



**City of St. Helena  
Planning Commission Regular Meeting  
Tuesday, August 18, 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](mailto: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](mailto: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](http://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](mailto: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](http://cityofsthelelena.gov)

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**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE AND ROLL CALL**

Chair: Chris Warner

Vice-Chair: Sue Furdek

Commissioners: Hector Lopez, and Michelle Covell

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

**3. MINUTES APPROVAL**

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)

**3.1. Receive the minutes from the July 7, 2026, Special Planning Commission Meeting**

3.2. Receive the minutes from the July 21, 2026, Planning Commission Meeting.

4. 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.

5. PUBLIC HEARINGS / RECOMMENDATIONS TO CITY COUNCIL

- 5.1. Request by Ellen Shifflett for approval of a New Short Term Rental Permit to allow for the use of a single-family residence as a Short-Term Rental at 626 Mills Ln (APN: 009-070-020) in the Twenty-Acre Agriculture (A-20) Zoning District.

CEQA Determination: Pursuant to Section 15061(b)(3) of the State CEQA Guidelines, the proposed Short-Term Rental is exempt from CEQA. Section 15061(b)(3) (Common Sense Exemption).

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends that the Planning Commission continue consideration of Short-Term Rental Permit STR26-009 to a date uncertain, and after the completion of the Short-Term Rental Ordinance, to allow the City to resolve a discrepancy between the City's Short-Term Rental regulations and the permitted uses within the Twenty-Acre Agriculture (A-20) zoning district.

- 5.2. Request by Monica Stevens for approval of a Conditional Use Permit to allow a retail wine shop with wine sales and tastings to operate at 1269 Main Street, Suite 1299 (APN 009-250-015) in the Central Business (CB) Zoning District.

CEQA Determination: The proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities).

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends that the Planning Commission adopt the attached resolution finding the project categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301 and approving Conditional Use Permit PL26-009, subject to the findings and conditions contained in the resolution.

6. SCHEDULED MATTERS

- 6.1. Brown Act and Rosenberg's Rules of Order Training

## 7. REPORTS BY STAFF AND PLANNING COMMISSION

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.

## 8. AGENDA FORECAST

This is an opportunity for the Commission as a majority to request that items be placed on future agendas for discussion in alignment with the City Council direction and/or the current Fiscal Year Planning Commission Workplan.

### 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.

#### **September 15, 2026:**

Wydown Hotel Pre-Application Submittal Study Session

## 9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for September 15, 2026.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on August 13, 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 [cityofsthenena.gov](http://cityofsthenena.gov) and will be available for public review at the respective meeting.

**MINUTES**  
**City of St. Helena**  
**Special Planning Commission Meeting**  
**Tuesday, July 7, 2026 @ 4:00 PM**  
**Vintage Hall Board Room - Second Floor**  
**465 Main Street, St. Helena CA**

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

1. CALL TO ORDER

Chair Warner called the meeting to order at 4:00 PM.

2. PLEDGE OF ALLEGIANCE & 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.

Vice-Chair Furdek led the Pledge of Allegiance.

Staff Present: Community Development Director Leza Mikhail, Senior Planner  
Jackie Oneal, Project Manager Mario Traverso, Assistant Planner Natalie Bresee

3. MINUTES APPROVAL

3.1. Receive the minutes from the June 2, 2026, Planning Commission Meeting.

Commissioner Hector Lopez moved to approve the June 2, 2026, minutes as  
presented. The motion was seconded by Commissioner Michelle Covell and  
on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Michelle Covell,  
Commissioner Hector Lopez

NOES: None

ABSENT: Commissioner Autumn Anderson

ABSTAIN: Commissioner Sue Furdek RECUSE:  
None

3.2. Receive the minutes from the June 16, 2026, Planning Commission Meeting.

The minutes will be moved to the July 21, 2026 meeting.

4. 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.

No one from the public spoke.

5. PUBLIC HEARINGS / RECOMMENDATIONS TO CITY COUNCIL

5.1. Continuance of STR26-008 at 1248 Stockton Street

CEQA Determination: The continuance of this item is not a project subject to the California Environmental Quality Act (CEQA).

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends the Planning Commission continue the public hearing for Short-Term Rental Permit application (STR26-008) located at 1248 Stockton Street, to the Planning Commission meeting of July 21, 2026 at 6:00 p.m. at Vintage Hall, 465 Main Street, St. Helena CA.

Assistant Planner Bresee spoke about the continuance.

**Chair Warner opened the meeting for public comment.**

No one from the public spoke.

**Chair Warner closed the meeting for public comment.**

Commissioner Michelle Covell moved to approve the continuance of STR26008 to the Planning Commission meeting on July 21, 2026. The motion was seconded by Commissioner Sue Furdek and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Michelle Covell, Vice-Chair Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT: Commissioner Autumn Anderson

ABSTAIN: None

RECUSE: None

## 5.2. Zoning Ordinance Amendment ZOA 26-001 to Update Accessory Dwelling Unit and Junior Accessory Dwelling Unit Regulations

CEQA Determination: Statutory Exemption Prepared

By: Jackie Oneal, Senior Planner Recommendation:

1. Find that the proposed amendments to Section 17.22.030 of the St. Helena Municipal Code are exempt from the California Environmental Quality Act; and
2. Adopt an ordinance amending Section 17.22.030 of the St. Helena Municipal Code to update regulations for Accessory Dwelling Units and Junior Accessory Dwelling Units.

Senior Planner Jackie Oneal presented the item.

The Commission addressed staff with clarifying questions.

**Chair Warner opened the meeting for public comment.**

No one from the public spoke.

**Chair Warner closed the meeting for public comment.**

The Commission discussed the item.

Commissioner Sue Furdek moved to approve a resolution recommending that City Council adopt ZOA 26-001 with modifications to: (1) remove the words “nonconforming” and “enclosed” from Section 17.22.030(G)(4)(b) to maintain consistency with State law; and (2) modify the definition of “public transit” to include ride-share as a form of microtransit for local code purposes, while clarifying that the locally expanded definition shall not apply to any provision authorizing additional building height, which shall continue to rely on the applicable State law definition of public transit. The motion was seconded by Chair Christopher Warner and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: Commissioner Michelle Covell

ABSENT: Commissioner Autumn Anderson

ABSTAIN: None

RECUSE: None

## 6. SCHEDULED MATTERS

### 6.1. 2026 Planning Commission Work Plan

CEQA Determination: N/A

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Receive, discuss, and recommend City Council approval of the proposed Fiscal Year (FY) 2026-27 Planning Commission Work Plan regarding Commission priorities for the upcoming fiscal year.

Community Development Director, Leza Mikhail presented the item.

The Commission discussed the item and requested that item be continued to the July 21, 2026 meeting.

**7. REPORTS BY STAFF AND PLANNING COMMISSION**

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.

None.

**8. AGENDA FORECAST**

This is an opportunity for the Commission as a majority to request that items be placed on future agendas for discussion in alignment with the City Council direction and/or the current Fiscal Year Planning Commission Workplan.

None.

**9. ADJOURNMENT**

The next Regular Planning Commission meeting is scheduled for July 21, 2026.

Chair Warner adjourned the meeting at 5:46 p.m.

**APPROVED:**

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Christopher Warner, Chair

**ATTEST:**

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Leza Mikhail, Director of Community Development



**MINUTES**  
**City of St. Helena**  
**Regular Planning Commission Meeting**  
**Tuesday, July 21, 2026 @ 6:00 PM**  
**Vintage Hall Board Room**  
**465 Main Street, St. Helena CA**

Present: Chair Christopher Warner, Commissioner Michelle Covell,  
Commissioner Sue Furdek, Commissioner Hector Lopez

Absent: None

1. CALL TO ORDER

Chair Warner called the meeting to order at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair: Chris Warner

Vice-Chair: Sue Furdek

Commissioners: Hector Lopez, and Michelle Covell

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

Vice-Chair Furdek led the Pledge of Allegiance.

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

**Absent:** None

**Staff Present:** Director of Community Development Leza Mikhail, Senior Planner Jackie Oneal, Assistant Planner Natalie Bresee, Fire Chief John Sorensen, Interim Police Chief Justin Tharp

3. MINUTES APPROVAL

3.1. Receive the minutes from the June 16, 2026, Planning Commission Meeting

Commissioner Hector Lopez moved to approve the minutes as presented. The motion was seconded by Commissioner Michelle Covell and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Michelle Covell,  
Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT: None

ABSTAIN: None

#### 4. 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.

No one from the public spoke.

#### 5. PUBLIC HEARINGS / RECOMMENDATIONS TO CITY COUNCIL

- 5.1. Request by Elaine Honig for approval of a New Short Term Rental Permit to allow for the use of a single-family residence as a Short-Term Rental at 1248 Stockton St (APN: 009-232-026) in the Medium Density Residential (MR) zoning district.

CEQA Determination: Pursuant to Section 15061(b)3 of the State CEQA Guidelines, the proposed Short-Term Rental is exempt from CEQA. Section 15061(b)(3) (Common Sense Exemption) because it can be seen with certainty that there is no possibility that the proposed Short Term Rental would have significant effect on the environment. The permit does not authorize expansion of the dwelling or intensification beyond the occupancy, parking, noise, event, and operational limits established by SHMC Sections 17.05.100 and 17.22.200.

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends approving the application for a Short-Term Rental permit (STR26-008) at 1248 Stockton Street (APN 009-232-026), including action to approve a CEQA Exemption pursuant to Section 15061(b)3 of the State CEQA Guidelines (Common Sense Exemption), based on the findings and subject to the conditions of approval.

Assistant Planner, Natalie Bresee gave a presentation.

**Chair Warner opened the meeting for Public Comment.**

Applicant Elaine Honig spoke.

**Chair Waner closed the meeting for Public Comment.**

The commission discussed the item.

Commissioner Sue Furdek moved to approve the application for a Short-Term Rental permit (STR26-008) at 1248 Stockton Street, including action to approve CEQA Exemption 15061(b)3 based on findings and conditions of approval. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Michelle Covell,  
Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT: None

ABSTAIN: None

**6. SCHEDULED MATTERS**

**6.1. Napa County Multi-jurisdictional Hazard Mitigation Plan Presentation**

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

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Receive the educational presentation regarding the Napa County Multi-Jurisdictional Hazard Mitigation Plan update. No action will be taken by the Planning Commission.

Brieanna Jones, OES gave a presentation.

The commission asked clarifying questions.

**6.2. Continued 2026 Planning Commission Work Plan**

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

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Receive, discuss, and recommend City Council approval of the proposed Fiscal Year (FY) 2026-27 Planning Commission Work Plan regarding Commission priorities for the upcoming fiscal year.

Community Development Director, Leza Mikhail presented the item.

The commission discussed the item.

Commissioner Sue Furdek moved to recommend City Council approval of the proposed Fiscal Year (FY) 2026-27 Planning Commission Work Plan. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Board Member Christopher Warner, Commissioner Michelle Covell, Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT: None

ABSTAIN: None

6.3. Nomination and election of a new Planning Commission Chair and Vice Chair and designation of the Commission Secretary.

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

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends that the Planning Commission, nominate and elect a Chair to serve a one-year term, nominate and elect a Vice Chair to serve a one-year term, and designate the Community Development Director as the Commission Secretary in accordance with Rule 1 of the Planning Commission By-Laws.

Commissioner Sue Furdek moved to appoint Chris Warner as the Planning Commission Chair. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT: None

ABSTAIN: Commissioner Michelle Covell

Chair Christopher Warner moved to appoint Sue Furdek as the Planning Commission Vice-Chair. The motion was seconded by Commissioner Hector Lopez and on roll call carried by the following vote:

AYES: Chair Christopher Warner, Commissioner Sue Furdek, Commissioner Hector Lopez

NOES: None

ABSENT:

ABSTAIN: Commissioner Michelle Covell

RECUSE: None

## 7. REPORTS BY STAFF AND PLANNING COMMISSION

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.

Director of Community Development, Leza Mikhail, reported updates to the commission.

## 8. AGENDA FORECAST

This is an opportunity for the Commission as a majority to request that items be placed on future agendas for discussion in alignment with the City Council direction and/or the current Fiscal Year Planning Commission Workplan.

### 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.

#### **August 18, 2026:**

New Short-Term Rental Permit

9. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for August 18, 2026.

Chair Warner adjourned the meeting at 8:00 p.m.

**APPROVED:**

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Christopher Warner, Chair

**ATTEST:**

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Leza Mikhail, Director of Community  
Development



## Agenda Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS / RECOMMENDATIONS TO CITY COUNCIL

Department: Community Development Department - Planning Division

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                     | August 18, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>FILE NUMBER:</b>              | STR26-009                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>SUBJECT:</b>                  | Request by Ellen Shifflett, owner-applicant, for approval of a Short-Term Rental Permit to rent an existing four-bedroom single-family residence located at 626 Mills Lane in accordance with the requirements of the Short-Term Rental Ordinance.                                                                                                                                                                                                                                                                           |
| <b>LOCATION OF PROPERTY:</b>     | 626 Mills Lane, St. Helena, CA 94574                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>APN:</b>                      | 009-070-020                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>GENERAL PLAN/<br/>ZONING:</b> | Twenty-Acre Agriculture (A-20) / Agriculture                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>APPLICANT:</b>                | Ellen Shifflett                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>PROJECT PLANNER:</b>          | Natalie Bresee, Assistant Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>REVIEWED BY:</b>              | Leza Mikhail, Director of Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>CEQA DETERMINATION:</b>       | Pursuant to Section 15061(b)(3) of the State CEQA Guidelines, the proposed Short-Term Rental is exempt from CEQA. Section 15061(b)(3) (Common Sense Exemption) because it can be seen with certainty that there is no possibility that the proposed Short-Term Rental would have significant effect on the environment. The permit does not authorize expansion of the dwelling or intensification beyond the occupancy, parking, noise, event, and operational limits established by SHMC Sections 17.05.100 and 17.22.200. |
| <b>RECOMMENDED ACTION:</b>       | Staff recommends that the Planning Commission continue consideration of Short-Term Rental Permit STR26-009 to a date uncertain, and after the completion of the Short-Term Rental Ordinance, to allow the City to resolve a discrepancy between the City's Short-Term Rental regulations and the permitted uses within the Twenty-Acre Agriculture (A-20) zoning district.                                                                                                                                                   |

### BACKGROUND:

The applicant submitted a Short-Term Rental Permit application on May 15, 2026. The application was reviewed for completeness and determined complete on July 24, 2026. In accordance with SHMC Section 17.05.100, notice of the application was mailed to property owners and occupants within 300 feet of the project site prior to the public hearing.

The subject property is developed with an existing four-bedroom single-family residence on an approximately 6.09-acre parcel. The application materials indicate the property has been under ownership of Ellen Shifflett through the 626 Mills LLC since 2018, satisfying the Municipal Code ownership requirement for Short-Term Rentals.

### **PROJECT DESCRIPTION:**

The applicant is proposing to establish a new Short-Term Rental (STR) within an existing four-bedroom single-family residence located at 626 Mills Lane in the Agriculture (A-20) Zoning District. No exterior modifications or expansion of the residence are proposed as part of this application. The site provides ample on-site parking, with the submitted site plan identifying parking for up to ten vehicles, exceeding the City's minimum requirement of two on-site parking spaces.

### **ANALYSIS:**

#### ***Development Code Consistency***

The subject property is located within the Twenty-Acre Agriculture (A-20) zoning district. During staff review, staff identified a discrepancy between the City's Short-Term Rental regulations and the use regulations applicable to the A-20 zoning district. SHMC Section 17.22.200 establishes regulations and permitting requirements for Short-Term Rentals; however, Short-Term Rentals are not identified as a use classification within Table 17.19.020(A), Use Regulations—Community Agriculture and Natural Resource Zoning Districts. As a result, the Municipal Code does not clearly establish whether a Short-Term Rental is an allowed use within the A-20 zoning district, despite them being identified in earlier versions of the SHMC. Additionally, review is necessary to resolve this discrepancy and determine the appropriate zoning authorization for the proposed use before the application can be considered for approval.

### **ISSUES:**

Staff has identified an outstanding zoning issue in SHMC 17.19.020(A) that must be resolved before the proposed Short-Term Rental can be considered for approval. Because the applicable zoning regulations do not clearly establish the permissibility of the proposed use at the subject property, staff recommends continuing the application to a date uncertain, pending resolution of the issue and after the completion of the Short-Term Rental Ordinance.

### **CORRESPONDENCE:**

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

### **STAFF RECOMMENDATION:**

Staff recommends that the Planning Commission continue consideration of Short-Term Rental Permit STR26-009 to a date uncertain to allow the City to resolve a discrepancy between the



City's Short-Term Rental regulations and the permitted uses within the Twenty-Acre Agriculture (A-20) zoning district.

**ATTACHMENTS:**



## Agenda Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS / RECOMMENDATIONS TO CITY COUNCIL

Department: Community Development Department - Planning Division

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                     | August 18, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>FILE NUMBER:</b>              | PL26-009; CUP26-001                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>SUBJECT:</b>                  | Request by Monica Stevens for approval of a Conditional Use Permit to establish a permanent retail wine shop with appointment-only wine tastings within an existing commercial tenant space located at 1269 Main Street, Suite 1299A (APN 009-250-015) in the Central Business (CB) Zoning District.                                                                                                                                                                                                                                                                                              |
| <b>LOCATION OF PROPERTY:</b>     | 1269 Main Street, Suite 1299A, St. Helena, CA 94574                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>APN:</b>                      | 009-250-015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>GENERAL PLAN/<br/>ZONING:</b> | Central Business (CB) / Central Business (CB)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>APPLICANT:</b>                | Monica Stevens                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>PROJECT PLANNER:</b>          | Natalie Bresee, Assistant Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>REVIEWED BY:</b>              | Leza Mikhail, Director of Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>CEQA DETERMINATION:</b>       | The proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities). The project would establish a retail wine shop with appointment-only wine tastings within an existing commercial tenant space and would involve no expansion of the building, grading, demolition, exterior alteration, or site modification. The project would not result in a substantial adverse change to a historical resource, and none of the exceptions identified in CEQA Guidelines Section 15300.2 apply. |
| <b>RECOMMENDED ACTION:</b>       | Staff recommends that the Planning Commission adopt the attached resolution finding the project categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301 and approving Conditional Use Permit PL26-009, subject to the findings and conditions contained in the resolution.                                                                                                                                                                                                                                                                                                       |

## **BACKGROUND:**

The subject tenant space is located at 1269 Main Street, Suite 1299A, within the Central Business (CB) Zoning District, which was established as a new, temporary business within the existing tenant space at the property under a Temporary Use Permit approved in 2023 and described further below. The subject two-story commercial tenant space contains approximately 880 square feet on the first floor and 552 square feet on the second floor and has historically been used for commercial purposes. The project does not propose any additions to the building or modifications to the site.

On May 2, 2023, the Planning Division administratively approved a Temporary Use Permit (PL23-015) allowing operation of a temporary wine tasting salon within a portion of the existing property located at 1269 Main Street, and within a space referred to on the building as Suite 1299A. The Temporary Use Permit authorized appointment-only wine tastings for up to ten guests at one time, subject to operational conditions and a one-year approval period. As a condition of approval of the Temporary Use Permit, the applicant has now submitted a Conditional Use Permit application requesting authorization to permanently operate a wine shop and appointment-only wine tasting room within the tenant space previously authorized under PL23-15, and officially establish a permanent business in Suite 1299A. The proposal is similar to the use previously authorized under the previously approved temporary use with no expansion of the building, no exterior alterations, and no increase in the intensity of the site beyond the proposed operational characteristics.

## **PROJECT DESCRIPTION:**

The applicant requests Planning Commission approval of a Conditional Use Permit to allow a wine shop with private, appointment-only wine tastings at 1269 Main Street, Suite 1299A, within the Central Business (CB) Zoning District.

The proposed business would offer retail wine sales together with curated wine tastings by appointment for collectors and mailing-list clients. The applicant proposes operating Monday through Saturday between the hours of 9:00 a.m. and 4:00 p.m. Staffing would consist of one full-time employee and two part-time employees. No food preparation, restaurant use, outdoor tasting areas, or special events are proposed as part of this application.

The project would utilize the existing tenant space without expanding the building footprint or modifying the exterior of the structure. The first floor would function as the tasting and retail area, while the second floor would serve as office space accessory to the business. Existing access, circulation, parking, landscaping, utilities, and building infrastructure would remain unchanged.

## **ANALYSIS:**

### ***General Plan / Zoning***

The subject property is designated Central Business (CB) by the General Plan and is located within the Central Business (CB) Zoning District. The Central Business designation is intended to support a concentrated mix of retail, commercial, service, office, dining, and visitor-serving uses within downtown St. Helena while maintaining the area's pedestrian-oriented character.

- LU1.4 – Encourage infill development within currently developed areas.
- LU1.6 – Support redevelopment and activation of downtown commercial areas.
- LU3.8 – Support responsible visitor-serving uses.
- LU3.9 – Encourage active, pedestrian-oriented commercial areas.
- ES2.1 – Support responsible visitor-serving components of the economy.
- ES2.2 – Encourage upscale visitor-serving uses consistent with St. Helena's wine industry.

The project would support continued commercial activity within downtown and is compatible with the surrounding mix of retail, restaurant, office, tasting room, and other visitor-serving uses.

### ***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 consists solely of establishing a permanent, commercial use within an existing tenant space that was previously authorized to operate as a temporary space.

As all improvements are limited to interior occupancy of an existing commercial space, the proposal will not adversely affect the historic or architectural integrity of the property or surrounding Downtown area.

### ***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. The Planning Commission must make all required findings to approve the Conditional Use Permit. 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.**

Staff Response: The project is consistent with the General Plan's vision for maintaining a vibrant, pedestrian-oriented downtown through the establishment of commercial and visitor-serving businesses that support the local economy. The proposed wine shop and tasting room occupies an existing commercial tenant space without expanding the building or altering the established development pattern. The proposal encourages continued economic investment in downtown while maintaining compatibility with surrounding commercial uses. Furthermore, the project is consistent with the following General Plan policies that are described in more detail under the General Plan / Zoning section of this report: LU1.4, LU1.6, LU3.8, LU3.9, ES2.1, and ES2.2. For these reasons, 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.**

Staff Response: Wine tasting rooms are conditionally permitted within the Central Business Zoning District upon approval of a Conditional Use Permit. The surrounding area consists of retail businesses, restaurants, lodging establishments, offices, galleries, and other visitor-serving commercial uses. The applicant was authorized to establish the use under a Temporary Use Permit in 2023, and is now requesting to permanently establish the use within Suite 1299A of the existing building. The proposed project is consistent with the established commercial character of the downtown district and will occupy an existing tenant space without requiring building expansion or site modifications. 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.**

Staff Response: The proposed use is limited to indoor retail sales and appointment-only wine tastings conducted during daytime business hours. No outdoor activities, amplified music, entertainment, or special events are proposed. The business has previously operated under a Temporary Use Permit without known operational concerns, demonstrating compatibility with surrounding properties. For these reasons, 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.**

Staff Response: The site is fully developed with an existing commercial building designed to accommodate retail and commercial uses. Existing building access, circulation, parking, utilities, and supporting infrastructure are adequate to serve the proposed operation. Furthermore, it is common to allow tenant spaces to be modified through the life of an established multi-tenant building. The applicant was previously authorized to establish their use in a temporary manner and is now requesting to establish their business space permanently. No modifications to the existing building or subject site are proposed, and the site will remain physically suitable and compatible with the surrounding and future land uses and buildings in the vicinity. For these reasons, this finding can be made.

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

Staff Response: The proposed project is not a formula business as defined by the Municipal Code. 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.**

Staff Response: The property fronts Main Street within the City's downtown commercial

district and is served by a fully improved public street network designed to accommodate commercial traffic, pedestrian activity, and visitor access. The proposed use is not expected to generate vehicle trips beyond those typically associated with existing downtown commercial uses, or as have been realized throughout the duration of the Temporary Use Permit authorized in 2023. As such, this finding can be made.

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

Staff Response: The project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 (Existing Facilities). The project would establish a retail wine shop with appointment-only wine tastings within an existing commercial tenant space and would involve no expansion of the building, grading, demolition, exterior alteration, or site modification. The project would not result in a substantial adverse change to a historical resource, and none of the exceptions identified in CEQA Guidelines Section 15300.2 apply. As the project is exempt from CEQA, this finding can be made.

Pursuant to St. Helena Municipal Code Section 17.22.050(E), the proposed project requires the Planning Commission to consider specific factors related to the service of alcoholic beverages as part of the Conditional Use Permit review. The required considerations are identified below in **bold**, followed by staff's response in regular text.

**1. Comments from the police department.**

Staff Response: The application was reviewed by the Police Department. No concerns were identified that would preclude approval of the proposed use. This consideration is supported.

**2. Appropriateness of automobile and/or bicycle parking.**

Staff Response: The project is located within the City's Parking Exemption District (PED), where off-street parking is not required. The proposal does not alter the existing parking configuration, and the two existing on-site parking spaces will be retained, consistent with SHMC Section 17.21.030. This consideration can be supported.

**3. Potential for loitering.**

Staff Response: The proposed operation is limited to retail sales and indoor, appointment-only wine tastings within an existing commercial tenant space. No outdoor seating, waiting areas, entertainment, or gathering spaces are proposed. These operational limitations reduce the potential for loitering outside the establishment. This use would not cause concern for loitering, and the project can be supported.

**4. Distance of the proposed establishment from other establishments.**

Staff Response: The project is located within the downtown commercial district, where restaurants, tasting rooms, wineries, and other visitor-serving businesses are an

established part of the area's commercial character. The proposed use is compatible with surrounding businesses and is not expected to result in adverse land use impacts. The nearest alcohol-serving establishments are located approximately 73 feet from the subject tenant space. This consideration can be met.

**5. Distance from areas used and zoned for residential use.**

Staff Response: Although residential uses exist near the downtown area, the project is located within an established commercial development. The proposed operation is limited to indoor, appointment-only tastings and retail sales during daytime business hours and would not include outdoor alcohol service, entertainment, or special events. These operational characteristics reduce the potential for noise or other effects on nearby residential uses. As such, this consideration can be met.

**6. Appropriateness of annual review of use permit.**

Staff Response: Staff does not recommend an annual review of the Conditional Use Permit. The applicant previously operated under Temporary Use Permit PL23-015 without known operational or code enforcement issues, and the proposed operation remains limited in scale. The permit may be modified or revoked if the use is operated in violation of the conditions of approval or results in documented adverse impacts. As such, no annual review is required.

**7. Distance of the proposed establishment from public/private schools, nursery schools, preschools, and daycare facilities.**

Staff Response: Staff reviewed the proximity of the proposed establishment to public and private schools, nursery schools, preschools, and daycare facilities and identified no concerns that would preclude approval of the proposed use. As such, this consideration can be supported.

Based on the analysis above, staff finds the proposed project is consistent with the General Plan, the Central Business (CB) General Plan designation and Zoning District, and the applicable provisions of the St. Helena Municipal Code. The proposed use would occupy an existing commercial tenant space without expanding the building or modifying the exterior of the site and would be compatible with surrounding uses. Staff further finds that the required findings can be made to support approval of the Conditional Use Permit and that the proposed operation is appropriate for the service of alcoholic beverages.

**ISSUES:**

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

**CORRESPONDENCE:**

At the time of preparation of this report, one public comment had been received in support of 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.

**STAFF RECOMMENDATION:**

Staff recommends that the Planning Commission adopt the attached resolution finding the project categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities) and approving Conditional Use Permit PL26-009, subject to the findings and conditions contained in the resolution.

**ATTACHMENTS:**

1. Draft Planning Commission Resolution - PL26-009
2. Project Plans - PL26-009
3. Written Statement - PL26-009
4. Public Comment - Beth Novak



**CITY OF ST. HELENA PLANNING COMMISSION**

**RESOLUTION NO. PC2026-\_\_\_\_**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA  
FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT AND APPROVING CONDITIONAL USE PERMIT (PL26-009; CUP26-  
001) TO ESTABLISH A RETAIL WINE SHOP WITH APPOINTMENT-ONLY WINE  
TASTINGS AT 1269 MAIN STREET, SUITE 1299A (APN 009-250-015)**

**PROPERTY OWNERS:** Winery Acreage 2.0 LLC

**APN:** 009-250-015

**RECITALS**

**WHEREAS**, Monica Stevens submitted an application for a Conditional Use Permit to establish operation of a retail wine shop with appointment-only wine tastings within an existing commercial tenant space located at 1269 Main Street, Suite 1299A; and

**WHEREAS**, the subject tenant space is located within the Central Business (CB) Zoning District and contains approximately 880 square feet on the first floor and 552 square feet on the second floor; and

**WHEREAS**, the proposed use consists of retail a wine shop and private, appointment-only wine tastings, with no building expansion, exterior alterations, or site modifications proposed; and

**WHEREAS**, the proposed public operating hours are Monday through Saturday from 9:00 a.m. to 4:00 p.m. and the applicant anticipates employing one full-time and two part-time employees; and

**WHEREAS**, Temporary Use Permit PL23-015 previously authorized a temporary appointment-only wine tasting salon within the tenant space for a one-year period, and that temporary approval has expired; and

**WHEREAS**, the project qualifies for a categorical exemption from CEQA pursuant to CEQA Guidelines Section 15301 because it would establish a commercial use within an existing tenant space without expansion of the building, grading, demolition, exterior alteration, or site modification; and

**WHEREAS**, notice of the application and public hearing was provided in accordance with applicable state and local requirements; and

**WHEREAS**, on August 18, 2026, the Planning Commission held a duly noticed public hearing at which it considered the application, project plans, staff report, public testimony, and all other information in the administrative record;

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Planning Commission of the City of St. Helena hereby finds and determines as follows:

### **RESOLUTION**

- A. **CEQA Determination.** The project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301, Existing Facilities. The project would establish a retail wine shop with appointment-only wine tastings within an existing commercial tenant space and would involve no expansion of the building, grading, demolition, exterior alteration, or site modification. The project would not result in a substantial adverse change to a historical resource, and none of the exceptions identified in CEQA Guidelines Section 15300.2 apply.
- B. **Conditional Use Permit Findings.** The Planning Commission hereby finds that the application complies with the following required findings pursuant to Section 17.05.020 of the St Helena Municipal Code:

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

The project is consistent with the General Plan's vision for maintaining a vibrant, pedestrian-oriented downtown through the establishment of commercial and visitor-serving businesses that support the local economy. The proposed wine shop and tasting room occupies an existing commercial tenant space without expanding the building or altering the established development pattern. The proposal encourages continued economic investment in downtown while maintaining compatibility with surrounding commercial uses. Furthermore, the project is consistent with the following General Plan policies that are described in more detail under the General Plan / Zoning section of this report: LU1.4, LU1.6, LU3.8, LU3.9, ES2.1, and ES2.2. For these reasons, 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**

Wine tasting rooms are conditionally permitted within the Central Business Zoning District upon approval of a Conditional Use Permit. The surrounding area consists of retail businesses, restaurants, lodging establishments, offices, galleries, and other visitor-serving commercial uses. The applicant was authorized to establish the use under a Temporary Use Permit in 2003, and is now requesting to permanently establish the use within Suite 1299A of the existing building. The

proposed project is consistent with the established commercial character of the downtown district and will occupy an existing tenant space without requiring building expansion or site modifications. 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 is limited to indoor retail sales and appointment-only wine tastings conducted during daytime business hours. No outdoor activities, amplified music, entertainment, or special events are proposed. The business has previously operated under a Temporary Use Permit without known operational concerns, demonstrating compatibility with surrounding properties. For these reasons, 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 site is fully developed with an existing commercial building designed to accommodate retail and commercial uses. Existing building access, circulation, parking, utilities, and supporting infrastructure are adequate to serve the proposed operation. Furthermore, it is common to allow tenant spaces to be modified through the life of an established multi-tenant building. The applicant was previously authorized to establish their use in a temporary manner and is now requesting to establish their business space permanently. No modifications to the existing building or subject site are proposed, and the site will remain physically suitable and compatible with the surrounding and future land uses and buildings in the vicinity. For these reasons, this finding can be made.

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

The proposed project is not a formula business as defined by the Municipal Code. 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 or that the streets in question are physically or financially impossible to be improved and that the proposed use is deemed to be beneficial to the city.**

The property fronts Main Street within the City's downtown commercial district and is served by a fully improved public street network designed to accommodate commercial traffic, pedestrian activity, and visitor access. The proposed use is not

expected to generate vehicle trips beyond those typically associated with existing downtown commercial uses, or as have been realized throughout the duration of the Temporary Use Permit authorized in 2023. As such, this finding can be made.

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

The project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 (Existing Facilities). The project would establish a retail wine shop with appointment-only wine tastings within an existing commercial tenant space and would involve no expansion of the building, grading, demolition, exterior alteration, or site modification. The project would not result in a substantial adverse change to a historical resource, and none of the exceptions identified in CEQA Guidelines Section 15300.2 apply. As the project is exempt from CEQA, this finding can be made.

**C. Alcohol-service considerations.** The Planning Commission hereby finds that the application complies with the following required findings pursuant to Section 17.22.050(E) of the St Helena Municipal Code:

**1. Comments from the police department.**

The application was reviewed by the Police Department. No concerns were identified that would preclude approval of the proposed use. This consideration is supported.

**2. Appropriateness of automobile and/or bicycle parking.**

The project is located within the City's Parking Exemption District (PED), where off-street parking is not required. The proposal does not alter the existing parking configuration, and the two existing on-site parking spaces will be retained, consistent with SHMC Section 17.21.030. This consideration can be supported.

**3. Potential for loitering.**

The proposed operation is limited to retail sales and indoor, appointment-only wine tastings within an existing commercial tenant space. No outdoor seating, waiting areas, entertainment, or gathering spaces are proposed. These operational limitations reduce the potential for loitering outside the establishment. This use would not cause concern for loitering, and the project can be supported.

**4. Distance of the proposed establishment from other establishments.**

The project is located within the downtown commercial district, where restaurants, tasting rooms, wineries, and other visitor-serving businesses are an established part of the area's commercial character. The proposed use is compatible with

surrounding businesses and is not expected to result in adverse land use impacts. The nearest alcohol-serving establishments are located approximately 73 feet from the subject tenant space. This consideration can be met.

**5. Distance from areas used and zoned for residential use.**

Although residential uses exist near the downtown area, the project is located within an established commercial development. The proposed operation is limited to indoor, appointment-only tastings and retail sales during daytime business hours and would not include outdoor alcohol service, entertainment, or special events. These operational characteristics reduce the potential for noise or other effects on nearby residential uses. As such, this consideration can be met.

**6. Appropriateness of annual review of use permit.**

Staff does not recommend an annual review of the Conditional Use Permit. The applicant previously operated under Temporary Use Permit PL23-015 without known operational or code enforcement issues, and the proposed operation remains limited in scale. The permit may be modified or revoked if the use is operated in violation of the conditions of approval or results in documented adverse impacts. As such, no annual review is required.

**7. Distance of the proposed establishment from public/private schools, nursery schools, preschools, and daycare facilities.**

Staff reviewed the proximity of the proposed establishment to public and private schools, nursery schools, preschools, and daycare facilities and identified no concerns that would preclude approval of the proposed use. As such, this consideration can be supported.

**D. Approval.** Based on the foregoing findings, the Planning Commission hereby approves Conditional Use Permit PL26-009, subject to the following conditions of approval.

**CONDITIONS OF APPROVAL**

The Conditional Use Permit 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 PL26-009 is limited to and based upon the applicant's written statement dated March 27, 2026, and the project plans entitled PL26-009\_Project Plans, dated June 9, 2026, except as modified by these conditions of approval. Any inconsistency between the approved materials and these conditions shall be resolved in favor of the conditions.

2. The approved use shall consist of a retail wine shop with private, appointment-only wine tastings within the existing commercial tenant space located at 1269 Main Street, Suite 1299A.
3. Wine tastings shall be conducted by advance appointment only. This condition does not prohibit walk-in retail bottle sales during approved public operating hours.
4. Public operating hours, including retail sales and wine tastings, shall be limited to Monday through Saturday from 9:00 a.m. to 4:00 p.m.
5. This approval does not authorize a restaurant, bar, food service, outdoor tasting area, entertainment venue, or other use not specifically approved herein.
6. No outdoor seating, outdoor wine service or consumption, amplified music, live entertainment, or similar outdoor activities are authorized as part of this approval.
7. The second floor shall be limited to office and administrative functions accessory to the approved wine shop. Wine tastings, retail customer service, events, and other public activities are not authorized on the second floor unless separately reviewed and approved by the City.
8. Weddings, commercial events, private parties, or other special events that exceed the scope of the approved retail wine shop and appointment-only tasting operation are not authorized under this permit. Any proposed event shall require separate City review and approval, as applicable.
9. This approval does not authorize any additions to the building, exterior alterations, façade modifications, or site improvements. Any such work shall require separate City review and approval before commencement. Any interior tenant improvements, changes in occupancy, electrical work, plumbing work, installation of fixtures or equipment, or other work requiring a permit shall be subject to separate Building and Fire Department review and approval.
10. No exterior signage is approved as part of this Conditional Use Permit. Any future signage shall require separate review and approval in accordance with the City's sign regulations.
11. Approval of Conditional Use Permit PL26-009 shall become effective following expiration of the applicable appeal period.
12. Pursuant to SHMC Section 17.04.150, minor changes to this discretionary approval may be administratively reviewed and approved by the Community Development Director, provided the requested changes do not alter the approved use, density, or intensity.

13. A permit or other discretionary approval may be extended for not more than two one-year periods, provided an application is filed at least 30 days prior to its expiration pursuant to SHMC Section 17.04.140.
14. This Conditional Use Permit shall run with the land and shall be binding upon all successors and assigns.
15. Any future exterior alterations, additions, demolition, changes to character-defining features, or other modifications requiring discretionary review shall comply with the Historic Preservation Overlay standards in SHMC Section 17.21.040 and all other applicable provisions of the St. Helena Municipal Code.
16. Any action or proceeding to attack, challenge, invalidate, set aside, or void the City's approval of the project, in whole or in part, shall be defended by the applicant at its sole expense and without cost to the City. The applicant shall fully indemnify and hold harmless the City, its agents, officers, and employees from any claims, causes of action, damages, costs, attorney's fees, or liabilities, provided the City promptly notifies the applicant of the action and cooperates in the defense.
17. Any violation of these Conditions of Approval, the St. Helena Municipal Code, or other applicable law resulting from activities on the subject property may result in modification or revocation of this Conditional Use Permit in accordance with applicable City procedures.
18. Any expansion of the approved use, including but not limited to increases in hours of operation, the addition of outdoor tasting areas, entertainment, food service, or other activities that increase the intensity of the approved use, shall require review by the Community Development Director to determine whether an amendment to this Conditional Use Permit is required.

**I HEREBY CERTIFY** that the foregoing Conditional Use Permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on August 18, 2026, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

APPROVED:

ATTEST:

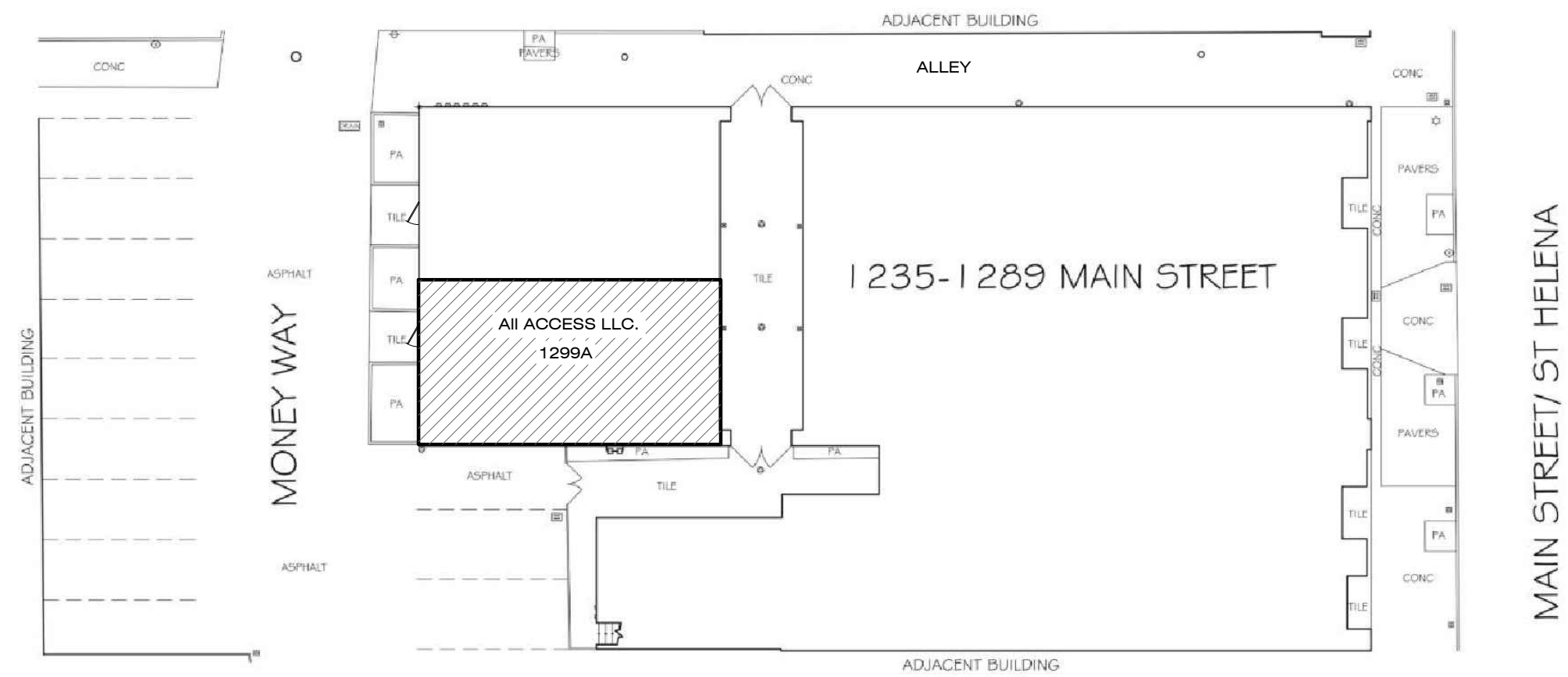
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Christopher Warner  
Chair, Planning Commission

---

Leza Mikhail,  
Community Development Director





1299A SITE PLAN

Scale: 1":10'



| SCOPE OF WORK |                                   |
|---------------|-----------------------------------|
| 1)            | NO PARTITIONS OR WALL FRAMING.    |
| 2)            | NO FIXTURES.                      |
| 3)            | NO ADDITIONAL SPACE.              |
| 4)            | NO ELECTRICAL WORK.               |
| 5)            | NO PLUMBING.                      |
| 6)            | ALL SITE CONDITIONS ARE EXISTING. |

ACCESS LLC.

| All ACCESS LLC<br>1299A Main St. St. Helena CA 94574 |  |                                    |
|------------------------------------------------------|--|------------------------------------|
| SITE INFORMATION                                     |  |                                    |
| DESCRIPTION                                          |  | AREA (s/f)                         |
| (E) 1st Level:                                       |  | 880                                |
| (E) 2nd Level:                                       |  | 522                                |
|                                                      |  |                                    |
|                                                      |  |                                    |
| PARCEL INFORMATION                                   |  | SHEET INDEX                        |
| APN (RESIDENCE): 009-250-250-015                     |  | SHEET TITLE                        |
| ACRES: 0.14 (6,237 s/f)                              |  |                                    |
|                                                      |  | CS SITE PLAN & COVER SHEET         |
|                                                      |  | A1 1st LEVEL FLOOR PLAN            |
|                                                      |  | A2 2nd LEVEL FLOOR PLAN            |
|                                                      |  | A3 1st LEVEL ELECTRICAL PLAN & RCP |
|                                                      |  | A4 2nd LEVEL ELECTRICAL PLAN & RCP |
| APPLICABLE CODES                                     |  |                                    |
| 2025: CBC, CMC, CPC, CMC, CFC, CEC (ELEC.),          |  |                                    |
| 2025: CALIF. ENERGY CODE, 2007 CBC CHAP. 7A          |  |                                    |
| & LOCAL ZONING ORDINANCES                            |  |                                    |



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Steel Detailing

P.O. Box 596  
Angwin, CA 94508  
Ph: (530) 913-3646  
eric@moorecreekservices.com

1299A Main St.

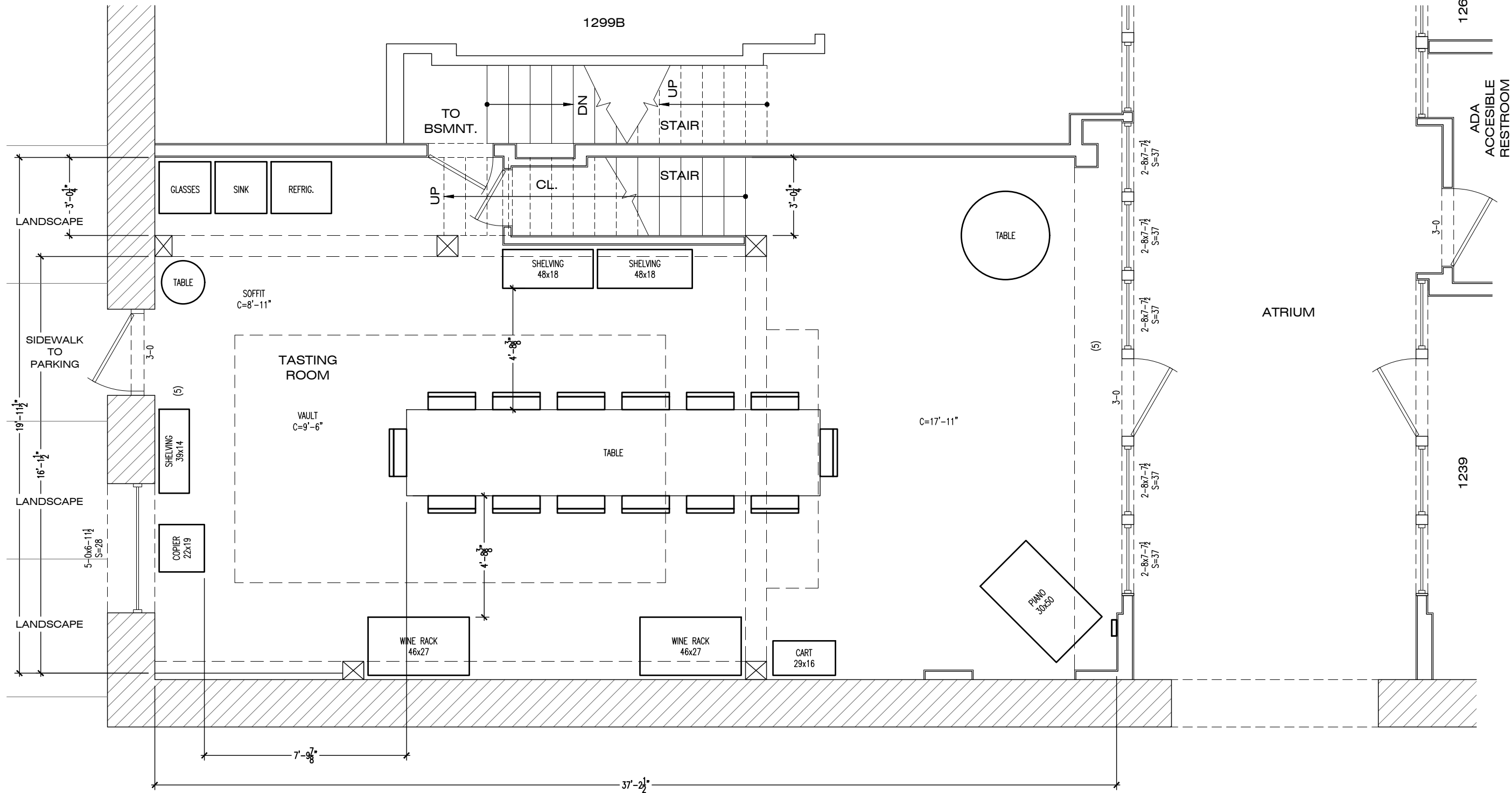
1269 Main St.  
St. Helena CA 94574

SITE PLAN

| REVISIONS | BY           |
|-----------|--------------|
| 1         | For Approval |
| 2         |              |
| 3         |              |
| 4         |              |

| DRAWN<br>EY               |
|---------------------------|
| APPROVED                  |
| DATE<br>06/09/26          |
| SCALE<br>Noted            |
| JOB NO.<br>1299A Main St. |

CS



1299A 1st LEVEL PLAN

Scale:  $\frac{1}{4}'' = 1'-0''$

(E) 880 s/f



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1299A Main St.

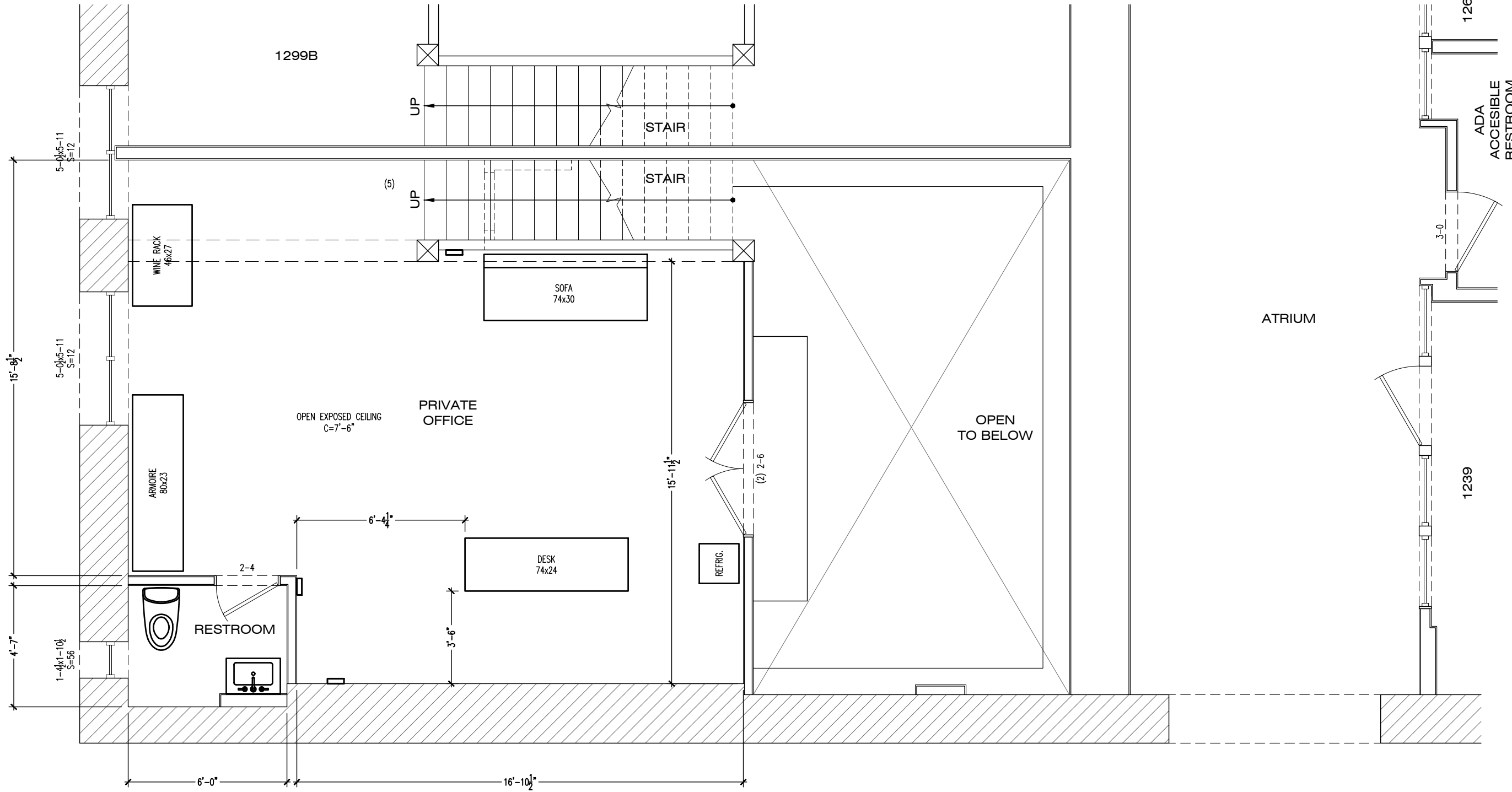
1269 Main St.  
St. Helena CA 94574

1st LEVEL  
PLAN

| REVISIONS      | BY |
|----------------|----|
| 1 For Approval |    |
| 2              |    |
| 3              |    |
| 4              |    |

| DRAWN    | EY             |
|----------|----------------|
| APPROVED |                |
| DATE     | 06/09/26       |
| SCALE    | Noted          |
| JOB NO.  | 1299A Main St. |

A1



1299A 2nd LEVEL PLAN

Scale: 1/4" = 1'-0"

(E) 552 s/f



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Drafting &  
Steel Detailing

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1299A Main St.

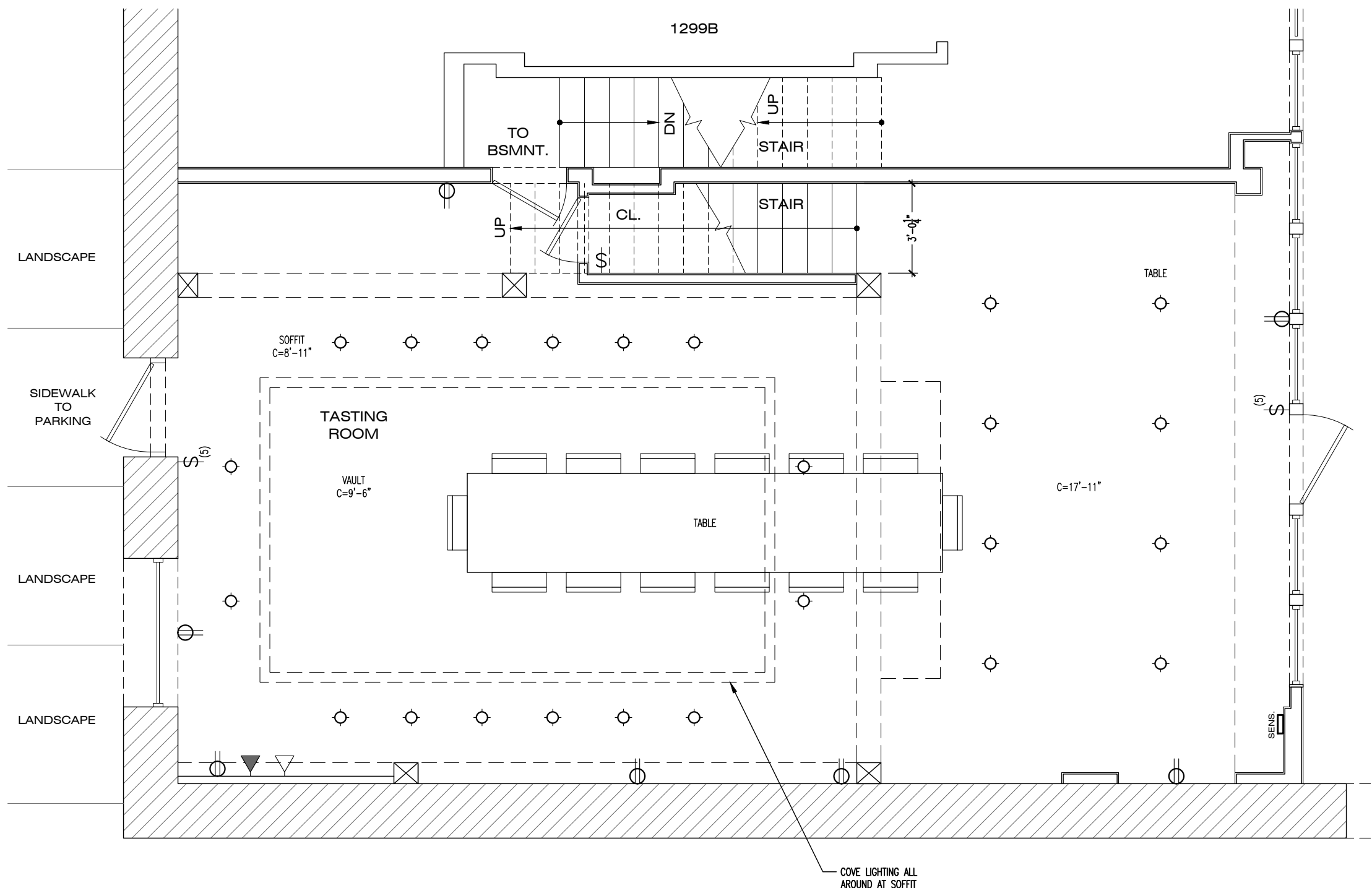
1269 Main St.  
St. Helena CA 94574

2nd LEVEL  
PLAN

| REVISIONS |              | BY |
|-----------|--------------|----|
| 1         | For Approval |    |
| 2         |              |    |
| 3         |              |    |
| 4         |              |    |

|                           |
|---------------------------|
| DRAWN<br>EY               |
| APPROVED                  |
| DATE<br>06/09/26          |
| SCALE<br>Noted            |
| JOB NO.<br>1299A Main St. |

A2



### Fixture Legend

- ELEC. OUTLET 120V
- ELECTRICAL PANEL
- ELEC. OUTLET GROUND FAULT PROTECTED &/OR WATERPROOF
- SWITCH
- DIMMER SWITCH
- 3 WAY SWITCH
- SMOKE DETECTOR CEILING OR WALL
- CARBON MONOXIDE DETECTOR
- SECURITY DEVICE OR PANEL
- CABLE JACK
- PHONE JACK
- DIRECTIONAL CEILING LIGHT
- UNDER CABINET LIGHT
- EXHAUST FAN
- LIGHT & FAN
- WALL MOUNTED LIGHT
- RECESSED CEILING FIXTURE
- DECORATIVE CEILING LIGHT
- TRACK LIGHT

### 1299A 1st LEVEL ELEC. & RCP PLAN

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



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Building Design  
Drafting &  
Steel Detailing

P.O. Box 596  
Angwin, CA 94508  
Ph: (530) 913-3646  
eric@moorecreekservices.com

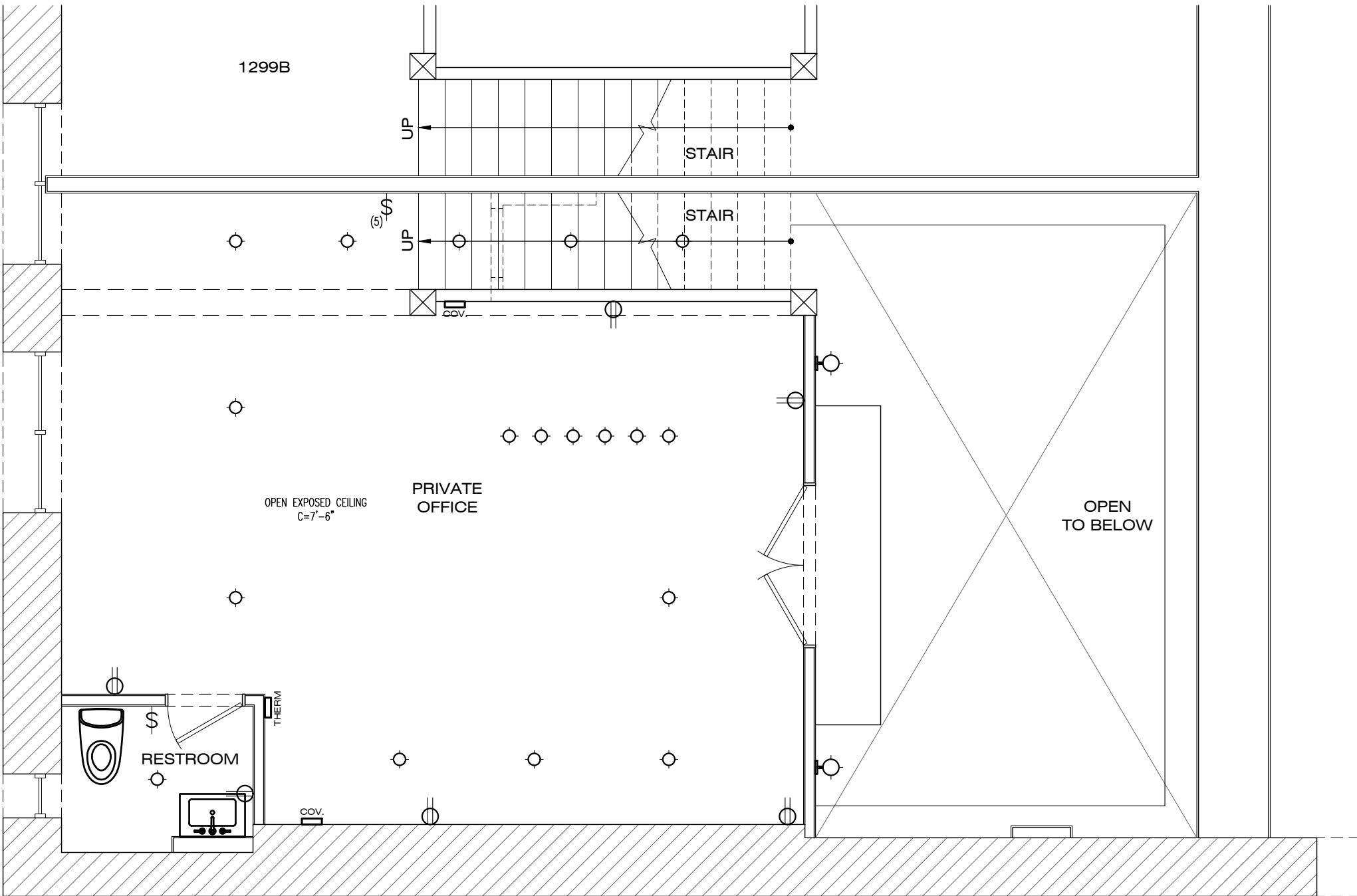
1299A Main St.  
1269 Main St.  
St. Helena CA 94574

1st LEVEL  
ELECTRICAL PLAN  
& RCP

| REVISIONS      | BY |
|----------------|----|
| 1 For Approval |    |
| 2              |    |
| 3              |    |
| 4              |    |

|                           |
|---------------------------|
| DRAWN<br>EY               |
| APPROVED                  |
| DATE<br>06/09/26          |
| SCALE<br>Noted            |
| JOB NO.<br>1299A Main St. |

A3



1299A 2nd LEVEL ELEC. & RCP PLAN

Scale: 1/4" = 1'-0"



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eric@moorecreekservices.com

1299A Main St.  
1269 Main St.  
St. Helena CA 94574

2nd LEVEL  
ELEC. PLAN  
& RCP

| REVISIONS |              | BY |
|-----------|--------------|----|
| 1         | For Approval |    |
| 2         |              |    |
| 3         |              |    |
| 4         |              |    |

|                           |
|---------------------------|
| DRAWN<br>EY               |
| APPROVED                  |
| DATE<br>06/09/26          |
| SCALE<br>Noted            |
| JOB NO.<br>1299A Main St. |

A4

## ALL ACCESS NAPA VALLEY - WRITTEN STATEMENT March 2026

In 2009, my late husband David Stevens—an icon in the Napa Valley wine community—and I opened 750Wines in downtown St. Helena. What began as an off the beaten path wine shop became something far more meaningful: a place to celebrate the incredible wines of Napa Valley - we represented over 60+ small production wineries at any given time - to gather, to host wine loving visitors to our beautiful Valley for private tastings, and to watch both our wine community and downtown St. Helena flourish together.

In January 2021, following my late husband, David's Alzheimer's diagnosis and declining health, I made the difficult decision to sell the business and step away.

This January, that chapter quietly came full circle as my five-year non-compete came to an end.

Today, with a full heart, I'm excited to share that I'm returning—and I'm looking to re-open a wine shop in downtown St. Helena.

I can't wait to once again support the extraordinary wineries that make this valley so special, to host tastings, and to create a space where people can connect over great wine in St Helena!!

This next chapter is exciting —and I'm so looking forward to sharing it with everyone - bringing together my joy, connections, vintner/ winemaker relationships and wine loving clients together.

### The WINE SHOP FEATURES/DETAILS

- Wine Shop/Bottle shop with wines for sale
- Private Curated, by appointment Wine Tastings for collectors/mailling list clients
- Proposed Hours: Monday - Saturday 9am to 4pm
- 2 Part Time, 1 Full Time employees
- No construction/ modifications
- Four business in building, each has access to 2 existing parking spaces, per business  
Studio at 1299A Main Street, St Helena, has use of 2 parking spaces pictured

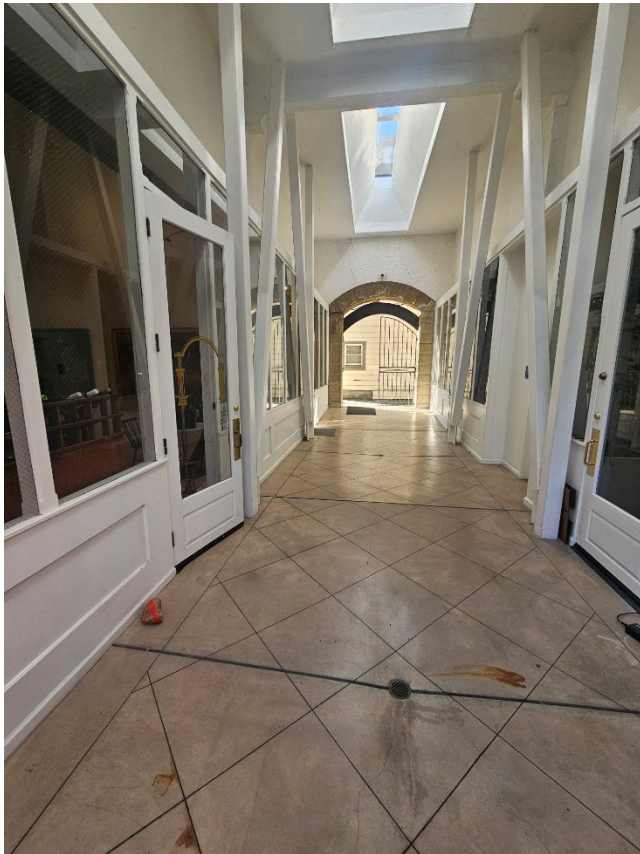
Signed,

Monica Stevens

March 27, 2026











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## Support of Studio 750 WINES

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**From** Beth Novak <beth@spottswood.com>

**Date** Mon 8/10/2026 12:00 PM

**To** Public Comment <publiccomment@cityofsthelelena.gov>

**Cc** Monica Stevens <monica@allaccessnapavalley.com>

Dear St. Helena Planning Commission and Planning Department,

I write to express my strong support of Monica Stevens in her quest to open Studio 750 Wines here in St. Helena. She and her late husband, David Stevens, ran an incredible, locally oriented wine shop in St. Helena for many years. Monica was and again wishes to be part of our business community – she cares about St. Helena and Napa Valley and has chosen to again open her wine shop here in our town, as she believes this is a special place to be.

We are so fortunate that she wishes to be located here. Monica is committed, dynamic, and a hard worker. She will once again be a great asset to St. Helena.

Please let me know if there is anything further I can offer. I am unable to be at the meeting, so I share this instead.

Thank you!!

Very best regards,

Beth

Beth Novak  
*President & CEO*



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