401 and 65402 is not considered a "project" under the California Environmental Quality Act (CEQA).

RESOLUTION

The Planning Commission of the City of St. Helena hereby makes the following finding:

- A. The proposed Fiscal Year 2026/2027 Capital Improvement Program and corresponding projects as attached in Exhibit A, are consistent with the City of St. Helena's adopted General Plan by furthering the goals and policies as discussed in the staff report dated June 2, 2026.

Approved at a Regular Meeting of the St. Helena Planning Commission on June 2, 2026,
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Chris Warner
Chair, Planning Commission

Leza Mikhail
Community Development Director

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
Civic Projects (Buildings and Parks)				
C20-02	Repaint Fire Station #1	Repaint the Fire Station.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Project administered by FD
C20-04	Baldwin Park Fence & Pathway Repair	Remove and replace fence bordering, pathway repair, and minor modifications to entrance.	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained.	Project continued
C22-02	Replace Playground Equipment and Fence at Crane Park	Replacement of Playground Equipment and Fence.	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained.	Funding to be repurposed to another facility
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation	Conduct a site survey to address drainage and install new turf and upgrade irrigation; assume consultant to develop topographic survey and grading/irrigation design.	PR4.4 Ensure that all parks and recreational facilities are attractive, safe, and well-maintained.	Project completion anticipated FY25Q4
C23-04	Emergency Back-up Power - Corp Yard & Crinella Pump Station	This project will replace existing emergency generators and related equipment at the City's Corporation Yard and Crinella Pump Station. These upgrades increase generator capacities and update aging equipment. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.	9.4 (p.9-28) & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate.	Corp Yard scope completed FY25Q2; Crinella scope scheduled for FY26Q1
C24-01	Parks & Recreation Master Plan	Develop parks and recreation master plan consistent with the 2019 General Plan, Ch 12.	PR1.A Develop a comprehensive, long-range Parks and Recreation Master Plan to aid the City in creating an integrated system of parks. The plan should be updated periodically to address changing recreation interests, trends, needs, and priorities.	Project near completion
C24-02	Trails & Open Space Amenities - Phase 1	The Parks & Recreation Commission Ad Hoc subcommittee on Walking Routes, Trails, and Publicly Accessible Open Space developed findings/recommendations for Council consideration. Phase 1 of project deliver is for recommended projects that do not require additional study, processing, permitting or stakeholder engagement.	PR6.2 Develop a comprehensive network of bicycle and pedestrian trails to enhance bicycle and pedestrian connectivity throughout the city and the region.	Funding continued into FY27
C27-01	Library Roof Replacement	The Library Roof Replacement Project will replace the aging slate tile roofing system at the St. Helena Library, including associated flashing, underlayment, gutters, and downspouts, to address ongoing deterioration and reduce the risk of water intrusion and interior damage.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified
C27-02	Library Exterior Improvements	The Library Exterior Improvements Project includes exterior building maintenance and repairs at the Library facility to address deteriorated stucco, siding and trim deficiencies, and moisture intrusion prevention measures.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified
C27-03	Library Patio Demo/Regrading	The Library Patio Demo/Regrading Project includes demolition, regrading, and drainage improvements at the Library patio area to address stormwater drainage concerns and reduce the potential for water intrusion into the building.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified
C27-04	Library Parking Lot	The Library Parking Lot Project includes pavement repairs, crack sealing, surface treatment, and related parking lot improvements at the St. Helena Library facility.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified
C27-05	Library Plumbing	The Library Plumbing Project includes plumbing system repairs and sewer infrastructure improvements at the St. Helena Library facility.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified
C27-06	Library Building Systems & Interior Improvements	The Library Building Systems & Interior Improvements Project includes replacement of critical building electrical and HVAC systems at the St. Helena Library facility.	PR5.5 Encourage continued support for the St. Helena public library and the library foundation to ensure that it maintains high-quality services (and facilities) for all St. Helenans.	Future project; funding unidentified

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
C27-07	Corp Yard Structural Rehabilitation	The Corp Yard Structural Rehabilitation Project includes structural stabilization and exterior enclosure improvements for the modular buildings located at the Public Works Corporation Yard.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-08	Corp Yard Exterior Improvements	The Corp Yard Exterior Improvements Project includes miscellaneous exterior repairs and building envelope improvements for facilities located at the Public Works Corporation Yard.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-09	Corp Yard Building Systems & Interior Improvements	The Corp Yard Building Systems & Interior Improvements Project includes replacement of aging HVAC equipment and related building system improvements at the Public Works Corporation Yard facility.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-10	Fire Station Roof Replacement	The Fire Station Roof Replacement Project includes roof repairs and replacement improvements at the St. Helena Fire Station facility.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-11	Fire Station Exterior Improvements	The Fire Station Exterior Improvements Project includes pavement maintenance and parking lot surface improvements at the St. Helena Fire Station facility.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-12	Fire Station Building Systems & Interior Improvements	The Fire Station Building Systems & Interior Improvements Project includes replacement and upgrade of aging HVAC and plumbing equipment at the St. Helena Fire Station.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-13	Fire Station Building Systems & Interior Improvements	The Carnegie Building Structural Rehabilitation Project includes structural, roofing, exterior, and building system improvements at the historic Carnegie Building.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-14	Carnegie Building Misc Roof Repairs	The Carnegie Building Roof Replacement Project includes roof repair and waterproofing improvements at the historic Carnegie Building.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-15	Carnegie Building Exterior Improvements	The Carnegie Building Exterior Improvements Project includes exterior repair and maintenance improvements at the historic Carnegie Building.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified
C27-16	Carnegie Building Mechanical & Plumbing Improvements	The Carnegie Building Mechanical & Plumbing Improvements Project includes replacement and repair of aging HVAC and plumbing systems at the historic Carnegie Building.	4.4 (p.4-22) Maintain high standard of quality for facilities and infrastructure.	Future project; funding unidentified

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
Streets Projects				
R18-81	Downtown Sidewalk Improvements	This is a sidewalk improvement project funded by One Bay Area Grant III program and local funds. The project will replace sidewalks, trees, and implement traffic calming devices on Main Street between Mitchell Drive and Pine Street.	5.6 (p.5-33) & CR2.5 Safe and Well-Maintained Circulation System & Improve the pedestrian experience through streetscape enhancements, focusing improvements where there is the greatest need, and by orienting development toward the street.	Project under construction; anticipate completion FY27Q1
R19-04	Sulphur Creek Sediment Removal	This project aims to mitigate sediment accumulation in Sulphur Creek, particularly beneath the bridge structure at Valley View and within the City-owned creek section near the Public Works Corporation Yard on Charter Oak.	PF3.4 Consider efforts to prevent risk to structures and property along Sulphur Creek.	Ongoing annual project added to CIP to track expenses.
R19-05	Grayson and South Crane Rehabilitation (Design Only)	This project will reconstruct Grayson and South Crane Avenues. Accessibility improvements to sidewalks and curb ramps will be included as part of the project whenever applicable.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Construction FY26Q1
R21-02	Pratt and Elmhurst Crosswalk Improvements on Main Street/Highway 29	This project will upgrade curb ramps as well as improve crosswalk markings and signage.	CR2.F Improve street crossings and gaps in the sidewalk system through development review and capital improvement projects	Project completed FY25Q1
R23-01	Signalization Dowdell Lane and Hwy 29	Manage movement of traffic for the Long Meadow Ranch Project at 1000 Mills Lane, Condition of approval No. 66; Farmstead will cost share 23.3% of total project costs; FY24 - design budget moved from FY23 to FY24.	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.	Project continued
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak	Mitigate pedestrian hazards for the Long Meadow Ranch Project at 738 Main Street; Resolution #2020-101, Item #48; LMR Cost Share 28.8%; FY24 - moved budget from FY23 to FY24.	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.	Project continued
R24-01	Streets Master Plan	Develop Streets Master Plan that not only incorporates a number of previously developed documents (e.g. General Plan Circulation Element, Active Transportation/Safe Routes to School Plan, Walking Audit, Parking Study, etc.) but includes updated speed survey; policy direction on traffic calming including Complete Streets options; and development of growth-related Capital Improvement Program as a precursor for Development Impact Fee update.	CR1.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents.	Project adopted on 5/5/26
R24-02	Oak Avenue Rehabilitation	Rehabilitate underground utilities, pavement, curb/gutter/sidewalk including collaboration with various stakeholders including School District, NVTA (Napa Valley Transportation Authority)/Vine Trail, etc.	CR1.1 & CR4.1 Promote a connected street and bicycle and pedestrian network within the city to provide better internal automobile, bicycle, and pedestrian connections for residents. Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Underground construction completion anticipated FY27Q1 per CIP No. D24-01; anticipate surface improvements construction FY27Q2-Q3
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project construction anticipated FY26Q4
R26-01	Bike Paths/Trails - Measure U Equivalent Funds	The countywide transportation Measure T mandated that jurisdictions allocated a 6.67% match of the annual revenue generated by Measure T, using other eligible fund sources, for the construction or upkeep of Class 1 trail infrastructure. These funds are known as Measure T Equivalent Funds. Now, as Measure U, the obligation has been increased to 7.0%.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Anticipate fulfilling Measure U requirement through funding obligation for NVVT - Yountville to StH (CIP No. R26-02).
R26-02	Napa Valley Vine Trail - Yountville to St Helena	The City has a fiscal obligation towards the development and construction of the final phase of the Napa Valley Vine Trail multi-use path from Yountville to St Helena.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project in design & environmental permitting
R26-03	Measure U Maintenance of Effort	Under Measure U reporting guidelines, jurisdictions must allocate a specified minimum of general fund revenues towards the maintenance of local streets and roads. This CIP Project has been established to track City staff time, materials purchased, contractors retained, etc. as part of the ongoing maintenance obligations of local streets.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project to track all time/materials expended by City staff AND contracts for the maintenance of City streets & associated infrastructure

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
R26-04	Spring Street/Highway 29 Intersection Project	The Project will rehabilitate the intersection to increase and promote safety. Elements of the rehabilitation will include reconfiguration and restoration of the pedestrian paths of travel; installation of ADA curb ramps, curb extensions, installation of RRFBs, high visibility crosswalk and road striping, signage, sidewalk replacement, and curb and gutter replacement. The improvements will occur through the extent of the Project limits which is to include 100' north, south and west of the centerline of the intersection.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project being developed in conjunction with CIP No. R26-81
R26-06	Mills Lane Realignment and Intersection Improvements	To design and permit long-planned roadway improvements that will realign Mills Lane and improve the intersection.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project in design
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Anticipate construction FY27Q1
R26-81	Downtown Sidewalk Improvements Phase 1B	Represents Phase 1B of the Downtown Sidewalk Improvements Program and includes the reconstruction and enhancement of pedestrian infrastructure along Main Street between Adams Street and Mitchell Drive. Improvements are intended to enhance pedestrian safety, accessibility, and overall streetscape aesthetics.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Project in design; anticipate construction in FY27/28
R27-79	Pavement Restoration FY 27 Design/FY 28 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Future project
R28-79	Pavement Restoration FY 28 Design/FY 29 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Future project
R29-79	Pavement Restoration FY 29 Design/FY 30 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Future project
R30-79	Pavement Restoration FY 30 Design/FY 31 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Future project
R31-79	Pavement Restoration FY 31 Design/FY 32 Construction	Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, microsurface and overlay). Curb ramp upgrades may be part of projects as needed.	CR4.1 Ensure adequate maintenance of transportation facilities such as streets, sidewalks, and multi-use paths.	Future project

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
Water Projects				
W-35	Bell Canyon Reservoir Improvements	Dredging of Bell Canyon Reservoir will return the storage capacity to design limits; FY24 - perform bathymetric survey and analyze volume of accumulated sediment.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Finalize project FY27Q1
W-80	Dwyer Road Booster Station	Contribute a fair share to a project to construct a booster station that will increase water system pressure.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Project continued pending City of Napa development of project
W-85	Bell House Valve Replacement	Replace the bell house valve at the base of the Bell Canyon dam per the requirements of the Division of Safety of Dams.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Being developed w/ CIP No. W-109; Anticipated bid FY27Q2, construction FY28Q2-Q3
W-86	Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)	Upgrade pressure zone pumps on Spring Mountain Road, piping that feed Holmes Tanks, and emergency back-up power.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Project paused pending completion of W24-10 Hydraulic Model
W-101	Tank 2 Rehabilitation	Rehabilitate Tank 2 at Lower Reservoir. Rehabilitation includes sandblasting, coating of interior, and sanitization of tank.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Construction commencement FY26Q4; expect completion FY27Q2.
W-108	Lower Reservoir Dam Rehabilitation	Rehab Lower York Creek Dam as required by the Division of Safety of Dams. Repair 12" diameter gate in the outlet tower, repair 24" diameter spillway gate, geotechnical investigation and stability analysis, seismic stability analysis of intake tower and survey and rehab 12 " diameter low level outlet pipe.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Retained consultant to coordinate design/investigation work plan w/ DSOD.
W-109	Bell Canyon Intake Tower Replacement	Replace intake tower at Bell Canyon Reservoir.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Being developed w/ CIP No. W-85; Anticipated bid FY27Q2, construction FY28Q2-Q3
W18-111	WTP Condition Assessment	This is an assessment to develop short and long term needs of the Louis Stralla Water Treatment Plant.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Project adopted on 4/28/26
W18-113	Water System SCADA Improvements	This project will apply power and instrumentation upgrades to integrate the City's water pump stations into Supervisory Control and Data Acquisition System (SCADA). SCADA is utilized to monitor and control a plant and/or equipment.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Professional services agreement authorized on 4/14/26; design complete FY27Q1; construction anticipated FY27Q2-Q3
W18-118	Replace Mains <6" in Diameter	This annual project will begin the replacement of City water mains. It is anticipated that there will be one project per year based on the completed Integrated Master Utility Plan.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Ongoing
W24-01	Water Distribution Fire Flow Improvements	Replace smaller diameter (6" or less) pipelines with larger diameter pipes; in total, 4,900 linear feet (0.9 miles) of fire flow improvements are recommended per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Ongoing
W24-02	Napa Intertie Pump Station (Rutherford) Replacement	Replace current pump station "temporary structure" with permanent facility.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Anticipate Professional Services Agreement execution FY27Q1
W24-03	ArcGIS Infrastructure Development	ArcGIS Purchase & Setup and data acquisition; FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Wastewater's S24-03.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Anticipate update of GIS model FY27Q1
W24-04	Retrofit/Deploy SMART water meters	Update all water meters to all customers to SMART meter technology; FY24 - updates all meters with current SMART meter technology so City can insure efficient meter operation AND customers can monitor usage in real-time.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Anticipate project acceptance FY27Q1
W24-06	Risk and Resilience Assessment Report Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022 and provides a number of recommendations for reducing risk and enhancing resiliency. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Ongoing
W24-07	Cyber-Security Implementation	The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022. Appendix A, Cyber Security Report provides a number of recommendations for reducing susceptibility to a cyber attack. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Ongoing

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
W24-08	Safe Yield Policy & Water Neutrality Policy Update	The Safe Yield analysis was completed over 10 years ago. The policy/process for declaration of various stages of water emergencies needs to be updated to reflect current climate projections, proposed rates and supply sustainability. The Water Neutrality Policy was most recently updated in 2016. The update is required to address current development trends and to provide a more practical application to address a neutral impact to the City's water supply.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Project on pause pending completion of W25-03 Water Management Plan
W24-10	Water System Hydraulic Model Update	Update the existing hydraulic model developed during the 2021 Integrated Utility Master Plan process to include a calibration/verification process to insure the model accurately reflects system operations/dynamics.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Project on pause pending completion of W24-03 ArcGIS Infrastructure Development
W24-11	Bell Canyon Dam DSOD Analysis/Improvements	Perform required geotechnical investigation/reporting for compliance with Division of Safety of Dams regulations AND construct improvements to mitigate seepage.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Anticipate additional funding requirement and execution of PSA amendment to execute DSOD-approved workplan FY27Q1
W24-12	Disinfection By Products Project	Develop strategy & implement measures to conform to regulatory requirements associated with these continuants.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Develop Request For Proposal/Qualifications in FY26
W25-01	Napa Intertie Pipeline Replacement	Per Integrated Utility Master Plan, Appendix A, Project PWTM-1, replace the 12-inch pipeline from the Rutherford Pump Station to the connection at the intersection of SR29/Dowdell Ln.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Project design awarded FY24Q4; authorized issuance for bid on 2/10/26; anticipate construction FY27Q1-Q2
W25-02	Water Treatment Plant Transmission Main Replacement	Replace 16,300 lineal feet of 14-inch, 18-inch & 24-inch pipeline per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Anticipate RFP for design services FY25Q4
W25-03	Water Management Plan	Develop a Water Management Plan that provides strategy for management of water portfolio (including groundwater, surface water, recycled water, etc.), comparable to an Urban Water Management Plan for larger water purveyors.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Anticipate completion FY27Q2.
W25-91	Bell Canyon Creek Flow Measurement	The Bell Canyon Creek Flow Measurement project is required to establish compliance with DSOD regulations.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Being developed with CIP No. W-85 & W-109.
W26-01	Water Treatment Plant Microgrid/SCADA Upgrades	Develop Microgrid System, including Solar Panels and Energy Storage, and associated WTP Scada upgrades necessary monitor/operate.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Seeking Council authorization to commence Design/Build doc prep FY27Q1
W26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Ongoing
W26-03	Water Treatment Plant Modular Home	This project replaces the deteriorated modular residence located at the City's Water Treatment Plant at 410 Crystal Springs Road.	ES1.4 Encourage the creation of workforce housing to support the local employment base in keeping with small town smart growth.	Authorize to execute Mod Home purchase agreement on 4/14/26; anticipate construction completion FY27Q1
W26-04	Water Main Pipeline Cleaning Program	Project scope includes an initial pre- and post-cleaning CCTV of select watermains and demonstration of at least two technologies to evacuate debris within water main pipelines.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Pilot program to flush system commencement anticipated FY26Q4
W29-01	Water Treatment Plant (Water Treatment Plant Rehabilitation)	Implementation of CIP that results from Water Treatment Plant Condition Assessment, CIP No. W18-111 to be adopted FY25Q2; included in 2023 Rate Study Long Term Forecast.	LU6.1 & PF1.S Provide high-quality water systems & provide for capital needs of water systems.	Future project
W29-02	PWRR-1 yr 6-10 Water Main Annual Replacement Program Allowance	Replace systemwide pipelines on an annual basis as recommended per 2021 Integrated Utility Master Plan.	PF1.S & PF1.B Provide for capital needs of water systems & replace undersized water mains.	Future project

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
Wastewater Projects				
S-52	WWTRP Upgrades Phase 1	Feasibility study, workplan and Phase 1 improvements as required by CDO Regional Board Order R2-2016-0004.	PF2.B Continue wastewater treatment system upgrades.	Project acceptance anticipated FY27Q1 after many delays.
S18-70	Replace 1% Sewer Mains Annually	Replacement of City sewer mains.	PF2.D & PF2.4 Reduce sewer system inflow and infiltration through repair and replacement of sewer pipes and protection from inflow sources & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Anticipate delivery of project in FY27.
S18-71	Grinella Pump Station Upgrade	Update the structure and pumping systems as well as including a filter system to control odors.	LU6.1 & PF1.S Provide high-quality wastewater systems & provide for capital needs of wastewater systems.	Project accepted on 10/28/25
S21-01	WWTP Recycled Pipeline and Pump Station	Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline connection.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Additional evaluation required FY25Q4 to determine viability of existing pump station
S23-02	Emergency Back-Up Power -- WWTP	This project will replace the existing emergency generator and related equipment at the Wastewater Treatment Plant. The upgrades increase generator capacities, update aging equipment, and will allow the City to provide backup power to an essential City facility during a disaster. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.	9.4 (p.9-28) & PS6.1 Maintain High Levels of Public Health and Safety & Ensure that City emergency procedures are adequate.	Project accepted on 11/18/25
S24-01	Closed-Circuit Television (CCTV) Inspection Program, Phase I	CCTV inspection of approximately 63,000 feet of the gravity sewers to help identify sewers that are in poor condition and/or potential sources of high inflow and infiltration (I/I). Project to include defect rating and development of CIP. Differentiate between High Priority pipes (within proximity to water bodies) vs. non-High Priority. (Integrated Utility Master Plan WWRR-1).	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Project accepted on 6/24/25
S24-02	High Priority Pipeline Replacement	This annual project includes the rehabilitation or replacement of pipelines that are in poor condition within proximity of bodies of water. This program consists of approximately 9,500 feet of gravity sewers.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Anticipate delivery of project in FY27.
S24-03	ArcGIS Infrastructure Development	ArcGIS Purchase & Setup and data acquisition; FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Water's W24-03	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Initial project complete; full system on pause subject to funding alternative to enterprise cash flow;
S24-04	Recycled Water System Master Plan Update	Develop detailed recycled water system master plan including capital improvement program to implement based upon stakeholder engagement.	PF1.C Continue to aggressively look for new water supply sources adequate to serve St. Helena's population into the future. New sources may include adoption of new technologies, such as effective water recycling.	Project on pause pending completion of W25-03 Water Management Plan
S24-05	Del Campo Court Gravity Main Improvements	This project includes the replacement of approximately 450 feet of 15-inch and 18-inch diameter pipeline along Del Campo Court, between Hunt Avenue and Paseo Grand Drive; and 910 feet of 18-inch diameter pipeline along Paseo Grand Drive, between Del Campo Court and Los Robles Ct. (Integrated Utility Master Plan WWGM-6).	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Project delayed. Upon review of preliminary CCTV inspection, pipe did not warrant complete rehab. Evaluating for reduced scope for construction in FY27Q2.
S25-01	Flow Monitoring Program	Conduct a temporary flow monitoring program to help quantify inflow and infiltration (I/I) rates throughout the system. This data will be used to help prioritize gravity sewer projects.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Staff to purchase flow monitoring equipment FY25Q3 and install/data collection in prep for commencement of S26-01 Model Update in FY26.

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
S26-01	Model Update and System Analysis	Update the City's existing wastewater collection system hydraulic model based on the proposed flow monitoring program. The model update will consist of a model calibration and system analysis.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Issue RFP for design/modeling services FY26Q2.
S26-02	Asset Management & Computerized Maintenance & Management System Development/Implementation	Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Project being developed in conjunction with CIP No. W26-02.
S26-03	CDBG Sewer Repair Project	To support downtown business by installing a new sewer lateral for the building. This supports and protects business operations which could otherwise be significantly affected by issues that arise due to deficiencies with the building's sewer lateral such as a blockage or collapse.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Project construction anticipated FY26Q4
S26-04	WWTP Effluent Pump Station	The City's Effluent Pump Station at the WWTRP requires critical improvements to maintain regulatory compliance and operational reliability.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Anticipate design completion FY27Q1
S26-05	2nd Tier High Priority Pipeline Replacement	The Project will replace/rehabilitate sanitary sewer pipeline, made from vitrified clay pipe, within 300 feet of Sulphur Creek. The scope of the improvements are NOT included in CIP No. S24-02 High Priority Pipeline replacement since the pipes have been rated with defects between 1-3.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Anticipate construction FY27Q1
S27-01	WWTP Pond Cleaning, Decommissioning, and Repurpose	With the completion of the upgrades to the Wastewater Treatment Facility in FY24, the treatment ponds will need to be decommissioned, including processing/removing existing sludge and permitting through the State Water Board.	LU6.1, PF1.1, PF1.5, PF2.1 & PF2.4 Provide high-quality wastewater systems, ensure adequate sewage treatment capacity at the City treatment plant to meet the needs of population growth & increase sewer collection system efficiency by ensuring proper maintenance of sewer pipes.	Seeking design/permitting services contract execution FY27Q2.

5-Year Capital Improvement Program
FY2026/27 through FY2030/31

Exhibit A

Number	Name	Description	General Plan Policy and Goals	Project Disposition (05/26/26)
Stormwater Projects				
D24-01	Oak Avenue Storm Drain Rehab - Ph1	Upsize the storm drain system in Oak Avenue per 2021 Integrated Utility Master Plan	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.	Anticipate project completion FY27Q1
R19-03	Sulphur Creek Erosion Repair	This project will implement bank repairs that were caused during the 16/17 storm year and identified in the 2017 Flood Control Project post-construction monitoring and reporting year. The repairs will be made utilizing funds from the Flood Control Project adaptive management program. The area is located at the base of a mature valley oak, approximately 100 feet upstream of the confluence with the Napa River; FY24 - budget required to monitor and report to regulatory agencies.	PF3.4 & PS5.6 Consider efforts to prevent risk to structures and property along Sulphur Creek & maintain protocols and funding for the regular inspection and maintenance of flood control facilities in the city.	Ongoing
R20-01	Mitchell Drive to Sulphur Creek Storm Drain	Replace storm drain pipe on Mitchell Drive and slip-line portion of pipe from Mitchell Drive to Sulphur Creek.	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.	Project incorporated into R24-02 & D24-01 Oak Ave Rehab; Design completion FY25Q4; underground construction FY26Q1-Q2
R20-02	Mills Lane Storm Drain	Install new storm drain along Mills Lane that outfalls to the Napa River.	OS3.2 Reduce stormwater runoff in developed areas to protect water quality in creeks.	Project being developed in conjunction with CIP No. R26-06.

FY 27 through FY 31
Capital Improvement Plan
 St Helena, CA
Projects By Category

Category	Project #	FY 27	FY 28	FY 29	FY 30	FY 31	Total
Civic							
Parks & Recreation Master Plan	C24-01	5,149					5,149
Library Roof Replacement	C27-01	740,000					740,000
Library Exterior Improvements	C27-02	5,000	23,000				28,000
Library Patio Demo/Regrading	C27-03	14,000					14,000
Library Parking Lot	C27-04			2,000	22,000		24,000
Library Plumbing	C27-05	38,000					38,000
Library Building Systems & Interior Improvements	C27-06	25,000	207,000				232,000
Corp Yard Structural Rehabilitation	C27-07	12,000					12,000
Corp Yard Exterior Improvements	C27-08	1,000	24,500				25,500
Corp Yard Building Systems & Interior Improvements	C27-09		40,500				40,500
Fire Station Roof Replacement	C27-10	5,000	50,000				55,000
Fire Station Exterior Improvements	C27-11	1,000	12,500				13,500
Fire Station Building Systems & Interior Improvements	C27-12	10,000	32,000	171,000			213,000
Carnegie Building Structural Rehabilitation	C27-13	75,000	100,000	50,000	25,000		250,000
Carnegie Building Misc. Roof Repairs	C27-14	1,000	26,500				27,500
Carnegie Building Exterior Improvements	C27-15		15,000				15,000
Carnegie Building Mechanical & Plumbing Improvements	C27-16		1,000	70,500			71,500
Civic Total		932,149	532,000	293,500	47,000	0	1,804,649
Streets							
Sulphur Creek Sediment Removal	R19-04	10,000	10,000	10,000	10,000	10,000	50,000
Oak Avenue Rehabilitation	R24-02	2,000,000					2,000,000
Napa Valley Vine Trail - Yountville to St Helena	R26-02	300,000	300,000	300,000			900,000
Measure U Maintenance of Effort	R26-03	302,727	308,781	314,957	321,256		1,247,721
Mills Lane Realignment and Intersection Improvements	R26-06	25,000	1,884,000				1,909,000
Pavement Restoration FY 26 Design/FY 27 Construction	R26-79	1,000,000					1,000,000
Downtown Sidewalk Improvements Phase 1B	R26-81	2,500,000					2,500,000
Pavement Restoration FY 27 Design/FY 28 Construction	R27-79	80,000	1,000,000				1,080,000
Pavement Restoration FY 28 Design/FY 29 Construction	R28-79		80,000	1,000,000			1,080,000
Pavement Restoration FY 29 Design/FY 30 Construction	R29-79			80,000	1,000,000		1,080,000
Pavement Restoration FY 30 Design/FY 31 Construction	R30-79				80,000	1,000,000	1,080,000
Pavement Restoration FY31 Design/FY32 Construction	R31-79					80,000	80,000
Streets Total		6,217,727	3,582,781	1,704,957	1,411,256	1,090,000	14,006,721
Wastewater							
Replace 1% of Sewer Mains Annually	S18-70	495,361					495,361
High Priority Pipeline Replacement	S24-02		255,600	255,600			511,200
Model Update and System Analysis	S26-01	50,000					50,000

Category	Project #	FY 27	FY 28	FY 29	FY 30	FY 31	Total
Asset Management & Computerized Maintenance & Management System Development/Implementation	S26-02	110,099					110,099
2nd Tier High Priority Pipeline Replacement	S26-05	189,125					189,125
WWTP Pond Cleaning, Decommissioning, and Repurpose	S27-01	500,000	500,000				1,000,000
Wastewater Total		1,344,585	755,600	255,600	0	0	2,355,785

Water

Replace Mains <6" in Diameter	W18-118	338,189	349,011	360,179	371,705		1,419,084
Water Distribution Fire Flow Improvements	W24-01	156,000			460,000		616,000
Napa Intertie Pump Station (Rutherford) Replacement	W24-02			10,597,220			10,597,220
Bell Canyon Dam DSOD Analysis/ Improvements	W24-11	2,767,684					2,767,684
Disinfection By Products Project	W24-12	379,288	391,425				770,713
Water Treatment Plant Transmission Main Replacement	W25-02	7,400,084					7,400,084
Water Treatment Plant Microgrid/ SCADA Upgrades	W26-01	2,300,000					2,300,000
Water Main Pipeline Cleaning Program	W26-04	152,000					152,000
Water Treatment Plant (Water Treatment Plant Rehabilitation)	W29-01			5,900,000	2,500,000		8,400,000
PWRR-1 yr 6-10 Water Main Annual Replacement Program Allowance	W29-02		239,157	246,810			485,967
Bell Canyon Valve House Replacement	W-85	320,000	177,964				497,964
Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)	W-86		3,515,968				3,515,968
Lower Reservoir Rehab	W-108	50,000					50,000
Bell Canyon Intake Tower Replacement	W-109	100,000	4,900,000				5,000,000
Water Total		13,963,245	9,573,525	17,104,209	3,331,705	0	43,972,684
GRAND TOTAL		22,457,706	14,443,906	19,358,266	4,789,961	1,090,000	62,139,839



Agendas Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS

Department: Community Development Department - Planning Division

DATE:	June 2, 2026
FILE NUMBER:	PL26-002; UPA26-001
SUBJECT:	Request by Karen Jensen, on behalf of Spottswode Winery, for approval of a Conditional Use Permit Amendment to allow winery visitation on Saturdays and Sundays by appointment only and increase visitation from 60 visitors per week to 120 visitors per week, with a maximum daily visitation of 20 guests, at an existing winery facility located at 1902 Madrona Avenue within the Winery (W) Zoning District and Historic Preservation (HP) Overlay District. No new construction, site improvements, expansion of wine production, or increase in employees is proposed.
LOCATION OF PROPERTY:	1902 Madrona Avenue, St. Helena, CA 94574
APN:	009-470-021
GENERAL PLAN/ ZONING:	Agriculture (A) and Winery/ Historic Preservation Overlay (W/HP)
APPLICANT:	Karen Jensen, on behalf of Spottswode Winery
PROJECT PLANNER:	Jackie Oneal, Senior Planner
REVIEWED BY:	Leza, Mikhail, Community Development Director
CEQA DETERMINATION:	Categorical Exemption
RECOMMENDED ACTION:	Staff recommends approving the application for Conditional Use Permit Amendment PL26-002 at 1902 Madrona Avenue (APN: 009-470-021), including action to approve a Categorical Exemption pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities).

BACKGROUND:

Spottswode Winery is an existing winery facility located at 1902 Madrona Avenue within the

Winery (W) Zoning District and Historic Preservation (HP) Overlay District. The winery has operated at the site pursuant to an approved Use Permit since 1990. The subject parcel is approximately 1.95 acres in size and is developed with existing winery production facilities, hospitality areas, office uses, vineyard areas, internal circulation improvements, and associated parking facilities.

The property is improved with an existing winery and hospitality operation that includes tasting and conference areas, office space, wine storage, production-related facilities, and outdoor circulation and parking areas. Existing site access is provided by two driveways from Madrona Avenue. Existing on-site parking accommodates approximately 19 vehicles.

The site is developed with mature landscaping, vineyard plantings, and historic winery structures that contribute to the established agricultural and winery character of the surrounding area. Site photographs demonstrate the continued operation of the property as a winery and hospitality facility integrated within the surrounding vineyard context.

On February 22, 2026, the applicant submitted a Conditional Use Permit Amendment application requesting authorization to expand appointment-only winery visitation to Saturdays and Sundays and increase visitation from 60 visitors per week to 120 visitors per week, with a maximum daily visitation limit of 20 guests.

PROJECT DESCRIPTION:

The applicant requests Planning Commission approval of a Conditional Use Permit Amendment to allow winery visitation on Saturdays and Sundays by appointment only and increase visitation from 60 visitors per week to 120 visitors per week, with a maximum daily visitation limit of 20 guests, at an existing winery facility located at 1902 Madrona Avenue within the Winery (W) Zoning District and Historic Preservation (HP) Overlay District.

No changes to winery production, staffing, building area, site circulation, parking, landscaping, or other physical site improvements are proposed. Existing hours of operation would remain limited to 9:00 a.m. to 5:00 p.m.

The proposed operational modifications would occur entirely within the existing winery and hospitality facilities currently operating on-site. Existing parking areas, internal circulation improvements, landscaping, and site access would remain unchanged.

The application materials state that the requested amendment is intended to provide operational flexibility to accommodate visitation demand while maintaining the existing scale and character of the winery operation.

ANALYSIS:

General Plan / Zoning

The property has an Agriculture (AG) General Plan land use designation and is located within the Winery (W) Zoning District and Historic Preservation (HP) Overlay District. The AG designation is intended to accommodate agricultural and winery uses within the valley floor

surrounding the City's urban core. The W Zoning District is intended to provide for winery and winery-related uses within the Agriculture General Plan land use designation.

The proposed project would lawfully continue operation of an existing winery facility without expansion of structures, site infrastructure, or winery production and would not adversely impact surrounding agricultural uses or the established rural and winery character of the area. As such, the existing facility and operations are consistent with the General Plan, and the following General Plan policies support the proposed expansion of the number of visitors to Saturdays and Sundays, and from 60 visitors to 120 visitors per week between the hours of 9:00 a.m. to 5:00 p.m., while never exceeding 20 visitors per day:

- LU5.1 — Discourage conversion of existing farmland to non-agricultural uses.
- LU5.3 — Strictly limit development on properties existing at the time of the adoption of this General Plan that are designated as agricultural land.
- LU5.6 — Permit wineries and other agricultural-related industries to locate in the city if their location does not adversely impact surroundings, uses, or city services (water, traffic, etc.) or the quality and character of the community.

Historic Preservation Overlay

The project site is located within the Historic Preservation (HP) Overlay District, which is intended to safeguard the historic and architectural character of St. Helena by recognizing and preserving significant historic and cultural resources while ensuring new development remains architecturally compatible.

The proposed project does not include alterations to existing historic structures, exterior modifications, demolition, additions, grading, or changes to site layout. Existing historic winery structures, landscaping, circulation patterns, and site layout would remain unchanged.

As the request is limited to operational modifications within existing facilities, the project would not adversely affect the historic or architectural character of the property or surrounding area. landscaping, and on-site parking necessary to accommodate the proposed visitation levels.

Surrounding properties are characterized by vineyard, winery, and agricultural uses. Existing site development is substantially screened by mature landscaping and vineyard areas. As no physical site modifications are proposed, the project would not alter the existing visual character or development pattern of the area. For these reasons, the project maintains and meets the standards of the City's Historic Overlay District.

Operational Characteristics

The site is currently developed and operating as an existing winery facility with hospitality space, internal circulation improvements, landscaping, and supporting infrastructure necessary to accommodate the proposed visitation levels.

The proposed increase in visitation is limited in scope and subject to operational limitations including:

- Appointment-only visitation;
- Maximum visitation of 120 guests per week;
- Maximum daily visitation of 20 guests; and
- Hours of operation limited to 9:00 a.m. to 5:00 p.m.

The site contains existing parking areas accommodating approximately 19 vehicles and maintains two existing driveways onto Madrona Avenue. The project does not propose or result in authorization of increased wine production, additional employees, outdoor amplified music, or special events beyond those otherwise permitted pursuant to applicable City regulations or the existing Conditional Use Permit conditions of approval.

Based on the operational limitations proposed and the absence of physical expansion, staff does not anticipate the project would result in significant impacts related to traffic, parking, noise, neighborhood compatibility, or the continued operation of surrounding agricultural uses.

Discussion - Findings

Pursuant to St. Helena Municipal Code Section 17.05.020, the proposed project is subject to Planning Commission review and approval of a Conditional Use Permit Amendment. The Planning Commission must make all required findings to approve the Conditional Use Permit Amendment. The required findings are identified below in **bold**, followed by staff's response in regular text.

1. The proposed use is consistent with the goals and policies of the general plan and any applicable specific plan.

The proposed project is consistent with General Plan policies supporting agricultural preservation, winery operations, and compatible visitor-serving uses. More specifically, the project is consistent with General Plan policies LU5.1, LU5.3 and LU5.6, as detailed earlier in this report, and the project would continue operation of the existing winery facility with limited appointment-only visitation and no expansion of winery production, site infrastructure, or building area. As such, this finding can be made.

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

The project site is located within the Winery (W) Zoning District and Historic Preservation (HP) Overlay District, where winery uses and related hospitality activities are permitted subject to Conditional Use Permit approval. The proposed amendment would allow a limited increase in visitation and weekend appointment-only visitation while maintaining the existing winery operation and would maintain uses that are compatible with the underlying zoning district and related zoning regulations. No physical modifications to the site are proposed. As such, this finding can be made.

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

The proposed use would not be materially detrimental to the health, safety, or welfare of the public or surrounding properties because the request does not authorize increased wine production, additional employees, expanded site infrastructure, outdoor amplified music, or special events. Visitation would remain appointment-only and subject to operational limitations. As such, this finding can be made.

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

The subject site is physically suitable for the proposed use because it is currently developed and operating as an existing winery facility with hospitality space, parking, circulation, and supporting infrastructure. Surrounding land uses consist primarily of vineyard, winery, and agricultural uses, and the proposed amendment would remain compatible with the surrounding area. As such, this finding can be made.

5. For formula businesses, the proposed use is consistent with the findings of Section 17.22.120, Formula businesses.

The proposed project is not a formula business; therefore, this finding does not apply.

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

The site is served by two existing driveways from Madrona Avenue and includes existing on-site parking and circulation improvements. The proposed increase in visitation is limited in scale and is not anticipated to generate traffic volumes exceeding the capacity of the surrounding roadway network. As such, this finding can be made.

ISSUES:

Staff has not identified any outstanding issues associated with this request.

CORRESPONDENCE:

At the time of preparation of this report, no public correspondence had been received regarding the project. Any public comments received after publication of this report, and prior to the Commission's public hearing, will be posted to the City's website.

As described in the discussion of the required Conditional Use Permit findings, the proposed project is consistent with the General Plan, Winery Zoning District, and Historic Preservation Overlay regulations and would remain compatible with surrounding agricultural and winery uses. Staff can make all applicable findings in support of the requested Conditional Use Permit Amendment and recommends approval of the project subject to the attached Conditions of Approval.

STAFF RECOMMENDATION:

Staff recommends approving the application for Conditional Use Permit Amendment PL26-002 at 1902 Madrona Avenue (APN: 009-470-021), including action to approve a Categorical Exemption pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities).

ATTACHMENTS:

1. Draft Planning Commission Resolution
2. Applicant's Written Project Description
3. Existing Plans
4. Site Photos

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. _____

**GRANTING CONDITIONAL APPROVAL TO
SPOTTSWOODE WINERY LOCATED AT
1902 MADRONA AVENUE
(PL26-002, UPA26-001)**

PROPERTY OWNERS: Winery Acreage 2.0 LLC

APN: 009-470-021

RECITALS

1. On June 26, 1990, the City approved a Conditional Use Permit for Spottswood Winery authorizing operation of a winery at 1902 Madrona Avenue; and
2. On February 21, 1995, the Planning Commission approved Use Permit Amendment #94-87 modifying conditions related to ownership and operation of the winery use permit; and
3. On March 26, 2002, the City Council adopted Resolution No. 2002-44 confirming modifications and clarifications to conditions of approval associated with the Spottswood Winery Use Permit; and
4. The Applicant requests approval of a Conditional Use Permit Amendment to allow winery visitation on Saturdays and Sundays by appointment only and increase visitation from 60 visitors per week to 120 visitors per week, with a maximum daily visitation limit of 20 guests; and
5. The proposed Conditional Use Permit Amendment does not request changes to winery production, employee count, site access, parking configuration, building area, landscaping, or other physical site improvements; and
6. Pursuant to SHMC Section 17.05.020, the Planning Commission may approve a Conditional Use Permit Amendment when the required findings can be made; and
7. A public notice was published in the Napa Valley Register and mailed to residents and occupants within 300 feet of the project site in compliance with State and local law; and
8. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, and all testimony, written and spoken, at a duly noticed public hearing on June 2, 2026; and

9. Now, therefore, the Planning Commission finds that the proposed Conditional Use Permit Amendment is consistent with the applicable provisions of the St. Helena Municipal Code and may be approved based on the findings below and subject to the Conditions of Approval enumerated herein.

RESOLUTION

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission finds that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15301 (Existing Facilities). The project consists of minor operational modifications to an existing winery facility involving negligible or no expansion of existing or former use. The project does not involve expansion of structures, grading, site disturbance, increased winery production, or other physical modifications to the site.
- C. In accordance with SHMC Section 17.05.020(E), the Planning Commission makes the following findings, identified in **bold** and supported by a discussion of the finding in regular text, to support the motion to approve the Conditional Use Permit Amendment:

- 1. The proposed use is consistent with the goals and policies of the general plan and any applicable specific plan. The proposed use is consistent with the goals and policies of the general plan and any applicable specific plan.**

The proposed project is consistent with General Plan policies supporting agricultural preservation, winery operations, and compatible visitor-serving uses. More specifically, the project is consistent with General Plan policies LU5.1, LU5.3 and LU5.6, as detailed earlier in this report, and the project would continue operation of the existing winery facility with limited appointment-only visitation and no expansion of winery production, site infrastructure, or building area. As such, this finding can be made.

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

The project site is located within the Winery (W) Zoning District and Historic Preservation (HP) Overlay District, where winery uses and related hospitality activities are permitted subject to Conditional Use Permit approval. The proposed amendment would allow a limited increase in visitation and weekend appointment-only visitation while maintaining the existing winery operation

and would maintain uses that are compatible with the underlying zoning district and related zoning regulations. No physical modifications to the site are proposed. As such, this finding can be made.

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

The proposed use would not be materially detrimental to the health, safety, or welfare of the public or surrounding properties because the request does not authorize increased wine production, additional employees, expanded site infrastructure, outdoor amplified music, or special events. Visitation would remain appointment-only and subject to operational limitations. As such, this finding can be made.

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

The subject site is physically suitable for the proposed use because it is currently developed and operating as an existing winery facility with hospitality space, parking, circulation, and supporting infrastructure. Surrounding land uses consist primarily of vineyard, winery, and agricultural uses, and the proposed amendment would remain compatible with the surrounding area. As such, this finding can be made.

5. For formula businesses, the proposed use is consistent with the findings of Section 17.22.120, Formula businesses.

The proposed project is not a formula business; therefore, this finding does not apply.

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

The site is served by two existing driveways from Madrona Avenue and includes existing on-site parking and circulation improvements. The proposed increase in visitation is limited in scale and is not anticipated to generate traffic volumes exceeding the capacity of the surrounding roadway network. As such, this finding can be made.

CONDITIONS OF APPROVAL

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

1. Approval of Conditional Use Permit Amendment PL26-002 is limited to and based upon the submitted project description and application materials dated February 24, 2026, except as modified by the Conditions of Approval herein.
2. Winery visitation shall remain by appointment only.
3. Visitation shall be limited to a maximum of 120 guests per week.
4. Daily visitation shall be limited to a maximum of 20 guests per day.
5. Hours of operation shall be limited to 9:00 a.m. to 5:00 p.m.
6. This approval does not authorize any increase in winery production.
7. This approval does not authorize additional employees beyond those associated with the existing winery operation.
8. No outdoor amplified music is authorized as part of this approval.
9. Events held on-site shall obtain any required Temporary Use Permit approvals pursuant to the St. Helena Municipal Code.
10. Approval of Conditional Use Permit Amendment PL26-002 shall become effective following expiration of the applicable appeal period.
11. Pursuant to SHMC Section 17.04.150, minor modifications to this discretionary approval may be administratively reviewed and approved by the Community Development Director provided the requested changes do not change the approved use, density, or intensity.
12. A permit or other discretionary approval may be extended for not more than two one-year periods provided that an application is filed at least 30 days prior to its expiration date pursuant to SHMC Section 17.04.140.
13. This Conditional Use Permit Amendment shall run with the land and shall be binding upon all successors and assigns.
14. Property owners within the district shall recognize that there exists a right to farm properties within the district and in the vicinity of the district. Agricultural activities may include day or night operations, application of agricultural chemicals, and creation of dust, noise, and odors associated with normal agricultural operations.
15. Any action or proceeding to attack, challenge, invalidate, set aside, or void the City's approval of applicant's project, in whole or in part, applicant shall defend,

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

16. Any qualifying violation of the Conditions of Approval, the City's Municipal Code, or any law which results from activities on the subject property may result in revocation of this permit in compliance with City authorities.

I HEREBY CERTIFY that the foregoing sign permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on June 2, 2026, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Christopher Warner
Chair, Planning Commission

Leza Mikhail,
Community Development Director

SPOTTSWOODE WINERY USE PERMIT AMENDMENT

1902 Madrona Avenue, St. Helena

Written Statement

This is an application for a Use Permit Amendment to allow winery visitation on Saturday and Sunday by appointment only. The desire is to welcome up to 120 visitors per week. The current Use Permit allows 60 visitors per week, Monday through Friday only.

The maximum number of visitors per day would be 20. The ideal group size varies from two to eight. This equates to possibly five separate tastings per day and/or the use of one to two parking spaces per tasting group.

There are no proposed building or site changes. The hours of operation will remain 9:00am to 5:00pm. Likewise, the winery production and number of employees will remain as-is. The site will continue to be accessed via the two existing driveways located on Madrona Avenue. Parking stalls are provided for 19 vehicles. Events held on-site will seek approval of required temporary use permits as required by Code.

Given current market conditions and the general challenges in the wine industry, we are unable to maximize our visitors within the current Monday through Friday allowance. Being available on the weekends will accommodate additional guests.

The property zoning is Winery/Historic Preservation Overlay. The lot area of the parcel is 88,952 square feet. No new lot coverage or new landscaping is proposed.

Karen Jensen

04.14.26

ARCHITECT

KAREN JENSEN
ARCHITECTURE
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karen@kjarhitecture.com

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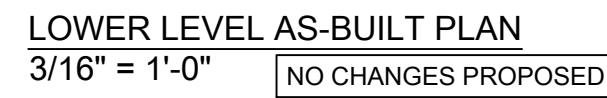
PROJECT

SPOTTSWOODE WINERY USE PERMIT AMENDMENT

SHEET TITLE

AS-BUILT
FLOOR PLANS

SHEET NUMBER
A101



**SPOTTSWOODE VINEYARD & WINERY
USE PERMIT AMENDMENT SITE PHOTOS**



VIEW FROM MADRONA OF OFFICE/HOSPITALITY BUILDING



VIEW FROM MADRONA TO EAST DRIVEWAY ENTRY



VIEW FROM MADRONA TO STONE BUILDING



VIEW FROM MADRONA TO WEST DRIVEWAY ENTRY



OFFICE/HOSPITALITY BUILDING



WINERY BUILDING



PARKING AT REAR OF OFFICE/HOSPITALITY



PARKING AT FRONT OF OFFICE/HOSPITALITY



PARKING AT WINERY BUILDING



VIEW OF OFFICE/HOSPITALITY FROM VINEYARD TO THE NORTHWEST



VIEW OF WINERY FROM VINEYARD TO THE NORTHWEST



VIEW OF WINERY FROM WEST VINEYARD



Agendas Report to the Planning Commission

Agenda Section: REPORTS BY STAFF/COMMITTEE

Department: Community Development Department - Planning Division

DATE:	June 2, 2026
FILE NUMBER:	N/A
SUBJECT:	Future Zoning Ordinance Amendments Summary and Work Plan
LOCATION OF PROPERTY:	Citywide
APN:	Citywide
GENERAL PLAN/ ZONING:	Citywide
APPLICANT:	N/A
PROJECT PLANNER:	Jackie Oneal, Senior Planner
REVIEWED BY:	Leza Mikhail, Community Development Director
CEQA DETERMINATION:	N/A
RECOMMENDED ACTION:	Receive the informational update regarding anticipated Zoning Ordinance Amendment (ZOA) priorities and tentative scheduling.

BACKGROUND:

In December 2025, the Planning Commission conducted a study session regarding potential future Zoning Ordinance Amendments (ZOAs), ongoing implementation issues within Title 17 of the St. Helena Municipal Code, and broader code maintenance priorities identified by staff and the Commission.

Following that discussion, staff compiled and refined an internal matrix of potential zoning code amendments based on Planning Commission feedback, project review experience, state law updates, legal review, applicant inquiries, and operational considerations. This internal, staff matrix is a “dynamic” document, whereby Department priorities may shift from time-to-time depending on staff resources, changes in the law, or direction from the City Council.

This item is intended to provide the Planning Commission with a summary of higher-priority ZOAs currently anticipated for future consideration, along with a tentative timeline for upcoming code amendment discussions.

PROJECT DESCRIPTION:

As part of ongoing implementation and maintenance of Title 17 (Zoning) of the St. Helena Municipal Code, staff has identified a number of potential Zoning Ordinance Amendments (ZOAs) based on Planning Commission input, project review experience, state law updates, internal consistency issues, and operational efficiencies.

This report is intended to provide a follow-up to the December 2025 Planning Commission study session regarding future zoning code updates and to provide the Commission with a high-level overview of anticipated higher-priority ZOAs and estimated timing for future consideration. The proposed timeline is intended to assist with long-range work planning and communication regarding anticipated code updates while recognizing that priorities, staffing capacity, state mandates, and project workload may shift over time.

This report intentionally focuses on larger policy items and higher-priority code amendments rather than identifying every minor correction, administrative clarification, or technical cleanup item currently under consideration by staff.

ANALYSIS:

Staff continues to track and prioritize potential zoning code amendments based on implementation experience, Commission feedback, operational considerations, and State law updates.

The proposed priority schedule generally focuses on the following categories:

- State law compliance updates;
- Clarification of existing standards and procedures;
- Operational and permitting efficiencies;
- Use table and entitlement updates;
- Historic preservation and design review procedures;
- Parking, signage, and temporary use regulations; and
- Long-range policy considerations.

Many lower-priority items involve technical cleanup amendments or isolated code clarifications that may be bundled into future bundled amendments rather than processed as standalone ZOAs.

It is important to inform the Planning Commission that the Department is committed to establishing a robust outreach effort for amendments and policy projects. Additionally, each amendment requires a 20-day public noticing timeline. For these reasons, Staff is responsibly looking at timelines that are both realistic and reasonable, while understanding that other competing priorities of the Department must also be met and may affect the timing of bringing certain amendment formally through the public hearing process.

Active/High Priority ZOAs

Staff anticipates prioritizing the following code amendments over the next 6 to 12 months:

Topic	General Scope	Tentative Timing
Accessory Dwelling Unit (ADU) Update	Update the ADU ordinance to maintain consistency with current State law, address related implementation issues, and recommend changes where the City has discretion.	June 2026
Short-Term Rental Regulations	Clarify applicability within agricultural zoning districts and update operational and reporting standards.	July 2026
Miscellaneous Code Clean- Up #1	• Clarify approval authority procedures and internal decision-making tables (SHMC 17.03.030(A)) • Correct inconsistencies related to permit terms, expiration, and approval language (SHMC 17.04.130) • Amend Industrial zoning regulations to allow limited accessory office uses and clarify tasting room permitting requirement (SHMC 17.19.020) • Clarify and update permitted use classifications within Public/Quasi-Public zoning districts (SHMC 17.20.020) • Revise parking and access definitions for internal consistency and clearer administration (SHMC 17.26.020(A)) • Establish or clarify right-to-farm provisions and notification requirements (In coordination with Police Department) • Evaluate standards related to habitation in vehicles and storage of vehicles (In coordination with Police Department) • Additional Misc. Amendments that the Department may address in the initial round of code clean-up	Summer/Fall 2026
Sign Ordinance Cleanup	Reorganize and clarify sign regulations and address identified inconsistencies and definitions.	Fall/Winter 2026

Additional Future ZOAs

In addition to the higher-priority items identified above, staff continues to evaluate a variety of

additional zoning code amendments and technical updates related to zoning administration, permitting procedures, development standards, and operational clarifications.

Many of these items may ultimately be consolidated into future bundled code amendments or brought forward incrementally as staffing resources and operational priorities allow. Staff does not currently anticipate assigning tentative hearing dates for these potential amendments.

ISSUES:

The proposed timeline is intended to remain flexible and may be adjusted based on staffing capacity, State legislation, City Council direction, development activity, or other emerging priorities.

Additionally, staff anticipates that certain lower-priority or technical amendments may be consolidated into future omnibus Zoning Ordinance Amendments for efficiency purposes rather than processed as standalone code amendments.

While the summary in this staff report identifies tentative target dates for several higher-priority items, the schedule should be considered conceptual and subject to modification as new priorities emerge.

CORRESPONDENCE:

No correspondence was received as of the publication of this report.

STAFF RECOMMENDATION:

Receive the informational update regarding anticipated Zoning Ordinance Amendment (ZOA) priorities and tentative scheduling and provide comments, as desired.

ATTACHMENTS: