



City of St. Helena
Regular City Council Meeting
Tuesday, October 24, 2017 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
Mayor: Alan Galbraith, Vice Mayor: Peter White, City Council: Paul Dohring, Geoff Ellsworth and Mary Koberstein
4. PUBLIC FORUM:
Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person's comments shall be limited to 3 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Councilmembers for clarifications may be posed and answered, and Councilmembers may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda.
5. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, AND AB 1234 REPORTS:
Reports by staff and/or Councilmembers on items of general interest. Brief questions for clarification may be posed and answered, and Councilmembers may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the City Council.
 - 5.1. Informational fire update - John Sorensen, Fire Chief
6. PRESENTATIONS AND PUBLIC RECOGNITIONS
 - 6.1. Proclamation - National Friends of the Library Week October 15-21, 2017 presented to Maria Stel, Executive Director for the Friends & Foundation, St. Helena Public Library
[Proclamation](#)
7. STAFF BRIEFING
 - 7.1. None
8. CONSENT ITEMS
Members of the Council or the public may ask that any items be considered individually for purposes of considering alternative action, for extended

9

discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

- 8.1. Consideration and Proposed Adoption of a Resolution Accepting the Work and Final Project Cost of \$75,755 and Directing the Filing of the Notice of Completion for the Emergency Repair and Upgrade to the Wastewater Treatment Plant Levee 11 - 13

CEQA Determination: This work will be conducted under a Statutory Exemption identified under Sections(s) 15269, 15282 and 15284 of the California Environmental Quality Act

Prepared By: Allison Mattioli, Management Analyst

Recommendation: Staff recommends approval of the resolution to accept the work and direct the filing of the Notice of Completion for the Emergency Repair and Upgrade to the Wastewater Treatment Plant Levee.

[Staff Report](#)

- 8.2. Consideration of a Resolution Authorizing the City Manager to execute a Professional Service Agreement with Carollo Engineers in the amount of \$36,153 for Drinking Water System Disinfection By-Product Evaluation 15 - 30

CEQA Determination: Class I Categorical Exemption under Section 15301 of CEQA

Prepared By: Tobias Barr, Project Manager

Recommendation: Adopt the Resolution authorizing the City Manager to execute a Professional Service Agreement with Carollo Engineers in the amount of \$36,153 for Drinking Water System Disinfection By-Product Evaluation.

[Staff Report](#)

- 8.3. Fiscal Year 2017/18 1st Quarter Finance Report 31 - 34

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Recommendation: Receive and file the Q1 FY 2017/18 financial report.

[Staff Report](#)

- 8.4. Residential Growth Management System Update 35 - 40

CEQA Determination: Not a CEQA project

Prepared By: Noah Housh, Planning & Community Improvement Director

Recommendation: It is recommended the City Council review the proposed information and receive and file the report.

[Staff Report](#)

- 8.5. Consideration and proposed approval of a resolution authorizing a Lease Agreement with Fellion Wilson LLC for the St. Helena Fire Department's Station #2 at 1025 Dowdell Lane and the fiscal impact for FY 2017-18 totals \$21,000 - \$1,500 per month for the lease agreement and a \$3,000 security deposit 41 - 72

CEQA Determination: Not a CEQA project

Prepared By: John Sorensen, Fire Chief

Recommendation: Staff recommends the City Council approve the lease agreement for Station #2, and authorize the City Manager to execute the lease agreement.

[Staff Report](#)

- 8.6. Receive and File FY 16-17 Annual AB 1600 Report on Development Impact Fees 73 - 83

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Recommendation: Receive and file Annual AB 1600 Development Fee Report for Fiscal Year Ending June 30, 2017.

[Staff Report](#)

- 8.7. Second reading and proposed adoption of an ordinance adding Chapter 10.36 to the St. Helena Municipal Code to provide for designated truck traffic routes within the City of St. Helena 85 - 99

Consideration and proposed approval of a resolution approving 1) a Budget Adjustment of \$5,450 to the FY 17/18 Police Department Budget and (2) Use of General Fund Reserves in the Amount of \$5,450 for Enforcement Related Activities Supporting the City of St. Helena Truck Ordinance

CEQA Determination: This project is deemed exempt from the requirements of CEQA under Section 15301, Existing Facilities; and Section 15061(b) (3), which identifies that a rulemaking activity which does not have the potential for causing a significant effect on the environment is therefore, exempt per the general rule that CEQA applies only to projects which have the potential for causing a significant impact on the environment.

Prepared By: Erica Ahmann Smithies, Public Works Director and City Engineer, William Imboden, Chief of Police

Recommendation: Staff recommends that the City Council conduct the second reading of the ordinance, adopt by title only and waive further reading.

Staff also recommends approval of a resolution approving 1) a Budget Adjustment of \$5,450 to the FY 17/18 Police Department Budget and (2) Use of General Fund Reserves in the Amount of \$5,450 for Enforcement Related Activities Supporting the City of St. Helena Truck Ordinance

[Staff Report](#)

- 8.8. Consideration and proposed adoption of resolution delaying the Utility Rate Adjustments scheduled for the November 8, 2017 billing cycle until the Modified Utility Rates are adopted on November 28, 2017 for implementation on the December 8, 2017 billing cycle. 101 - 104

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Recommendation:

Staff recommends City Council adopt a resolution delaying the Utility Rate Adjustments scheduled for the November 8, 2017 billing cycle until the Modified Utility Rates are adopted on November 28, 2017 for implementation on the December 8, 2017 billing cycle.

[Staff Report](#)

- 8.9. Consideration and Approval of Amendment No. 12 of the Napa County Flood Protection and Watershed Improvement Authority Agreement No. 14 and City of St. Helena Agreement No. 99-116, Measure A Funding Agreement. 105 - 112

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Recommendation: Approve Amendment No. 12 to the Napa County Flood Protection and Watershed Improvement Authority Agreement No. 14 and City of St. Helena Agreement No. 99-116.

[Staff Report](#)

- 8.10. Consideration and proposed approval of a resolution approving temporary closure of Oak Avenue, Adams Street, and Tainter Street for the November 4, 2017 Hometown Harvest Festival festivities and authorizing possession of open alcoholic beverages on those public streets. The event was originally scheduled for October 21, 2017 and Council approved a similar request on September 26, 2017. 113 - 116

CEQA Determination: Categorically Exempt, Section 15323

Prepared By: Andre Pichly, Recreation Director

Recommendation: Staff recommends the City Council of the City of St. Helena adopt the resolution approving temporary closure of Oak Avenue, Adams Street, and Tainter Street for the November 4, 2017 Hometown Harvest Festival festivities and authorizing possession of open alcoholic beverages on those public streets.

[Staff Report](#)

- 8.11. Consideration and Proposed Approval of a Resolution Authorizing the Purchase of a New Truck for the Public Works Department's Water Treatment Plant from Courtesy Chevrolet Center in the amount of \$31,996.31. 117 - 120

CEQA Determination: Not a CEQA project

Prepared By: Allison Mattioli, Management Analyst

Recommendation: Staff recommends that City Council adopt the resolution, authorizing purchase of a new Chevrolet Colorado from Courtesy Chevrolet Center in the amount of \$31,996.31.

[Staff Report](#)

- 8.12. Consideration and proposed approval of a resolution appointing Autumn Tello to the vacant Parks and Recreation Commission position 121 - 128

CEQA Determination: Not a CEQA project

Prepared By: Cindy Tzaopoulos, City Clerk

Recommendation: Staff recommends appointing Autumn Tello to fill the vacant position and adopting the resolution of appointment.

[Staff Report](#)

- 8.13. Consideration and proposed approval of a resolution authorizing the City Manager to grant full-time City employees and part-time Library employees up to five days (not more than 40 hours) of paid emergency administrative leave for hours lost or an equivalent amount of special compensatory time for hours worked during the week of October 9-14, 2017 as a result of the 2017/18 Napa and Sonoma County fires and a one-time stipend of \$1,000 for each part-time City Firefighter. 129 - 132

CEQA Determination: Not a CEQA project

Prepared By: Kathy Robinson, Human Resources & IT Director

Recommendation: Authorize the City Manager to grant paid emergency administrative leave and Firefighter stipends for the 2017/18 Napa Sonoma County fires in accordance with the resolution recitals and direction.

[Staff Report](#)

- 8.14. Consideration of a resolution authorizing a \$108,000 contract amendment with M-Group within appropriated FY 2017/18 budget resources to provide professional planning services through June 30, 2018, for a total contract amount not to exceed \$308,000. 133 - 136

CEQA Determination: Not a CEQA project

Prepared By: Noah Housh, Planning & Community Improvement Director

Recommendation: It is recommended that the City Council approve a resolution authorizing a contract amendment with M-Group for \$108,000 to cover the anticipated cost of contract planning services through June 30, 2018 (for a total contract amount not to exceed \$308,000) and authorize the City Manager to execute the agreement on behalf of the City.

[Staff Report](#)

- 8.15. Consideration of a Resolution Increasing the Cumulative Total Amount of All Master Professional Service Agreements Project Work Orders from \$500,000 to \$750,000 137 - 141

CEQA Determination: Not a CEQA project

Prepared By: Tobias Barr, Project Manager

Recommendation: Adopt a Resolution Increasing the Cumulative Total Amount of all Master Professional Service Agreements Project Work Orders from \$500,000 to \$750,000.

[Staff Report](#)

- 8.16. Consideration and proposed approval of a resolution authorizing the City Manager to execute an agreement with EMG for Facilities Condition and Needs Assessment services in an amount not to exceed \$80,869.20, authorizing the City Manager to execute any necessary amendments up to \$10,000, and authorizing a Fiscal Year 17/18 budget increase to 101-5000-2145 in an amount not to exceed \$90,869.20 143 - 200

CEQA Determination: Not a CEQA project

Prepared By: Allison Mattioli, Management Analyst

Recommendation: Staff recommends Council adopt the resolution, authorizing the City Manager to execute an agreement with EMG for Facilities Condition and Needs Assessment services in an amount not to exceed \$80,869.20, authorizing the City Manager to execute any necessary amendments up to \$10,000, and authorizing a Fiscal Year 17/18 budget increase to 101-5000-2145 in an amount not to exceed \$90,869.20

[Staff Report](#)

9. PUBLIC HEARINGS

- 9.1. Appeal of the Planning Commission decision to adopt a Mitigated Negative Declaration and Mitigation and Monitoring and Reporting Program and approve a Design Review Permit for the Las Alcobas Pedestrian Bridge located at 1915 Main Street and 2000 Main Street in the Service Commercial and Winery Zoning Districts. 201 - 458

CEQA Determination: Mitigated Negative Declaration

Prepared By: Lilly Bianco, Contract Planner

Recommendation: The Planning Commission recommends the City Council consider the appeal, staff report, and all testimony, written and spoken and:

1. Affirm the Planning Commission's decision to approve the project and adopt the Initial Study and Mitigated Negative Declaration and approve Design Review for the Las Alcobas Pedestrian Bridge; and

2. Deny the applicant's appeal of the Planning Commission's decision approving a Design Review application to construct a 10 x 65 ft pedestrian bridge between 1915 Main (Las Alcobas) and 2000 Main (Beringer Winery) and over York Creek, within the SC and Winery Zoning Districts, respectively.

[Staff Report](#)

10. NEW BUSINESS

- 10.1. Consideration and proposed approval of a Resolution: 1) Rescinding Resolution 2017-131, and 2) Appointing 11 community members to the St. Helena Assets Planning Engagement (SHAPE) Committee 459 - 526

CEQA Determination: Not a CEQA project

Prepared By: Cindy Tzafoopoulos, City Clerk

Recommendation: Staff recommends adopting a resolution appointing 11 community members to the SHAPE Committee.

[Staff Report](#)

- 10.2. Consideration and proposed adoption of 1) a resolution authorizing budget transfers of \$192,500 in FY 18/19 Gas Tax, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 to the FY 17/18 Pavement Restoration Project R18-79, and 2) designating two Councilmembers to participate in the development of the Five-Year Street Rehabilitation and Preventative Maintenance Capital Improvement Plan (CIP) 527 - 531

CEQA Determination: Exempt from the requirements of CEQA pursuant to Section 15301, Class 1, which exempts the operation, leasing, or minor alteration of existing facilities

Prepared By: Erica Ahmann Smithies, Public Works Director and City Engineer

Recommendation: Adopt a resolution authorizing Budget Transfers of \$192,500 in FY 18/19 Gas Tax, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 to the FY 17/18 Pavement Restoration Project R18-79, and 2) designate two Councilmembers to participate in the development of the Five-Year Street Rehabilitation and Preventative Maintenance Capital Improvement Plan (CIP).

[Staff Report](#)

11. ITEMS LIKELY TO BE PLACED ON THE NEXT OR FUTURE MEETING AGENDA:

11.1. November:

4. 11/14 Finalize strategic goals and objectives - Admin
5. 11/14 Disaster resolution declaration that disaster is over - Admin
6. 11/14 CDBG Closeout - Finance
7. 11/28 Adoption of utility rates (PH Notice) - Finance
8. 11/14 Library Broadband - Library
9. Wildan Contract Amendment - PW
10. 11/28 Little League Contract Amendment - Recreation
11. ADA Policy - HR
12. Facilities Condition Assessment - PW
13. 11/14 November Proclamation - PD
14. Hunter Sub. EIR Contract - Planning
15. Council Discussion and Direction on Traffic Safety Enhancements on Highway 29 and Pratt Avenue Vicinity - PW
16. PG&E and Mitchell Dr. property- PW
17. 11/28 Arbor Day Proclamation – PW

12. ADJOURNMENT

The next Regular City Council meeting is scheduled for November 14, 2017, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on October 20, 2017.



Cindy Tzaferopoulos, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

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

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1480 Main Street, St. Helena, California, during normal business hours. In addition, such writings or documents will be made available on the City's web site at <https://sthelena.civicweb.net> and will be available for public review at the respective meeting.

**City of St. Helena
PROCLAMATION**

**Proclamation National Friends of Libraries Week
October 15-21, 2017**

Whereas, Friends & Foundation, St. Helena Public Library raise money that enables our library to move from good to great -- providing the resources for additional programming, much needed equipment, support for children's summer reading, and special events throughout the year;

Whereas, the work of the Friends & Foundation, St. Helena Public Library highlights on an on-going basis the fact that our library is the cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends & Foundation, St. Helena Public Library understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with programming, expert assistance in research, readers' advisory, and children's services;

Now, therefore, be it resolved that I, Alan Galbraith, Mayor of City of St. Helena proclaim October 15-21, 2017, as Friends of Libraries week in St. Helena, California and urge everyone to join the Friends & Foundation, St. Helena Public Library and thank them for all they do to make our library and community so much better.

Dated: October 10, 2017

Alan Galbraith, Mayor
City of St. Helena



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and Proposed Adoption of a Resolution Accepting the Work and Final Project Cost of \$75,755 and Directing the Filing of the Notice of Completion for the Emergency Repair and Upgrade to the Wastewater Treatment Plant Levee

CEQA Determination: This work will be conducted under a Statutory Exemption identified under Sections(s) 15269, 15282 and 15284 of the California Environmental Quality Act

Prepared By: Allison Mattioli, Management Analyst

Reviewed By: Erica Ahmann Smithies, Public Works Director and City Engineer

Approved By: Mark Prestwich, City Manager

BACKGROUND

On July 24, 2017 a memo was issued to the City Council from Public Works Director Erica Ahmann Smithies (who was then also serving as Interim City Manager), regarding the need for emergency repairs at the Wastewater Treatment Plant (WWTP). Concerns regarding the potential failure of the sodium hypochlorate (NaOCl), or bleach disinfection system, necessitated moving forward on an emergency basis, as a complete failure would require WWTP operators to either irrigate treated wastewater that was not disinfected, or illegally discharge treated wastewater to the Napa River. Either case would have resulted in an environmental impact not acceptable to the City or the community, as well as significant fines levied by the San Francisco Regional Water Resources Control Board.

Pursuant to the City Manager's delegated authority, Interim City Manager Ahmann Smithies authorized the emergency work to proceed, and a contract was executed on August 1, 2017.

On August 8, 2017, per Resolution No. 2017-107, Council authorized a retroactive agreement with Gregory Equipment Inc. for an emergency repair and upgrade to the levee at the Wastewater Treatment Plant in an amount not to exceed \$75,755.

DISCUSSION

All work has been completed, and has been found satisfactory by City staff and the City Engineer.

FISCAL IMPACT

Gregory Equipment Inc. was contracted on a time and materials (T&M) basis. Invoices for labor and materials have been submit by the contractor in an amount exceeding the full value of the contract. As the contract was executed on a not-to-exceed basis, the full amount of the contract is payable at \$75,755, funded by the wastewater fund, Fund 571, from the Wastewater net position.

RECOMMENDED ACTION

Staff recommends approval of the attached resolution to accept the work and direct the filing of the Notice of Completion for the Emergency Repair and Upgrade to the Wastewater Treatment Plant Levee.

ATTACHMENTS

[Resolution](#)

CITY OF ST. HELENA

RESOLUTION NO. 2017-_____

**A Resolution of The City Council of The City of St. Helena
Accepting the Work and Final Project Cost Of \$75,755 And Directing the Filing
of The Notice of Completion for The Emergency Repair and Upgrade to
The Levee at The Wastewater Treatment Plant**

RECITALS

- A. On August 8, 2017, the City Council awarded a contract for the Emergency Repair and Upgrade to the Levee at the Wastewater Treatment Plant to Gregory Equipment, Inc., for a not-to-exceed cost of \$75,755; and
- B. Gregory Equipment Inc., completed the work in accordance with the contract documents for the project; and
- C. If no liens or claims have been filed within 35 days of filing the Notice of Completion, the retained payment funds and any amount due will be released to Gregory Equipment, Inc.

RESOLUTION

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

- 1. The work performed by Gregory Equipment, Inc., under the subject contract, is accepted as complete.
- 2. The Public Works Director/City Engineer is authorized to prepare a Notice of Completion and the City Clerk is directed to file a Notice of Completion with the Napa County Recorder.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017 by the following vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____
Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration of a Resolution Authorizing the City Manager to execute a Professional Service Agreement with Carollo Engineers in the amount of \$36,153 for Drinking Water System Disinfection By-Product Evaluation

CEQA Class I Categorical Exemption under Section 15301 of CEQA Determination:

Prepared By: Tobias Barr, Project Manager

Reviewed By: Erica Ahmann Smithies, Public Works Director and City Engineer

Approved By: Mark Prestwich, City Manager

BACKGROUND

Public Works water operators routinely monitor the City's drinking water throughout the year to test for containments and health hazards in the City's water system. In the fourth quarter of 2016, the samples from the Madrone Knoll and Meadowood areas had a running average for haloacetic acids (also known as HAA5) which exceeded the State of California's Maximum Contaminant Level (MCL) of 60 micro-grams per liter (ug/L). The running average at the Meadowood and Madrone Knoll sampling zone was 60.75 ug/L.

Although water samples taken by City operators have been well below the State's MCL since the event in 2016, the City is still required to perform an analysis.

DISCUSSION

On April 12, 2017, Public Works released a Request for Proposal (RFP) for Drinking Water System Disinfection By-Product Evaluation with a deadline to submit of May 11, 2017.

On May 11, 2017, Public Works received five proposals from qualified firms. The Public Works Project Manager, the Chief Water Plant Operator and the Lead Water Plant

Operator reviewed the proposals. All firms were highly qualified, but each reviewer individually scored Carollo Engineers proposal as the highest. Carollo Engineers has significant experience with water and disinfection by-product evaluation and brings a range of expertise to the City of St. Helena.

FISCAL IMPACT

The total cost of the proposal from Carollo Engineers is \$36,153. The project is within the budgeted amount of \$100,000 in the adopted Fiscal Year 17/18 Professional Contracts budget.

RECOMMENDED ACTION

Adopted the attached Resolution authorizing the City Manager to execute a Professional Service Agreement with Carollo Engineers in the amount of \$36,153 for Drinking Water System Disinfection By-Product Evaluation.

ATTACHMENTS

[Reso Carollo Engineers PSA 171005](#)

[PSA Carollo DBP Evaluation 171006](#)

CITY OF ST. HELENA

RESOLUTION No. 2017-

**Resolution Authorizing the City
Manager to execute a
Professional Service
Agreement with Carollo
Engineers in the amount of
\$36,153 for drinking water
system disinfection by-product
evaluation.**

RECITALS

- A. The City of St. Helena; provides drinking water to water customers in and around St. Helena; and
- B. Routine testing of drinking water during the fourth quarter of 2016 showed the running average levels of the disinfection byproduct haloacetic acid in the Meadowood and Madrone Knoll pressure zone was 60.75 micrograms per liter, which is 0.75 micrograms per liter over the State of California's defined Maximum Contaminant Level; and
- C. After immediately notifying the water customers affected in those areas, City staff released a Request for Proposals seeking qualified consultants in order to evaluate and recommend corrective actions to reduce disinfection byproducts in the City's water system; and
- D. City staff received five proposals and after reviewing the proposals found Carollo Engineers to be the most qualified consultant for the drinking water disinfection by-product evaluation.

RESOLUTION

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

- 1. Approves the Professional Service Agreement with Carollo Engineers in the amount of \$36,153 for drinking water system disinfection byproduct evaluation and authorizes the City Manager to execute the agreement on behalf of the City.

Approved at a Regular Meeting of the St. Helena City
Council on October, 24 2017, by the following vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Dohring: _____
Councilmember Koberstein: _____
Councilmember Ellsworth: _____

APPROVED: ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made and entered into on _____, 2017 by and between the City of St. Helena, located in the County of Napa, State of California (City), and Carollo Engineers (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as Drinking Water System Disinfection By-Product Evaluation.

B. Consultant has represented that Consultant has the necessary expertise, experience, and qualifications to perform the required duties.

NOW, THEREFORE, in consideration of the mutual premises, covenants, and conditions herein contained, the parties agree as follows:

SECTION 1 – BASIC SERVICES

Consultant agrees to perform the services set forth in **Exhibit A, “Scope of Services”** and made part of this Agreement.

SECTION 2 – ADDITIONAL SERVICES

Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to or outside of those set forth in this Agreement or **Exhibit A, “Scope of Services”**, unless such additional services and compensation are authorized in advance and in writing by the City Council or City Manager of the City.

SECTION 3 – TIME FOR COMPLETION

The time for completion of services shall be as identified in **Exhibit A, “Scope of Services”**.

SECTION 4 – COMPENSATION AND METHOD OF PAYMENT

A. Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in Exhibit B, “Compensation”, attached hereto and made a part hereof. Total compensation shall not exceed \$36,153, unless additional compensation is approved in accordance with Section 2.

B. Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories if applicable: labor (by sub-category), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. City shall independently review each invoice submitted to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. If no charges or expenses are disputed, the

invoice shall be approved, and City will use its best efforts to cause Consultant to be paid within 30 days of receipt of invoice. If the City disputes any charges or expenses, the City will return the original invoice to Consultant for correction and resubmission. If the City reasonably determines, in its sole judgment, that the invoiced charges and expenses exceed the value of the services performed to date and that it is probable that the Agreement will not be completed satisfactorily within the contract price, City may retain all or a portion of the invoiced charges and expenses. Within thirty (30) days of satisfactory completion of the project, City shall pay the retained amount, if any, to Consultant.

C. Payment to the Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

SECTION 5 – STANDARD OF PERFORMANCE

Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

SECTION 6 – INSPECTION AND FINAL ACCEPTANCE

City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's work within sixty (60) days after submitted to City, unless the parties mutually agree to extend such deadline. City shall reject work by a timely written explanation, otherwise Consultant's work shall be deemed to have been accepted. City's acceptance shall be conclusive as to such work except with respect to latent defects and fraud. Acceptance of any of Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, the sections pertaining to indemnification and insurance.

SECTION 7 – INSURANCE REQUIRED

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees, as indicated:

- A. Minimum Scope of Insurance. Coverage shall be at least as broad as:
 1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
 2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
 3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

B. Minimum Limits of Insurance. Consultant shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, as applicable. If Commercial General Liability Insurance or other form with a General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease.

C. Professional Liability Insurance. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, environmental engineer or other professional engineer, or land surveyor ("design professional"), Consultant shall maintain at least \$2,000,000 of professional liability insurance.

D. Excess Limits. If Consultant maintains higher limits than the minimums shown above, City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

E. Primary Coverage. For any claims related to this contract the Consultants insurance coverage shall be primary insurance as respects to City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of Consultants insurance and shall not contribute with it.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions of \$25,000 or greater must be declared to and approved by the City.

G. Other Insurance Provisions. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its agent, officers, officials, employees, and volunteers are to be covered as additional insured as respects: liability arising out of work or operations performed by the Consultant or Consultant's subconsultants; or automobile owned, leased, hired or borrowed by the Consultant.
2. For any claims related to Consultant's conduct while performing the work of this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subsection (b) of Section 2782 of the Civil Code.

H. Waiver of Subrogation. Consultant's commercial general liability, automobile liability, workers' compensation, and employer's liability policies shall be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its agents, officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City.

I. The Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the City.

J. Verification of Coverage. Consultant shall furnish the City with original certificates and amandatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on forms that conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

SECTION 8 – INDEMNIFICATION

A. Consultant shall indemnify and hold harmless City, its agents, officers, officials, employees, and volunteers from any and all claims, demands, suits, loss, damages, injury, and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of Consultant, its officers, agents, employees and subcontractors, or any of them, under or in connection with this Agreement; and Consultant agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against City, its agents, officers, officials, employees and volunteers, or any of them, arising out of such negligent or otherwise wrongful act or omission, and to pay and satisfy any resulting judgments.

B. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, professional engineer, or land surveyor ("design professional"), the provisions of this section regarding Consultant's duty to defend and indemnify apply only to claims that arise out of or relate to the negligence, recklessness, or willful misconduct of the design professional.

C. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to Indemnification in order to be so indemnified. The insurance required to be maintained by Consultant shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the

liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

D. The provisions of this section do not apply to claims to the extent occurring as a result of the City's sole negligence or willful acts or misconduct.

SECTION 9 – INDEPENDENT CONTRACTOR STATUS

A. Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner or to incur an obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

B. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City.

C. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

SECTION 10 – CONFLICTS OF INTEREST

A. Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent, or subcontractor without the express written consent of the City Manager. Consultant agrees to at all times avoid conflicts with the interests of City in the performance of this Agreement.

B. City understands and acknowledges that Consultant is, as of the date of execution of this Agreement, independently involved in the performance of non-related services for other governmental agencies and private parties. Consultant is aware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 11 – OWNERSHIP OF DOCUMENTS

A. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the

sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. When requested by City, but no later than three years after project completion, Consultant shall deliver to City all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

B. All copyrights, patents, trade secrets, or other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, improvements, developments, works of authorship, or other products developed or created by Consultant during the course of providing services (collectively the "Work Product") shall belong exclusively to City. The Work Product shall be considered a "work made for hire" within the meaning of Title 17 of the United States Code. Without reservation, limitation, or condition, Consultant hereby assigns, at the time of creation of the Work Products, without any requirement of further consideration, exclusively and perpetually, any and all right, title, and interest Consultant may have in the Work Product throughout the world, including without limitation any copyrights, patents, trade secrets, or other intellectual property rights, all rights of reproduction, all rights to create derivative works, and the right to secure registrations, renewals, reissues, and extensions thereof.

SECTION 12 – CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION

A. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

B. Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys fees, caused by or incurred as a result of Consultant's conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response.

SECTION 13 – SUSPENSION OF WORK

City may, at any time, by ten (10) days written notice suspend further performance by Consultant. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and Consultant shall be paid for services performed and reimbursable expenses incurred prior to the suspension date.

SECTION 14 – COMPLIANCE WITH LAW

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

SECTION 15 – COMPLIANCE WITH CIVIL RIGHTS

During the performance of this contract, Consultant agrees as follows:

A. Equal Employment Opportunity. In connection with the execution of this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, ancestry, age, sexual orientation, gender, gender identity and gender expression as protected categories specifically and expressively in that category, physical handicap, medical condition, marital status, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training including apprenticeship.

B. Nondiscrimination Civil Rights Act of 1964. Consultant will comply with all federal regulations relative to nondiscrimination to federally-assisted programs.

C. Solicitations for Subcontractors including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations, made by Consultant for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by Consultant of Consultant's obligations under this Agreement and the regulations relative to nondiscrimination.

SECTION 16 – RECORDS

A. Records of Consultant's direct labor costs, payroll costs, and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a generally recognized accounting basis and made available to City if and when required for a period of up to 3 years from the date of Consultant's final invoice.

B. Consultant's records and design calculations will be available for examination and audit if and as required. The cost of any reproductions shall be paid by City.

SECTION 17 – COOPERATION BY CITY

All public information, data, reports, records, and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in the Exhibit A, “Scope of Services”, shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

SECTION 18 – NOTICES

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by facsimile or first class mail, addressed as follows:

To City:	City Manager 1480 Main Street St. Helena, California 94574
To Consultant:	Tom Gillogly Vice President, Carollo Engineers 2700 Ygnacio Valley Road, Suite 300 Walnut Creek, California 94598

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, or, if mailed, three (3) days after deposit in the custody of the U.S. Postal Service.

SECTION 19 – TERMINATION

A. City may terminate this Agreement, with or without cause, at any time by giving ten (10) days written notice of termination to Consultant. If such notice is given, Consultant shall cease immediately all work in progress.

B. If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant, or City may terminate this Agreement immediately upon written notice.

C. Upon termination of this Agreement by either Consultant or City, all property belonging to City which is in Consultant’s possession shall be delivered to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in this Agreement.

SECTION 20 – ATTORNEY FEES

If litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorneys’ fees, costs and expenses, in addition to any other relief to which it

may be entitled. In addition, any legal fees, costs and expenses incurred to enforce the provisions of this Agreement shall be reimbursed to the prevailing party.

SECTION 21 – ENTIRE AGREEMENT

This Agreement, including the attached Exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 22 – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties. However, this Agreement shall not be assigned by Consultant without written consent of the City.

SECTION 23 – CONTINUITY OF PERSONNEL

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the services required under this Agreement, prior to any such performance.

SECTION 24 – DEFAULT

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

SECTION 25 – WAIVER

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.

SECTION 26 – LAW TO GOVERN; VENUE

This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Napa. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Northern District of California, in San Francisco.

SECTION 27 – SEVERABILITY

If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

SECTION 28 – SPECIAL PROVISIONS

This Agreement is subject to the following special provisions: none.

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions above stated, the day and year first above written.

Consultant:

City:

By: 

By: _____

Name: THOMAS G. GROGAN

Name: Mark Prestwich

Title: VICE PRESIDENT

Title: City Manager

Approved as to Form:

By: _____

Name: Thomas B. Brown

Title: City Attorney

Exhibit A

Scope of Services

Task 1 Preliminary Data Review

Review range of water quality parameters at:

- Bell Canyon Reservoir
- Reclaimed water
- Settled water
- Finished water
- Distributed system DBP compliance points

Operation parameters include: Water treatment plant flow, filter run times, chemical doses, intake level, tank operational ranges, Stonebridge wells flows, City of Napa connection flows.

Task 2 Define Goals and System Operations

Following developing a fundamental understanding of the St. Helena Water System under Task 1, Carollo will hold a meeting to establish the Disinfection byproduct and other key water quality goals and key system operational limits with City Staff. The meeting will define the applicable alternatives to address inter-related water quality and operational goals.

Task 3 Develop Alternatives

A range of alternatives will be developed and assessed for their ability to meet the targeted water quality. Alternatives may be simple or complex and consist of a combination of treatment process technologies and techniques. Once a list of alternatives is identified that address the primary water quality goals, as well as those that may also provide secondary benefits, they will be evaluated against the criteria established in the previous task. During this process, critical data gaps may be identified that could be addressed through jar testing or through the collection of additional water quality samples to profile the progression of water quality through the water treatment plant or through the elevations of the reservoir.

Task 4 Evaluate Alternatives

Once a list of alternatives is identified that address the primary water quality goals, as well as those that may also provide secondary benefits, they will be evaluated against the criteria established in the previous task. During this process, critical data gaps may be identified that could be addressed through jar testing or through the collection of additional water quality samples to profile the progression of water quality through the water treatment plant or through the elevations of the reservoir.

Task 5 Respond to Staff

After alternatives have been described in a draft technical memorandum and then ranked, it is anticipated that we would sit down with staff to review the alternatives and subsequent ranking. The project technical memorandum will then be finalized based on City comments made during the meeting or during review of the draft memorandum.

Exhibit B

Compensation

Task	Description	Amount
1	Preliminary Data Review	\$1,900
2	Define Goals and System Operation	\$2,611
3	Develop Alternatives	\$2,539
4	Evaluation Alternatives and Technical Memorandum	\$12,518
5	Response to Staff	\$3,906
6	Optional Bench Scale Testing	\$12,679
Total		\$36,153



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Fiscal Year 2017/18 1st Quarter Finance Report

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

Municipal Code Title 2, §2.24.030 states the Director of Finance shall deliver to the City Manager and to the Council at a regularly scheduled Council meeting a budget report showing the budget status at the end of the preceding quarter.

Staff has prepared the following for Council:

1. First quarter (Q1) staff report for Fiscal Year (FY) 2017/18. This report is a summary of transactions from July 1, 2017 to September 30, 2017.
2. A summary of St. Helena CARES Low Income Subsidy and Water Leak adjustments for Q1 FY 2017/18
3. FY 2017/18 Q1 List of Warrants over \$100,000

DISCUSSION

Information presented below reflects transactions posted through September 30, 2017.

General Fund

General Fund revenue received to date for Fiscal Year (FY) 2017/18 is \$1,556,572 - 12% of General Fund revenue has been collected. General Fund revenue is divided into the following categories: (1) Property Tax, (2) Sales Tax, (3) Transient Occupancy Tax (TOT), (4) Other Taxes, (5) Charges for Service, (6) Fines and Forfeits, (7) Licenses and Permits, (8) Development Fees, (9) Intergovernmental, (10) Interest and Rents, and

(11) Miscellaneous. The primary contributors to General Fund revenues are Property Tax, Sales Tax, and TOT. Chart 1 displays revenues collected through September 30, 2017 FY 2017/18. While the 12% collected for FY 2017/18 may seem low, this figure is normal due to timing of property tax payments.

Chart 1(Collected through September 30, 2017)

Revenue Source	Revenue 2017/18 Budget	2017/18 Collected through September 30, 2017
Property Tax	\$ 4,384,758	\$124,170
Sales Tax	\$ 4,405,511	\$547,063
TOT	\$ 2,711,133	\$454,262
Other Taxes	\$ 198,815	\$0
Charges for Service	\$ 63,250	\$ 27,952
Fines & Forfeits	\$ 34,500	\$14,437
Licenses and Permits	\$ 919,532	\$236,759
Development Fees	\$ 6,500	\$0
Intergovernmental	\$ 70,955	\$60,430
Interest and Rents	\$ 184,550	\$29,016
Miscellaneous	\$ 124,750	\$62,485
TOTALS	\$ 13,104,254	\$1,556,572

General Fund expenditures are \$2,515,920 for FY 2017/18 which is 23% of the adopted budget. Chart 2 displays General Fund expenditures by department and as well as the percentage available.

Chart 2 (Invoices paid through September 30, 2017)

Description	FY 2017/18 Adopted Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Non-Departmental	\$ 2,020,637	\$ 579	\$ 267,781	\$1,752,277	87%
Council	\$ 243,184	\$ 41,449	\$ 22,049	\$ 179,687	74%
City Manager	\$ 798,615	\$ 59,714	\$ 178,536	\$ 560,365	70%
Finance	\$ 345,853	\$ 20,383	\$ 70,894	\$ 254,576	74%
Attorney	\$ 470,000	\$ -	\$ 37,976	\$ 432,024	92%
Planning/Building	\$ 1,062,498	\$ 8,500	\$ 240,204	\$ 813,794	77%
Library	\$ 947,736	\$ -	\$ 225,273	\$ 722,463	76%
Parks & Recreation	\$ 203,395	\$ -	\$ 50,062	\$ 153,333	75%
Fire	\$ 1,015,058	\$ 48,904	\$ 198,139	\$ 768,015	76%
Police	\$ 3,238,419	\$ 662	\$ 906,477	\$2,331,280	72%
Public Works	\$ 2,135,855	\$ 214,659	\$ 318,530	\$1,602,666	75%
Grand Total	\$12,481,250	\$ 394,850	\$ 2,515,920	\$9,570,480	77%

Water Enterprise Funds

Water Enterprise revenue received is \$1,375,050 or 22% of the estimated total revenues for FY 2017/18. This number is slightly less than the estimated 25%. Staff will continue to monitor these revenues.

Water expenses are \$1,188,863 for Q1 FY 2017/18. Overall Water Fund spending is at 22% for the Fiscal Year.

Wastewater Enterprise Funds

Wastewater Enterprise revenue received is \$493,812 or 15% of the estimated total revenues for FY 2017/18. A part of the reason this number is low is due to the Modified Hardship Agreements in place. Once the proposed Modified Rate Structure is approved by City Council, an additional \$62,970 will be transferred from the General Fund to the Wastewater Revenue Fund adjusting the revenues received to 17%. This number is lower than the estimated 25% which should have been received to-date, staff will continue to monitor these revenues.

Wastewater expenses are \$583,882 for Q1 FY 2017/18. Overall Wastewater Fund spending is at 26% when compared to the current budget.

St. Helena CARES Low Income Subsidy

The St. Helena CARES subsidy program currently has 104 participants. The subsidy for FY Q1 2017/18 is \$11,488.61. Funds for the St. Helena CARES Low Income Subsidy program are included in the adopted FY 2017/18 budget.

On August 22, 2017 staff presented Q4 FY 2016/17 (unaudited) finance report. It was reported the total subsidy program amount was \$9,545.51 for the quarter. The updated amount is \$11,012.18, a difference of \$1,466.67.

Leak Adjustment Subsidy

Leak subsidy for Q1 2017/18 totals \$2,468.44 for a combined excess of 404 units of water. There were 4 leak adjustments approved for Q1 2017/18; 1 was due to a leak in an icemaker line, 1 was due to a toilet valve leaking, 1 was due to an irrigation valve stuck open, and 1 was due to a broken pipe under a pool. Funds for the Leak Adjustment Subsidy program are included in the adopted FY 2017/18 budget

FY 2017/18 Q1 Checks over \$100,000

Per staff recommendations on April 10, 2015, the Chart 3 is a list of Checks over \$100,000 for Q1 FY 2017/18.

Chart 3

Check #	Vendor	Check Date	Check Amount	Notes
98599	City of Napa	7/21/17	\$148,460.40	Purchase Water*

98661	CalPERS	7/26/17	\$826,251.00	FY 18 Unfunded Liabilities
98909	REMIF	8/16/17	\$179,707.00	FY 18 Insurance Premiums. Liability, Property, Auto, and Pollution
98956	Burke, Williams & Sorensen	8/16/17	\$117,877.01	June 2017 Legal Services*
98977	City of Napa	8/16/17	\$145,320.90	Purchase Water*
99002	City of St. Helena	8/21/17	\$141,783.27	Building Permit Fees BD1611-024 Fire Sprinkler Fees BD1611-001 Turley Flats Affordable Housing
99092	MUFG Union Bank	9/11/17	\$111,268.10	Wastewater Revenues Bonds 2006A Principal and Interest
99093	MUFG Union Bank	9/11/17	\$450,048.25	Water and Wastewater Bond Payment Series 2005B Principal and Interest
99277	City of Napa	9/21/17	\$137,564.28	Purchase Water

* Checks were also listed in the FY 2016/17 Q4 report.

FISCAL IMPACT

The fiscal impact is as follows:

CARES Program

\$11,488.61 – from the General Fund (Q1 FY 2017/18)

\$1,466.67 – from the General Fund (Q4 FY 2016/17)

Leak Adjustments

\$2,468.44 – from the General Fund

Funding for the CARES and Leak Adjustment Programs are included in the adopted FY 2017/18 Budget.

RECOMMENDED ACTION

Receive and file the Q1 FY 2017/18 financial report.



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Residential Growth Management System Update

CEQA Not a CEQA project
Determination:

Prepared By: Noah Housh, Planning & Community Improvement Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

The City of St. Helena has a Residential Growth Management System (GMS) that limits the number of residential building permits that can be issued each year (Municipal Code Chapter 17.152). The GMS's stated purpose is to regulate the residential growth of the City to approximately 2% per year, while providing for both market rate and affordable housing. Generally, building permits are regulated for market rate housing and not for exempt categories of development such as non-residential development (including hotels), replacement or relocated housing, additions, guest cottages, Accessory Dwelling Units (ADUs) and affordable housing units.

According to the GMS, no more than nine (9) building permits for market rate housing may be issued each year. Annual allocations of regulated building permits are to be issued on January 1st of each year on a first approved, first served basis. Staff has been including allocation of these allotments into the discretionary entitlement resolution approving any new residential units for each unit requiring an allotment, also on a first approved, first served basis. Permits that are not issued during the year are carried over (banked) into the next year, but are available only for the construction of market rate units in developments that include a minimum of 40% regulated affordable housing, per the Growth Management Ordinance.

In 2016, the City issued a total of nine growth management allotments to allow the construction of new single and multi-family residential units within the community.

Affordable Housing Units, such as those approved with the Turley Flats multi-family housing development and the Our Town St Helena "self-help" project are exempt from Growth Management limitation, and therefore these units are not included in this accounting.

The City Council is required to conduct an annual review of ordinance provisions, and this report is intended to facilitate this review.

DISCUSSION

As is the case at the start of each year, nine allotments for new unregulated market rate housing (see below) were available for 2017, and nine additional allotments will be available in 2018. As of the date of this report, the City has committed to issue five residential allotments to allow building permits to be issued for two new single family homes, and three new multi-family homes within St Helena, leaving three residential allotments available for new homes in 2017. The Ordinance currently identifies allotments will be granted on January 1, on a first approved, first served bases.

As previously reported in March 2016, staff has been including a conceptual allocation date into the discretionary resolution approving any new residential unit. This is to both address the challenge of "issueing" allotments on January 1 of each year as is identified in the Ordinance, and to identify the year the project intends to receive their allotment. The table below provides a summary of the allotment history over the past five years, including up to date information for 2017.

Year	Permits Available			Permits Issued/Allotted	
	Rollover	New	Total	Total	Rollover
2013	66	9	75	5	70
2014	70	9	79	25	54
2015	54	9	63	3	60
2016	60	6	66	9	60
2017	60	3	63**	5*	--

*Five allotments have been allocated for new market rate SFDs to date in 2017.

**Sixty-three is the number of total allotments remaining, with 3 available for market rate residential units in 2017 and 60 being "banked" for future residential projects which include a minimum of 40% affordable units.

FISCAL IMPACT

No direct fiscal impacts have been identified as a component of managing the Residential Growth Management Ordinance, other than the staff time to track and administer Ordinance compliance and issuance of allotments.

RECOMMENDED ACTION

It is recommended the City Council review the proposed information and receive and file the report.

ATTACHMENTS

[Attachment 1-Section 17.152 GMS code section](#)

Chapter 17.152
RESIDENTIAL GROWTH MANAGEMENT SYSTEM*

Sections:

- 17.152.010 Purpose.**
- 17.152.020 Regulation of building permits.**
- 17.152.030 Population caps and annual growth rate calculation.**
- 17.152.040 Exempted and regulated development categories.**
- 17.152.050 Distribution of permits.**

* Prior code history: Prior code §§ 27.340—27.345.

17.152.010 Purpose.

The purpose of this chapter is to implement the “St. Helena General Plan Residential Growth Management System” as adopted in 1979 and revised in September 1993, with the adoption of a new general plan, and again in June 2002, with the adoption of an updated “Housing Element of the General Plan.” The purpose of the policies is to regulate the residential growth of the city to approximately two percent per year, while providing for both market rate and affordable housing units. (Ord. 04-10 (part))

17.152.020 Regulation of building permits.

No building permit for a new residence shall be issued except in conformance with this chapter. (Ord. 04-10 (part))

17.152.030 Population caps and annual growth rate calculation.

The 2002 Housing Element update stated that the prior General Plan Goal 2.6.10 should be amended to reflect the data of the year 2000 census. The 2000 census found that the city had two thousand seven hundred seven (2,707) total dwelling units. With a limitation of nine building permits for market rate housing per year, issued over ten (10) years, the number of dwelling units will be approximately two thousand eight hundred (2,800), not including regulated affordable units, guest cottages, accessory dwelling units or second units. This number shall not be construed as a goal, but as a maximum number of units. (Ord. 04-10 (part))

17.152.040 Exempted and regulated development categories.

A. Exempted Development Categories. This chapter shall not apply to the issuance of building permits for the following projects:

1. Industrial;
2. Commercial;
3. Commercial/residential (daily rental);
4. Replacement housing (on the same site as a preexisting unit which has been removed, demolished or burned within the immediately preceding two years) but not in conjunction with subsection (A)(5) of this section;
5. Relocation of units already existing in the city;
6. Additions, renovations and refurbishment of existing dwelling units;

7. Accessory buildings of any type (except dwelling units);
 8. Guest cottages (detached bedroom(s) without kitchen facilities);
 9. Second units as defined in Section 17.04.160 and regulated by Section 17.116.030;
 10. Affordable Housing. Affordable units are those dwelling units which are required to be rented at affordable rents or purchased at an affordable sales price, consistent with Chapter 17.146. The number of affordable housing units constructed shall be determined by the city council at the time of review of the development agreement authorizing the units. The agreement shall contain guarantees that the dwelling units would continue to be affordable to persons of very low, low, or moderate income for an agreed upon period of time.
- B. Annual Allocations and Carryover. No more than nine building permits for market rate housing may be issued each year. Permits remaining unused at the end of the year will carry over into the subsequent year, but shall only be available for allocation for the construction of market rate units in development projects that include a minimum of forty percent (40%) affordable units. (Ord. 04-10 (part))

17.152.050 Distribution of permits.

- A. Annual allocations of regulated building permits shall be issued on January 1st of each year on a first approved, first served basis.
- B. Each building permit shall indicate whether the permit is exempt from the growth management system, or from what category the permit was drawn. The planning department shall maintain a list of how many permits remain available for the year.
- C. Each dwelling unit, including those within a multifamily building, is counted as one unit for purpose of allocation of building permits under this chapter. Attached housing units with floor area of eight hundred fifty (850) square feet or less per dwelling unit shall count as one-half unit.
- D. After all permits have been allocated in a given year, building permit applications and plans for new units regulated by this chapter will continue to be reviewed and approved. Building permits are reviewed under the residential growth management system after a building permit application is deemed complete. A building permit application cannot be considered complete until it is found in compliance with the general plan and zoning ordinance. Building permit allocations begin on January 1st of each year. Permits are allocated within the priority in which they were deemed complete until all permits have been issued. A building permit will not be issued until the following allocation period in which permits become available for that category.
- E. All approved building permits shall be automatically extended to the time when permit availability occurs unless the permit is withdrawn by the applicant.
- F. Building permits must be obtained within thirty (30) days after notification of permit availability. If the permit is not obtained within thirty (30) days the application will be deemed withdrawn and the building permit will become available to the next priority number.
- G. Permits may not be transferred to a different site or substituted for a different dwelling. Minor design changes may be approved by the planning director. The action of the planning director may be appealed to the planning commission in accordance with the provisions of Chapter 17.08.

H. The city council shall review the provisions of the ordinance codified in this chapter at their first regularly scheduled meeting of September of each year. (Ord. 04-10 (part))



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed approval of a resolution authorizing a Lease Agreement with Fellion Wilson LLC for the St. Helena Fire Department's Station #2 at 1025 Dowdell Lane and the fiscal impact for FY 2017-18 totals \$21,000 - \$1,500 per month for the lease agreement and a \$3,000 security deposit

CEQA Determination: Exempt from the requirements of CEQA pursuant to Section 15301, Class 1, which exempts the operation, leasing, or minor alteration of existing facilities

Prepared By: John Sorensen, Fire Chief

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

The City of St. Helena's Fire Department has provided fire/life safety protection and response services since 1911. It has become necessary to establish a secondary station to meet the growing demand of the public and to maintain high standards of service and rapid response times. The City of St. Helena and owner of the property located at 1025 Dowdell Lane wish to enter into a lease agreement to establish the secondary station. Staff has completed the processes necessary to reach the final stages of signing said lease and taking possession of the property.

On April 25, 2017, a resolution approving a fee waiver for the use permit planning application fee and building permit fees, not to exceed \$10,800, was approved by the City Council (attachment 1).

On June 13, 2017, the fiscal year 2017-18 City of St. Helena Annual Budget, including proposed costs associated with Station #2, was adopted by the City Council.

On June 20, 2017, a resolution approving a use permit in order to establish and operate a secondary fire station was approved by the Planning Commission (attachment 2).

On July 11, 2017, a resolution approving the authorization of the City Manager to enter into a lease agreement for the proposed St. Helena Fire Department Station #2 at 1025 Dowdell Lane with property owner Sean Wilson, was adopted by the City Council. (attachment 3).

DISCUSSION

The St. Helena Fire Department has obtained Planning Commission and lease agreement approval for Station #2. The lease agreement has been secured and now requires the City of St. Helena's City Council final approval to move forward with St. Helena Fire Department taking possession of the property.

FISCAL IMPACT

The approximate costs of these improvements are unknown; however, will be funded by the St. Helena Volunteer Fire Department Association and, if necessary, supplemented with residual proceeds from the 1996 Go Bonds, as the bonds were paid off in FY 16/17, and may be used for these types of improvements.

The fiscal impact for FY 2017-18 totals \$21,000 - \$1,500 per month for the lease agreement and a \$3,000 security deposit. The funds for this request is included in the adopted FY 2017/18 budget.

RECOMMENDED ACTION

Staff recommends the City Council approve the lease agreement for Station #2, and authorize the City Manager to execute the lease agreement.

ATTACHMENTS

[April 25, 2017 - Staff Report for the City Council Waiver of Various fees for Station 2](#)

[June 20, 2017 - Planning Commission Staff Report - 1025 Dowdell Lane - Pdf](#)

[2017-104 Authorization for the City Manager to Enter into a Lease Agreement for the Proposed St. Helena Fire Department Station #2 at 1025 Dowdell Lane](#)

[Station 2 Finalization Resolution](#)

[City of St Helena - Fire Station 2 Lease Agreement](#)



Report to the City Council
Council Meeting of April 25, 2017

Agenda Section: Consent

Subject: Consideration and Proposed Approval of a Resolution Approving a Request for Waiver of Use Permit Planning Application Fee and Building Permit Fees, not to Exceed \$10,800, for the St. Helena Fire Department's Application for St. Helena Fire Department Station #2 at 1025 Dowdell Lane

CEQA Status: Not a CEQA project

Prepared By: Allison Mattioli, Management Analyst

John Sorensen, Fire Chief

Approved By: Larry Pennell, Interim City Manager

BACKGROUND

The City of St. Helena's Fire Department has provided fire/life safety protection and response services since 1911. Due to increased calls for service, as well as increased traffic congestion concerns, it has become necessary for the Fire Department to consider alternative methods of meeting the growing demands of the public, in order to maintain high standards of service, and rapid response times.

DISCUSSION

The St. Helena Fire Department intends to submit a use permit application to the City of St. Helena's Planning Commission, to request modification of the use of the property located at 1025 Dowdell Lane, in order to operate one fire apparatus, and house fire personnel, in an effort to effectively maintain the standards of service and call response times.

The Department intends to make modifications to the existing garage structure in order to house the apparatus, while the St. Helena Volunteer Fire Department Association will furnish the fees associated with the existing residence on the property.

The City of St. Helena's Municipal Code § 17.08.190 (D) (1) Payment and Processing of Fees, provides the following language, requiring action from Council in order to waive the application processing fee:

No application for a development project may be filed without a deposit in an amount estimated to cover processing costs unless payment of processing fees have been waived by action of the council. The city shall make subsequent periodic invoices to ensure that the balance in the project account remains sufficient to cover anticipated processing costs, and it shall be the responsibility of those liable for payment to make such payments.

FISCAL IMPACT

The use permit Planning application fee, totaling \$5,800, and the building permit fees not to exceed in the amount of \$5,000 for the modification of the garage, for a total waiver of not to exceed \$10,800.

RECOMMENDED ACTION

Staff recommends approval of the waiver of the use permit application fee and building permit fees associated with modification of the garage structure.

ATTACHMENTS

Resolution

CITY OF ST. HELENA
RESOLUTION NO. 2017-

**APPROVING THE WAIVER OF USE PERMIT APPLICATION FEE AND BUILDING
PERMIT FEES FOR THE ST. HELENA FIRE DEPARTMENT'S
APPLICATION AT 1025 DOWDELL LANE NOT TO EXCEED \$10,800**

RECITALS

- A. The St. Helena Fire Department intends to submit a use permit application to the City of St. Helena's Planning Commission.
- B. The application is to request modification of the use of the property located at 1025 Dowdell Lane in order to operate one fire apparatus, and house fire personnel.
- C. The Fire Department wishes to submit the application in an effort to effectively maintain the standards of service and call response times.
- D. The application fee waiver will have no direct fiscal impact to the City.

RESOLUTION

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

- 1. Permission is hereby granted to waive the use permit application fee in the amount of \$5,800.
- 2. Permission is hereby granted to waive the building permit fees associated with modification of the garage structure, in an amount not to exceed \$5,000.

I HEREBY CERTIFY that this Resolution was adopted at a regular meeting of the City Council held on April 25, 2017 by the following roll call vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____
Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk



PLANNING COMMISSION REPORT

Planning Commission Meeting of June 20, 2017

AGENDA SECTION: Public Hearing

FILE NUMBER: PL17-033

SUBJECT: Request by the City of St. Helena Fire Department for adoption of a resolution approving a use permit in order to establish and operate a secondary fire station at 1025 Dowdell Lane in the Industrial (I) district.

PREPARED BY: Aaron Hecock, Senior Planner

REVIEWED BY: Noah Housh, Planning and Community Improvement Director

LOCATION OF PROPERTY: 1025 Dowdell Lane

APN: 009-580-006

GENERAL PLAN/ZONING: Industrial (I)

APPLICANT: John Sorensen

PHONE: (707) 486-2882

PROJECT DESCRIPTION

The existing 31,410-sf parcel at 1025 Dowdell Lane is currently developed with an approximately 1,600-sf, 2 bedroom house, a 400-sf detached garage and a 1,250-sf unenclosed barn and is located in a developed industrially zoned area of the city.

Due to increased calls for service, as well as increased traffic congestion, it has become necessary for the Fire Department to consider alternative methods of meeting the growing demands of the public in order to maintain high standards of service and rapid response times. Therefore, the City of St. Helena Fire Department is requesting use permit approval in order to modify the use of the existing property to implement and operate a second fire station, Station 217, with the purpose of improving and effectively maintaining the standards of service and call response times.

The proposed station would not be regularly staffed, and would operate in the same manner as the existing station located at 1480 Main Street, which is currently a paid-

per-call response model, where emergency personnel respond to the station upon receiving a call for service. Approximately six (6) to ten (10) fire personnel would be assigned to this station. These responders would utilize the existing six parking stalls to park personal vehicles as they respond to the station for emergencies.

As part of station operations, the Fire Department would house one fire apparatus (i.e., a fire engine) and one utility vehicle (i.e., a pickup truck, outfitted with a light bar, siren, and other emergency response amenities) on-site. Minor improvements would be made to the existing structure in order to house the 27-foot long fire apparatus, including moving an interior wall approximately thirteen feet. No additional floors or living quarters would be added.

This station would not have a community warning siren to notify emergency response personnel. The existing warning sirens, at 1480 Main Street, and the 1405 Charter Oak Avenue would remain in use.

ANALYSIS

CEQA

The project is categorically exempt from the requirements of CEQA pursuant to Section 15301 "existing facilities" as the operation of an existing private structure involving a negligible expansion of use beyond that existing at the time of the lead agency's determination. The proposed project is not subject to any of the exceptions to the use of a categorical exemption as outlined in CEQA Section 15300.2. The project site is not located on or near an environmentally sensitive area, is not visible from a scenic highway, is not included on a hazardous waste site, and will not impact historic resources or otherwise generate or contribute to any potentially significant impacts.

GENERAL PLAN

The subject property has a General Plan land use Designation of Industrial (I). This designation provides for industrial parks, warehouses, light manufacturing, auto and farm-related equipment sales and repairs, viticulture and winery support services and similar and compatible uses. This designation is found in two areas of St. Helena: an area along Sulphur Springs Creek between Highway 29 and Valleyview Street, and an area east of Highway 29 and south of Mills Lane. General Plan policies applicable to the proposed project include:

- *2.6.55 – Ensure that industrial projects are designed and sited so as to provide a positive image of the community. Landscaping and setbacks should be utilized to minimize visual impact.*
- *2.6.67 – Pursue sites for future schools, parks, and other public facilities (e.g., fire station, community center, etc.) consistent with projected growth.*

The General Plan also states that the Floor Area Ratio (F.A.R.) shall not exceed 0.50 in areas designated for industrial uses.

Staff Response: With an F.A.R. of approximately 0.06 (2,000-sf / 31,410-sf), the project is in compliance with this limitation. Staff finds that the proposed use is consistent with the General Plan in that it will improve fire department response times benefitting both locals and tourists alike.

ZONING

Consistent with the General Plan Industrial Land Use Designation, the site exhibits a zoning designation of Industrial (I). While the establishment of a fire station is not explicitly identified as a conditional use in the I district, ambulance services require a use permit and as a similar use, a new fire station requires one as well.

Use Permit

The purpose of a use permit is to allow the proper integration of essential or desirable uses which may be suitable only in certain locations or zoning districts in the City, or to ensure that such uses are designed or arranged on the site in a particular manner. In its review of applications for use permits, the Planning Commission shall evaluate each proposed use in order to consider its impact on the City. Pursuant to Municipal Code Section 17.168 050, no use permit shall be granted unless the following findings can be made:

1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
8. That the proposed use would not be in conflict with the City's General Plan.
9. That the proposed use would not be injurious to public health, safety, or welfare.
10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees and business owners and customers is available.

12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

Staff Response: The proposed fire station would increase public safety by improving fire department response times benefitting both locals and tourists alike. Furthermore, the proposed change in use would not conflict with or inhibit other industrial uses. Staff finds that the project meets and/or complies with the required findings to approve a use permit as identified above. The findings included in the attached resolution identify this compliance.

PARKING

Municipal Code Section 17.124, Parking & Loading Requirements, does not prescribe specific parking requirements for a fire station, let alone an unmanned “call to respond” model fire station. Rather, pursuant to Section 17.124.030 (H), it directs the Planning Commission to determine parking requirements for uses not specifically listed and use the requirements of Chapter 17.124 as a general rule and guide.

Staff Response: The project site is over ½ acre and is largely undeveloped. As such, it can easily accommodate parking for a fire engine, utility vehicle, and 6 to 10 fire personal as required for calls.

HISTORIC RESOURCES

The existing home was constructed in approximately 1900 and while it is old, it is not listed on the City’s Historical Resources Master List.

Staff Response: No historical resources would be affected or otherwise negatively impacted by the issuance of a use permit at this location.

WATER

Chapter 13.12.050 of the Municipal Code requires mandatory water efficiency measures and water demand offset requirements for new construction. Among these provisions is the requirement that any “new development” (i.e. construction that would introduce any freestanding building that contains water-using fixtures, any floor area additions to existing nonresidential structures, or any residential additions or remodeling that increases the number of independent living units) offset new water demand by an amount equal to the new demand placed on the city water system (i.e., it must be water neutral). The offset must be clearly demonstrated to the satisfaction of the Public Works Department.

Staff Response: The proposed change in use does not result in any new development, as defined above, and therefore is not subject to the St. Helena Water neutrality provisions. As a practical matter, an unmanned “call to respond” model fire station would use very little water.

ISSUES

Staff has not identified any issues that require additional discussion in relation to this application.

CORRESPONDENCE

As of the completion of this report staff had received no correspondence related to this application.

STAFF RECOMMENDATION

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

1. Determine that the project is categorically exempt from the requirements of CEQA pursuant to CEQA Section 15301; and
2. Accept the required findings and approve a resolution granting a use permit for a new fire station at 1025 Dowdell Lane.

ATTACHMENTS

[Resolution](#)

[Aerial View](#)

[Site Plan](#)

[Photos](#)

[Applicant Statement](#)

**CITY OF ST. HELENA, STATE OF CALIFORNIA
USE PERMIT NO.
GRANTED TO THE ST. HELENA FIRE DEPARTMENT
1025 DOWDELL LANE (PL17-033)**

PROPERTY OWNER: Sean Wilson

APN: 009-580-006

RECITALS

1. The applicant, John Sorensen, on behalf of the City of St. Helena Fire Department, submitted an application for a use permit to establish and operate a secondary fire station at 1025 Dowdell Lane in the Industrial (I) district.
2. Establishment of a new fire station is conditionally allowed in the Industrial Zoning District pursuant to Municipal Code Section 17.60.030.
3. A public notice was published in the Napa Valley Register and mailed to residents and occupants within 300 feet of the project site and in compliance with state and local law; and
4. 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 20, 2017.

RESOLUTION

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this Resolution and the associated staff report, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission hereby finds that this project is exempt from the requirements of CEQA pursuant to Section 15301, Class 1, which exempts the operation, leasing, or minor alteration of existing facilities.
- C. In accordance with Municipal Code Section 17.168.050, the Planning Commission makes the following use permit findings to support the motion to approve the use permit:
 1. *That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community in that the proposed new fire station would not include any production, manufacturing or any component of the business that would be expected to produce any element injurious to the surrounding community.*
 2. *That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses in that the noise associated with an on-call fire station is minimal and no warning siren would be present. Furthermore, the proposed fire station would improve response times thereby improving safety within the City. In addition, the surrounding land uses are not considered "noise sensitive" that would be especially vulnerable to noise.*

1025 Dowdell Lane
Use Permit
June 20, 2017

3. *That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan as the proposed station would generate very little traffic, would be located within an industrially zoned area and would not increase the level of traffic noise on Highway 29 (Main Street).*
4. *That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection in that the proposed use would have similar service demands as previous uses within the existing building and fire protection service would be improved.*
5. *That the proposed use would provide adequate ingress and egress to and from the proposed location as ingress and egress would not change for the existing site.*
6. *That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy in that the proposed use will serve the local community.*
7. *That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located in that the proposed fire station is a conditional use within the Industrial Zoning District. The use would be surrounded by light industrial and ancillary office uses. Given the minimal intensity of the proposed use and the fact that the surrounding industrial areas are not devoted to heavy industry/manufacturing the proposed use is expected to be compatible with the established district and would not conflict with or inhibit the continuation of any of the existing uses.*
8. *That the proposed use would not be in conflict with the City's General Plan in that the fire station would be both local and tourist serving.*
9. *That the proposed use would not be injurious to public health, safety, or welfare as the fire station would be the exact opposite; it serves to increase public health, safety and welfare.*
10. *That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan as use permits are considered on a case by case basis and based on the specific merits of a given project. Accordingly, the granting of this use permit would not influence future decisions or otherwise set a precedent.*
11. *That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees, business owners and customers is available in that the project's ability to provide adequate off-street parking is evident by the size of the parcel and available space for parking.*

- 12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use in that the proposed fire station will occur in an existing building, will generate very little traffic and can adequately be served by existing streets.*

Planning Department Conditions of Approval

D. The use permit for the above described use is granted subject to compliance with the following conditions. The use permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1. The use permit shall be vested within one (1) year from the date of approval. The permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals. Any request for an extension must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
2. This permit is valid for this use only. New permits must be applied for upon any change in use. This permit will expire if the use is discontinued pursuant to existing ordinances and regulations.
3. The permit shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed to the City Council within that 14 day period.
4. All required fees, including planning fees, development fees, housing fees, building fees toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit. Fees shall be those in effect at the time of the issuance of the building permit.
5. Compliance with all permit conditions shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
6. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
7. Provided they are in general compliance with the permit, minor modifications may be approved by the Planning Director.

1025 Dowdell Lane
Use Permit
June 20, 2017

8. This permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
9. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
10. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities that generate noise that can be heard at the property line of any parcel of real property within the City limits shall occur on Sundays or federal or local holidays.

Public Works Department Conditions of Approval

11. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
12. For any improvements outside the existing building envelope, a grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining, and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.
13. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.
14. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.
15. An encroachment permit shall be required for any work performed in the public right of way.

Building Department Conditions of Approval

16. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2016 Title 24 codes.
17. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
18. The applicant shall provide a construction waste management plan with the building permit application.
19. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.
20. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.
21. Building Permit application materials and plans shall include any documentation pertaining to special loads applicable to the design and the specified section of the code that addresses the condition; special inspections for any systems or components requiring special inspection; requirements for seismic resistance; and a complete list of deferred submittals at time of application. Any deferral of the required submittal items shall have prior approval of the Building Official however deferral of fire sprinkler design is not allowed.

I HEREBY CERTIFY that the foregoing 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 June 20, 2017 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

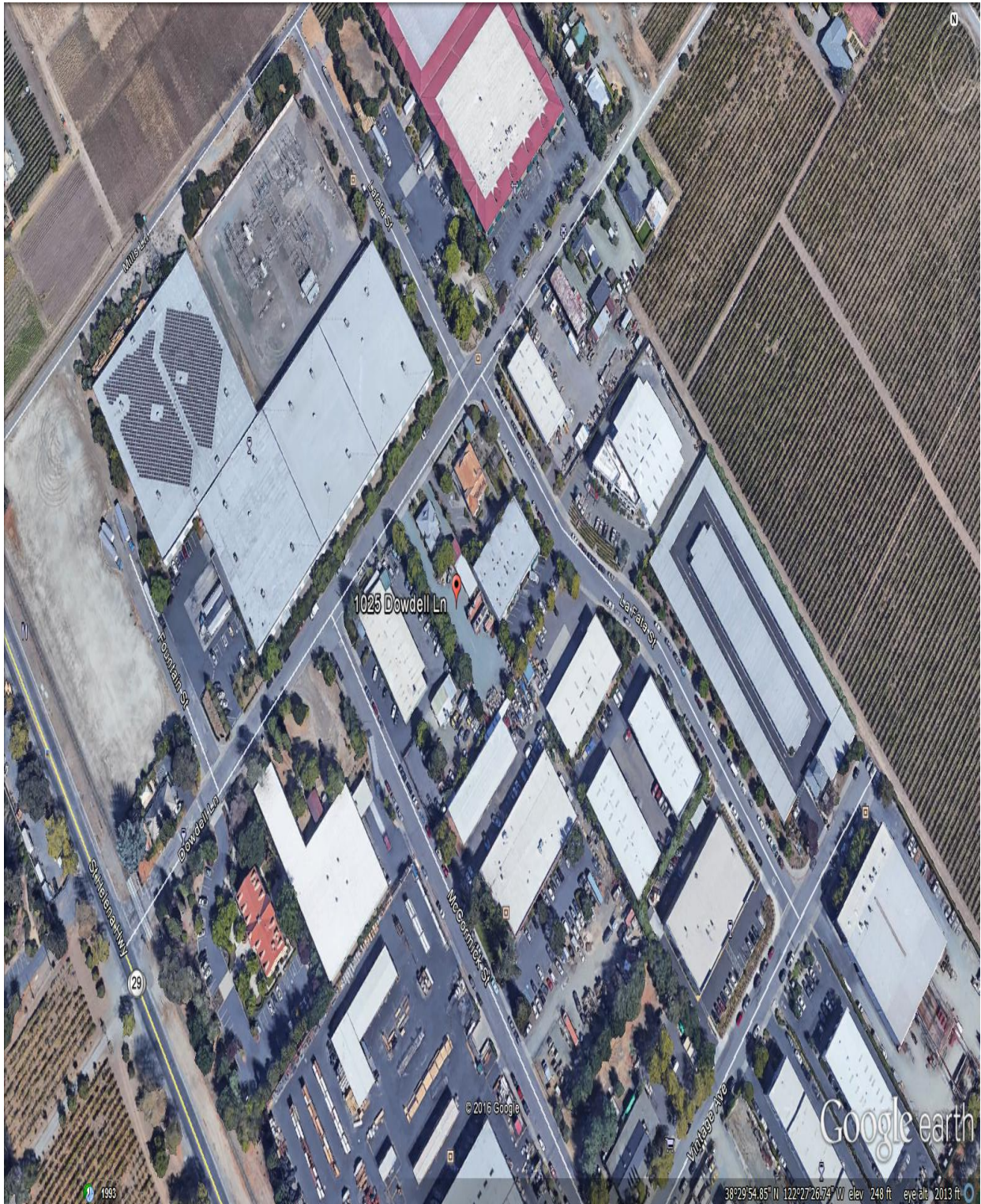
APPROVED:

ATTEST:

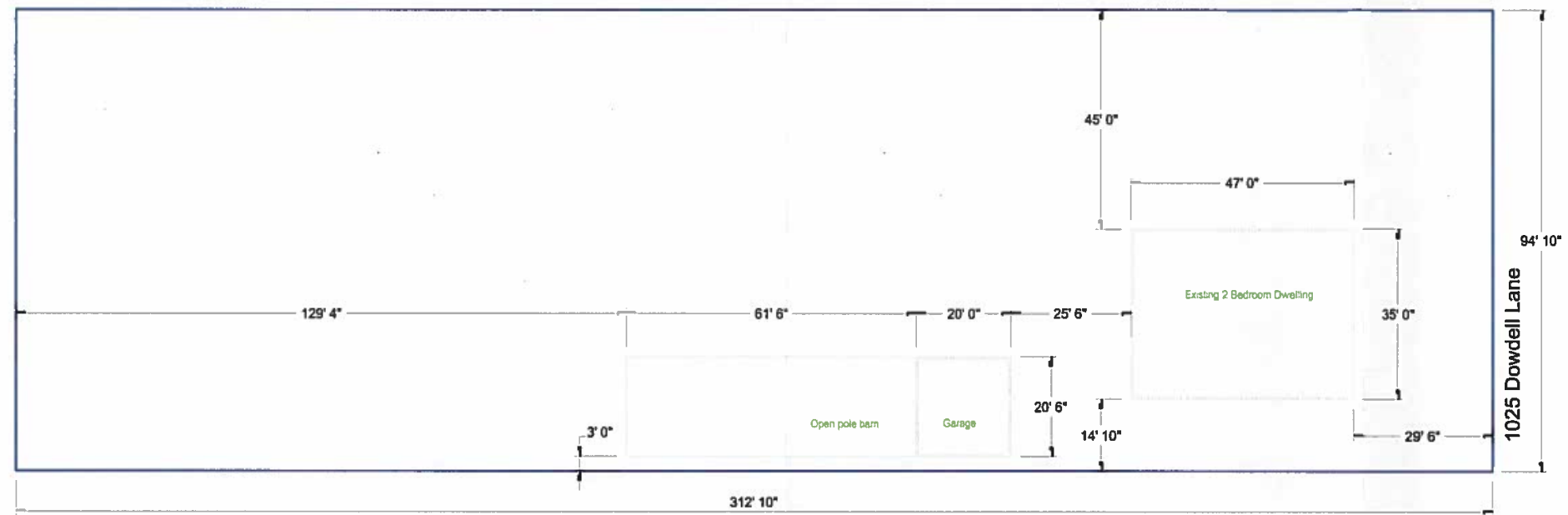
Grace Kistner
Chair, Planning Commission

Noah Housh
Planning Director

1025 Dowdell Lane
Use Permit
June 20, 2017



RECEIVED
PLANNING DEPARTMENT
MAY 02 2017
City of St. Helena



Scale 1" = 3/32"

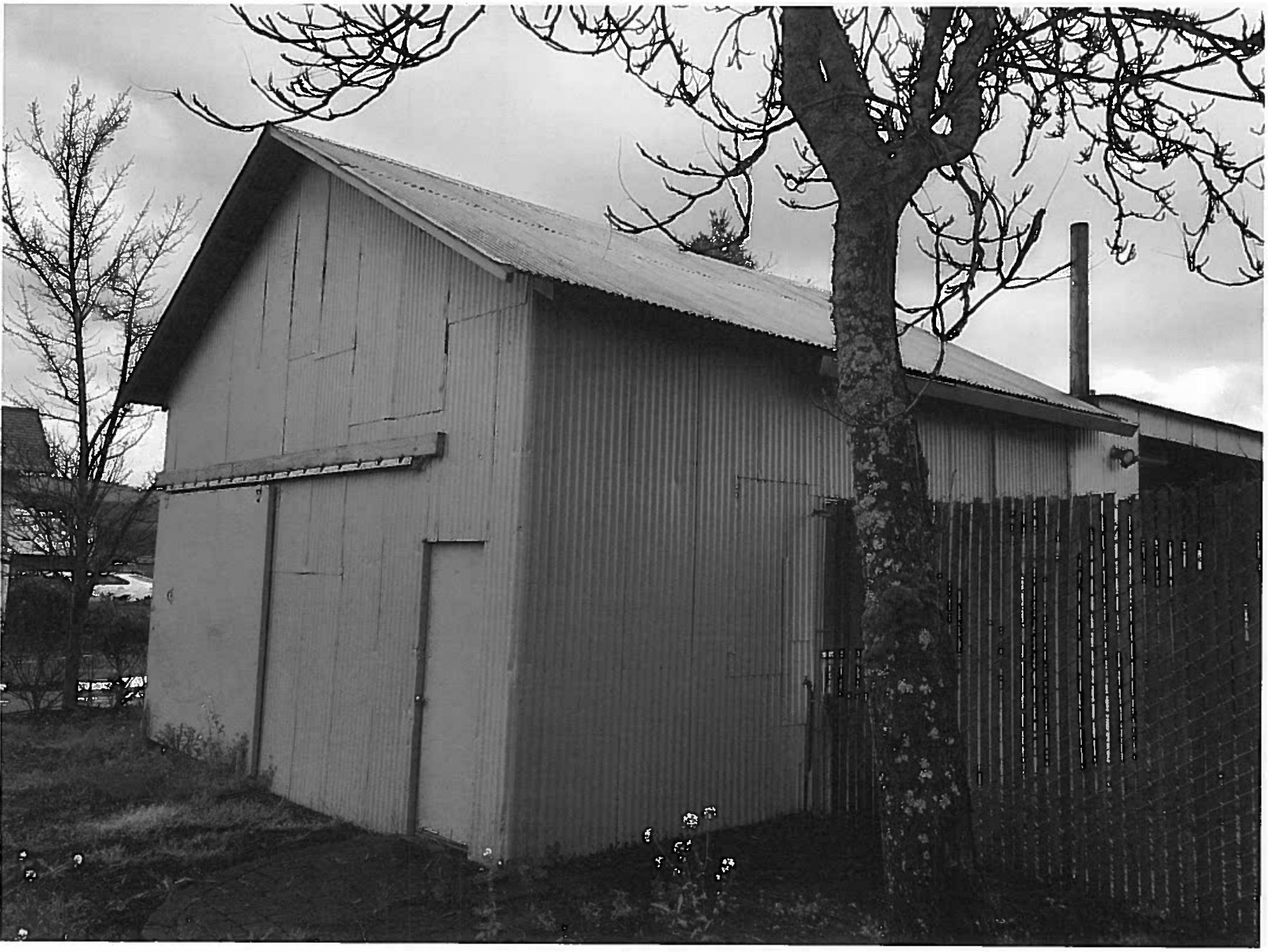
SHFD Station 217
1025 Dowdell Land
Saint Helena CA 94574

Drawn By: Gregory Smith
Date Drawn: 13 April 2017









Agenda Item #8.5.





RECEIVED
PLANNING DEPARTMENT

MAY 02 2017

ST. HELENA FIRE DEPARTMENT STATION 217 - USE PERMIT WRITTEN STATEMENT

City of St. Helena

The City of St. Helena's Fire Department has provided fire/life safety protection and response services since 1911. Due to increased calls for service, as well as increased traffic congestion concerns, it has become necessary for the Fire Department to consider alternative methods of meeting the growing demands of the public, in order to maintain high standards of service, and rapid response times.

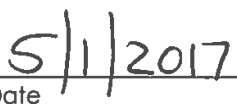
The St. Helena Fire Department seeks approval to modify the use of the existing property located at 1025 Dowdell Lane, surrounded by Carl's Body Shop, in the service commercial district, and a law firm. Previously the site was used for ag vineyard management company. In order to implement and operate a second fire station, Station 217, with the purpose of improving and effectively maintaining the standards of service and call response times; a 24/7 operation. The modification of use would include housing one fire apparatus, of any type, and one utility vehicle. A utility vehicle can generally be described as a pickup truck, outfitted with a light bar, siren, and other emergency response amenities.

The proposed station would not be regularly staffed, and would operate in the same manner as the existing station located at 1480 Main Street, St. Helena, which is currently a paid-per-call response model, where emergency personnel respond to the station upon receiving a call for service.

This additional station would not have a community warning siren to notify emergency response personnel. The existing warning sirens, at 1480 Main Street, and the 1405 Charter Oak Avenue would remain in use.

City-funded improvements will be made to the existing structure, in order to house the fire apparatus, including moving an interior wall approximately thirteen feet, to accommodate the 27-foot long fire apparatus. No additional floors or living quarters will be added.

Approximately six to ten fire personnel will be assigned to this station, who will utilize the existing six parking stalls to park personal vehicles as they respond to the station for emergencies.


Applicant Signature
Date

CITY OF ST. HELENA

RESOLUTION NO. 2017-104

**AUTHORIZATION FOR THE CITY MANAGER TO ENTER INTO A LEASE
AGREEMENT FOR THE PROPOSED ST. HELENA FIRE DEPARTMENT
STATION #2 AT 1025 DOWDELL LANE**

RECITALS

- A. The City of St. Helena's Fire Department has provided fire/life safety protection and response services since 1911.
- B. It has become necessary to establish a secondary station to meet the growing demands of the public and in order to maintain high standards of service and rapid response times.
- C. The City of St. Helena and owner of the property located at 1025 Dowdell Lane wish to enter into a lease agreement to establish the secondary station.

RESOLUTION

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

- 1. Permission is hereby granted to the City Manager to enter into a lease agreement for the proposed St. Helena Fire Department Station #2.

I HEREBY CERTIFY that this Resolution was adopted at a regular meeting of the City Council held on July 11, 2017 by the following roll call vote:

Mayor Galbraith: Yes
Vice Mayor White: Yes
Councilmember Dohring: Yes
Councilmember Ellsworth: Yes
Councilmember Koberstein: Yes

APPROVED:

Alan Galbraith
Alan Galbraith, Mayor

ATTEST:

Cindy Black
Cindy Black, City Clerk



CITY OF ST. HELENA
RESOLUTION NO. 2017-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. HELENA
AUTHORIZING A LEASE AGREEMENT WITH FELLION WILSON LLC FOR ST.
HELENA FIRE DEPARTMENT STATION #2 AT 1025 DOWDELL LANE**

RECITALS

- A. It has become necessary to establish a secondary station to meet the growing demands of the public and maintain high standards of service and rapid response times; and
- B. The City of St. Helena and owner of the property located at 1025 Dowdell Lane have entered into a lease agreement to establish the secondary station; and
- C. Staff has completed the processes necessary to reach the final stages of signing said lease and taking possession of the property.

RESOLUTION

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

- 1. Approval of the lease agreement with Fellion Wilson LLC for St. Helena Fire Department Station #2, and authorize the City Manager to execute said agreement.

I HEREBY CERTIFY that this Resolution was adopted at a regular meeting of the City Council held on October 24, 2017 by the following roll call vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____
Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk

SHOP LEASE

FELLION WILSON LLC, a California limited liability company ("Landlord") and THE CITY OF ST. HELENA, a California municipal corporation ("Tenant"), enter into this Residential Lease Agreement ("Lease"), effective as of September 1, 2017 for the lease of the shop/garage area and the first bay of the pole barn (the "Premises") (as shown on the Map attached hereto as Exhibit A) located on a portion of that certain real property commonly known as 1025 Dowdell Lane, Napa County, California (the "Property"), Napa County APN 009-580-006.

NOW, THEREFORE, incorporating the foregoing and for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. PREMISES: Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, the Premises on the terms and condition hereinafter set forth. The Premises consists of the shop and garage area behind the residence on the property (approximately 324 square feet), plus the first bay of the pole barn closest to the shop/garage area.

2. TERM: The term ("Term") of this Lease shall be month-to-month, commencing on September 1, 2017 and terminating upon thirty (30) days written notice of termination by either party to the other party.

3. RENT: Tenant shall pay landlord monthly rent of \$1,500.00 on the first of each month.

4. SECURITY DEPOSIT: Tenant shall deliver to Landlord a Security Deposit in the amount of \$3,000.00 (the "Security Deposit"). The Security Deposit shall be held by Landlord and shall be used to remedy any damages to the Premises attributable to Tenant's occupancy and any amounts due and payable for rent, or for the cleaning of the Premises following Tenant's occupancy. Any Security Deposit amounts held by Landlord and not used by Landlord for the listed purposes shall be returned to Tenant 90 days following the end of Tenant's occupancy of the Premises.

5. USE: It is agreed that the Premises shall be used by Tenant for the purpose of parking a truck in the shop/garage area and for general storage purposes in the bay of the pole barn. Tenant, in its possession, use, and occupancy of the Premises, agrees to observe and comply with all restrictions, laws, and ordinances affecting said property or occupancy thereof.

Tenant's use of the Premises shall be restricted to the shop and garage area behind the residence on the property, plus the first bay of the pole barn closest to the shop/garage area, and none of the surrounding areas. Tenant shall not keep any pets on the Premises. Tenant shall not send or receive mail from the Premises.

6. CONSTRUCTION/COMMERCIAL ACTIVITY: Landlord hereby discloses that the Property is zoned Industrial (I) by the City of St. Helena and will be used for commercial purposes during the Term of the Lease. In addition, Landlord hereby discloses that Landlord will be arranging for construction of various commercial buildings on the Property during the Term. Commercial uses and construction will generate significant noise, dirt, traffic, and

activity on the Property. Tenant hereby acknowledges Landlord's disclosures regarding construction and commercial activity and agrees that the noise, dirt, traffic, activity, and other similar inconveniences shall not be a violation of Landlord's obligations under this Lease or California law. Tenant agrees to occupy the Premises with the full understanding that the Property will be the site of construction and commercial activity.

7. UTILITIES: Electrical power and water shall be supplied to the Premises during the Term at Landlord's sole cost and expense.

8. REPAIRS AND MAINTENANCE: Landlord shall, at its sole cost and expense, keep and maintain the exterior walls and roof in good order, condition, and repair, except where damage (if any) has been caused by the abuse or negligence of the Tenant during the Term of this Lease, in which event Tenant shall repair same at its sole cost and expense.

Except as herein provided, Tenant hereby agrees that the Premises are now in good condition and shall at its own cost and expense keep and maintain the Premises in the manner in which it was received, reasonable wear and tear excepted. Tenant at its own cost and expense shall be responsible for cleaning, general maintenance, and upkeep of the Premises.

9. ALTERATIONS AND ADDITIONS: Tenant shall not, without the Landlord's prior written consent, make any alterations, improvements or additions in or about the Premises, and any additions to or alterations of the Premises shall at once become a part of the realty and belong to the Landlord. Tenant shall keep the Premises free from any liens arising out of any work performed, materials furnished, or obligations incurred by the Tenant.

10. HOLD HARMLESS: Tenant shall indemnify, defend, protect and hold Landlord harmless from and against any and all claims, demands, actions, injuries, damages, costs, losses and liabilities (collectively, "Claims") arising from Tenant's use or occupancy of the Premises or from any activity, work, or things which may be permitted or suffered by Tenant in or about the Premises, or caused by Tenant and/or Tenant's invitees anywhere on the Premises, including without limitation all damages, costs, attorney's fees, expenses and liabilities incurred in the defense of any claim or action or proceeding arising therefrom. Tenant's obligations under this Section shall survive expiration or termination of the Lease for any cause.

11. DAMAGE TO PREMISES: Landlord will maintain fire, hazard, liability and such other insurance on the Premises as Landlord deems advisable in its sole discretion. Tenant acknowledges that Landlord's insurance will not cover Tenant's property and that Tenant should obtain insurance for Tenant's personal property. Tenant shall obtain and keep in force general liability insurance coverage in the amount of \$1,000,000.00 per occurrence and shall name Landlord as an additional insured under such coverage.

12. ASSIGNMENT AND SUBLETTING: Tenant shall not assign, transfer, sublet, mortgage, or otherwise transfer or encumber all or any part of Tenant's interest in this Lease or in the Premises without Landlord's prior written consent, which may be withheld for any reason or no reason in Landlord's absolute discretion. Upon any assignment or sublease of this Lease

or the Premises, or any portion thereof, Tenant shall not be released or relieved of any covenant, obligation or liability under this Lease.

13. DEFAULT: It is agreed between the parties hereto that if any amount shall be due hereunder and unpaid, or if Tenant shall default and breach any other covenant or provision of the Lease, then the Landlord, after giving the proper notice required by law, may re-enter the Premises and remove any property and any and all persons therefrom in the manner allowed by law and may terminate this Lease. In addition, the Landlord may recover any damages and pursue any other rights and remedies which the Landlord may have against the Tenant by reason of such default as provided by law.

14. ENTRY BY LANDLORD: The Tenant shall permit the Landlord and/or its agents to enter into and upon the Premises upon no less than twenty-four (24) hours prior notice for the purpose of inspecting it for Landlord's future use or for the purpose of maintaining the Premises.

15. ATTORNEY'S FEES: In the event of any arbitration or litigation between the parties, whether based on contract, tort or other cause of action or involving bankruptcy or similar proceedings, in any way related to this Lease, the non-prevailing party shall pay to the prevailing party all reasonable attorneys' fees and costs and expenses of any type, without restriction by statute, court rule or otherwise, incurred by the prevailing party in connection with any action or proceeding (including arbitration proceedings, any appeal and the enforcement of any judgment or award), whether or not the dispute is litigated or prosecuted to final judgment. The "prevailing party" shall be determined based upon an assessment of which party's major arguments or positions taken in the action or proceeding could fairly be said to have prevailed (whether by compromise, settlement, abandonment by the other party of its claim or defense, final decision, after any appeals, or otherwise) over the other party's major arguments or positions on major disputed issues.

16. SURRENDER: On the last day of the term of this Lease, Tenant shall surrender the Premises to Landlord in good condition, broom clean, ordinary wear and tear excepted.

17. BINDING ON SUCCESSORS AND ASSIGNS: Each provision of this Lease performable by Tenant shall be deemed both a covenant and a condition. The terms, conditions and covenants of this Lease shall be binding upon and shall inure to the benefit of each of the parties hereto, their heirs, personal representatives, successors and assigns.

18. NOTICES: Whenever under this Lease a provision is made for any demand, notice or declaration of any kind, it shall be in writing and served either personally or sent by registered or certified United States mail, postage prepaid, or with a commercial courier or delivery service for overnight delivery, addressed at the address as set forth below:

Tenant:	St. Helena Fire Department Attn. Chief John Sorensen 1480 Main Street St. Helena, California 94574
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Landlord: Fellion Wilson LLC
 Attn: Sean Wilson
 1025 Dowdell Lane
 St. Helena, California 94574

Such notice shall be deemed to be received within seventy-two (72) hours from the time of mailing, if mailed as provided for in this paragraph.

19. WAIVERS: No waiver by Landlord of any provision hereof shall be deemed a waiver of any other provision hereof or of any subsequent breach by Tenant of the same or any other provisions.

20. SUBORDINATION; ESTOPPEL CERTIFICATES: This Lease, and Tenant's leasehold interest, is and shall be subordinate, subject and inferior to any and all liens and encumbrances now and hereafter placed on the Premises by Landlord, and any and all extensions, modifications, or renewals of such liens and encumbrances, and all advances paid under such liens and encumbrances. Tenant, within ten (10) days after notice from Landlord, shall execute and deliver to Landlord a certificate stating that this Lease is unmodified and in full force and effect, or in full force and effect as modified, and stating the modifications. The certificate also shall state the amount of monthly rent, the dates to which the rent has been paid in advance, and the amount of any prepaid rent. Failure to deliver the certificate within the ten (10) day period shall be conclusive evidence that this Lease is in full force and effect and has not been modified except as may be represented by Landlord.

21. MEMORANDUM OF LEASE: If requested by Landlord, Tenant agrees to execute a Memorandum of Lease summarizing certain salient points about the Lease for the purpose of recording in the office of the Napa County Recorder.

22. MISCELLANEOUS: Time is of the essence of this Lease. This Lease constitutes the entire agreement between the parties concerning the subject matter hereof and may be modified only by a written instrument executed by both parties. This Lease shall be governed and enforced pursuant to California law and may be executed in counterparts. Venue for any legal proceeding to interpret or enforce this Lease shall be in Napa County, California. The parties shall take such further actions and execute such further documents as may be necessary to affect the purposes of this Lease.

IN WITNESS WHEREOF, the parties hereto have executed this Lease on the date first above written:

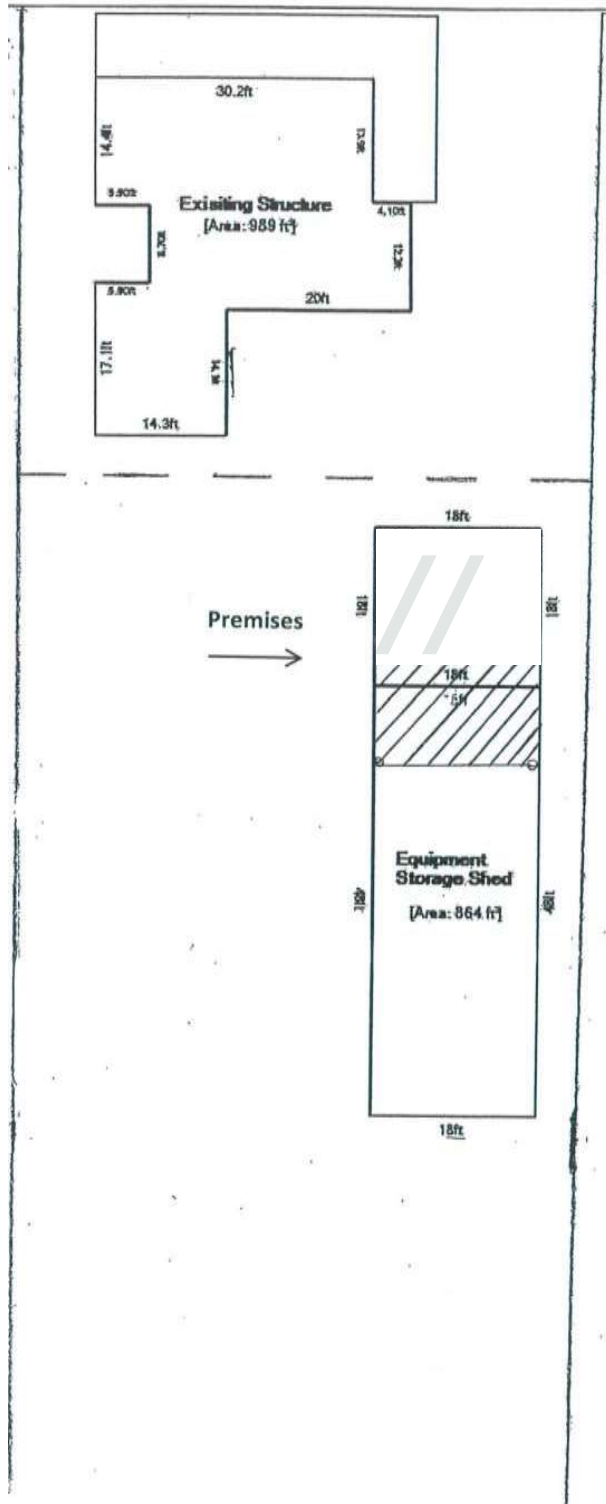
TENANT: THE CITY OF ST. HELENA,
a California municipal corporation

By: Mark Prestwich
Its: City Manager

LANDLORD:
Fellion Wilson, LLC
a California limited liability company

By: _____
Sean Wilson, Member-Manager

Dowdell Lane Exhibit A



OAK #4844-0709-6656 v2



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Receive and File FY 16-17 Annual AB 1600 Report on Development Impact Fees

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

Cities and counties often charge fees on new development to fund public improvements to mitigate the impact of development activity. These fees are commonly known as development impact fees and are generally collected at the time building permits are issued for residential and commercial construction. Impact fees are established by ordinance and, as required by law, these fees are segregated from the General Fund and accounted for in special revenue funds.

In 1989, the State Legislature passed Assembly Bill 1600 (AB 1600), which added Sections 66000 et seq. to the California Government Code, commonly known as the Mitigation Fee Act. Under AB 1600 the City is required to make available to the public a report on development impact fees. The report must be made available within 180 days of the close of the fiscal year.

This Report Provides: Descriptions of each Development Impact Fee, Amount of the Fee, Beginning and Ending Balances of each Impact Fee Account, Identification of Public Improvements in which Fees were Expended, Schedule for Commencement of Certain Public Improvements to be Funded with Impact Fees, Description of any Interfund Transfer or Loan, and the Amount of Refunds Paid, if any, from Development Impact Fees.

DISCUSSION

The Annual AB 1600 Development Fee Report for Fiscal Year Ending June 30, 2017 was made available to the public on October 6, 2017 (Attachment 1).

Per Section 66006(b)(1) of the California Government Code the annual report must include the following specific reporting requirements:

- A. A brief description of the type of development impact fee in the account/fund;
- B. The amount of the fee;
- C. Beginning and ending balances of the account/fund, the amount of fees collected, and the interest earned;
- D. An identification of each public improvement on which fees were expended together with the amount of such expenditures;
- E. Information regarding the schedule for commencement of certain public improvements to be funded with development fees;
- F. A description of any interfund transfer or loan; and
- G. (G)The amount of refunds paid, if any, from a particular fund.

The City of St. Helena development fees covered by AB 1600, and documented in Attachment 1, include the following:

- A. Public Safety Impact Fees (pages 1, 2, and 3 of report)
- B. Civic Improvement Impact Fees (pages 1, 2, and 3 of report)
- C. Park Improvement Impact Fees (pages 1, 2, and 3 of report)
- D. Traffic Mitigation Impact Fees (pages 1, 2, and 3 of report)
- E. Storm Drain Improvement Impact Fees (pages 4, 5, and 6 of report)
- F. Housing Impact Fees (pages 4, 5, and 6 of report)
- G. (G)Affordable Housing Impact Fees (pages 4, 5, and 6 of report)
- H. Water Impact Fees (pages 7, 8, and 9 of report)
- I. Sewer Impact Fees (pages 7, 8, and 9 of report)

FISCAL IMPACT

None.

RECOMMENDED ACTION

Receive and file Annual AB 1600 Development Fee Report for Fiscal Year Ending June 30, 2017.

ATTACHMENTS

[Attachment 1 - FY 16-17 AB1600 Report](#)

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Analysis of Change in Fund Balance

	Public Safety Impact 216	Civic Improvement Impact 713	Park Impact 734	Traffic Mitigation Impact 740
Beginning Balance, 7/1/16	\$ 353,613	\$ 549,829	\$ 372,084	\$ 2,072,547
REVENUE				
Interest Earnings	\$ 2,041	\$ 3,808	\$ 2,982	\$ 13,923
Fees Collected	\$ 41,193	\$ 61,769	\$ 199,462	\$ 71,784
Miscellaneous Revenues				
Operating Transfers In				
TOTAL	\$ 43,234	\$ 65,577	\$ 202,443	\$ 85,707
EXPENSE/EXPENDITURES				
Non Departmental Expense	\$ 754	\$ 754		\$ 754
Transfer to Other Funds*				\$ -
Refunds				
TOTAL	\$ 754	\$ 754	\$ -	\$ 754
Excess Revenue Over/(Under) Expenses/Expenditures	\$ 42,479	\$ 64,823	\$ 202,443	\$ 84,953
Ending Balance	\$ 396,092	\$ 614,652	\$ 574,528	\$ 2,157,500
Ending Bal. on Balance Sheet	\$ 396,092	\$ 614,652	\$ 574,528	\$ 2,157,500
Current Accounts Payable	\$ -	\$ (0)	\$ -	\$ -

Description of Fees

Public Safety Impact (216) - Section 22.5 of the City Code establishes this fund to accumulate revenues from fees on building permits to be used solely for equipment and facilities costs for the Police and Fire Departments. Vehicles, capital equipment, and building improvements are approved uses.

Civic Improvement (713) - This fund is used to accumulate restricted funds from new development's proportionate share of the depreciated replacement of cost of a range of facility types including City Hall, corporation yard facilities, as well as library and recreation facilities.

Park Impact (734) - This fund is used to accumulate funds from new or proposed residential development solely for park land acquisition and park improvements.

Traffic Mitigation (740) - This fund is used to accumulate funds from new or proposed development to finance circulation improvements to reduce the impacts of traffic generated by new development within the City.

*See 5-year CIP adopted by City Council on July 12, 2016.

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Scheduled Projects

Public Safety Impact (216)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Civic Improvement (713)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Park Impact (734)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Traffic Mitigation (740)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees
R-05 Main/Mills/Grayson Intersection	TBD	\$ 146,840	\$ 146,840

Expenditure by Project

Public Safety Impact (216)	FY 2016-17	% Funded with Development Fee
Development Impact Fee Study	\$ 754	100%
Civic Improvement (713)	FY 2016-17	% Funded with Development Fee
Development Impact Fee Study	\$ 754	100%
Traffic Mitigation (740)	FY 2016-17	% Funded with Development Fee
Development Impact Fee Study	\$ 754	100%

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Fee Schedule

Public Safety Impact (216)	\$1.13 per square foot
Civic Improvement (713)	\$2.12 per square foot
Park Impact (734)	Amount per square foot Single family residential - \$7.80 Multi-family residential - \$13.26
Traffic Mitigation (740)	Amount per square foot Single family residential - \$2.11 Multi-family residential - \$2.57 Office - \$5.84 Industrial - \$3.70 Commercial/Retail - \$22.75 Lodging - \$8.69

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Analysis of Change in Fund Balance

	Storm Drain Improvement 742	Housing Impact 744	Affordable Housing 751
Beginning Balance, 7/1/16	\$ 579,967	\$ 25,948	\$ 1,312,813
REVENUE			
Interest Earnings	\$ 3,885	\$ 172	\$ 9,249
Fees Collected	\$ 22,714	\$ -	\$ 235,122
Miscellaneous Revenues			\$ 8,090
Operating Transfers In			
TOTAL	\$ 26,599	\$ 172	\$ 252,461
EXPENSE/EXPENDITURES			
Non Departmental Expense	\$ 754	\$ -	\$ 91,988
Transfer to Other Funds			
Refunds			
TOTAL	\$ 754	\$ -	\$ 91,988
Excess Revenue Over/(Under)	\$ 25,844	\$ 172	\$ 160,473
Ending Balance	\$ 605,812	\$ 26,120	\$ 1,473,286
Ending Bal. on Balance Sheet	\$ 605,812	\$ 26,120	\$ 1,526,797
Current Accounts Payable	\$ -	\$ -	\$ (53,511)

Description of Fees

Storm Drain Improvements (742) - This fund is used to accumulate funds from new development's proportionate share of planned drainage system improvements.

Housing Impact (744) - This fund is used to accumulate funds from new or proposed development in order to defray the costs of providing affordable housing in the City.

Affordable Housing (751) - This fund is used to accumulate funds from new or proposed development in order to defray the costs of providing affordable housing in the City.

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Scheduled Projects

Storm Drain Improvements (742)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Housing Impact (744)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Affordable Housing (751)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees

Expenditure by Project

Storm Drain Improvements (742)	FY 2016-17	% Funded with Development Fee
Development Impact Fee Study	\$ 754	100%

Housing Impact (744)	FY 2016-17	% Funded with Development Fee
----------------------	------------	-------------------------------

Affordable Housing (751)	FY 2016-17	% Funded with Development Fee
OTSH Contribution Reso. 2017-11	\$ 438	100%
Legal Costs - Affordable Housing	\$ 91,550	100%

TOTAL	\$ 91,988
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Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Fee Schedule

Storm Drain Improvements (742) Amount per square foot:

Single family residential - \$0.79
Multi-family residential - \$0.75
Office - \$1.80
Industrial - \$1.80
Commercial/Retail - \$1.80
Lodging - \$1.39

Housing Impact (744)

Amount per square foot:
Residential - 2.5% of the valuation of construction
Office - \$4.11
Commercial/Retail - \$5.21
Hotel/Motel - \$3.80
Winery/Industrial - \$1.26

Affordable Housing (751)

Amount per square foot:
Residential - 2.5% of the valuation of construction
Office - \$4.11
Commercial/Retail - \$5.21
Hotel/Motel - \$3.80
Winery/Industrial - \$1.26

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Analysis of Change in Fund Balance

	Water Impact 764	Sewer Impact 774
Beginning Balance, 7/1/16	\$ 828,788	\$ 708,567
REVENUE		
Interest Earnings	\$ 752	\$ 3,968
Fees Collected	\$ 57,965	\$ 14,902
Miscellaneous Revenues		
Operating Transfers In		
TOTAL	\$ 58,718	\$ 18,870
EXPENSE/EXPENDITURES		
Non Departmental Expense	\$ 754	\$ 754
Transfer to Other Funds*	\$ 57,465	\$ 10,500
	\$ -	
TOTAL	\$ 58,219	\$ 11,254
Excess Revenue Over/(Under)	\$ 499	\$ 7,616
Ending Balance	\$ 829,287	\$ 716,183
Ending Bal. on Balance Sheet	\$ 829,287	\$ 716,183
Current Accounts Payable	\$ -	\$ 0

Description of Fees

Water Impact (764) - This fund is used to accumulate funds from new or proposed development to pay for water system capital improvements needed to support new development

Sewer Impact (774) - This fund is used to account for the cost of constructing and improving the wastewater treatment plant and sewer collection system in order to support new development.

*See 5-year CIP adopted by City Council on July 12, 2016

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Scheduled Projects

Water Impact (764)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees
W-27 Meadowwood Tank Upgrades	FY 2019	\$ 245,100	\$ 122,550
W-80 Dwyer Road Booster (pump station)	FY 2018	\$ 2,487,571	\$ 421,261
W-85 Bell Valve House Replace.	Past FY 2021	\$ 526,105	\$ 78,916
W-86 Holmes Tank Upgrade	FY 2021	\$ 1,428,000	\$ 714,000
W-91 Bell Creek Inflow Weir	FY 2019	\$ 750,000	\$ 112,500
W-101 Tank 2 Rehabilitations	FY 2018	\$ 750,000	\$ 112,500

Sewer Impact (774)

Project	Anticipated Construction Start	Estimated 5-year Project Costs	Total Impact Fees
S-16 Misc. Maintenance Projects	Ongoing	\$ 210,000	\$ 31,500
S-67 Sludge Removal	FY 2018	\$ 150,000	\$ 22,500
S-53 Reclamation Field Improvements	FY 2019	\$ 142,000	\$ 21,300

Water Impact (764)

		FY 2016-17	% Funded with Development Fee
	Development Impact Fee Study	\$ 754	100%
W-27	Meadowwood Tank Upgrads	\$ -	50%
W-84	Bell Canyon Intake Tower	\$ 49,238	15%
W-86	Holmes Tank Upgrade	\$ 21,817	50%
W-91	Bell Canyon Intake Repair	\$ -	15%

Sewer Impact (774)

		FY 2016-17	% Funded with Development Fee
	Development Impact Fee Study	\$ 754	100%
S-16	Misc. Maintenance Projects	\$ -	15%
S-53	Reclamation Field Improvements	\$ 11,661	15%
S-67	Sludge Removal	\$ -	15%

Attachment 1

City of St. Helena
Annual Report on Development Impact Fees, Per Government Code 66006
AB 1600 Statement FY 2016-17

Water Impact (764)	Amount per square foot: Single family residential - \$1.73 Multi-family residential - \$1.39 Office - \$1.78 Industrial - \$2.36 Commercial/Retail - \$3.44 Lodging - \$3.47
Sewer Impact (774)	Amount per square foot: Single family residential - \$0.49 Multi-family residential - \$0.72 Office - \$0.48 Industrial - \$0.64 Commercial/Retail - \$0.96 Lodging - \$0.94



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Second reading and proposed adoption of an ordinance adding Chapter 10.36 to the St. Helena Municipal Code to provide for designated truck traffic routes within the City of St. Helena

Consideration and proposed approval of a resolution approving 1) a Budget Adjustment of \$5,450 to the FY 17/18 Police Department Budget and (2) Use of General Fund Reserves in the Amount of \$5,450 for Enforcement Related Activities Supporting the City of St. Helena Truck Ordinance

CEQA Determination: This project is deemed exempt from the requirements of CEQA under Section 15301, Existing Facilities; and Section 15061(b) (3), which identifies that a rulemaking activity which does not have the potential for causing a significant effect on the environment is therefore, exempt per the general rule that CEQA applies only to projects which have the potential for causing a significant impact on the environment.

Prepared By: Erica Ahmann Smithies, Public Works Director and City Engineer,
William Imboden, Chief of Police

Reviewed By:

Approved By: Mark Prestwich, City Manager

BACKGROUND

This item was initially brought to the City Council at the request of Councilmember Ellsworth to discourage large commercial truck traffic from using residential streets as an alternate route to Highway 29. At its regularly scheduled meeting on July 11, 2017, City Council reviewed a draft ordinance and requested staff to bring it back with considerations included for specific vehicle weight limitations and enforcement.

An introduction and first reading of the proposed ordinance was held by the City Council on September 26, 2017.

DISCUSSION

Staff has attached a revised Ordinance per Council direction on September 26, 2017. If Council moves forward with the Ordinance, it will take effect and be in force 30 days after its adoption. The proposed ordinance includes the following additions to the City's Municipal Code:

- Restricts trucks exceeding a maximum weight limit of 10,000 pounds to specific truck traffic routes (defined as Main Street between Chaix Lane and Deer Park Road) when going through the City limits and utilizing the most direct route when making site specific deliveries
- Authorizes the Police Department to enforce and issue a misdemeanor and \$1,000 fine when a truck violates the ordinance
- Any police officer is authorized to require any person driving or in control of any truck being operated on a street within the City other than on a specific truck route to proceed to any public or private scale available for the purpose of weighing the vehicle to determine whether this chapter has been violated
- Violators will be liable for all damage, clean-up and administrative costs

The Police Department contacted local businesses regarding the possibility of utilizing their permanent scales for weighing trucks thought to be in violation of the weight restrictions. Three businesses have verbally agreed to provide assistance and include: Beringer, Trincherro Family Estates doing business as Sutter Home, and Harold Smith and Sons. The alternative is for the City to purchase portable scales.

To improve awareness and compliance with such an Ordinance, staff is recommending the following public outreach and enforcement strategies:

- Informational mailing to all St. Helena businesses.
- Press Release to local media informing the residential and commercial business community of the new truck ordinance.
- Inclusion of truck ordinance information on the City's website.
- Preparation of an article in the City's new quarterly newsletter.
- Appropriating \$5,450 to fund approximately three weeks of directed enforcement to ensure compliance with Ordinance. Enforcement will consist of having the Police Department bring an officer in on overtime on random days (four hours per day) to conduct enforcement activities.

This project is deemed exempt from the requirements of CEQA under Section 15301, Existing Facilities; and Section 15061(b) (3), which identifies that a rulemaking activity which does not have the potential for causing a significant effect on the environment is therefore, exempt per the general rule that CEQA applies only to projects which have the potential for causing a significant impact on the environment.

FISCAL IMPACT

The costs associated with preparing the ordinance have been limited to City staff and attorney time. Enforcement of the ordinance will be conducted during normal staff hours and when violations do occur, the drivers will be liable for any additional costs incurred as well as being subjected to a \$1,000 fine. The recommended appropriation of \$5,450 from General Fund Reserves to the Police Department Overtime Fund for directed enforcement/compliance activities will be incorporated into a Resolution brought forward concurrently with a second reading of the Ordinance. In addition, there may be a nominal fee associated with contracting with private businesses for utilizing their scales to confirm truck weights. Agreements for scale use will be brought forward for approval prior to commencement of enforcement. Costs would be recovered if a truck were to be found in violation of the Ordinance.

RECOMMENDED ACTION

Staff recommends that the City Council conduct the second reading of the ordinance, adopt by title only and waive further reading.

Staff also recommends approval of a resolution approving 1) a Budget Adjustment of \$5,450 to the FY 17/18 Police Department Budget and (2) Use of General Fund Reserves in the Amount of \$5,450 for Enforcement Related Activities Supporting the City of St. Helena Truck Ordinance

ATTACHMENTS

[Attach 1 2017.04.25 Ellsworth Discussion](#)

[Attch 2 St Helena Truck Route Ordinance - Clean](#)

[Attch 3 Reso for PD Enforcement](#)

9/15/2017

9.5.Ellsworth A discussion regarding a possible large truck ordinance

A discussion regarding a possible LARGE COMMERCIAL TRUCK ORDINANCE

To ensure the safety and peace of mind in residential neighborhoods, the health of our residents, and to extend the operational life of our residential streets, a new ordinance should be discussed to **prohibit large commercial "through" trucks on our residential streets.**

Oversize trucks have begun to travel on our public residential streets as a short cut to their destinations and to avoid the traffic congestion on Highway 29.

Unnecessary heavy truck traffic on our public residential streets 1) is detrimental to the maintenance and longevity of such streets, taking up public works staff time that is in short supply, 2) impacts our financial budget by ruining roads we cannot afford to keep fixing over and over, 3) creates a nuisance in neighborhoods due to their noise and 4) creates health and safety impacts from diesel emissions near homes and schools and where residents including children are walking and biking.

"Diesel exhaust ranks among the air pollutants that EPA believes pose the greatest public health risks. Exposure to diesel exhaust can cause lung disease and respiratory problems. Diesel exhaust also exacerbates asthma, and long term exposure is thought to increase the risk of lung cancer. Children may be more susceptible to this pollution because they breathe 50 percent more air per pound of body weight than adults." (EPA flyer "Air Pollution and Kids" from the Bay Area Air Quality Management District website)

Many communities have recognized that **large commercial trucks are incompatible with residential neighborhoods** and have enacted ordinances which address this exact issue. These communities employ a method that restricts use of **indirect routes** by oversize trucks to destinations within those cities. They do not forbid large trucks entirely from using city streets to do commerce, but they restrict them to *"direct" routes*. The limiting factor used is "weight loads".

*"Heavy trucks obviously cause more road damage than cars, but how much more? According to a GAO study (Excessive Truck Weight: An Expensive Burden We Can No Longer Afford), road damage from **one 18-wheeler is equivalent to 9600 cars**. The study assumed a fully loaded tractor-trailer at 80,000 pounds, and a typical passenger car at 4,000 pounds. That's 20 times difference in weight, but the wear and tear caused by the truck is exponentially greater." (www.vabike.org/vehicle-weight-and-road-damage)*

The California vehicle code website describes the legislative details for St Helena to restrict large commercial trucks on the city streets.

"The legislative body of any county or city may by ordinance permit the operation and moving of vehicles and loads upon highways under their respective jurisdictions of a maximum gross weight in excess of the maximum gross weight of vehicles and loads specified in this code...." "No ordinance adopted pursuant to Section 35701 shall prohibit any commercial vehicles coming from an unrestricted street having ingress and egress by direct route to and from a restricted street when necessary for the purpose of making pickups or deliveries of goods..." (Chapter 10.16 Commercial Vehicles/Trucks)

file:///S:/PubWorks/Staff%20Reports/2017/09-26-2017/Truck%20Ordinance/9.5.Ellsworth%20A%20discussion%20regarding%20a%20possible%20larg... 1/2

9/15/2017

9.5.Ellsworth A discussion regarding a possible large truck ordinance

The aspect of enforcement also should be included in the discussion. Due to our size, enforcement is not anticipated to be particularly difficult. All truck drivers must carry a Bill of Lading showing where they are going. For example, it would not be hard to ascertain that a truck on Spring Street headed for Madrona Ave is not taking the most direct route from the highway but rather is cutting through our residential streets to get to their destination.

We can benefit from the prior work of other small towns. Towns in California and Texas alike have adopted ordinances which we can review in our study of this matter.

CITY OF ST. HELENA

ORDINANCE NO. _____

**ADDING CHAPTER 10.36 TO THE ST. HELENA MUNICIPAL CODE TO PROVIDE
FOR DESIGNATED TRUCK TRAFFIC ROUTES WITHIN THE CITY OF ST.
HELENA**

The City Council of the City of St. Helena does hereby ordain as follows:

SECTION 1. Findings. In adopting this Ordinance, the City Council finds:

A. California Vehicle Code Division 11, Chapter 1, Article 3 and California Vehicle Code Division 15, Chapter 5, Article 4 provide authority for local agencies to restrict truck traffic.

B. California Vehicle Code section 21101 allows the restriction of certain vehicles, by stating that, "Local authorities . . . may adopt rules and regulations by ordinance or resolution . . . (c) Prohibiting the use of particular highways by certain vehicles" California Vehicle Code section 21104 further states "an ordinance or resolution which is submitted to the Department of Transportation . . . in complete draft form for approval . . . is effective as to any state highway"

C. California Vehicle Code section 35701 allows restriction of vehicles by stating that, "(a) Any city, or county for a residence district, may, by ordinance, prohibit the use of a street by any commercial vehicle or by any vehicle exceeding a maximum gross weight limit . . . (b) The ordinance shall not be effective until . . . signs are erected . . . (c) No ordinance . . . shall apply to any state highway . . . in the National System of Interstate and Defense Highways, except an ordinance which has been approved by a two-thirds vote of the California Transportation Commission."

D. Because of their great weight, research shows that trucks are more damaging to street pavement than passenger vehicles, and vehicle weight contributes to pavement deterioration; thus trucks create a disproportionate share of street maintenance costs. Studies by the American Association of State Highway and Transportation Officials have shown that truck traffic is responsible for substantially more damage than passenger vehicles, and that each doubling of weight on an axle causes a sixteen-fold increase in pavement damage.

E. The establishment of City Truck Traffic Routes is warranted to restrict noise and traffic pollution, minimize pavement damage, and address safety concerns in residential areas.

F. All legal prerequisites to the adoption of this Ordinance have occurred.

SECTION 2. Adding Chapter 10.36. Chapter 10.33 is hereby added to Title 10 of the St. Helena Municipal Code to read in its entirety as shown on Exhibit A, attached hereto and incorporated herein by reference.

SECTION 3. Compliance with CEQA. The City Council hereby finds that the action to adopt this Ordinance to add Chapter 10.36 to the St. Helena Municipal Code is exempt from the provisions of the California Environmental Quality Act (Public Resources Code section 21000, et seq.) (CEQA) because the City Council hereby finds that it can be seen with certainty that there is no possibility the adoption and implementation of this Ordinance may have a significant effect on the environment, and the Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061. Additionally, in accordance with CEQA Guidelines section 15301, the action to adopt this Ordinance is categorically exempt from CEQA in that it relates to operation of public streets and will result in negligible or no expansion of existing use.

SECTION 4. Severability. The City Council hereby declares every section, paragraph, sentence, cause and phrase is severable. If any section, paragraph, sentence, clause or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 5: Inclusion in the St. Helena Municipal Code. It is the intention of the St. Helena City Council that the text in Exhibit A of this ordinance be made a part of the St. Helena Municipal Code and that the text may be renumbered or relettered and the word "Ordinance" may be changed to "Section," "Chapter," or such other appropriate word or phrase to accomplish this intention.

SECTION 6: Effective Date. This ordinance shall take effect and be in force (thirty) 30 days after its adoption, and a summary of this ordinance shall be published once with the names of the members of the Council voting for and against the ordinance in the St. Helena Star, a newspaper of general circulation published in the city of St. Helena.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the St. Helena City Council on the ____ day of _____, 2017, and was adopted at a regular meeting of the St. Helena City Council on the ____ day of _____, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Alan Galbraith, Mayor

ATTEST:

CITY OF ST. HELENA

Cindy Black, City Clerk

I, CINDY TZAFPOULOS, CITY CLERK of the City of St. Helena, California, do hereby certify that the foregoing Ordinance was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the ____ day of _____, 2017. That thereafter said Ordinance was duly adopted and passed at a regular meeting of the City Council on the ____ day of _____, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Cindy Tzafopoulos, City Clerk

APPROVED AS TO FORM:

Thomas B. Brown, City Attorney

EXHIBIT A**Chapter 10.36
Designated Truck Traffic Routes**

Sections:

- 10.36.010** **Truck traffic routes.**
- 10.36.020** **Restriction of heavy trucks to "truck traffic routes."**
- 10.36.030** **Inapplicability of truck traffic routes to certain vehicles.**
- 10.36.040** **Truck Parking Permits.**
- 10.36.050** **Enforcement.**
- 10.36.060** **Weigh-in.**
- 10.36.070** **Additional liability and indemnification for damage caused.**
- 10.36.080** **Challenge to administrative citation.**
- 10.36.090** **Remedies cumulative—Actions—Relationship to other laws.**

10.36.010 Truck traffic routes.

The following streets, or portions thereof, located within the city are hereby designated as "truck traffic routes" for the movement of vehicles exceeding a maximum weight limit of 10,000 pounds, and the City Manager is hereby authorized to designate such streets as "truck traffic routes" by appropriate signs:

Street Name	From	To
Main Street (SR29/SR128)	Chaix Lane	Deer Park Road

10.36.020 Restriction of heavy trucks to "truck traffic routes."

When appropriate signs are in place, designating the "truck traffic routes" set forth in Section 10.36.010, the operator of any vehicle exceeding a maximum gross limit of 10,000 pounds shall drive on such routes, and none other, except that nothing in this section shall prohibit the operator of any vehicle exceeding a maximum gross weight of 10,000 pounds coming from a "truck traffic route" having ingress and egress by direct route to and from restricted streets when necessary for the purpose of making pickups or delivery of goods, wares and merchandise, from or to any building or structure located on such restricted streets, or for the purpose of delivering materials to be used in the actual and bona fide repair, alteration, remodeling, or construction of any building or structure upon such restricted streets for which a building permit has previously been obtained therefor, or for parking such vehicle in a location for which a parking permit has been issued pursuant to Section 10.36.040.

For purposes of this section, "direct route" means:

- a) For deliveries more than one-half (1/2) mile off of the nearest point on the truck traffic route, travel is permitted only by the most direct route to the destination.

- b) For deliveries one-half (1/2) mile or less from a driver's chosen point of departure from the truck traffic route, travel is permitted by the most direct route from the chosen point of departure to the destination.
- c) After delivery or pickup, travel is permitted by (i) the most direct route back to the truck traffic route, or (ii) if the next stop is one-half (1/2) mile or less, proceeding to the next stop by the most direct route.

10.36.030 Inapplicability of truck traffic routes to certain vehicles.

The provisions of Sections 10.36.010 and 10.36.020 shall not apply to:

- a) Passenger buses under the jurisdiction of the Public Utilities Commission.
- b) Any vehicle owned by a public utility or a licensed contractor which necessarily is in use in the construction, installation, or repair of any public utility.
- c) School buses while carrying students to and from school.
- d) Pickup trucks. For the purposes of this section, a "pickup truck" means a four-wheeled commercial motor vehicle commonly known as a "pickup truck," equipped with a permanently affixed open-box body and with a manufacturer's rated load capacity not exceeding one ton in weight.
- e) Any vehicle owned, leased, operated, or controlled by any licensed contractor while necessarily in use in the construction, maintenance, or repair of a public works project, or by any highway carrier regulated by the Public Utilities Commission while transporting any materials to or from a public works project, when the bids for such project were opened prior to the adoption of the ordinance establishing this section, unless an alternate direct route is provided substantially within and by the City.
- f) Tow trucks or moving vans providing a service on a street.
- g) Transfer, operator, and contractor trucks, including trucks hauling disposables and recyclables, leaving and returning from a solid waste disposal site.
- h) Street sweepers.
- i) Emergency vehicles.
- j) Recreational vehicles (as defined by California Health and Safety Code section 18009.3).

10.36.040 Truck Parking Permits.

The Public Works Director may issue permits to vehicles subject to provisions of Sections 10.36.010 and 10.36.020 to park such vehicles in locations off "truck traffic routes" as specified in the permit, if the Public Works Director determines that the issuance of such a permit will not result in damage to any city street and will not permit the violation of any city ordinance or state

law. The permit shall be issued for a specified vehicle and for a specified parking area, and shall be visibly displayed on the vehicle at all times.

10.36.050 Enforcement.

The city may enforce this chapter in any manner permitted by law. A violation of this chapter shall be and is hereby declared to be a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000), a public nuisance, and contrary to the public interest, and shall, at the discretion of the city and without limitation on any other relief, create a cause of action for injunctive relief. Each day a violation occurs shall constitute a separate offense.

10.36.060 Weigh-in.

Any peace officer is authorized to require any person driving or in control of any vehicle which may be subject to this chapter and that is being operated on a street within the City other than on a truck traffic route, as designated under section 10.36.010 of this chapter, to proceed to any public or private scale available to weigh the vehicle for the purpose of determining whether a violation of this chapter has occurred.

10.36.070 Civil penalty; additional liability and indemnification for damage caused.

- A. In addition to any fine imposed under section 10.36.050 of this chapter, any person who violates this chapter shall be liable and responsible for a civil penalty of one thousand dollars (\$1,000) for each day such violation occurs. The city may recover such civil penalty by either civil action or administrative citation. Such penalty shall be in addition to all other costs incurred by the city, including, without limitation, the city's staff time, investigation expenses, and attorney's fees.
- B. In addition to any fine imposed under section 10.36.050 of this chapter, and any civil penalty imposed under section 10.36.070(A) of this chapter, any person operating a vehicle in violation of this chapter shall be liable, and shall indemnify and hold the City harmless, for any damage or liability to public facilities arising out of or related to any such violation. Such liability shall be in addition to all other costs incurred by the city, including, without limitation, the city's staff time, investigation expenses, and attorney's fees. The city may recover such liability, costs, and fees by either civil action or administrative citation.
- C. Where the City proceeds by administrative citation in collecting either the civil penalty imposed by section 10.36.070(A) or the liability for damage caused under section 10.36.070(B), the responsible person must remit payment of the noticed costs, expenses, and/or fees to the City of St. Helena within forty-five (45) days of the issuance of the citation. The City shall provide the responsible person notice of the right to request an administrative hearing to challenge the cost recovery, and the time for requesting that hearing. The payment of any such costs shall be stayed upon a timely request for an administrative hearing made pursuant to section 10.36.080, and if such a request is made, shall remain stayed during the pendency of the administrative hearing process.

10.36.080 Challenge to administrative citation.

In accord with the following provisions, any person dissatisfied with the city's issuance of an administrative citation under section 10.36.070 may request an administrative hearing to challenge the citation:

- A. The responsible person shall have the right to request the administrative hearing within forty-five (45) days of the issuance of the administrative citation and imposition of the civil penalty. To request such a hearing, the responsible person shall notify the city clerk in writing within forty-five (45) days of the issuance of the citation. The appeal notification shall include all specific facts, circumstances, and arguments upon which the appeal is based.
- B. The city manager is hereby authorized to designate a hearing officer to hear such appeal. The city hearing officer shall conduct a hearing on the appeal within ninety (90) days of the request for the hearing unless one of the parties requests a continuance for good cause. The hearing officer shall only consider those facts, circumstances, or arguments that the responsible person has presented in the appeal notification.
- C. The hearing officer shall render a decision in writing within thirty (30) days of the conclusion of the hearing. The hearing officer shall have discretion to reduce the amount of the administrative citation based upon evidence presented by the responsible person that such a reduction is warranted by mitigating factors including, without limitation, lack of culpability and/or inability to pay. Provided, however, that in exercising its discretion the hearing officer should consider the purpose of this chapter to prevent and deter violations and whether the reduction of civil penalties will frustrate that purpose by resulting in the responsible person's enrichment or profit as a result of the violation of this chapter.
- D. Any aggrieved party to the hearing officer's decision on the administrative appeal may obtain review of the decision by filing a petition for writ of mandate with the Napa County Superior Court in accordance with the timelines and provisions set forth in Government Code Section 53069.4.
- E. If, following an administrative hearing, appeal, or other final determination, the responsible person is determined to be liable for the administrative citation, such liability, if unpaid within forty-five (45) days of the notice of the final determination, may be recovered by civil action.

10.36.090 Remedies cumulative—Actions—Relationship to other laws.

The remedies provided under this chapter are cumulative, and shall not restrict the city to any other remedy to which it is entitled under law or equity. Nothing in this chapter shall be deemed to conflict with any penalty or provision under state law, or prohibit any conduct authorized by the state or federal constitutions. If any section, subsection, sentence, clause, phrase, or word of

this chapter is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this chapter.

CITY OF ST. HELENA

RESOLUTION No. 2017-

Resolution Approving 1) a Budget Adjustment of \$5,450 to the FY 17/18 Police Department Budget and (2) Use of General Fund Reserves in the Amount of \$5,450 for Enforcement Related Activities Supporting the City of St. Helena Truck Ordinance

RECITALS

- A. On October 24, 2017, City Council adopted a Truck Ordinance that included Police enforcement related activities to support the new Ordinance; and
- B. Enforcement of the Ordinance will be conducted during normal staff hours and when violations do occur, the drivers will be liable for any additional costs incurred as well as being subjected to a \$1,000 fine; and
- C. The additional costs for enforcing the Ordinance was not a budgeted item in FY 17/18; and
- D. Funds needed to implement additional Police enforcement activities must be taken from the General Fund Reserves.

RESOLUTION

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

- 1. A budget adjustment of \$5,450 to the FY 2017/18 Police Department budget; and
- 2. Use of \$5,450 from General Fund Reserves for enforcement related activities supporting the City of St. Helena Truck Ordinance.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Koberstein: _____

Councilmember Dohring: _____

Councilmember Ellsworth: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed adoption of resolution delaying the Utility Rate Adjustments scheduled for the November 8, 2017 billing cycle until the Modified Utility Rates are adopted on November 28, 2017 for implementation on the December 8, 2017 billing cycle.

CEQA Determination: Exempt from the requirements of CEQA under the "General Rule", Section 15061 (b)(3), in that it can be seen with certainty that the proposed action will have no impact on the environment.

Prepared By: April Mitts, Finance Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

On September 26, 2017, City Council adopted Resolution 2017-129 accepting Modified Water and Wastewater Rates and authorization to proceed with the Proposition 218 requirements for Water and Wastewater Rates Modifications. On November 28, 2017, a Public Hearing will be held for City Council to consider the proposed adoption of resolutions accepting the September 2017 Water and Wastewater Rate Modification and adopt new Water and Wastewater Rates. The modified rates are scheduled to go into effect for on the December 2017 billing cycle.

DISCUSSION

Under the current rate structure, water and wastewater rates are scheduled to increase on the November 8, 2017 utility bill. With the pending adoption of a Modified Rate Structure on November 28, 2017, City Council is being asked to delay, by resolution, the scheduled Water and Wastewater rate increases which would take effect in November 2017. If adopted, the modified utility rates will go into effect on the December 8, 2017 billing cycle.

FISCAL IMPACT

Not applicable.

RECOMMENDED ACTION

Staff recommends City Council adopt a resolution delaying the Utility Rate Adjustments scheduled for the November 8, 2017 billing cycle until the Modified Utility Rates are adopted on November 28, 2017 for implementation on the December 8, 2017 billing cycle.

ATTACHMENTS

[Attachment 1 - Resolution Adopting Rate Increase Delay](#)

Attachment 1

CITY OF ST. HELENA

RESOLUTION NO. 2017-____

**Delaying the Utility Rate Adjustments
Scheduled for the November 8, 2017
Billing Cycle Until the Modified Utility
Rates are Adopted on November 28,
2017 for Implementation on the
December 8, 2017 Billing Cycle**

RECITALS

- A. On November 29, 2016, City Council adopted new utility rates; and
- B. Following the adoption of the new rates City Council provided direction to form an Ad Hoc Utility Rate Committee with the direction to review the Water and Wastewater Study dated October 31, 2016 and make recommendations, if any, to the City Council for revisions to the Study and possible adjustments to the rates adopted by City Council on November 29, 2016; and
- C. The Ad Hoc Utility Rate Committee met nine times during April and May 2017; and
- D. On June 19, 2017, the Ad Hoc Utility Rate Committee presented their recommendations to City Council where City Council discussed each recommendation and provided direction to staff and HEC to complete the utility rate revisions; and
- E. On September 12, 2017, the City published rate models for citizen review and City Council consideration; and
- F. On September 18, 2017, the City held a Special Meeting for City Council to discuss the options presented and make recommendations on which rate models to proceed with for the establishment of new utility rates for the City of St. Helena; and
- G. On September 26, 2017, City Council adopted Resolution 2017-129 accepting the Modified Water and Wastewater Rates and to proceed with the Proposition 218 requirements for these modifications; and
- H. It is anticipated the Modified Rate Structure will be adopted by City Council on November 28, 2017 and implemented for the December 8, 2017 billing cycle; and
- I. Under the current rate structure, a rate increase is scheduled for the November 8, 2017 billing cycle; and

Attachment 1

- J. City Council desires to delay the water and wastewater rate increases scheduled for the November 8, 2017 billing cycle.

RESOLUTION

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

1. Delay the Utility Rate Adjustments scheduled for the November 8, 2017 billing cycle until the Modified Utility Rates are adopted on November 28, 2017 for implementation on the December 8, 2017 billing cycle

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017 by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Dohring:	_____
Councilmember Koberstein:	_____
Councilmember Ellsworth:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section:

Subject: Consideration and Approval of Amendment No. 12 of the Napa County Flood Protection and Watershed Improvement Authority Agreement No. 14 and City of St. Helena Agreement No. 99-116, Measure A Funding Agreement.

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

The City has an existing agreement with the Napa County Flood Protection and Watershed Improvement Authority (NCFPWIA) to receive Measure A funds, as authorized in the Measure A Flood Protection Sales Tax.

This Agreement was entered into in 1999 and subsequently amended as of October 24, 2000, October 8, 2002, March 11, 2003, August 12, 2003, September 14, 2004, May 24, 2005, July 11, 2006, November 28, 2006, June 26, 2007, June 10, 2008, and June 8, 2010. Under the Agreement and its Amendments, the City will receive from NCFPWIA funding for the **City of St. Helena Comprehensive Flood Protection Project** from the proceeds of the Measure A Flood Protection Sales Tax.

DISCUSSION

When Measure A sunsets on June 30, 2018, it is estimated St. Helena will have \$5.3 million available for drawdown from funds collected. In order to complete the drawdown, an amendment to the existing contract is necessary. St. Helena is submitting Amendment No. 12 to the NCFPWIA Agreement No. 14 and City of St. Helena Agreement No. 99-116. St. Helena's amendment is to allow for Measure A funds to be used for reimbursement to the City's General Fund for State Revolving Loan (SFR)

payments made in FY 16 and FY 17, and for payment towards the balance of the City's loan through the SRF Program; Agreement No.: 07-817-550-0 (ISA No.: C-06-6093-110).

The proposed amendment for the drawdown of remaining Measure A funds consists of:

1. FY 17 SRF Loan Payment (Reimbursement to the General Fund) - \$526,805
2. FY 16 SRF Loan Payment (Reimbursement to the General Fund) - \$526,805
3. SRF Loan Repayment – Remaining balance of Measure A Funds – Approximately \$4.3 million

Expenditures made from the proceeds of the SRF loan (paid for using Measure A funds) are allowable under the terms of the Measure A Agreement (Section 8, D1, 3, 4). Any remaining amount owed to SRF will be paid by the City's General Fund.

FISCAL IMPACT

The fiscal impact of approval of Amendment No. 12 will be a drawdown of an estimated \$5.3 million in Measure A funds. \$1,053,610 will be applied to General Fund revenues for reimbursement for the FY 16 and FY 17 SRF payments made through the General Fund and estimated \$4,246,390 will be used as a payment towards the remaining balance of the SRF loan (\$5,436,703). This will leave an estimated SRF loan balance of approximately \$1,190,300 which will be paid for from the City's General Fund according to the established debt schedule.

RECOMMENDED ACTION

Approve Amendment No. 12 to the Napa County Flood Protection and Watershed Improvement Authority Agreement No. 14 and City of St. Helena Agreement No. 99-116.

ATTACHMENTS

[Attachment 1 - Resolution Approving Amendment No. 12](#)

[Attachment 2 - Contract Amendment No. 12](#)

Attachment 1

CITY OF ST. HELENA

RESOLUTION NO. 2017-____

**APPROVING AMENDMENT NO. 12 OF
THE CITY NAPA COUNTY FLOOD
PROTECTION AND WATERSHED
IMPROVEMENT AUTHORITY
AGREEMENT NO. 14 AND CITY OF
ST. HELENA AGREEMENT NO. 99-
116 FOR THE APPROPRIATION OF
MEASURE A FUNDS**

RECITALS

- A. In 1999, The Napa County Flood Protection and Watershed Improvement Authority (NCFPWIA) and City entered into a funding agreement, subsequently amended as of October 24, 2000, October 8, 2002, March 11, 2003, August 12, 2003, September 14, 2004, May 24, 2005, July 11, 2006, November 28, 2006, June 26, 2007, June 10, 2008, AND June 8, 2010 under which City will receive from NCFPWIA funding for the **City of St. Helena Comprehensive Flood Protection Project** from the proceeds of the Flood Protection Sales Tax, a voter-approved special tax by Measure A; and
- B. NCFPWIA and the City now resolve to amend the Agreement to provide reimbursement for funds in FY 16 and FY 17 and provide expenditure of funds through the duration of Measure A through Fiscal Year 2018.

RESOLUTION

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

- 1. The Mayor is authorized to execute Amendment No. 12 of Napa County Flood Protection and Watershed Improvement Authority Agreement No. 14 and City of St. Helena Agreement No. 99-116.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017 by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Dohring:	_____
Councilmember Koberstein:	_____
Councilmember Ellsworth:	_____

Attachment 1

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk

Attachment 2

**AMENDMENT NO. 12 OF
NAPA COUNTY FLOOD PROTECTION AND WATERSHED
IMPROVEMENT AUTHORITY AGREEMENT NO. 14
CITY OF ST. HELENA AGREEMENT NO. 99-116
MEASURE A FUNDING AGREEMENT**

THIS AMENDMENT NO. 12 (“Amendment”) OF NAPA COUNTY FLOOD PROTECTION AND WATERSHED IMPROVEMENT AUTHORITY AGREEMENT NO. 14 and CITY OF ST. HELENA AGREEMENT NO. 99-116 (“Agreement”) is made and entered into as of this _____ day of _____, 2017, by and between the NAPA COUNTY FLOOD PROTECTION AND WATERSHED IMPROVEMENT AUTHORITY, a public authority established pursuant to section 7285.5 of the Revenue and Taxation Code (“NCFPWIA”) and the CITY OF ST. HELENA, a municipal corporation (“CITY”).

RECITALS

WHEREAS, on or about August 24, 1999, NCFPWIA and CITY entered into the Agreement, subsequently amended as of July 1, 2000, April 9, 2002, March 11, 2003, September 9, 2004 and October 5, 2004 under which CITY received from NCFPWIA funding for the City of St. Helena Comprehensive Flood Protection Study from the proceeds of the Flood Protection Sales tax, a voter-approved special tax authorized by the Napa County flood protection Sales Tax Ordinance (“Ordinance”) which also authorized issuance of sales tax revenue bonds to finance the projects identified in the Ordinance; and

WHEREAS, on March 15, 2005, the Napa County Flood Protection and Watershed Improvement Authority Limited Tax Subordinate bonds, 2005 Series A (“2005 Bonds”) were issued in the amount of \$13,655,000 by NCFPWIA on behalf of CITY to fund CITY projects identified in the Ordinance; and

WHEREAS, on June 21, 2005, September 12, 2006, February 6, 2007, July 31, 2007, and again on June 24, 2008 NCFPWIA and CITY further amended the Agreement to reflect actual expenditures and disbursement of the proceeds of the 2005 Bonds to CITY in Fiscal Years 2004-2005, 2005-2006, 2006-2007 and 2007-2008 to move unspent balance of the Bond into Fiscal Year 2008-2009 and to extend the term of the Agreement through June 30, 2009; and

WHEREAS, on June 29, 2010, NCFPWIA and CITY amended the Agreement to provide \$2.5 Million in Measure A funds and to extend the term of the Agreement through June 30, 2011; and

WHEREAS, the CITY now wishes to add funding to finance the California State Revolving Fund payments.

Attachment 2

TERMS

NOW, THEREFORE, IT IS AGREED by NCFPWIA and the CITY that the Agreement is amended as follows:

- 1) Paragraph 1 of the Agreement is amended to read in full, and subparagraphs (f) and (g) are added to Paragraph 2 of the Agreement, as follows:

1. Term of the Agreement. The term of this Agreement shall commence on July 1, 1999, and shall expire on June 30, 2018 or at such time as all available Measure A funds applicable to the CITY's projects have been disbursed, whichever is later, except that the obligations of CITY to NCFPWIA under Sections 7 (Insurance) and 15 (Mutual Indemnification) shall continue in full force and effect after said expiration date as to the liability for acts and omissions occurring during the term of this Agreement. In addition, the obligations of CITY to NCFPWIA under Section 5 (Reporting) and Section 6 (Records and Monitoring) shall also survive said expiration date.

2. Funding.

(f) Disbursement to CITY of Measure A Proceeds. NCFPWIA hereby agrees to transfer to CITY Measure A funds to: 1) reimburse for the California State Revolving Fund (SRF) expenditures of \$526,805 made in each Fiscal Year, FY 2015-2016 and FY 2016-2017, for a total amount of \$1,053,610; and 2) fund \$4,300,000 for the SRF in FY 17-18, contingent upon there being sufficient and available Measure A funds/revenues. In the event that available Measure A funds/revenues applicable to the CITY's projects exceed \$4,300,000 at the conclusion of the Measure A sales tax term, the remaining available Measure A funds applicable to the CITY's projects shall be provided to CITY to be used solely for its SRF payments. CITY acknowledges that if the Measure A revenues are not available or are insufficient through the remaining term of the Measure A tax which sunsets on June 30, 2018, the CITY shall fund the SRF balance and its remaining projects with other sources of revenue.

(g) Total Approved Measure A Proceeds. The total maximum amount approved as of Amendment No. 12 is TWENTY THREE MILLION, FIVE HUNDRED EIGHT THOUSAND AND THIRTY-FOUR DOLLARS (\$23,508,034), subject only to a potential increase as provided in Paragraph 2(f) above, as shown below:

Attachment 2

Agreement/Amendment No.	Authorized Amount
Original	\$55,000
#1	\$100,000
#2	\$775,000
#3	\$316,939
#4	\$752,485
#5	\$0
#6	\$10,650,000
#7	\$3,005,000
#8	\$0
#9	\$0
#10	\$0
#11	\$2,500,000
#12	\$5,353,610
TOTAL	\$23,508,034

- 2) This Amendment No. 12 shall be effective as of the date first above written.
- 3) Except as provided in Sections 1) and 2) above of this Amendment, the terms and conditions of the Agreement shall remain in full force and effect as originally approved and last amended.

[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]

Attachment 2

IN WITNESS WHEREOF, the duly authorized representatives of the parties to the Agreement have executed this Amendment No. 12 as of the date first above written.

CITY OF ST. HELENA

By _____
Mark Prestwich
City Manager

“CITY”

ATTEST: Cindy Tzaopoulos
St. Helena City Clerk

By _____

APPROVED AS TO FORM:
Tom Brown
St. Helena City Attorney

By _____

NAPA COUNTY FLOOD PROTECTION AND
WATERSHED IMPROVEMENT AUTHORITY

By _____
Belia Ramos
Chair of the Governing Board of NCFPWIA

“NCFPWIA”

APPROVED AS TO FORM NCFPWIA Legal Counsel By: <u>Jeffrey M. Richard</u> (via e-signature) Legal Counsel Date: <u>October 18, 2017</u>	APPROVED BY THE GOVERNING BOARD OF THE NCFPWIA Date: _____ Processed by: _____ Deputy Secretary	ATTEST: GLADYS I. COIL Secretary of the NCFPWIA By: _____
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Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed approval of a resolution approving temporary closure of Oak Avenue, Adams Street, and Tainter Street for the November 4, 2017 Hometown Harvest Festival festivities and authorizing possession of open alcoholic beverages on those public streets. The event was originally scheduled for October 21, 2017 and Council approved a similar request on September 26, 2017.

CEQA Determination: Categorically Exempt, Section 15323

Prepared By: Andre Pichly, Recreation Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

The Hometown Harvest Festival is an annual event put on by the St. Helena Recreation Department. The event, typically held on third Saturday in October each year, will be held on the first Saturday in November this year. It will be located on Oak Avenue and is open to the community.

DISCUSSION

The St. Helena Recreation Department is hosting the annual Harvest Festival celebration on Oak Ave. on November 4, 2017 (originally scheduled for October 21st). The event is approximately from 6:00 am to 5:00 pm and will be open to the community of Napa Valley.

Fun Run: (5K Run)

Time: 7:00am – 9:00am

Location: Adams St. (between Oak Ave. and Kearney St.)

Organized by the St Helena Montessori School

Pet Parade

Time: 9:00am – 12:00pm

Location: Oak Ave. (between Pine St. and Adams St) & Adams St. (between Oak Ave. and Kearney St.)

Judges: Located on the corner of Oak Ave. and Adams St.

Organized by Parks & Recreation Commissioners; Tracy Smith and Donna Hinds

Harvest Festival

Time: 11:00am – 4:00pm

Location: Oak Ave. (between Adams St and Spring St.)

Includes craft vendors, non-profits food booths, wine tasting, kid zone, and music.

Organized by the St. Helena Recreation Department

Non-Profits selling alcohol beverages:

St. Helena Kiwanis Foundation

St. Helena Rotary Club

St. Helena Oddfellows

FISCAL IMPACT

None

RECOMMENDED ACTION

Staff recommends the City Council of the City of St. Helena adopt the attached resolution.

ATTACHMENTS

[Harvest 2017- RESO Harvest Festival](#)

CITY OF ST. HELENA

RESOLUTION NO. 2017 - ____

**APPROVING TEMPORARY CLOSURE OF OAK AVENUE, ADAMS STREET
AND TAINTER STREET FOR THE NOVEMBER 4, 2017 HOMETOWN
HARVEST FESTIVAL FESTIVITIES AND AUTHORIZING POSSESSION OF
OPEN ALCHOHOLIC BEVERAGES ON THOSE PUBLIC STREETS**

RECITALS

- A. The St. Helena Recreation Department has requested temporary closure of Oak Avenue between Spring St. and Pine St. Adams Street between Oak Ave. and Kearney St., and Tainter Street between Oak Ave. and Kearney St., for the November 4, 2017 Hometown Harvest Festival;
- B. Closure of City streets in the area will provide space for Harvest Festival activities and are situated adjacent to where event will take place;
- C. St. Helena Kiwanis Foundation, St. Helena Oddfellows and St. Helena Rotary Club have requested authorization to sell beer and wine at the event. St. Helena Municipal Code Section 9.04.010 authorizes the Council, by permit, to allow possession of open alcoholic beverages on public streets or any private or public off-street parking lot;
- D. In consideration for the benefits of this event to the community of St. Helena, the City Council desires to waive the Encroachment Permit fee for the event but does not waive the permit requirements and the General Conditions applicable to said permit;
- E. Section 21101(e) of the California Vehicle Code provides the local authorities may, by resolutions, temporarily close a portion of any street for celebrations, parades, local special events, and other purposes when, in the opinion of local authorities having jurisdiction or a public officer of employee that the local authority designated by resolution, the closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing;

RESOLUTION

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

1. The City Council finds that the benefits derived from the temporary closing of portions of City streets for the Hometown Harvest Festival outweigh the anticipated inconvenience to the neighborhood and citizens generally, and authorize closure of:
 - Oak Avenue between Spring Street and Pine Street on November 4, 2017 from 6:00 a.m. to 12:00 p.m.
 - Oak Avenue between Spring Street and Adams Street on November 4, 2017 from 6:00 a.m. to 5:00 p.m.
 - Adams Street between Oak Avenue and Kearney Street on November 4, 2017 from 6:00 a.m. to 5:00 p.m.
 - Tainter Street between Oak Avenue and Kearney Street on November 4, 2017 from 6:00 a.m. to 5:00 p.m.
2. The possession of open container of beer and wine is permitted on public streets and parking lots encompassed by this event.
3. Temporarily closing a portion of the subject streets is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing.
4. The City insurance policy covers this event at no additional cost to the City.
5. The City Manager is directed to provide reasonable levels of City staff support to accomplish closure of streets and related activities.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017 by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Dohring:	_____
Councilmember Ellsworth:	_____
Councilmember Koberstein:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and Proposed Approval of a Resolution Authorizing the Purchase of a New Truck for the Public Works Department's Water Treatment Plant from Courtesy Chevrolet Center in the amount of \$31,996.31.

CEQA Determination: Not a CEQA project

Prepared By: Allison Mattioli, Management Analyst

Reviewed By: Erica Ahmann Smithies, Public Works Director and City Engineer

Approved By: Mark Prestwich, City Manager

BACKGROUND

The purchase of a replacement vehicle for the Water Treatment Plant's aging truck 102, a 1996 Ford Ranger with 109,597 miles of use, was budgeted in the 17/18 Fiscal Year. Staff solicited bids for a 2017 Four-Wheel Drive Chevrolet Colorado, which were opened and evaluated on September 8, 2017.

DISCUSSION

Bids were received from the following four dealerships in the corresponding amounts:

- Courtesy Chevrolet Center - \$31,996.31
- Silveira Buick GMC - \$32,063.51
- Gilroy Chevrolet - \$33,666.19
- Platinum Chevrolet - \$33,837.79

Courtesy Chevrolet Center was the lowest responsive bidder.

Due to the age and state of the vehicle, the Ford Ranger is no longer viable and is scheduled to be surplusd once replaced.

FISCAL IMPACT

The total budgeted amount for the Water Treatment Plant's vehicle purchase for the 17/18 Fiscal Year is \$35,000, which is adequate to cover the purchase amount of \$31,996.31. Funds will come from the Water Treatment's Capital Equipment account, 561-5034-2630.

RECOMMENDED ACTION

Staff recommends that City Council adopt the attached resolution, authorizing purchase of a new Chevrolet Colorado from Courtesy Chevrolet Center in the amount of \$31,996.31.

ATTACHMENTS

[Resolution](#)

CITY OF ST. HELENA

RESOLUTION No. 2017-

**Resolution Authorizing the Purchase of a New Truck for
the Public Works Department's Water Treatment Plant
from Courtesy Chevrolet Center in the amount of
\$31,996.31**

RECITALS

- A. The City of St. Helena Public Works Department desires to replace the aged truck at the Water Treatment Plant; and
- B. The City Clerk solicited bids in conformance with St. Helena Municipal Code Section 3.04.130, for provision of the vehicle required for the budgeted truck replacement; and
- C. The purchase of a new vehicle is a budgeted expense from the Water Treatment's Capital Equipment account, 561-5034-2630; and
- D. Four bids were received and opened by the City Clerk on the appointed day and at the appointed hour; and
- E. The Public Works Department evaluated the bids and bidders taking into account the duty of the desired vehicle, the specifications, and capacities for the vehicle for which bids were received.

RESOLUTION

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

- 1. The City Manager is authorized to approve the purchase of one new Chevrolet Colorado from Courtesy Chevrolet Center for a total expenditure not to exceed the amount of \$31,996.31.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____

Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed approval of a resolution appointing Autumn Tello to the vacant Parks and Recreation Commission position

CEQA Determination: Not a CEQA project

Prepared By: Cindy Tzaopoulos, City Clerk

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

On September 24, 2017 the City Clerk received a resignation from Parks and Recreation Commission member Paul Kass. The vacant term left by Paul Kass expires June 30, 2019.

DISCUSSION

The City Clerk's office used various forms of communication reaching out to the community to publicize the recruitment to fill the vacant term. The City Clerk received one application for consideration from community member Autumn Tello.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDED ACTION

Staff recommends appointing Autumn Tello to fill the vacant position and adopting the resolution of appointment. (Per resolution 2013-26 Council Rules of Procedure appointments shall be made by the Mayor and subject to the City Council approval.)

ATTACHMENTS

[Applicant
Resolution](#)



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelenacalifornia.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:
Parks and Recreation

Name: Autumn Tello

Home Address:
950 Crane Avenue. Saint Helena, Ca. 94574

Mailing Address: Same.

Occupation: Production and Marketing Director - Locations Wine

Business Address: 1352 Main Street, Second Floor. Saint Helena, CA. 94574

Telephone: Home n/a Cell [REDACTED] Business [REDACTED]

E-mail: [REDACTED]

> Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 12 years

Current occupation (within last 12 months) Production and Marketing Director at Locations Wine

Business interests in last 12 months: No personal business interests.

Previous Committee/Commission Experience:
none.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attached resume

Professional and/or community service activities:

none.

Local government related experience: none.

Please explain your reasons for wishing to serve on this committee/commission and how

* See attached *

Names, addresses, and phone numbers of three individuals familiar with your background:

Tracy Smith - Saint Helena, CA -

Gordie Adams - Saint Helena, CA

Ahren Trumble - Saint Helena, CA

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

10 / 4 / 17

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute:

As a Napa Valley native and long-term resident of Saint Helena, now with a young and growing family of my own. I feel the need to participate in the critical task of maintaining and improving our public spaces for future generations. I aim to do this by bringing my creativity, problem-solving, and organizational skills to the table. I believe my skills, coupled with my understanding of our local community, and my desire to gain an even more in-depth knowledge of our city's needs; will enable me to contribute to a commission capable of making a long and lasting impact on our community.

AUTUMN TELLO

Multitasking Maven

📍 Saint Helena, California



PROFILE

I hold myself to high standards and continually strive to create and maintain a clean and organized environment where quality can be maintained, and potential issues promptly identified and managed. This attention to detail enables my team and I bring wines of the highest quality and acclaim to market. In turn, allowing us to grow our brand while building and maintaining a flawless reputation and prestigious brand image.

I aim to become an integral member of a close-knit team, where others are inspired to hold themselves to an equally high level of standards, and find balance by meeting high standards and dedication with a proportionate amount of humor and humility.

EDUCATION

WINEMAKING & WINE BUSINESS
Napa Valley College | Continued

INTRO TO WINE ANALYSIS
UC Davis Extension | 2012

ADOBE APPLICATIONS
Santa Rosa JC | 2009

SKILLS

PC / Mac System

Microsoft Word

Microsoft Excel

Adobe Illustrator & Photoshop

WORK EXPERIENCE

PRODUCTION AND MARKETING DIRECTOR
Locations Wine / 2015 - current

I joined the Locations team for the 2015 harvest to manage the California wines and Orin Swift lots being produced at Artesa Winery, successfully managing 75+ high-risk fermentations ranging from 5 to 25 tons. After harvest, I transitioned into my current role, becoming the brand's first full time employee, assisting the President with the general management of the Locations Brand, the logistics of international production, marketing, and launching new wines.

- Main phone, mail and email contact for the company
- Develop and maintain relationships with all our winemaking teams, vendors and outside agencies including compliance, transportation, warehousing, packaging, growers, marketing agencies, photographers, video producers, web developers, CRM & PR.
- In-House Graphic Design, and management of all out sourced design work, photography and video.
- Development and Implementation of all Social Media marketing efforts.
- Create and distribute monthly newsletters to internal and external mailing lists.
- Organize planning and logistics while traveling abroad.

WINEMAKING ASSISTANT
Ladera Vineyards / 2014 - 2015

I executed all laboratory analysis from vineyard to bottle, and supported the winemaker and cellar master in all aspects of production throughout the year.

- Maintain laboratory, chemical inventory, analysis records, and work orders in WMDB.
- Monitored 100+ small lot fermentations.
- Organize bench trials, tastings, cork sensory evaluations.
- Active participation in lot evaluations and blending trials with winemaker and owners.

SKILLS

Mail Chimp

Social Media

Project Management

Team Leadership

Keeping it all Running

#yesshecan

Provide Premium Customer Service
 Coordinate Deliveries & Pick-ups
 Schedule Estate Visits in Accordance to Use Permit
 Host Estate Visits
 Represent Brand at Off-Site Events
 Manage Allocations
 Manage Shipping Logistics
 Monitor Compliance & Label Approvals
 Support Sales and Marketing Teams
 Inventory Management
 Order Processing
 Manage Donation Requests
 E-Mail Marketing via MailChimp
 Manage Website Maintenance
 Plan and Manage Virtual Tastings & Interviews
 Plan and Manage Winery Events

INTERESTS

Art & Design
 Running & Yoga
 Cooking & Baking
 Backpacking & Nature
 Lists & Schedules

WORK EXPERIENCE (CONTINUED)**ASSISTANT WINEMAKER***Rudius, TOR, Anthem and Balch / 2013 - 2014*

Responsible for coordinating the execution of winemaking tasks through every stage of production, from harvest to bottling, maintained client barrel inventories, production and analysis records, and reviewed analysis for accuracy and potential QC issues.

- Communicated the status of 50+ lots between the out-of-state winemaker, clients and custom crush facility.

VINTAGE CELLAR HAND*Revenir Winemaking / 2013*

A contract facility located in South Australia, I worked with many of the area's best winemakers on projects ranging from 1 tonne to 50 tonnes, and from regions such as Adelaide Hills, Barossa and McLaren Vale.

HARVEST INTERN*Realm Cellars / 2012*

The efforts of our small dedicated team were amply rewarded with both the Dr. Crane and the Absurd being awarded 100 point scores from Robert Parker.

HARVEST INTERN & OFFICE MANAGER*Terra Valentine / 2011 - 2012***WINE CLUB & OFFICE MANAGER***Casa Nuestra / 2010 - 2011***WINE CLUB & DTC SALES MANAGER***Burgess Cellars / 2008 - 2010***REFERENCES**

MJ Tsay
 Assistant Winemaker - Realm Cellars

Napa, California

mjts

Tor Kenward
 Proprietor - TOR Kenward Family Wines

Saint Helena, California

tor

Ryan Calder
 Assistant Winemaker - Artesa

Napa, California

rya

Tracy Smith
 General Manager - Somnium

Saint Helena, California

tracy

SOCIAL MEDIA

AutumnTello



@AaamieDawn



@AaamieDawn

CITY OF ST. HELENA

RESOLUTION NO. 2017-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. HELENA
APPOINTING AUTUMN TELLO TO THE ST. HELENA
PARKS AND RECREATION COMMISSION**

RECITALS

- A. Parks and Recreation Commission member Paul Kass resigned from the Commission on September 24, 2017.
- B. One application was received from community member Autumn Tello to serve on the Commission.
- C. Per resolution 2013-26, protocol calls for appointments to be made by the Mayor and approval by the City Council.

RESOLUTION

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

Parks and Recreation Commission

- 1. The Mayor hereby appoints Autumn Tello to the Parks and Recreation Commission filling a term expiring on June 30, 2018.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Dohring: _____

Councilmember Koberstein: _____

Councilmember Ellsworth: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed approval of a resolution authorizing the City Manager to grant full-time City employees and part-time Library employees up to five days (not more than 40 hours) of paid emergency administrative leave for hours lost or an equivalent amount of special compensatory time for hours worked during the week of October 9-14, 2017 as a result of the 2017/18 Napa and Sonoma County fires and a one-time stipend of \$1,000 for each part-time City Firefighter.

CEQA Determination: Not a CEQA project

Prepared By: Kathy Robinson, Human Resources & IT Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

On Monday, October 9, 2017, City facilities were officially closed for City services due to the 2017 Napa/Sonoma fires that consumed over 50,000 acres and destroyed over 1,500 structures in the communities of Napa and Santa Rosa in the first day of the fires. Although City facilities were officially closed to the public, the City Manager and Recreation Director opened City Hall front lobby to provide fire information to members of the public. Additionally, library staff (full-time and part-time) kept the doors open for library patrons even when the electricity was out. Firefighters were deployed to assist with firefighting activities and evacuations in both Sonoma and Napa counties.

DISCUSSION

Numerous City employees who were either displaced due to an evacuation directly affecting them and/or faced potentially dangerous conditions en route were unable to return to work through the week. Given the extreme nature of these fires and the

resulting impact to the City employees, the City Manager recommends a one-time grant of up to five days (not more than 40 hours) of paid leave for the period of time that they would have normally worked had the facility been open. It is also recommended that employees deemed necessary for providing essential services who were required to work and/or those employees who were able to work the week of October 9, be compensated via special compensatory time as a gesture of appreciation. Because the City's part-time Firefighters do not accrue leave balances, an equitable approach to extending a similar gesture of appreciation is to grant each a \$1,000 stipend which is essentially equivalent to the value of 40 hours of work because they earn \$25.75 per hour.

Although City facilities were reopened the following day (October 10) with partial staffing, numerous City employees continued to face potential evacuations of their property and/or still could not safely return to work for the remainder of the week. These five days would include the October 9 City Hall closure. Any employee time associated with a prior approved leave, a scheduled regular day off (RDO), or scheduled holiday during the emergency would not be eligible for the 2017 Napa/Sonoma emergency leave.

An untold story of the City's Fire Department is that St. Helena Fire Chief John Sorensen, two St. Helena fire engines and a water tender were deployed the first morning of the fire (along with volunteers from Angwin and Pope Valley Fire Departments) and successfully fought and held the Tubbs Fire at Calistoga Road for approximately 40 hours, preventing the fire from crossing Calistoga Road and threatening the Spring Mountain Road area in St. Helena. This work likely saved millions of dollars of property damage and possibly prevented loss of life.

FISCAL IMPACT

There is no fiscal impact to the budget for the award of additional leave or special compensation time as this is not accrued on the City's books in a manner that allows this time to be paid out cash-in-lieu and special compensation time that is accrued shall expire if not used by June 30, 2019. The fiscal impact of the Firefighter stipend is \$27,000 and is recommended to be funded via General Fund reserves.

RECOMMENDED ACTION

Authorize the City Manager to grant paid emergency administrative leave and Firefighter stipends for the 2017/18 Napa Sonoma County fires in accordance with the resolution recitals and direction.

ATTACHMENTS

[RESO 2017 Napa-Sonoma Fires Emergency Leave](#)

CITY OF ST. HELENA

RESOLUTION NO. 2017-_____

CONSIDERATION AND PROPOSED APPROVAL OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO GRANT PART-TIME LIBRARY AND FULL-TIME CITY EMPLOYEES UP TO FIVE DAYS (NOT MORE THAN 40 HOURS) OF PAID EMERGENCY ADMINISTRATIVE LEAVE OR AN EQUIVALENT AMOUNT OF SPECIAL COMPENSATORY TIME FOR THE 2017/18 NAPA SONOMA COUNTY FIRES AND A ONE-TIME STIPEND OF \$1,000 FOR EACH PART-TIME CITY FIRE FIGHTER

RECITALS

- A. On Monday, October 9, 2017, City facilities were officially closed due to the 2017 Napa/Sonoma fires; and
- B. Employees assigned to facilities that were closed shall be eligible to take paid leave as set forth in this resolution for the period of time that the facility was closed; and
- C. Employees deemed necessary for providing essential services who were required to work and/or those employees who were able and worked for the City on October 9, 2017 shall be compensated via special compensatory leave of equivalent time; and
- D. Although City facilities were reopened, numerous City employees who were either displaced due to an evacuation directly affecting them and/or faced potentially dangerous conditions were still unable to return to work; and
- E. Employees who continued to be directly impacted by the 2017 Napa/Sonoma fires so that they could not reasonably report to work shall be compensated up to five days (not more than 40 hours) of paid emergency administrative leave for the time they could not report to work; and
- F. In recognition of the tremendous support and dedication for the employees who came to work to support the City in its efforts to serve and assist the St. Helena community and their fellow coworkers through these difficult times, the City Manager is authorized to grant employees who reported to work during the emergency with special compensatory time off in an amount equivalent to paid emergency administrative leave provided as a result of the Napa/Sonoma fires during the week of October 9-14, 2017; and
- G. An employee who was on prior approved leave, scheduled regular day off (RDO), or scheduled holiday during the emergency leave may not change their leave request to 2017 Napa/Sonoma emergency leave; and

- H. Accrual of special compensatory time is not eligible for any cash-in-lieu payout and if not used by June 30, 2019 shall expire; and
- I. A one-time stipend of \$1,000 shall be paid to each part-time City firefighter.

RESOLUTION

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

1. Authorize the City Manager to grant City Employees paid emergency administrative leave or special compensatory time for the 2017 Napa/Sonoma County fires in accordance with the resolution recitals; and
2. Authorize a one-time transfer of \$27,000 from General Fund reserves to Fire Department 101-4800-2020.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Dohring:	_____
Councilmember Koberstein:	_____
Councilmember Ellsworth:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration of a resolution authorizing a \$108,000 contract amendment with M-Group within appropriated FY 2017/18 budget resources to provide professional planning services through June 30, 2018, for a total contract amount not to exceed \$308,000.

CEQA Determination: Not a CEQA project

Prepared By: Noah Housh, Planning & Community Improvement Director

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

The City has the need for limited and “as needed” professional planning services to assist with the preparation, review and processing of specific planning projects, including the General Plan and environmental documents required under the California Environmental Quality Act (CEQA). The services provided by M-Group provide a flexible, cost-effective approach to meeting the City's planning requirements because the cost of contract services are covered by the payment of application fees for individual planning projects. The need for most contract planning services is directly related to the volume of applications filed with the City.

DISCUSSION

Funds for the current M-Group contract were split between the 2016/17 fiscal year and the 2017/18 fiscal year (FY) budgets but do not provide adequate funding beyond October 2017. In the adopted FY 2017/18 budget (Account #101-4500-2145), \$140,000 has been authorized for contract planning services. To date, the Department has expended \$31,057 of this budgeted amount. The proposed \$108,000 contract amendment will align the M-Group contract with the City's budget appropriation for the remainder of the fiscal year. Due to the continued need for planning services (primarily

related to current development project review and CEQA analysis) and the excellent performance by M-Group staff, it is recommended the contract amendment be approved.

FISCAL IMPACT

Due to the nature of the services provided by M-Group, a portion of the contract amount will be appropriated from the Planning (Discretionary) application fees while the balance is direct pass through payments from developers to cover the costs of their environmental documents. For pass through payments, staff includes a 15% administration fee (paid by the applicant and based on fully encumbered hourly rates) for any administrative work needed to manage pass through charges associated with M-Group services.

RECOMMENDED ACTION

It is recommended that the City Council approve a resolution authorizing a contract amendment with M-Group for \$108,000 to cover the anticipated cost of contract planning services through June 30, 2018 (for a total contract amount not to exceed \$308,000) and authorize the City Manager to execute the agreement on behalf of the City.

ATTACHMENTS

[Council Reso-M-Group October 2017](#)

CITY OF ST. HELENA

RESOLUTION No. 2017-

**RESOLUTION OF THE COUNCIL OF THE CITY OF ST. HELENA AUTHORIZING AN
AMENDMENT TO THE EXISTING AGREEMENT FOR PROFESSIONAL PLANNING
SERVICES WITH M-GROUP FOR A TOTAL NOT TO EXCEED \$308,000**

RECITALS

- A. The City desires to employ Consultant to furnish professional services on a limited and “as needed” basis in connection with current development applications, the General Plan and other planning related projects;
- B. In August 2016, the City entered into an agreement with M-Group for an amount totaling \$25,000 to provide “as needed” professional planning services; and
- C. In November 2016, the City amended this agreement to increase the amount for a total not to exceed \$200,000; and
- D. M-Group has successfully demonstrated they have the required experience, expertise and qualifications to perform the required duties.
- E. The City’s adopted Fiscal Year 2017/18 General Fund budget provides the funding necessary to fund the proposed M-Group contract amendment.

RESOLUTION

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

- 1. The City Council approves the contract amendment with M-Group for an additional \$108,000, for a total contract amount not to exceed \$308,000, and
- 3. The City Council directs City staff to collect a 15% administration fee based on the fully encumbered hourly rates for any administrative work to manage pass through charges associated with planning services for which there is a direct payment of the M-Group fees, to cover the costs of administering the M-Group contract; and
- 2. The City Council authorizes the City Manager to execute the agreement on behalf of the City.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Ellsworth: _____
Councilmember Dohring: _____
Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopolous, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration of a Resolution Increasing the Cumulative Total Amount of All Master Professional Service Agreements Project Work Orders from \$500,000 to \$750,000

CEQA Determination: Not a CEQA project

Prepared By: Tobias Barr, Project Manager

Reviewed By: Erica Ahmann Smithies, Public Works Director and City Engineer

Approved By: Mark Prestwich, City Manager

BACKGROUND

The Public Works Department and the Planning Department have the need to hire consultants to perform various professional services such as Capital Improvement Program (CIP) design and inspection, traffic engineering, environmental compliance, private development plan checking, land surveying, geotechnical testing and asset management.

In 2015, City Staff completed a Request for Qualification (RFQ) process to select consultants for a Master Professional Service Agreement (MPSA.) This MPSA process has allowed City staff to more efficiently hire consultants by performing one RFQ for multiple service types that can be used for multiple projects. The MPSA does not authorize or guarantee work for consultants. It is possible that, depending on City needs, some consultants will not be issued Project Work Orders and will therefore not work for the City.

Under this MPSA process, City staff requests proposals from two or three consultants from the MPSA list to perform a specific task. Once the most qualified firm is selected, a Project Work Order can be used to initiate the work. The formal contract language is included in the MPSA whereas the scope and fee are included in the Project Work Order.

The City Council approved MPSA's with the following consultants on August 11, 2015:

1. Brelje & Race
2. West Yost Associates
3. Bennett Engineering Services
4. GHD
5. Green Valley Consulting Engineers
6. Coastland
7. Interwest Consulting Group
8. RGH Consultants
9. Geosphere Consultants
10. LSA Associates, Inc.
11. M - GROUP
12. AES
13. BKF
14. Albion Surveys, Inc
15. TJKM

At the time of the approval of the MPSA's, the City Council authorized the City Manager to approve each Project Work Order in the amount of \$50,000 or less, and up to a cumulative sum of \$250,000. Between August 11, 2015 and June 28, 2016, thirteen (13) Project Work Orders were authorized with MPSA consultants totaling \$247,630; essentially reaching the \$250,000 cap. At the June 28, 2016 City Council Meeting, City Council adopted Resolution 2016-85 increasing the cumulative sum to \$500,000. At this time, the City has utilized approximately \$447,000 since the MPSA was established on August 11, 2015. As per Resolution 2016-85, the City Manager can only authorize cumulative Project Work Orders up to the amount of \$500,000 with MPSA consultants until City Council approves an increase to the cumulative sum allowed by existing Resolution 2016-85. The approximate amount remaining to be utilized is \$52,702.

DISCUSSION

The MPSA has been an effective mechanism for City Staff to hire essential consulting services required to execute projects. In the past 24 months, the Public Works Department has used MPSA's to execute engineering and design services, plan check and development review staff augmentation, engineering and surveying for capital improvement projects, geotechnical testing for construction and engineering projects, and engineering support for the utility rate study, among other needed services.

Project Work Orders have been utilized for the following Capital Improvement Projects: Charter Oak Sewer Replacement Construction Management and Inspection (CIP S-68); Mitchell Drive Sidewalk Design Engineering and Construction Management and Inspection (R-76), Pavement Rehabilitation Project Design Engineering, Construction Management and Inspection (R-74); Holmes Tank Upgrades Geotechnical Evaluation (CIP W-86), the Pope Street Bike Lanes Project (CIP R-30), Charter Oak and Allison Overlay Project (CIP R-78), Railroad Avenue Curb Ramps (CIP R-77), Downtown

Public Restroom (CIP C-82). The MPSA has been utilized for a number of other City projects and services including development review, on-call engineering and support, and geotechnical testing and inspection at the wastewater treatment plants for the emergency repair project.

Since City Council re-authorized an additional \$250,000 with Resolution 2016-85, cumulative MPSA activity has reached \$447,298 of the approved \$500,000 cumulative total. In order for staff to continue to use the MPSA as a mechanism to hire essential consulting services, City Council will need to approve a resolution authorizing an increase to the existing cumulative cap of the total combined expended for all MPSA services.

FISCAL IMPACT

MPSA's do not have a fiscal impact at this time. Funds for the work will be encumbered by the Project Work Order at the time the work is authorized. Project Work Orders will be issued only for work or projects that are included in the City's approved budget.

The maximum amount of each individual Project Work Order is \$50,000. Project Work Orders must be approved by the City Manager.

RECOMMENDED ACTION

Adopt a Resolution Increasing the Cumulative Total Amount of all Master Professional Service Agreements Project Work Orders from \$500,000 to \$750,000.

ATTACHMENTS

[Reso MPSA Increase 171005](#)

CITY OF ST. HELENA

RESOLUTION No. 2017-

**Resolution Increasing the Cumulative Total Amount of
All Master Professional Service Agreements Project
Work Orders from \$500,000 to \$750,000**

RECITALS

- A. The scope and ongoing nature of the City's Capital Improvement Project work requires that staff continue to use consultant services; and
- B. Utilizing Master Professional Service Agreements (MPSA) streamlines the consultant selection process and allows Project Work Orders for specified scopes of services; and
- C. Continuing the MPSA Program Provides Significant Value and Efficiency to the City of St. Helena; and
- D. City Council Resolution 2015-94 authorized a cumulative total amount of \$250,000 of all Project Work Orders in 2015, and City Council Resolution 2016-85 authorized a cumulative total of \$500,000 of all Project Work Orders; and
- E. City Staff executed Project Work Orders totaling \$447,000 through September 30, 2017, nearly reaching the maximum amount allowed by City Council Resolution 2016-85.

RESOLUTION

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

- 1. The cumulative sum of Project Work Order; authorized under Resolution 2016-85 is increased from \$500,000 to \$750,000.
- 2. The City Manager is authorized to approve and execute each Project Work Order in an amount of \$50,000 or less.
- 3. The Finance Director is authorized to pay all proper claims for work performed under each Project Work Order.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____
Councilmember Koberstein: _____
Councilmember Dohring: _____
Councilmember Ellsworth: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzafoopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Consent

Subject: Consideration and proposed approval of a resolution authorizing the City Manager to execute an agreement with EMG for Facilities Condition and Needs Assessment services in an amount not to exceed \$80,869.20, authorizing the City Manager to execute any necessary amendments up to \$10,000, and authorizing a Fiscal Year 17/18 budget increase to 101-5000-2145 in an amount not to exceed \$90,869.20

CEQA Not a CEQA project
Determination:

Prepared By: Allison Mattioli, Management Analyst

Reviewed By: Erica Ahmann Smithies, Public Works Director and City Engineer

Approved By: Mark Prestwich, City Manager

BACKGROUND

In response to discussions regarding the potential sale and/or development of the City-owned Adams Street parcel, City Council directed staff to perform an evaluation of existing City-owned buildings in order to identify viable options for how best to pursue repair, replacement, relocation, and/or recombination of these facilities to best meet the needs of the organization.

On August 22, 2017 the City Council authorized the City Manager to issue a request for proposals (RFP) for comprehensive Facilities Condition and Needs Assessment (FCNA) services. Respondents were tasked with compiling a comprehensive inventory of all City-owned buildings, including systems and components, identifying current conditions and deficiencies, and evaluating the structural integrity and physical state of each building. They were also asked to assess the ability of each building to serve the current needs of the City, and to make recommendations regarding the adequacy of each. Respondents were also requested to identify if the City's buildings are over- or

under-utilized in their current capacity, as well as provide financial analysis, such as providing current market values of City-owned properties based on current zoning and best use, estimate replacement and/or renovation costs of each building, and project ongoing maintenance costs based on their findings and recommendations. Finally, proposals were to include a suggested priority list and timeline for accommodating the recommended renovations, consolidation, and/or replacement.

DISCUSSION

On August 31, 2017 the FCNA RFP was released, with a proposal due date of October 2, 2017. Respondents included the following five firms: CASE Forensics, EMG, Facility Engineering Associates (FEA), Marx Okubo Associates, Inc., and Partner Engineering and Science, Inc.

A thorough review and scoring of the proposals, based on the criteria and values set forth in the RFP, was conducted by City staff as well as the Council subcommittee of Council Members Dohring and Koberstein. Subsequent to the review and scoring process, the top two firms were invited to participate in an interview; CASE Forensics and EMG. After conducting interviews, Walnut Creek-based EMG was unanimously selected as the firm best suited to meet the City's unique needs, based on the firm's qualifications and significantly vast experience with FCNA projects for multiple public entities in California, including local agencies such as the County of Napa.

FISCAL IMPACT

In September of 2017, the City received an unanticipated \$105,079 in Educational Revenue Augmentation Fund (ERAF) revenue from the State of California. As ERAF revenue is not guaranteed, it was not included in the FY 2017/18 adopted budget, and is available for use to fully offset the cost of the FCNA.

The FCNA services included in EMG's proposal total \$80,869.20. City staff, as well as the Council subcommittee, recommend that an additional \$10,000 be budgeted, on an as-needed basis, should any additional on-site meetings and/or modification to the scope be necessary. This will require a budget increase for Fiscal Year 17/18 of \$90,869.20 to the Public Works' Other Contract Services account, 101-5000-2145 to properly account for the work.

RECOMMENDED ACTION

Staff recommends Council adopt the attached resolution, authorizing the City Manager to execute an agreement with EMG for Facilities Condition and Needs Assessment services in an amount not to exceed \$80,869.20, authorizing the City Manager to execute any necessary amendments up to \$10,000, and authorizing a Fiscal Year 17/18 budget increase to 101-5000-2145 in an amount not to exceed \$90,869.20

ATTACHMENTS

[Attachment 1 - RFP](#)

[Attachment 2 - EMG Proposal](#)

[Attachment 3 - Resolution](#)

CITY OF ST. HELENA

REQUEST FOR PROPOSALS



FACILITIES CONDITION & NEEDS ASSESSMENT



DATE ISSUED: Thursday, August 31, 2017

DATE DUE: Monday, October 2, 2017, 4PM

CONTACT: Erica Ahmann Smithies
esmithies@cityofsthelela.org
(707) 968-2629



CITY OF ST. HELENA | PUBLIC WORKS DEPARTMENT
1480 MAIN STREET | ST. HELENA, CA 94574 | CITYOFSTHELENA.ORG



CITY OF ST. HELENA
PUBLIC WORKS DEPARTMENT

REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES
FACILITIES CONDITION & NEEDS ASSESSMENT

DATE ISSUED: Thursday, August 31, 2017

DATE DUE: Monday, October 2, 2017, 4PM

CONTACT: Erica Ahmann Smithies, Director of Public Works/City Engineer
esmithies@cityofstheleena.org
(707) 968-2629

ALL RESPONSES MUST BE MAILED OR HAND-DELIVERED TO:

CITY OF ST. HELENA
OFFICE OF THE CITY CLERK
ATTENTION: CINDY TZAFPOPOULOS
1480 MAIN STREET
ST. HELENA, CA 94574

TABLE OF CONTENTS

I. INTRODUCTION.....3

II. SOLICITATION.....3

III. SCOPE OF WORK4

IV. SCHEDULE6

V. PROPOSAL REQUIREMENTS AND FORMAT.....7

 PART 1 | COVER LETTER/EXECUTIVE SUMMARY (5 POINTS).....7

 PART 2 | EXPERIENCE AND QUALIFICATIONS OF CONSULTANT/TEAM MEMBERS (30 POINTS)8

 PART 3 | UNDERSTANDING OF PROJECT SCOPE & DETAILED WORK PLAN (25 POINTS).....8

 PART 4 | COMMITMENT TO PROJECT BUDGET (20 POINTS)8

 PART 5 | DELIVERY SCHEDULE AND TIMELINE (15 POINTS).....8

 PART 6 | REFERENCE REVIEW (5 POINTS)9

VI. PROPOSAL TERMS AND CONDITIONS.....9

 1. EXAMINATION OF PROPOSAL MATERIALS.....9

 2. ADDENDA INTERPRETATIONS.....9

 3. DESIGNATED CONTACT.....9

 4. PUBLIC RECORDS9

 5. PROPOSAL COSTS9

 6. RESERVATION OF RIGHTS9

 7. PRODUCT OWNERSHIP10

 8. PROFESSIONAL SERVICES AGREEMENT.....10

 9. CAUSES FOR DISQUALIFICATION10

EXHIBITS

- A. CITY OF ST. HELENA FACILITY PHOTO INDEX
- B. SUMMARY OF INDIVIDUAL CITY FACILITIES TO BE EVALUATED
- C. SAMPLE CITY OF ST. HELENA PROFESSIONAL SERVICES CONTRACT

I. INTRODUCTION

The City of St. Helena, California is located in the center of the world-famous wine growing Napa Valley, 65 miles north of San Francisco.

The area was settled in 1834 as part of General Vallejo's land grant. The City of St. Helena was incorporated as a City on March 24, 1876 and reincorporated on May 14, 1889.

The City, from its inception, has served as a rural agricultural center. Over the years, with the growth and development of the wine industry, St Helena has become an important business and banking center for the wine industry. The City also receives many visitors as a result of the wine industry and the area's scenic qualities. The City's goal is to maintain a small-town atmosphere and to provide quality services to its citizens.

The official population of the City of St. Helena as of 2017 is 6,033 (*CA Department of Finance*). St. Helena is a full-service city and encompasses an area of four square miles. The City's General Fund Budget is approximately \$11.1 million.

II. SOLICITATION

The City of St. Helena is seeking proposals from qualified consultants to provide comprehensive, professional Facilities Condition and Needs Assessment (FCNA) services for approximately thirteen buildings/structures/sites, totaling approximately 109,494 square feet (Exhibit B). The inventory includes; municipal government offices, the City Fire Station, law enforcement facilities, the City library, corporation yard, storage facilities and one city park.

The purpose of the FCNA is to provide comprehensive documentation and analysis of the City's existing built facilities. This analysis will be utilized for prioritizing capital improvements and maintenance requirements, as well as assisting with allocating operating budgets and potentially establishing sinking funds and on-going maintenance schedules.

Prospective firms will be required to provide team qualification, proposed work plans, proposed schedule, and other related items as part of the proposal submittal (Section V). The deadline for submitting proposals is 4:00PM on Monday, October 2, 2017.

III. SCOPE OF WORK

The City is requesting proposals from qualified consultants for comprehensive FCNA services. Required services shall include, but are not limited to:

1. Identify and document current conditions of all existing City-owned structures (Exhibit B), including the structural integrity, physical state of each building, and compliance with modern building codes.
2. Assess and identify whether each of the buildings are serving their intended role, and if they are under or over-utilized in their current capacity.
3. Assess the ability of each building to serve current needs, including, its ability to accommodate the number of employees housed in each facility, and identify if the building is meeting the overall needs of the City.
4. Identify the replacement and/or renovation costs of each building, and make recommendations as to which (if any) buildings should be renovated, replaced, relocated, etc., as needed. Recommend alternative locations and/or civic facility combination as necessary.
5. Provide current market values of City-owned properties based on current zoning as well as highest-and-best use.
6. Recommend corrections for all deficiencies.
7. Provide a suggested priority list and/or timeline for accommodating the recommended replacement and/or reconstruction work.
8. Provide cost estimates for corrections, replacement, and/or reconstruction work for each of these facilities.
9. Forecast future facility renewal/reconstruction costs.
10. Provide an assessment of maintenance efforts to-date as compared to industry standards. Also, provide preventative maintenance recommendations, to include minimum standards of day-to-day upkeep and their associated costs based on industry standards (including but not limited to: on-going building maintenance, equipment replacement, janitorial needs and staffing, basic cleaning/deep cleaning, paint, flooring replacement, lighting replacement, etc.)

Consultant will meet with City staff to identify all reliable sources of existing data such as facility inventory lists, plans, maps, studies, etc. Where applicable, existing studies and reports will be provided to the consultant for incorporation into the FCNA and final report.

The types of building systems surveyed may vary with each building and shall include, but are not limited to, the following systems:

1. **SITE** | topography, drainage, access/egress, paving, curbing, parking, flatwork, utilities
2. **EXTERIOR SYSTEMS** | foundation, roofs, walls, window systems, exterior doors, civil/structural components
3. **INTERIOR SYSTEMS** | walls, doors, flooring, ceiling, hardware, lighting, architectural components
4. **FIRE/LIFE SAFETY ISSUES** | including hazards, alarms, and fire escapes
5. **HEATING, VENTILATION, AND AIR CONDITIONING** | including controls and terminal units
6. **ELECTRICAL** | including internal electrical distribution and back-up generators
7. **PLUMBING SYSTEMS** | fixtures, supply, storm and sanitary sewer drainage, valving, irrigation

8. FIRE PROTECTION
9. SPECIALIZED CONSTRUCTION AND OUTBUILDINGS
10. SPECIALIZED EQUIPMENT AND SYSTEMS
11. ELEVATOR SYSTEMS

Consultant is expected to generally address observed seismic deficiencies and general hazardous materials (lead, asbestos, etc.) conditions and or concerning environmental considerations, based on known/assumed age and type of construction for each facility. Specialized destructive seismic testing or hazardous material sampling/testing is not in the scope of proposed FCNA.

The consultant shall inspect all identified facilities to produce an accurate analysis that identifies all components and elements requiring maintenance, repair, and/or major capital investment. It is anticipated that the consultant team will be an interdisciplinary team (potentially involving multiple firms) likely to include a California licensed Civil/Structural Engineer, Mechanical Engineer, Electrical Engineer, Architect and Appraiser, as appropriate. The consultant will thoroughly examine building systems using non-destructive, on-site observations to compile a complete understanding of current building conditions and Department needs for each facility. Consultant will ensure that the inspection staff has the appropriate training and equipment to record and produce consistent and accurate data.

INSPECTIONS

The method of the inspection process shall allow for a comprehensive inspection of observable systems, while utilizing input from City staff to complement the assessment of current conditions with details of the facilities' background. This will be augmented with information provided by City staff regarding the current and projected uses of each facility, the current and projected staffing levels for each facility and any known deficiencies currently affecting these needs.

At a minimum, inspectors shall gather the following information on each property:

1. **PROPERTY CHARACTERISTICS** | An inventory of all building systems with each system component quantified as a count, an area, a length, and/or a height; whichever measurement is most appropriate for each system. Confirmation/validation of building area (square footage) shall be obtained during inspection.
2. **AGE** | Identification/approximation of the year each system component was installed.
3. **CURRENT CONDITION** | An assessment of the current condition of each system component and a determination of the level of repair necessary to restore or replace these components to achieve optimal condition.
4. **FACILITY NEEDS** | A summary of how each facility is being utilized, identifying whether it is over- or under-utilized and an analysis regarding the suitability of the facility to its current use.

For purpose of consistency, system components shall be defined along with a standard list of repairs and action levels for inspectors to choose from in rating each system condition. Action level recommendations and timelines shall be defined for individual

components. Standard definitions and systems of actions are intended to provide a more accurate assessment of facilities.

FORMAT

The consultant shall have a thorough understanding knowledge of ASTM Designation E2018, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process, for each subject of the FCNA (identified in Exhibit B). Format, including individual and summary reports, shall be confirmed by City and consultant prior to commencing assessments. Once format is confirmed, City will require a pilot FCNA be conducted on a facility of its choosing to confirm FCNA deliverable format individually and in summary. Once pilot FCNA format and accuracy is confirmed by the City's project manager, the remainder of the FCNA for each facility in the project will be given authorization to proceed. Hard copy and digital deliverables will be required.

IV. SCHEDULE

Responses to the RFP must be submitted to the City of St. Helena as outlined in this section.

Responses are due no later than
MONDAY, OCTOBER 2, 2017 AT 4:00 PM
 Responses received after this date and time will not be considered.

PROPOSED SCHEDULE FOR THE REVIEW AND SELECTION PROCESS AND DESIRED TIMELINES FOR DELIVERABLES

MILESTONE	DATE	TIME
Release RFP	August 31, 2017	9:00AM
Question submittal deadline	September 11, 2017	4:00PM
Questions posted on City website (cityofsthenana.org/rfps)	September 18, 2017	5:00PM
Proposal due date	October 2, 2017	4:00PM
Review and scoring of submittals	October 4, 2017	9:00AM
Interviews w/finalists	TBD	TBD
Award of contract	October 10 or 24, 2017	9:00AM
Execute contract and notice to proceed	October 11, or 25, 2017	9:00AM
Kickoff meeting	October 30, 2017	9:00AM
Pilot building FCNA due	December 15, 2017	9:00AM
Draft FCNA due for comment	December 29, 2017	9:00AM
Final draft due	January 29, 2018	4:00PM

The schedule may be modified and/or extended if necessary.

V. PROPOSAL REQUIREMENTS AND FORMAT

If interested in this RFP, please notify Christina Cook by email at ccook@cityofsthenana.org so you may be added to the notification list for addendums. Failure to notify Ms. Cook could result in missing important and required information, and could result in disqualification.

All submittals must follow the format described in this section. Respondents are encouraged to submit clear and concise responses to the RFP. The City of St. Helena reserves the right to include or exclude any part of the submittals in the final agreement with the selected consultant.

Four (4) bound copies of the submittal, one (1) unbound, reproducible copy, and one CD (or other digital medium) containing a PDF copy must be submitted. Each submittal shall contain no more than 20 double-sided 8½" x 11" pages (not counting dividers, exhibits, and any relevant appendices). Font shall be no less than 10pt. All pages shall be numbered. Drawings provided with the submittal shall not exceed 11" x 17."

To be considered for selection, submittals must arrive at the location shown below by the date and time specified in Section IV. Proposers who mail packages should allow ample delivery time to ensure timely arrival.

Submittals shall be placed in a clearly marked envelope, titled Facilities Condition & Needs Assessment and hand-delivered or mailed to:

City of St. Helena
Office of the City Clerk
Attention: Cindy Tzaopoulos
1480 Main Street
St. Helena, CA 94574

It is the sole responsibility of the Proposer to ensure timely delivery. Late proposals shall not be considered. Proposals will not be accepted at any other location other than the address specified above. Faxed or emailed proposals will not be accepted.

Submittals must include the following components in the order listed below:

- Part 1: Cover Letter/Executive Summary (5 points)
- Part 2: Experience and Qualifications of Consultant/Team Members (30 points)
- Part 3: Understanding of Project Scope (25 points)
- Part 4: Commitment to Project Budget & Detailed Work Plan (20 points)
- Part 5: Delivery Schedule and Timeline (15 points)
- Part 6: Reference Review (5 points) Total Possible: 100 points

PART 1 | COVER LETTER/EXECUTIVE SUMMARY (5 POINTS)

In no more than three (3) pages, the Cover Letter and Executive Summary shall include:

1. The names of the key members of the consultant team.
2. The mailing address, telephone number, and the name of the main point of contact for the consultant team.
3. A summary of the consultant's Facility Condition Assessment experience and qualifications and the significant advantages to selecting the consultant.

4. An acknowledgement of receiving any addendum(s) to the RFP document sent out by the City.

PART 2 | EXPERIENCE AND QUALIFICATIONS OF CONSULTANT/TEAM MEMBERS (30 POINTS)

Provide detail relating to the experience and qualifications of the members of the team, including an organizational chart showing all key personnel who will be assigned to this project. Submit brief resumes demonstrating the training, experience, and other qualifications of the key personnel who will be assigned to this project.

Consultant should further document expertise by including the information regarding the following:

1. Facility and Property Condition Assessments to include applicable facility inventory use, type, and area (square feet).
2. Experience of proposed consultant team working together as a team on similar scope and type of projects.
3. Understanding of operations, activities, staffing needs and maintenance of public facilities.
4. Experience with the use of life-cycle cost and value engineering.
5. Any other information that would assist the review team in understanding the consultant team's capacity to efficiently and effectively complete the project.

PART 3 | UNDERSTANDING OF PROJECT SCOPE & DETAILED WORK PLAN (25 POINTS)

Each respondent shall demonstrate its capacity to deliver comprehensive, professional, FCNA services. Respondent should outline methodology and logistics capable of meeting the goals outlined in the FCNA scope, as well as provide a proposed work plan for development and implementation of the FCNA as described in the scope of work. Respondents should draw from previous experience and demonstrated competence to articulate how their capabilities are distinct, comprehensive, and add value. Examples of report format (formal hard copy and digital deliverables) are recommended.

PART 4 | COMMITMENT TO PROJECT BUDGET (20 POINTS)

Consultant shall provide a total base fee for the project. Each responding consultant shall include an acknowledgement that it can effectively complete this project within the budget indicated. Each respondent should clearly explain in this section the methods and process it will use to insure the project is within budget and that the City will be getting the best value within the budgeted amount. Information in this section shall include cost per square foot for additional facilities during the course of the project and an hourly fee schedule shall be submitted for each proposer and any sub-consultants.

PART 5 | DELIVERY SCHEDULE AND TIMELINE (15 POINTS)

Discuss in this section the steps the consultant team proposes to use. Clearly outline the delivery schedule and timeline of each component of the project. Specific dates should be used assuming an award to this RFP and an executed agreement in October 2017. Consultant shall be prepared to begin work within two (2) weeks of the Notice to Proceed. Completion of this assessment in a timely fashion will be a factor in scoring this section. Firms whom can commit to an accelerated completion schedule may be given additional deference in the selection process. Indicate in the proposed scheduling the necessary involvement and various decision points required of the City. A Gantt chart or schematic representation of the delivery timeline with pertinent milestones and events is required in this section.

PART 6 | REFERENCE REVIEW (5 POINTS)

The review team will conduct a background reference review of each respondent. Please include the following information for three (3) projects that the proposed consultant team worked on together:

- Name of the project/study
- Location of the project
- Name, title, and contact information for the client
- Project budget
- Date of completion of the project

VI. PROPOSAL TERMS AND CONDITIONS**1. EXAMINATION OF PROPOSAL MATERIALS**

The submission of a proposal shall be deemed a representation and warranty by the proponent that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. No request for modification of the provisions of the proposal shall be considered after its submission on the grounds the proponent was not fully informed as to any fact or condition.

2. ADDENDA INTERPRETATIONS

If it becomes necessary to revise any part of this RFP, a written addendum will be provided to each firm that requested to be added to the notification list, and said addenda will be uploaded to the City website. The City of St. Helena is not bound by any oral representations, clarifications, or changes made in the RFP by the City or its agents, unless such clarifications or change is provided in written addendum from the City of St. Helena.

3. DESIGNATED CONTACT

For the purposes of this RFP, the City's designated Project Manager is Erica Ahmann Smithies, Director of Public Works/City Engineer. Any questions concerning the scope of work and the selection process shall be directed to Ms. Ahmann Smithies, at esmithies@cityofsthenana.org. Any and all questions and responses concerning this RFP will only be accepted in writing, via email. All questions must be received by September 11, 2017 by 4:00PM.

Responses to questions will be posted on the City's website, cityofsthenana.org/rfps, and will become part of the RFP. It is the consultant's responsibility to check the website for updates.

4. PUBLIC RECORDS

This RFP document and all submittals in response thereto are public records. Prospective consultants are cautioned not to include any material into the proposal that is strictly proprietary in nature.

5. PROPOSAL COSTS

All costs associated with the preparation of RFP submittals shall be borne by the respondent. This RFP does not constitute any form of offer to contract.

6. RESERVATION OF RIGHTS

The City reserves the right, for any reason, to accept or reject any one or more proposals; to negotiate the terms and specifications of the proposal; to modify any part of the RFP; or issue a new RFP.

7. PRODUCT OWNERSHIP

Any documents resulting from the contract will be the property of the City.

8. PROFESSIONAL SERVICES AGREEMENT

All Proposers must identify in their proposal any terms and conditions of the sample Professional Service Agreement (Exhibit C) that they wish to negotiate. Liability insurance is required as outlined in Section 7 of the sample agreement.

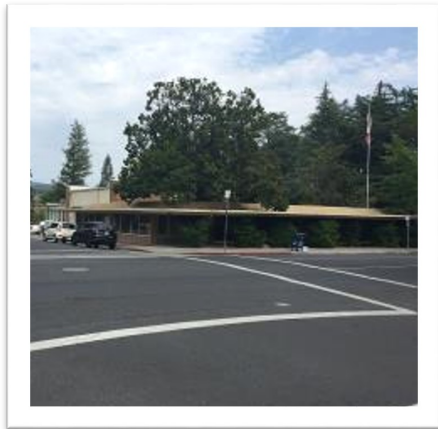
9. CAUSES FOR DISQUALIFICATION

Any of the following may be considered cause to disqualify a proponent without further consideration:

- Evidence of collusion among proponents;
- Any attempt to improperly influence any member of the evaluation panel;
- A proponent's default in any operation of a professional services agreement which resulted in termination of that agreement; and/or
- Existence of any lawsuit, unresolved contractual claim, or dispute between proponent and the City.

EXHIBIT A - CITY OF ST. HELENA FACILITY PHOTO INDEX

All City-owned facilities to be included in the Facilities Condition Assessment:



CITY HALL/POLICE STATION (INCLUDING LYMAN PARK)

1480 MAIN STREET

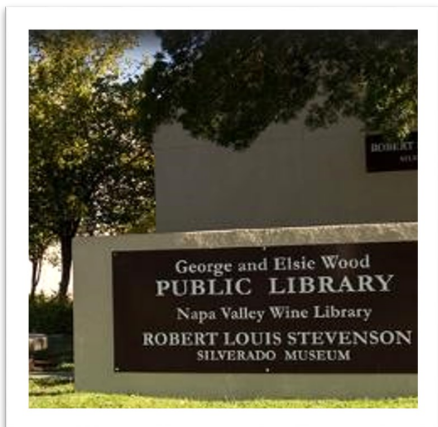
St. Helena City Hall and the St. Helena Police Department are located in the same building, which is attached to Lyman Park. City Hall houses the following Departments: City Manager, City Clerk, Planning, Building, Finance, and Public Works Administrative Staff. Twenty employees currently work out of the City Hall side. The Police Department consists of both Dispatch and Patrol Divisions. It houses five full-time and two part-time dispatchers, one community service officer, one reserve officer, eleven police officers, as well as a Police Chief. The Station also contains two holding cells, one full locker room for male officers, and one makeshift locker room for female officers.



FIRE STATION

1480 MAIN STREET

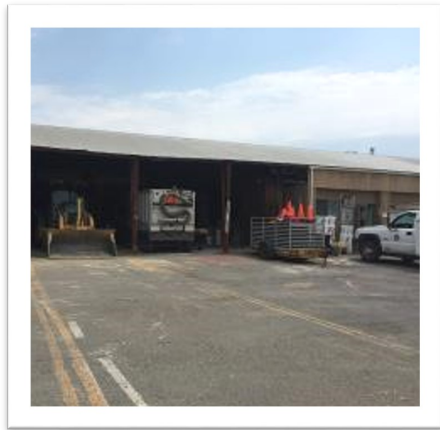
The St. Helena Fire Station includes a reception lobby, four offices, full commercial kitchen, radio room, training room, three dorm rooms, a museum, and an apparatus bay, which houses several fire apparatus. The Fire Station currently hosts both the Human Resources and Fire Departments. Human Resources consists of two full-time employees, while the Fire Department consists of one full-time administrative employee, one part-time Fire Chief, one part-time Fire Marshal, and up to thirty part-time firefighters. The station is not staffed full-time, and personnel do not live or sleep in quarters.



ST. HELENA PUBLIC LIBRARY

1492 LIBRARY LANE

The St. Helena Public Library houses six full-time and eight part-time employees. It hosts over 500 programs a year, including story time and crafts for children, presentations, and a variety of community events. Internet access is provided through 18 public computers and a wireless network. All services and programs are free. The Library receives over 114,000 visitors annually.



PUBLIC WORKS' CORPORATION YARD

1405 CHARTER OAK AVENUE

The St. Helena Public Works' Corporation Yard is home to the Public Works Field Staff. It currently houses two temporary trailers, which contain a total of four offices as well as a breakroom/meeting room. Twelve full-time staff work from the yard. The shop and equipment bays are used to store and protect equipment from the elements, repair fleet vehicles, store supplies, and serve as a workshop. Additionally, there are two large storage containers utilized for storage of janitorial supplies as well as overflow for city records.



SCOUT HALL

1530 RAILROAD AVENUE

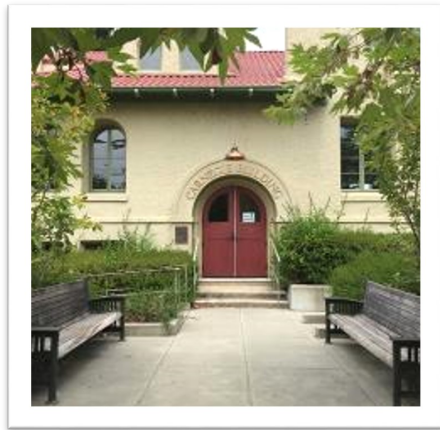
The "Scout Hall" building is owned by the City of St. Helena and serves as a meeting room for both the Boy and Girl Scouts of America. The facility is also used for the Scouts' storage needs.



FORMER CDF OFFICE BUILDING

1572 RAILROAD AVENUE

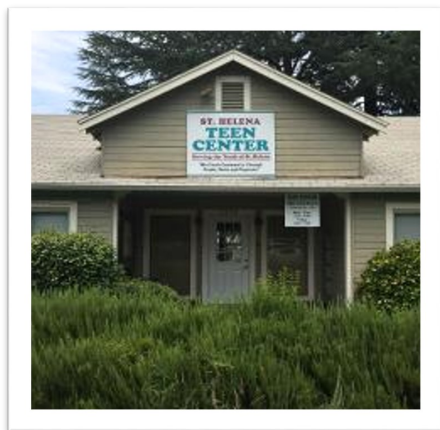
The building located at 1572 Railroad Avenue is owned by the City of St. Helena and is currently leased to a health group, and is used for medical administration offices.



CARNEGIE BUILDING

1360 OAK AVENUE

The historically registered St. Helena Carnegie Building, originally built as a Carnegie Library, has been used as a recreation center for the City since 1978. The building houses the office of the Recreation Director, hard-floored classroom, carpeted great room/classroom, and meeting room. The building is primarily used for community recreation classes, and is also available for private class rentals, public rentals, and community meetings.



TEEN CENTER

1574 RAILROAD AVENUE

The St. Helena Teen Center houses a free after-school program for middle school students, and in the summer the space is utilized for summer camps run by the Recreation Department. The Teen Center property consists of a main building, garage, and auxiliary building. The property also serves as additional office space and storage for the recreation department.



HEAD START BUILDING

360 CRANE AVENUE

The Head Start building at Crane Park is utilized for eight weeks of summer day camp each summer, consisting of approximately ten seasonal employees and thirty campers. The building is available for class space and public rental throughout the remainder of the year.



SIGNORELLI BARN

933 Signorelli Circle

Also known as Meily Barn, the roughly 125 year old historical barn is currently used for storage, and is not structurally sound. It is hoped the barn will be structurally reinforced and made suitable for public use in the future.



FIRE STATION 2

1025 Dowdell Lane

Fire Station 2 consists of a 400 square foot detached garage and a 1,250 square foot unenclosed barn. Station 2 is also not staffed, and is used for housing one fire apparatus and one utility vehicle. Minor improvements are planned, including moving an interior wall.

EXHIBIT B – SUMMARY OF INDIVIDUAL CITY FACILITIES TO BE EVALUATED

All City-owned facilities to be included in the Facilities Condition & Needs Assessment:

FACILITY	ADDRESS	APPROXIMATE SQUARE FOOTAGE	FLOORS	# OF EMPLOYEES
CITY HALL/POLICE STATION	1480 Main Street	11,411	1	39 full-time, 2 part-time
LYMAN PARK		41,000	N/A	
FIRE STATION	1500 Main Street	19,550	1	3 full-time, 30 part-time
ST. HELENA LIBRARY	1492 Library Lane	14,445	2	6 full-time, 8 part-time
PUBLIC WORKS' CORPORATION YARD	1405 Charter Oak Avenue	2,100	1	12 full-time
SCOUT HALL	1530 Railroad Avenue	1,700	2	N/A
FORMER CDF OFFICE BUILDING	1572 Railroad Avenue	4,224	1	N/A
CARNEGIE BUILDING	1360 Oak Avenue	6,327	3	1 full-time
TEEN CENTER	1574 Railroad Avenue	3,180	1	1 full-time
HEAD START BUILDING	360 Crane Avenue	1,681	1	10 part-time
SIGNORELLI BARN	933 Signorelli Circle	2,226	1	N/A
FIRE STATION 2	1025 Dowdell Lane	1,650	1	4 Part-Time
		68,494 (does not include Lyman Park)		

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made and entered into on _____ by and between the City of St. Helena, located in the County of Napa, State of California (City), and _____ (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as _____.

B. Consultant has represented that Consultant has the necessary expertise, experience, and qualifications to perform the required duties.

NOW, THEREFORE, in consideration of the mutual premises, covenants, and conditions herein contained, the parties agree as follows:

SECTION 1 – BASIC SERVICES

Consultant agrees to perform the services set forth in **Exhibit A, “Scope of Services”** and made part of this Agreement.

SECTION 2 – ADDITIONAL SERVICES

Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to or outside of those set forth in this Agreement or **Exhibit A, “Scope of Services”**, unless such additional services and compensation are authorized in advance and in writing by the City Council or City Manager of the City.

SECTION 3 – TIME FOR COMPLETION

The time for completion of services shall be as identified in **Exhibit A, “Scope of Services”**.

SECTION 4 – COMPENSATION AND METHOD OF PAYMENT

A. Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in **Exhibit B, “Compensation”**, attached hereto and made a part hereof. Total compensation shall not exceed \$XX, unless additional compensation is approved in accordance with Section 2.

B. Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories if applicable: labor (by sub-category), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. City shall independently review each invoice submitted to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. If no charges or expenses are disputed, the invoice shall be approved, and City will use its best efforts to cause Consultant to be paid within 30 days of receipt of invoice. If the City disputes any charges or expenses, the City will return the original invoice to Consultant

Page 1 of 11

for correction and resubmission. If the City reasonably determines, in its sole judgment, that the invoiced charges and expenses exceed the value of the services performed to date and that it is probable that the Agreement will not be completed satisfactorily within the contract price, City may retain all or a portion of the invoiced charges and expenses. Within thirty (30) days of satisfactory completion of the project, City shall pay the retained amount, if any, to Consultant.

C. Payment to the Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

SECTION 5 – STANDARD OF PERFORMANCE

Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

SECTION 6 – INSPECTION AND FINAL ACCEPTANCE

City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's work within sixty (60) days after submitted to City, unless the parties mutually agree to extend such deadline. City shall reject work by a timely written explanation, otherwise Consultant's work shall be deemed to have been accepted. City's acceptance shall be conclusive as to such work except with respect to latent defects and fraud. Acceptance of any of Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, the sections pertaining to indemnification and insurance.

SECTION 7 – INSURANCE REQUIRED

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees, as indicated:

- A. Minimum Scope of Insurance. Coverage shall be at least as broad as:
 1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
 2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
 3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
- B. Minimum Limits of Insurance. Consultant shall maintain limits no less than:
 1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, as applicable. If Commercial General Liability Insurance or other form with a General

Page 2 of 11

Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease.

C. Professional Liability Insurance. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, environmental engineer or other professional engineer, or land surveyor ("design professional"), Consultant shall maintain at least \$2,000,000 of professional liability insurance.

D. Excess Limits. If Consultant maintains higher limits than the minimums shown above, City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

E. Primary Coverage. For any claims related to this contract the Consultants insurance coverage shall be primary insurance as respects to City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of Consultants insurance and shall not contribute with it.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions of \$25,000 or greater must be declared to and approved by the City.

G. Other Insurance Provisions. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its agent, officers, officials, employees, and volunteers are to be covered as additional insured as respects: liability arising out of work or operations performed by the Consultant or Consultant's subconsultants; or automobile owned, leased, hired or borrowed by the Consultant.
2. For any claims related to Consultant's conduct while performing the work of this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subsection (b) of Section 2782 of the Civil Code.

H. Waiver of Subrogation. Consultant's commercial general liability, automobile liability, workers' compensation, and employer's liability policies shall be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its agents, officers, officials, employees and volunteers for losses

paid under the terms of this policy which arises from the work performed by the named insured for the City.

I. The Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the City.

J. Verification of Coverage. Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on forms that conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

SECTION 8 – INDEMNIFICATION

A. Consultant shall indemnify and hold harmless City, its agents, officers, officials, employees, and volunteers from any and all claims, demands, suits, loss, damages, injury, and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of Consultant, its officers, agents, employees and subcontractors, or any of them, under or in connection with this Agreement; and Consultant agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against City, its agents, officers, officials, employees and volunteers, or any of them, arising out of such negligent or otherwise wrongful act or omission, and to pay and satisfy any resulting judgments.

B. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, professional engineer, or land surveyor ("design professional"), the provisions of this section regarding Consultant's duty to defend and indemnify apply only to claims that arise out of or relate to the negligence, recklessness, or willful misconduct of the design professional.

C. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to Indemnification in order to be so indemnified. The insurance required to be maintained by Consultant shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

D. The provisions of this section do not apply to claims to the extent occurring as a result of the City's sole negligence or willful acts or misconduct.

SECTION 9 – INDEPENDENT CONTRACTOR STATUS

A. Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner or to incur an obligation, debt or liability of any kind on behalf of or against City, whether by

contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

B. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City.

C. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

SECTION 10 – CONFLICTS OF INTEREST

A. Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent, or subcontractor without the express written consent of the City Manager. Consultant agrees to at all times avoid conflicts with the interests of City in the performance of this Agreement.

B. City understands and acknowledges that Consultant is, as of the date of execution of this Agreement, independently involved in the performance of non-related services for other governmental agencies and private parties. Consultant is aware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 11 – OWNERSHIP OF DOCUMENTS

A. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. When requested by City, but no later than three years after project completion, Consultant shall deliver to City all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

B. All copyrights, patents, trade secrets, or other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, improvements, developments, works of authorship, or other products developed or created by Consultant during the course of providing services (collectively the "Work Product") shall belong exclusively to City. The Work Product shall be considered a "work made for hire" within the meaning of Title 17 of the United States Code. Without reservation, limitation, or condition, Consultant hereby assigns, at the time of creation of the Work Products, without any requirement of further consideration, exclusively and perpetually, any and all right, title, and interest Consultant may have in the Work Product

Page 5 of 11

throughout the world, including without limitation any copyrights, patents, trade secrets, or other intellectual property rights, all rights of reproduction, all rights to create derivative works, and the right to secure registrations, renewals, reissues, and extensions thereof.

SECTION 12 – CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION

A. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

B. Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered “voluntary” provided consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys fees, caused by or incurred as a result of Consultant’s conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response.

SECTION 13 – SUSPENSION OF WORK

City may, at any time, by ten (10) days written notice suspend further performance by Consultant. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and Consultant shall be paid for services performed and reimbursable expenses incurred prior to the suspension date.

SECTION 14 – COMPLIANCE WITH LAW

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards,

officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

SECTION 15 – COMPLIANCE WITH CIVIL RIGHTS

During the performance of this contract, Consultant agrees as follows:

A. Equal Employment Opportunity. In connection with the execution of this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, ancestry, age, sexual orientation, gender, gender identity and gender expression as protected categories specifically and expressively in that category, physical handicap, medical condition, marital status, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training including apprenticeship.

B. Nondiscrimination Civil Rights Act of 1964. Consultant will comply with all federal regulations relative to nondiscrimination to federally-assisted programs.

C. Solicitations for Subcontractors including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations, made by Consultant for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by Consultant of Consultant's obligations under this Agreement and the regulations relative to nondiscrimination.

SECTION 16 – RECORDS

A. Records of Consultant's direct labor costs, payroll costs, and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a generally recognized accounting basis and made available to City if and when required for a period of up to 3 years from the date of Consultant's final invoice.

B. Consultant's records and design calculations will be available for examination and audit if and as required. The cost of any reproductions shall be paid by City.

SECTION 17 – COOPERATION BY CITY

All public information, data, reports, records, and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in the Exhibit A, "Scope of Services", shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

SECTION 18 – NOTICES

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by facsimile or first class mail, addressed as follows:

To City: City Manager
1480 Main Street
St. Helena, California 94574

To Consultant:

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, or, if mailed, three (3) days after deposit in the custody of the U.S. Postal Service.

SECTION 19 – TERMINATION

A. City may terminate this Agreement, with or without cause, at any time by giving ten (10) days written notice of termination to Consultant. If such notice is given, Consultant shall cease immediately all work in progress.

B. If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant, or City may terminate this Agreement immediately upon written notice.

C. Upon termination of this Agreement by either Consultant or City, all property belonging to City which is in Consultant's possession shall be delivered to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in this Agreement.

SECTION 20 – ATTORNEY FEES

If litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorneys' fees, costs and expenses, in addition to any other relief to which it may be entitled. In addition, any legal fees, costs and expenses incurred to enforce the provisions of this Agreement shall be reimbursed to the prevailing party.

SECTION 21 – ENTIRE AGREEMENT

This Agreement, including the attached Exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 22 – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties. However, this Agreement shall not be assigned by Consultant without written consent of the City.

SECTION 23 – CONTINUITY OF PERSONNEL

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the services required under this Agreement, prior to any such performance.

SECTION 24 – DEFAULT

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

SECTION 25 – WAIVER

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.

SECTION 26 – LAW TO GOVERN; VENUE

This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Napa. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Northern District of California, in San Francisco.

SECTION 27 – SEVERABILITY

If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

SECTION 28 – SPECIAL PROVISIONS

This Agreement is subject to the following special provisions: none.

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions above stated, the day and year first above written.

Consultant:

City:

By: _____
Name: _____
Title: _____

By: _____
Name: Mark Prestwich
Title: City Manager

Approved as to Form:

By: _____

Name: Thomas B. Brown

Title: City Attorney

Exhibit A
“Scope of Services”

Exhibit B
“Compensation”



City of St. Helena

Facilities Condition & Needs Assessment

October 2, 2017



Erik Pillar

2121 North California Blvd., Suite 290 | Walnut Creek, CA 94596
t 800 733 0660 | f 410 785 6220
epillar@emgcorp.com

TABLE OF CONTENTS



Part

1	Cover Letter/Executive Summary	1
2	Experience and Qualifications of Consultant/Team Members	3
3	Understanding of Project Scope & Detailed Work Plan	8
4	Commitment to Project Budget	14
5	Delivery Schedule and Timeline	15
6	Reference Review	17

COVER LETTER/ EXECUTIVE SUMMARY

1





October 2, 2017

Cindy Tzafopoulos
City of St. Helena
Office of the City Clerk
1480 Main Street
St. Helena, CA 94574

RE: RFP Facility Condition & Needs Assessment

Dear Ms. Tzafopoulos:

EMG is pleased to provide the City of St. Helena with the enclosed proposal in response to the RFP for Facility Condition & Needs Assessment services.

Proven Experience | Property Condition Assessments are a core service of EMG. We have completed thousands of projects with more than 700 million square feet of space in the last five (5) years for State and Local Government clients. EMG has completed more than 8,400 assessment and project management projects in California.

Highly Qualified Team | EMG is an architecture and engineering firm focused solely on building lifecycle and capital planning studies, with more than 580 building professionals nationwide including 60 California-based professionals. The key members for this project are Erik Piller, Matthew Anderson, RA, Mark Surdam, RA, Shannon Vogt, Bhaskar Ale, Bryan McGuinness, and Paul Sanders. Our Assessment teams have performed similar services nationwide, including:

- County of Napa – FCA / Inventory
- Hayward Area Recreation and Parks District – FCA / ADA / Energy Audit
- City of South San Francisco – FCA, Security Assessments
- City of Redwood City – FCA
- City of Santa Clara – FCA / Structural
- City of Concord – FCA / Inventory
- City of San Leandro – FCA / Inventory
- City of San Ramon – FCA / Inventory
- City of Novato – FCA
- City of Goleta – FCA
- City of Monterey – FCA, BOMA, and ADA CASp
- City of Fresno – FCA
- City of Waterford – FCA / Inventory
- City of Oakland - Housing – PCAs
- City of Livermore – Housing – FCA
- County of Solano – FCA, CMMS Software
- County of Monterey - ADA
- County of Kern – FCA
- Ambrose Parks & Recreation (Baypoint) – FCA and ADA Transition Plan
- Truckee-Donner Parks & Recreation – FCA and Energy Audit
- San Francisco Municipal Transportation Agency - FCA
- Sacramento Municipal Utility District (SMUD), Sacramento – PCA
- State of California DGS (17MM SF) - Statewide

The following pages detail our history, similar project experience, our key personnel and team, and our approach to your unique project. EMG is committed to working with the City of St. Helena to provide the highest possible quality of service and is dedicated to providing services with only the most qualified professionals.

EMG has not received any addenda regarding the RFP for Facilities Condition & Needs Assessment.

We appreciate the opportunity to present our qualifications for this project and look forward to working with the City of St. Helena. I am fully available at 800.733.0660, ext. 2704 or epiller@emgcorp.com to further discuss our qualifications.

Sincerely,

Erik Piller, Senior Vice President

EMG | 2121 North California Blvd., Suite 290 | Walnut Creek, CA 94596 | 800.733.0660 | emgcorp.com

HISTORY OF EMG

Founded in 1986, Clampett Industries, LLC d/b/a EMG (EMG) is an Architectural, Engineering, and Environmental consulting services Partnership firm employing 543 professionals nationwide. EMG is licensed to do business in the State of California and has a qualified team ready and available to complete the requested services for the City of St. Helena.

Annually, EMG assesses thousands of facilities for governing agencies similar to the City of St. Helena and has developed a proven and efficient methodology for our assessments and data collection, considering knowledge of property conditions, federal and ASHRAE regulations, local codes, and client objectives, while conducting services and making recommendations.

EMG is financially sound with average revenues of \$40.2M over the past five years – more than \$60M last year alone. With the depth and resources to complete this project, EMG is committed to providing quality services to the City's satisfaction.

SERVICES

- Condition Assessments
- Capital Planning
- Feasibility Studies
- Energy Studies
- Project Management
- ADA Accessibility Compliance
- Construction Monitoring
- Plan and Document Review

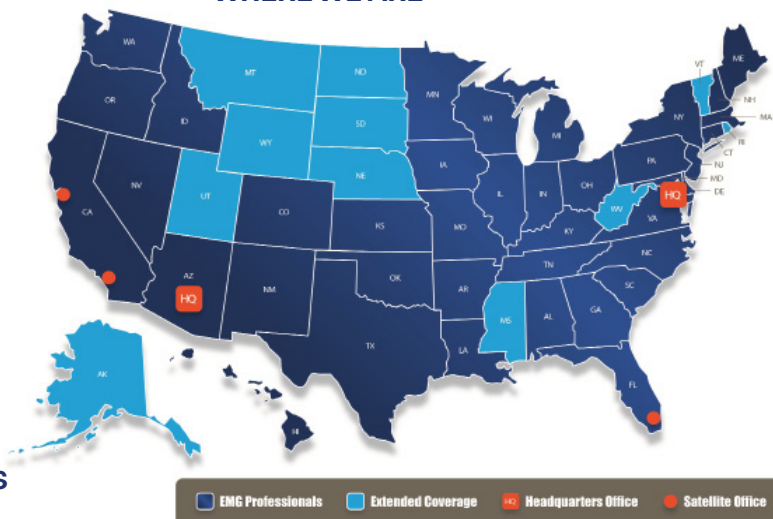
WHAT WE DO



COMPANY INFORMATION

Name of Company:	EMG
Year Founded:	1986
Ownership:	Limited Liability Company
Local Address:	2121 North California Blvd, Ste. 290 Walnut Creek, CA 94596
Primary Contact:	Erik Piller, Sr. Vice President
Telephone:	(800) 733-0660, ext. 2704
Mobile:	(408) 505-6117
Fax:	(410) 785-6220
Email:	EPiller@emgcorp.com
Website:	www.emgcorp.com

WHERE WE ARE



EXPERIENCE AND QUALIFICATIONS OF CONSULTANT/TEAM MEMBERS

2



KEY PERSONNEL

Erik Piller | Project Executive

Mr. Piller will oversee all contractual aspects of the project and will be available to meet with the City of St. Helena for the duration of the project on an as-needed basis. He will be responsible for defining the scope of engagement, and will meet regularly with EMG's Program Manager and Assessment Team to assure the City of St. Helena's needs are met, and that the project is adequately staffed, running smoothly, and on schedule. Mr. Piller will serve as the lead person who can respond to the City of St. Helena's questions.

Matthew Anderson, RA | Program Manager

Mr. Anderson will manage the Assessment Team and will meet with the City of St. Helena on an agreed-upon basis to ensure project success. Mr. Anderson will be accountable for the overall EMG Team performance and will be responsible for delivering the assessment results, and for working with the City of St. Helena to develop the implementation plan based on the results. He will have full responsibility for the delivery of the overall project.

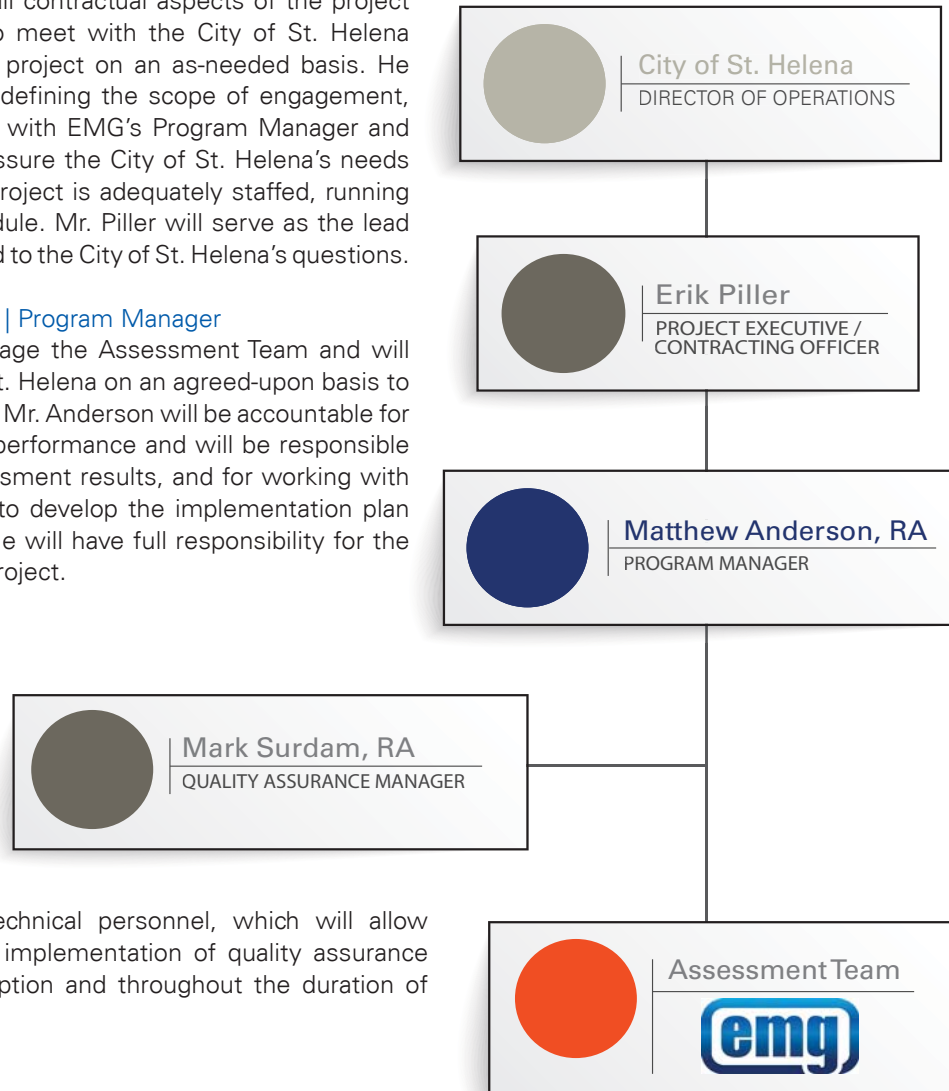
Mark Surdam, RA | Quality Assurance Manager

Mr. Surdam will oversee the project, assuring technical, process, and content quality. He will have direct management responsibility for all technical personnel, which will allow for quick and effective implementation of quality assurance measures both at inception and throughout the duration of the project.

Assessment Team

The Assessment Team will observe, measure, record, and describe the deficiencies observed through the Assessment process, interview staff, and formulate recommendations to remedy the deficiencies. They will coordinate the logistics and document collection for each assessment, as well as develop the assessment report.

ORGANIZATION CHART



Individual resumes are included on the following pages.

Erik Piller

PROJECT EXECUTIVE / CONTRACTING OFFICER

RELEVANT EXPERIENCE

City of Fresno, Facility Condition Assessment – CA
 City of South San Francisco, Facility Condition Assessment – CA
 County of Kern, Facility Condition Assessment – CA
 City of Redwood City, Facility Condition Assessment & Energy Audit – CA
 State of New Mexico, Facility Condition Assessment – CA
 City of Concord, Facility Condition Assessment / Inventory – CA
 City of San Leandro, Facility Condition Assessment / Inventory – CA
 City of San Ramon, Facility Condition Assessment / Inventory – CA
 City of Orange, Facility Condition Assessment and ADA Transition Plan – CA
 City of Ambrose Parks District, Facility Condition Assessment / ADA – CA
 City of Poway, Facility Condition Assessment – CA
 Truckee / Donner Parks and Recreation, Facility Condition Assess / Energy Audit – CA
 City of Huntington Beach, Facility Condition Assessment – CA
 San Jose City College, Comprehensive Roofing Assessment – CA
 San Jose Evergreen Community College District, Facility Condition Assessment – CA
 San Francisco MTA, Facility Condition Assessment - CA
 County of Solano, Facility Condition Assessment - CA
 County of Monterey, Facility Condition Assessment - CA
 City of Goleta, Facility Condition Assessment - CA
 City of Novato – Fire District, Facility Condition Assessments – CA
 City of Laguna Hills, Facility Condition Assessment / Reserve Study – CA
 County of Los Angeles (CDC), Physical Needs Assessments / Energy Audits – CA
 State of California DGS, Facility Condition Assessment (58 Buildings) – CA
 City of San Jose, Environmental Services Building – CA
 County of San Mateo, Facility Condition Assessment – CA
 San Manuel Band of Mission Indians, Facility Condition Assessment – CA
 State of New Mexico, Facility Condition Assessment – Statewide
 Evergreen USD, Facility Condition Assessment and Energy Audit (Prop 39)– CA
 Manhattan Beach USD, Facility Condition Assessment and Energy Audit (Prop 39) – CA



INDUSTRYTENURE

A/E: 2002
 EMG: 2013

INDUSTRY EXPERIENCE

Government
 Parks/Rec
 Education
 Industrial
 Office
 Retail
 Hospitality
 Housing

Matthew Anderson, RA

PROGRAM MANAGER



RELEVANT EXPERIENCE

City of Fresno, Facility Condition Assessment – CA
 City of Novato, Fire District, Facility Condition Assessments – CA
 City of Monterey, Facility Condition Assessment – CA
 City of Poway, Facility Condition Assessment – CA
 City of Orange, Facility Condition Assessment – CA
 County of Kern, Facility Condition Assessment – CA
 State of New Mexico, Facility Condition Assessment – CA
 State of California DGS - 17MM SF of Buildings including 34 buildings in Sacramento
 Sacramento Municipal Utility District, Property Condition Assessment – CA
 Truckee / Donner Parks and Recreation, Facility Condition Assessment / Energy Audit – CA
 City of South San Francisco, Facility Condition Assessment – CA
 San Jose Evergreen Community College District, Facility Condition Assessment – CA

INDUSTRY TENURE

A/E: 1999
 EMG: 1981

EDUCATION

Bachelor of Architecture,
 Architecture, California
 Polytechnic State University,
 1982.

Denmark's International
 Studies Program,
 Copenhagen, Denmark,
 1981.

LICENSES

Registered Architect,
 California (#C15753).

Mark Surdam, RA

PROGRAM MANAGER



RELEVANT EXPERIENCE

Napa County (Facility Dude), Facility Condition Assessment – CA
 City of Orange, Facility Condition Assessment, ADA Transition Plan & Capital Plan – CA (8 Fire Stations)
 City of Huntington Beach, Facility Condition Assessment & Capital Plan – CA (7 Fire Stations)
 City of Laguna Hills, Facility Reserve Study – CA
 City of Fresno, Facility Condition Assessment – CA
 City of South San Francisco, Facility Condition Assessment – CA
 Solano County, Facility Condition Assessment – CA
 City of Concord (Facility Dude), Facility Condition Assessment – CA
 City of Quincy (Facility Dude), Facility Condition Assessment – CA
 City of San Ramon (Facility Dude), Facility Condition Assessment – CA
 City of San Leandro (Facility Dude), Facility Condition Assessment – CA
 State of California DGS, Facility Condition Assessment (58 Buildings) – CA
 City of Ellensburg, Facility Condition Assessment – WA
 San Jose City College, Roof Assessment – CA
 San Jose Evergreen Community College, Facility Condition Assessment – CA
 Los Angeles Department of Water and Power - Facility Condition Assessment and Reserve Study – CA

INDUSTRY TENURE

A/E: 1976
 EMG: 2014

EDUCATION

Bachelor of Science,
 Architecture, University of
 Southern California, 1976.

LICENSES

Registered Architect,
 California, (#C26835).

Shannon Vogt

COST ESTIMATOR / ASSESSMENT TEAM

RELEVANT EXPERIENCE

City of Novato Fire District, Facility Condition Assessments – CA (6 Fire Stations)
 City of Monterey, Building Condition Assessments – CA (1 Fire Station)
 City of Columbus, Facility Condition Assessment – OH (Fire Stations)
 Arlington County, Facility Condition Assessment - VA (Fire Stations)
 City of Fresno, Facility Condition Assessment – CA
 State of California DGS, Facility Condition Assessment – Statewide
 San Diego County, Facility Condition Assessment – CA
 Rhode Island Department of Administration, Facility Condition Assessment - RI
 North County Transit District, Facility Condition Assessment – CA
 Bureau of Indian Affairs, Facility Condition Assessment – Nationwide including CA
 Montebello Bus Lines, Facility Condition Assessment – CA
 County of San Bernardino, Facility Condition Assessment – CA
 Government Services Administration, Building Engineering Reports - Nationwide
 City of Dallas, Facility Condition Assessment – TX
 City of Casa Grande, Facility Condition Assessment – AZ



INDUSTRYTENURE

A/E: 1993
 EMG: 2003

EDUCATION

Master of Science,
 Construction Engineering
 and Management,
 University of California,
 1999.

Bachelor of Science,
 Mechanical Engineering,
 Penn State University, 1993.

Bhaskar Ale, CEM, LEED AP

ASSESSMENT TEAM LEAD

RELEVANT EXPERIENCE

City of Redwood City, Facility Condition Assessment & Energy Audit – CA
 City of South San Francisco, Facility Condition Assessment – CA
 County of Kern, Facility Condition Assessment – CA
 Truckee Donner Recreation and Park District – CA
 State of California DGS, Facility Condition Assessment – Statewide
 County of Solano, Facility Condition Assessment – CA
 City of Monterey, Facility Condition Assessment – CA
 City of Fresno, Facility Condition Assessment – CA
 Bureau of Indian Affairs, Facility Condition Assessment – CA
 Los Angeles Unified School District, Facility Condition Assessment – CA
 State of Vermont, Facility Condition Assessment – VT



INDUSTRYTENURE

A/E: 2007
 EMG: 2014

EDUCATION

Masters, Mechanical
 Engineering, University of
 Rhode Island, RI, 2011

Bachelors of Science,
 Mechanical Engineering,
 Institute of Engineering,
 Nepal, 2007

Note: Local Lead Assessor,
 Lives in San Jose

Paul Sanders, PE, SE

ASSESSMENT TEAM



RELEVANT EXPERIENCE

High Tech Manufacturing Retrofit, CA – Lead engineer on the design of the seismic retrofit of a 165,000 square feet manufacturing facility with an immediate occupancy performance objective. The project utilized ASCE 41-06. The building remained occupied and in use throughout the design and construction phases.

Retail Retrofit, San Francisco, CA – served as the project engineer on the retrofit design of a retail building.

Retail Retrofit, CA – served as the project engineer on the retrofit design of a multiple low rise office buildings.

Seismic Assessments, – served as the project engineer on the seismic assessment of multiple public and private buildings over the western US and internationally. Assessments were performed using the ASCE 31 and 41 methodologies for Tiers 1, 2, and 3.

New Hospital Design, CA – served as an engineer on several new hospital design projects. Projects included moment frame, concentric braced frame, and eccentric braced frame lateral systems.

New Design of High Tech Manufacturing Facility, CA – served as the project engineer on the design of a state of the art manufacturing facility.

INDUSTRY TENURE

A/E: 2004
EMG: 2016

EDUCATION

Master of Science,
Structural Engineering,
University of California at
San Diego, 2005.

Bachelor of Science, Civil
Engineering, Oregon State
University, 2004.

LICENSES

California licensed Structural
Engineer, License No.
S5813 California licensed
Civil Engineer, License No.
C71880 Oregon licensed
Civil/Structural Engineer,
License No. 74339PE
Washington licensed Civil/
Structural Engineer, license
No. 51773

Bryan McGuinness

ASSESSMENT TEAM



RELEVANT EXPERIENCE

City of San Ramon, Facility Condition Assessments / Inventory – CA

Simi Valley Unified School District, Facility Condition Assessments / Inventory – CA

Shasta Hotel, Physical Needs Assessment – CA

Casa Quezada Hotel, Physical Needs Assessments – CA

Sacramento Housing and Redevelopment Agency, Green Physical Needs Assessment, ADA Assessment, Energy Audit – CA

Seattle Housing Authority, Capital Needs Assessments – CA

Westfield Retail Portfolio, Facility Condition Assessments – CA

Drawbridge Office Buildings, Facility Condition Assessments – CA

Frontier Communications, Property Management – CA, TX & FL

INDUSTRY TENURE

A/E: 1996
EMG: 2017

EDUCATION

Bachelor of Arts, Business
Administration, Pace
University.

Associate of Science,
Emergency Management,
Davenport College.

LICENSES

National Certified UST
Operator, Certified Facility
Manager



PROJECT UNDERSTANDING

EMG understands that the Facilities Condition and Needs Assessment for the City of St. Helena ("Client") will:

- Include a facilities condition and needs assessment of all buildings, building systems, and infrastructure.
- Determine the present condition and estimated life expectancy of various building systems and components.
- Result in strategic plan for capital repairs, lifecycle component replacement, and building modernization.
- Establish anticipated renewal and replacement costs for the various systems and components.
- Identify and document present condition of all physical assets including grounds, facilities, and infrastructure.
- Recommend corrections for all deficiencies and provide cost estimates for corrections.
- Prioritize and categorize deficient conditions, associated corrective actions, and information concerning building systems and deficiency categories.
- Calculate the Current Replacement Value (CRV) and Facility Condition Index (FCI) for each facility and site.
- Space utilization to identify whether each of the buildings are serving their intended role, and if they are under or over-utilized in their current capacity. Include assessing the ability of each building to serve current needs and accommodate the number of employees housed in each facility.
- Provide current market values of City-owned properties based on current zoning as well as highest-and-best use.
- Provide a Maintenance Management assessment of maintenance efforts to-date as compared to industry standards and include preventive maintenance recommendations.

We understand that a key factor to performing facilities condition and needs assessments is the evaluation of physical needs and accurate forecasting for capital repair and replacement budgets. Pre-emptive measures to manage maintenance budgets and programs are essential in ensuring the elimination of potential issues, which can range from deferred maintenance, or premature replacement of building systems that can prove costly.

With each identified replacement or repair, the assessment results include estimates of cost and a numerical ranking of importance based upon the City of St. Helena's priorities and estimated useful lives of the building systems and components. Also reflected in the assessment's results is the incorporation of any previously collected information in the City of St. Helena's possession. EMG reviews all information collected to ensure accuracy.

In summary, EMG's Project Approach has been developed to address the specific requirements of City of St. Helena. EMG has demonstrated experience in the assessment

of various types of facilities similar to those at City of St. Helena and understands the special implementation, sensitivities, management and communication associated with each.

TECHNICAL APPROACH

Prior to assessments beginning, EMG will conduct a **Kickoff** session to review requirements and to consolidate exhibits such as drawings and prior completed reports.

During the term of the project, EMG will conduct regular **Progress Meetings** to maintain open communication with the entire project team and City of St. Helena. In these meetings, EMG will lead with an agenda that includes a focus on work plan, schedule, and project needs. This will permit the opportunity to proactively address challenges encountered, so that course adjustments may be made. Each meeting will conclude with task assignments, schedules, and goals to be met. EMG will provide City of St. Helena with a weekly written status report that tracks and monitors the progress of the assessments against the schedule submitted. EMG has allocated the following in-person meetings: Kick Off Meeting, and a Final Findings Presentation meeting. Any additional in-person meetings will be on a time and expense basis.

The assessment team will conduct a walk-through survey of the facility and site in order to observe systems and components, identify physical deficiencies and formulate recommendations to remedy the physical deficiencies.

- As a part of the walk-through survey, the assessment team will survey 100% of the facility. In addition, EMG will survey the exterior and grounds, including the building exterior, roofs, sidewalk/ pavement, and other areas as applicable.
- The assessment team will interview the building maintenance staff about the subject property's historical repairs and replacements and their costs, level of preventive maintenance exercised, pending repairs and improvements, and frequency of repairs and replacements.
- The assessment team will develop opinions based on their site assessment, interviews with City of St. Helena's building maintenance staff, and interviews with relevant maintenance contractors, municipal authorities, and experience gained on similar properties previously evaluated. The assessment team may also question others who are knowledgeable of the subject property's physical condition and operation or knowledgeable of similar systems to gain comparative information to use in evaluation of the subject property.
- The assessment team will review documents and information provided by City of St. Helena's maintenance staff that could also aid the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions.

Pilot Program

To begin the work EMG proposes a **Pilot Program** where we will perform an assessment of a single building and prepare a written Draft Report for review. A meeting will be held with Client staff to review the draft report before assessing the remaining buildings. The assessment team will visit the building to evaluate the general condition of the buildings and site improvements, review available construction documents in order to become familiar with, and be able to comment on the in-place construction systems, life safety, mechanical, electrical and plumbing systems, and the general built environment.

The assessment team will conduct a walk-through survey of the facility and site in order to observe systems and components, identify physical deficiencies and formulate recommendations to remedy the physical deficiencies.

- As a part of the walk-through survey, the assessment team will survey 100% of each facility. In addition, EMG will survey the exterior and grounds, including the building exterior, roofs, sidewalk/ pavement, and recreational/other areas as applicable.
- The assessment team will interview the building maintenance staff about the subject property's historical repairs and replacements and their costs, level of preventive maintenance exercised, pending repairs and improvements, and frequency of repairs and replacements.
- The assessment team will develop opinions based on their site assessment, interviews with Client's building maintenance staff, and interviews with relevant maintenance contractors, municipal authorities, and experience gained on similar properties previously evaluated. The assessment team may also question others who are knowledgeable of the subject property's physical condition and operation or knowledgeable of similar systems to gain comparative information to use in evaluation of the subject property.
- The assessment team will review documents and information provided by Client's maintenance staff that could also aid the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions.

SITE ASSESSMENTS

The facility condition assessment will focus on the following facility system components:

Site + Infrastructure

- Topography: Observe the general topography and note any unusual or problematic features or conditions observed or reported.
- Ingress and Egress: Identify the major means of access and egress at the facility. Note the locations of the major means of access and egress, and note any unusual or restraining conditions observed or reported.

- Flatwork: Identify the material flatwork at the subject property (sidewalks, plazas, patios, etc.).
- Landscaping and Appurtenances: Identify the material landscaping features, material types of landscaping (fences, retaining walls, etc.), and site appurtenances (irrigation systems, fountains, lighting, signage, ponds, etc.).
- Utilities: Identify the type and provider of the material utilities provided to the property (water, electricity, natural gas, etc.). EMG will assess condition, physical deficiencies, life cycle repair, and replacement issues.

Structural Frame + Building Envelope

- Identify the material elements of the structural frame and exterior walls, including the foundation system, floor framing system, roof framing system, facade or curtain-wall system, glazing system, exterior sealant, doors, and stairways, etc.
- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed. Observations may be subject to grade, and rooftop vantage points.
- Visual inspection of observable areas for cracking and moisture infiltration as well as areas of apparent foundation settlement and displacement.
- In the event more information or exploratory testing is required, in order to provide remedial measures, the report may include recommendation for additional investigative testing.

Curtain Wall

- Review curtain wall condition and a sampling of fixed panels on facades to assess hardware and visually review exterior conditions and the condition of waterproofing seals, where accessible without the use of lifts, ladders, scaffolding, suspension devices, or the like; this may include observations from internal and external vantage points, as well as from adjacent structures. Observations are limited to grade and may include accessible balconies or rooftop vantage points.
- Review provided drawings and records of repair, replacement, and maintenance of framing and glazing

Wall Evaluation

- Photograph elevations and details both from internal and external vantage points, as well as from adjacent structures where possible.
- Observe representative operable and fixed panels on all facades, operating a representative sample of units to assess hardware, and to visually inspect exterior conditions and the condition of waterproofing seals.
- Assess curtain wall condition to determine water infiltration, damage, caulk degradation, metal panel degradation, stone degradation and anchoring, and other related curtain wall issues.

Roofing (Non-Invasive Visual)

- Identify the material roof systems including roof type, reported age, slope, drainage, etc. Also identify any unusual roofing conditions or rooftop equipment.
- Observe the general conditions of the roof system such as membranes, attachment methods, flashings, counter flashings, pitch pans, gravel stops, parapets, miscellaneous appurtenances, insulation, etc.
- Observe for evidence of material repairs, significant ponding, or evidence of material roof leaks. Note if a roof warranty is in effect. Note any physical deficiencies identified or any unusual items observed or reported.
- Identify the material rooftop equipment or accessories including antennas, lightning protection, HVAC equipment, solar equipment, etc. Include any material problems reported.

Plumbing

- Identify the material plumbing systems at the subject property including domestic water supply, sanitary sewer, or any special or unusual plumbing systems (such as water features, fuel systems, gas systems, etc.).
- Identify the type and condition of restroom fixtures, drinking fountains and/or other miscellaneous plumbing equipment.
- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed. Include any reported material system inadequacies.

Heating

- Identify the material heat generating systems at the subject property.
- Observe the general conditions, identify the reported age of the equipment, note past material component replacements/ upgrades, note the apparent level of maintenance, and identify if a maintenance contract is in place. If heating equipment is not operational at the time of the walk-through survey, provide an opinion of the condition to the extent reasonably possible.
- Identify and observe any special or unusual heating systems or equipment present (such as fireplaces, solar heat, etc.) and note any reported material problems or inadequacies.

Air-Conditioning + Ventilation

- Identify the material air-conditioning and ventilation systems at the subject property. Include material equipment such as cooling towers, chillers (include type of refrigerant used), package units, split systems, air handlers, thermal storage equipment, etc.
- Identify the material distribution systems (supply and return, make-up air, exhaust, etc.) at the subject property.

- Observe the general conditions, identify the reported age of the equipment, note past material component upgrades/ replacements, note the apparent level of maintenance, and identify if a maintenance contract is in place (and the name of the contractor). If air-conditioning and ventilation systems are not operational at the time of the walk-through survey, provide an opinion of the condition to the extent reasonably possible.
- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed. Additionally, include any material reported system inadequacies or operating deficiencies.
- Identify and observe any special or unusual air-conditioning and ventilation systems or equipment (cold storage systems, special computer cooling equipment, etc.) and note any material reported problems or system inadequacies.

Electrical

- Identify the electrical service provided and distribution system at the subject property. Include material switchgear disconnects, circuit breakers, transformers, meters, emergency generators, general lighting systems, and other such equipment or systems.
- Observe general electrical items such as distribution panels, type of wiring, energy management systems, emergency power, lightning protection, etc.
- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed. Also note the presence of any special or unusual electrical equipment, systems, or devices at the subject property, and include reported material problems or system inadequacies.

Elevators + Vertical Transportation

- Identify the vertical transportation systems at the subject property. Include the equipment manufacturer, equipment type, location, number, capacity, etc.
- Observe elevator cabs, finishes, call and communication equipment, etc.
- Identify the company that provides elevator/ escalator maintenance at the subject property. Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed or reported including any reported material system inadequacies.
- Out of Scope Issues: Performing any calculations, examination of operating system components such as cables, controller, motors, etc. Entering elevator/ escalator pits or shafts.

Life Safety + Fire Protection

- EMG will identify the material life safety/fire protection systems at the subject property, including sprinklers and stand pipes (wet or dry), fire hydrants, fire alarm systems, water storage, smoke detectors,

fire extinguishers, emergency lighting, stairwell pressurization, smoke evacuation, etc.

- Observe the general conditions and note any material physical deficiencies identified or any unusual items or conditions observed or reported including any reported system inadequacies.

Interior Elements

- EMG will identify offices, special use areas and building standard finishes, including flooring, ceilings, walls, etc. Furnishings and fixed components will be reviewed and included in the cost estimate tables for replacements. Additionally, EMG will identify material building amenities or special features.
- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed or reported.

Food Service Spaces and Equipment

- Assess all Food Service equipment and spaces including kitchen, cafeteria, and dining and serving areas. Food service equipment (fixed equipment) will be evaluated for adherence to life/ safety code and ventilation requirements as well for condition and capital replacement.

Special Systems and Equipment

- Include all special systems and equipment, such as Emergency Medical Systems (EMC), chillers, radio towers, equipment lifts, chair lifts, chemical storage or treatment areas, storage tanks, dumbwaiters, vaults, public address systems, and telephone systems.

Accessibility Compliance

- EMG will provide a general statement of the subject building's compliance to the Americans with Disabilities Act to help identify whether City of St. Helena may be exposed to issues and whether there is the need for further review.
- EMG will evaluate interior and exterior elements that could present external or internal barriers to accessibility by disabled persons.

Moisture Affected Materials (Mold)

- EMG will perform a limited assessment of accessible areas for the presence of mold, conditions conducive to mold growth, and/or evidence of moisture. We will also interview project personnel regarding the presence of any known or suspected mold, elevated relative humidity, water intrusion, or mildew-like odors. Potentially affected areas will be photographed and recommendations for any additional moisture intrusion studies will be made.

Environmental Features

- EMG will review environmental features of the property, to include appearance, cleanliness, acoustics, ventilation, and humidity.

Lead-based Paint

- A review of existing testing data and other documentation regarding lead-based paint that is available onsite is included in the cost of the Facilities Condition Assessment. EMG will evaluate physical condition and will develop cost estimates for remediation of paint necessitated by pending renovations.
- EMG has the capability to provide a licensed lead-based paint inspector to conduct testing using an x-ray fluorescence analyzer at the Project as an additional service. The instrument is completely non-destructive and yields instantaneous results.

Asbestos

- A review of existing testing data and other documentation regarding asbestos that is available onsite is included in the cost of the Facilities Condition Assessment. EMG will evaluate physical condition and will develop cost estimates for remediation of asbestos likely to be disturbed by renovations.
- If asbestos testing is requested, EMG will provide a licensed asbestos inspector to collect samples of suspect asbestos-containing materials at the Project as an additional service. Scope of this sampling will be determined after review of existing data, costs will be based on daily rate plus the cost of analysis.

Energy Conservation Analysis

- As part of the analysis of all evaluated systems mentioned above, EMG will consider energy conservation savings when making repair or replace recommendations and include these projects in the project prioritization.
- EMG can provide as additional services an Energy Audit (ASHRAE Level I, II, or III) or Benchmarking (EnergyStar) services.

RANKING AND CLASSIFICATION

Based upon our observations, research and judgment, along with consulting commonly accepted empirical Expected Useful Life (EUL) tables; EMG will render our opinion as to when a system or component will most probably necessitate replacement.

Accurate historical replacement records provided by the facility manager are typically the best source for this data. Exposure to the weather elements, initial system quality and installation, extent of use, the quality and amount of preventive maintenance exercised are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age.

The analysis will include all cost observations be ranked by Priority Classes. **The five classes below are typical but can be altered to meet your specifications and needs:**

Priority 1: Currently Critical (Immediate): Requiring immediate action including a cited safety hazard and areas of accelerated deterioration, returning a building component to normal.

Priority 2: Potentially Critical (Year 1): Requiring action in the next year including components experiencing intermittent operations, potential life safety issues, and rapid deterioration, returning a building component to normal operation.

Priority 3: Necessary – Not Yet Critical (Years 2-3): Requiring appropriate attention to preclude predictable deterioration, potential downtime, additional damage, and higher costs to remediation if deferred further.

Priority 4: Recommended (Years 4-5): Representing a sensible improvement to the existing conditions (not required for the most basic function of the facility; however, will improve overall usability and/or reduce long-term maintenance costs).

Priority 5: Does Not Meet Current Code but “Grandfathered”: No Action required at this time but should substantial work be undertaken correction would be required.

The deficiencies observed will be classified into categories such as those below using the Uniformat System (up to 8 levels).

- Site
- Architectural
- Exterior Systems
- Exterior Finishes
- Life Safety Systems
- Heating, Ventilation and Air Conditioning
- Systems
- Plumbing Systems
- Electrical and Service Distribution Systems
- Special Electrical Systems
- Fire Suppression Systems
- Special Construction
- Interior Systems
- Interior Finishes
- Vertical Transportation
- Telephone infrastructure and systems
- Data Infrastructure and server rooms



COST ESTIMATING

Each report will include a Capital Needs Analysis including an estimated cost for each system or component repair or replacement anticipated during the evaluation term. The report narrative will discuss options for repair of the deficiency, and the capital needs analysis will be presented as an Excel-based cost table that includes a summary of the description of each component, the age and estimated remaining useful life, the anticipated year of repair or replacement, quantity, unit cost and total cost for the repair of each line item.

A consolidated Capital Needs Analysis will be presented that includes all anticipated capital needs for all buildings. In addition to the detailed description of the deficiencies, we will provide cost estimates for the deficiencies noted. The cost estimate for capital deficiencies will be based on the estimate for maintenance and repair, but may, at City of St. Helena’s option, also include project management costs, construction fees, and design fees. Project management costs, construction fees, and design fees will be derived using actual costs from previous projects. After determining these costs, we will confirm these costs with City of St. Helena’s staff.

EMG’s cost estimating database is comprised of both Whitestone Research and RS Means data, and further customized with proprietary cost tables developed by EMG, based on historical and localized actual costs. EMG maintains and updates our cost estimating system with information received from the field. Through construction monitoring work, we have current cost data from hundreds of in-progress construction and rehabilitation projects. This data allows us to calculate costs based on local conditions to maintain a cost database that is typically more current than Whitestone Research and RS Means’ models.

REPORT DELIVERABLES

EMG will provide a report including a description of each of the building components and systems as described in the approach sections above. Each report is organized by building system and will include digital photos of major systems and components and of all deficiencies identified. Reports will include discussion

of current and anticipated repairs and deficiencies, and applicable options for repair or maintenance of building components.

12

The Capital Needs analysis will include a cost database sorted by building system and ranked by priority for repair. The format of the database will allow for the customization of reporting by building, by system, or by priority for repair, and a year-by-year analysis of capital needs.

A report will be generated for each building that includes discussion of recommended repairs and component life cycle replacements. A **Facility Condition Index** will be calculated for each building. This index will be a function of required repairs compared to building replacement costs. The Facility Condition Index will be generated from the data collection/capital planning database and will be updated as components age or are replaced.

Reports will reflect a 5-10-15-20 or 25 year capital plan based on EMG's 20-year building system evaluation. The analysis will include a cost table sorted by building and system and ranked by priority for repair. Tables will allow for the customization of reporting and a year-by-year capital needs analysis. The report will include:

- A 5-10-15-20 or 25 Year Capital Plan with an Executive Summary with graphic presentation of results to provide a quick, user-friendly summary of the property's observed condition and estimated costs assigned by category. These estimated costs shall be cross-referenced to report sections where an elaboration of cost issues will be presented.
- Components observed that are exhibiting deferred maintenance issues and provide estimates for immediate and capital repair costs based on observed conditions, available maintenance history and industry-standard useful life estimates. If applicable, this analysis will include the review of any available documents pertaining to capital improvements completed within the last five-year periods, or currently under contract. EMG shall also inquire about available maintenance records and procedures and interview current available on-site maintenance staff.
- Recommended schedule for replacement or repairs (schedule of priorities).
- Digital photographs for the buildings including photos of deficiencies.
- General description of the property and improvements and comment generally on observed conditions.
- Critical repairs and life safety issues separately from repairs anticipated over the term of the analysis.
- Facility Condition Index (FCI) number for the building.

EMG will provide draft reports electronically via an Adobe Acrobat PDF. EMG can deliver bound hard copy final reports (per the contract requirements) and CDs with complete reports on each. All electronic copies of the report will include all text, deficiency tables, digital photos, and supporting documentation and report appendices. EMG regularly takes measures to minimize impacts to the environment in the delivery of services. In lieu of printing reports and meeting minutes, EMG makes an effort to be stewards of the environment by using digital distribution for materials. When appropriate, we suggest that in-person

meetings be done by teleconference or video conference – in order to save on fossil fuels.

APPRAISALS

EMG welcomes Ward Levy Appraisal Group to our team to provide current market values of City-owned properties based on current zoning as well as highest-and best use. They have done appraisals for the City of St. Helena and other local municipalities before.

MAINTENANCE MANAGEMENT PLAN

EMG will provide an assessment of the City's current maintenance efforts as compared to industry standards. EMG will provide recommendations for preventive maintenance sufficient to keep building equipment and systems in safe, reliable and efficient condition. EMG will also provide recommendations for regular cleaning and periodic deep cleaning required to maintain safe and sanitary conditions in all facilities. Recommendations will be based on industry standards and will include associated costs.

RECOMMENDED ASSET MANAGEMENT PROTOCOL

Many agencies that have instituted facility condition assessment programs have set protocol to re-inspect facilities on a cycle of every 3 to 5 years or longer depending on what industry they are in. Best practice is to have your facility condition assessments updated every 5 years.

We suggest that you include in your contract the option to have EMG revisit your sites on an annual basis with the goal of assessing 20% of your properties each year. This allows you strategically budget for updates without a large single expenditure every 5 years and keep your facility condition assessment program updated continually.

ADDITIONAL SERVICES AVAILABLE

Many of our services can be combined with our Facilities Condition and Needs Assessment field mobilization. By having our assessors collect additional data while we are in the field, this can save you money on other planning and risk management endeavors you may have scheduled for in the future. These services include:

- Energy Audit – ASHRAE Level II
- ADA – Measured Study
- Equipment Inventory
- Barcoding or QR Codes
- Space Utilization Planning
- Security Threat Assessment
- Environmental Assessments
- Roof Coring and Testing
- Routine Preventative Maintenance Plans
- CAD Drawing Updates
- Seismic / Structural Studies
- CMMS Consultation
- Construction Monitoring (QA/QC)
- Project Management



COST PROPOSAL

EMG can effectively complete this project within the budget indicated below.

Facilities Condition and Needs Assessments

Total Base Fee \$80,869.20

Additional Buildings \$0.20 / SF

Minimum \$3300.00 per trip

Minimum \$2200.00 per building

Hourly Fee Schedule*

Team Role	Hourly Rate
Project Executive	\$175
Program Manager	\$135
Assessment Team PE/RA	\$115
Quality Control Manager	\$125
Administrative	\$60

*No overtime charges, Rates will increase up to 5% annually.

ABILITY TO COMPLETE THE PROJECT WITHIN BUDGET

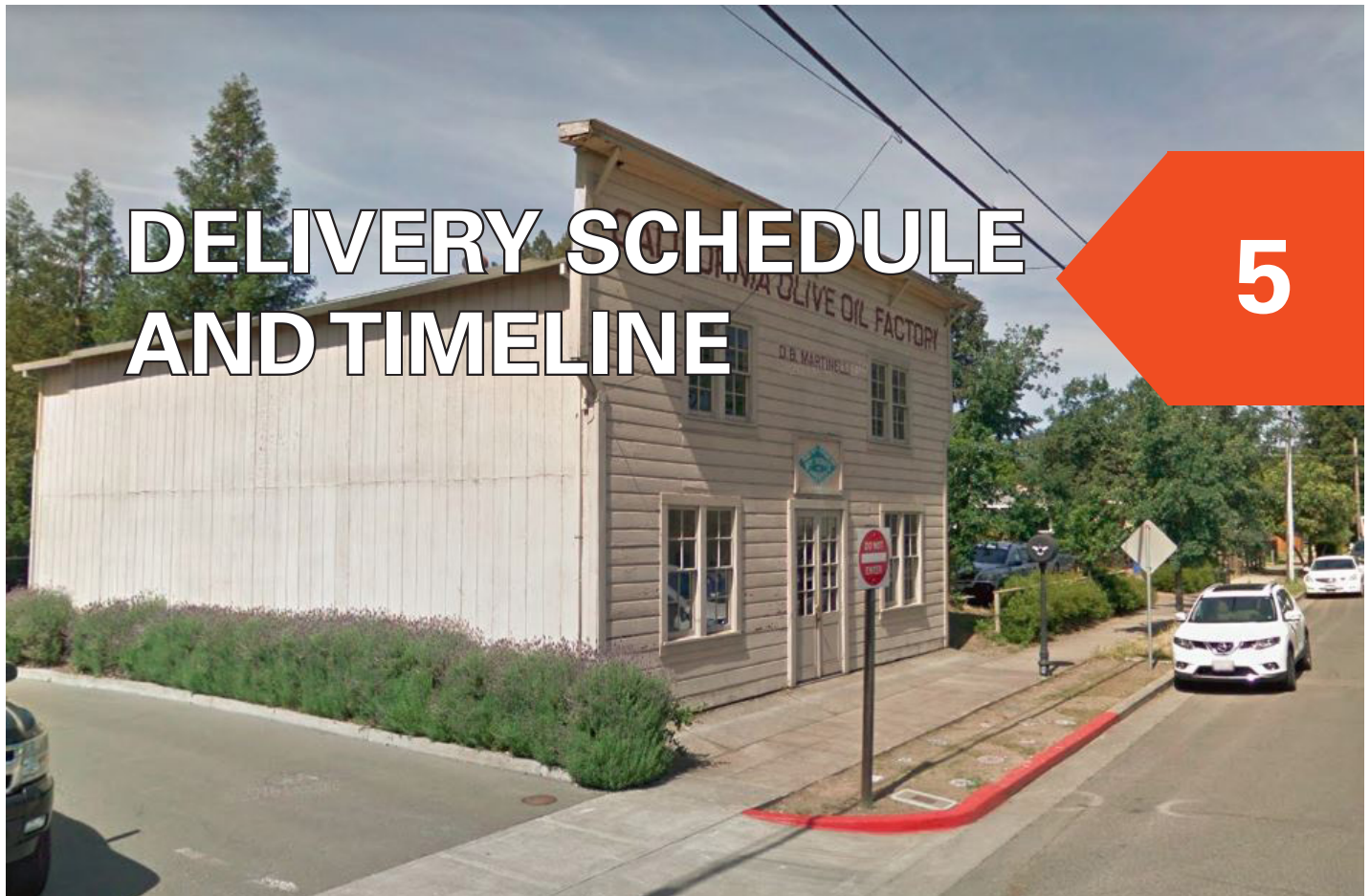
EMG's pricing structure is based upon the principle of payment for quality and value. We have developed practices and processes to minimize project costs and maximize quality. Through our years of experience and management of numerous similar projects, we have developed methods to create an effective pricing strategy for our clients. EMG has a great track record for not issuing change orders – unless it is for additional services. Below, we have listed examples of our efforts to control costs:

Project Kick-Off

EMG conducts a project kick-off meeting within 24 hours of the engagement. Each member of the task force attends, and the client is connected via audio-conference, along with the lender or other appropriate parties. The purpose of this kick-off meeting is to open the lines of communication between the necessary parties and to gain a consistent understanding of the client's goals and objectives, scope of work, and sensitivities. The client participates by providing an overview of the transaction and answers questions posed by each of the task force members. Each task force member leaves the meeting with an understanding of the project and the information required to deliver the services and resolve issues that may arise. This part of the process is significant to cost control because the initial coordination with the client establishes the appropriate level of environmental due diligence expectations, resulting in effective management and scheduling of in-house personnel and quality control, ensuring all expectations are understood and met, first-hand.

Coordination of On-Site Efforts

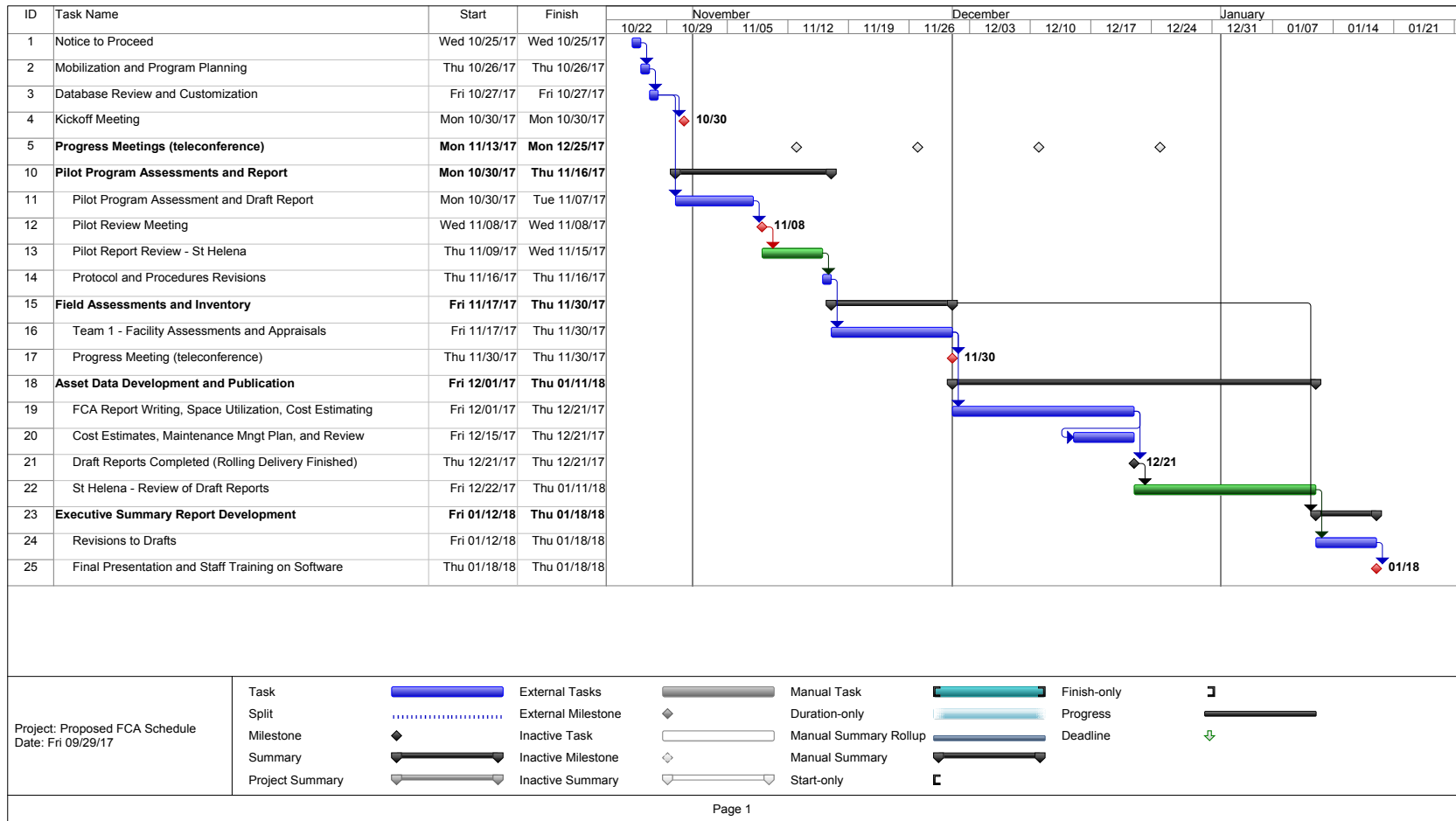
Another difficulty that can jeopardize the project involves adequate access to the buildings. We expect that a representative from the City will be present during the onsite assessment observations. This is, in many cases, a logistics challenge, as there are competing priorities for the City's representative's time. EMG will utilize the skills of its Field Management staff and Program Manager in working with City staff in scheduling on site observations. In addition, the EMG field staff is skilled and trained in performing on-site evaluation and are prepared to be flexible in working with the City staff in the coordination of the on-site visits. We plan to use Microsoft Project as our scheduling and project management software for this project. Our project schedule is included in Section 5 and will be presented at kick-off. We find that by presenting a building-by-building schedule as early as possible in the project, the City will be able to respond and arrange access, and EMG will work around any identified schedule conflicts. This positively impacts cost and punctual delivery. Furthermore, we plan to curtail travel costs by utilizing members of the nationwide staff with the closest geographic proximity to the sites.



SCHEDULE

EMG has the capability and experience to comply with set schedules. We will have a dedicated **Program Manager, Mr. Matthew Anderson** serve as the **direct point of contact** for the City of St. Helena during the entire project. Mr. Anderson will manage the kick-off, coordination of the field teams during the on-site assessments, and reporting process. The City of St. Helena will also have access to Project Executive, Erik Piller and Quality Assurance Manager, Mark Surdam, RA, as needed, as well as the entire Assessment Team throughout the duration of the project.

EMG has a proven track record in **exceeding client expectations for meeting deadlines and project schedules** and is committed to the **timeliness and efficiency of report deliveries**.



REGARDING COMMITMENT FROM THE CITY OF ST. HELENA

Our project plan details three distinct phases of the project. During each phase, we will require coordination and support from facility management.

Data Gathering Phase – During this phase, we will need the support of staff who can provide us access to drawings and records. The following is a typical list of exhibits requested.

- Inspection Reports (sewer, boiler, chiller, etc)
- Building Systems Maintenance Records
- Building Plans (can be viewed on-site)
- Capital Expenditure Schedules (prior or planned)
- Fire Protection/Life Safety Plans
- Prior Assessments (CNA, PNA, PCA, etc.)
- Site Plan/Floor Plans
- Accessibility Transition Plans/Self Evaluations

In addition to the drawings and records, we will supply a pre-survey questionnaire for each building. Our expectation is that someone with knowledge of maintenance and operations at the building will complete this survey and be prepared to discuss it with us while on site

Site Phase – During the site phase, we will need support in the form of escorts while in the building to help us access mechanical areas, to discuss with us any known issues in the building, and to answer other technical questions.

Report Review Stage - During the reports review stage – we will provide a complete report for each building. This report will include a narrative discussion of building systems and issues, as well as a 20-year projection of all capital needs. We need the support of facilities management to review these reports and provide feedback. These reports will be reviewed individually with facilities personnel most knowledgeable about the sites, and findings will be reviewed with stakeholders at the department head level.

REFERENCE REVIEW

6



Napa County

FACILITY CONDITION ASSESSMENTS / INVENTORY



DudeSolutions partnered with EMG to perform Facility Condition Assessments for 166,197 SF of facilities for the County of Napa, California. The assessment included thorough examination and lifecycle assessment of the buildings, property, and major systems including plumbing, mechanical, electrical, roofing, seismic risk, general code compliance, and ADA compliance. EMG completed a comprehensive reserve schedule to help in the budgeting and replacement of assets as needed over the next 20 years. The project prioritized capital improvement projects, repairs, replacements, and maintenance.

This project included EMG's AssetCALC database which was exported to FacilityDude's MaintenanceEdge® and Capital Forecast modules computerized Maintenance Management System (CMMS).



SERVICES

Facility Condition
Assessment / Inventory

SIZE

2 Buildings
166,197 SF

COMPLETION

September 2016

FEES

\$12,250.00

REFERENCE

Liz Habkirk
Deputy Director of Public
Works
Napa County
1195 3rd Street
Napa, CA 94559
(707) 259-8321
liz.habkirk@countyofnapa.
org

City of South San Francisco

FACILITY CONDITION ASSESSMENT



The City of South San Francisco selected EMG to develop a Comprehensive Facilities Condition and Needs Assessment for 45 city facilities. This Assessment will be a guiding document to prioritize, recommend, and address future facility improvements in the near term.

The evaluation team conducted walk-through surveys of the buildings in order to observe building systems and components, identify physical deficiencies and formulate recommendations to remedy the physical deficiencies. A Facility Condition Index (FCI) was calculated for each site.

EMG also included an assessment of building security and occupant safety as part of the Facility Condition report. The City asked for a strategy for efficient placement of employees and location of department office areas. The Project was completed on time and within budget.



SERVICES

Facility and Park Condition
Assessments

SIZE

19 Buildings, 26 Parks

COMPLETION

December 2016

FEES

\$105,066.00

REFERENCE

Patrick Caylao
Engineer
City of South San
Francisco
315 Maple Avenue
South San Francisco, CA
94080
(650) 829-6668
Patrick.Caylao@ssf.net

City of Redwood City

FACILITY CONDITION ASSESSMENTS AND & ENERGY AUDITS



EMG was retained by City of Redwood City to perform Facility Condition Assessments and Energy Audits on 29 city-owned facilities, totaling 787,654 square feet of space. The facilities include City Hall, Community Centers, Libraries, Fire Stations, Pools, Garages, Department of Public Works, Maintenance Center, Police Department, and Senior Center.

EMG's evaluation of the City's facilities includes observing the general condition of each building and site improvements, reviewing available construction documents, and assessing in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.

Deliverables will include combined FCA and Energy reports for each facility, a preventative maintenance report, a solar feasibility report, and Energy Benchmarking data entry. EMG has completed 90% of the site visits and anticipates the project will be completed according to the agreed-upon schedule and within the allotted budget.



SERVICES

Facility Condition Assessments, Green PNA & Energy Audits

SIZE

20 Buildings

COMPLETION

May 2017

FEES

\$115,906.00

REFERENCE

Daniel Stewart
Public Works
Superintendent
City of Redwood City
1400 Broadway
Redwood City, CA 94063
(650) 780-7472
dstewart@redwoodcity.org

City of Monterey

FACILITY CONDITION ASSESSMENT



EMG was contracted to perform a facility condition assessment and equipment inventory for 445,861 square feet of facilities, including fire station. Community centers, parking structures and wharfs. The facilities were assessed to the building system and component levels for condition, remaining life cycle, cost to replace, and evaluation of repair versus replace options.

The property assessments included complete visual inspections of facility components (exterior systems, interior finishes, fire/life systems, accessibility issues, MEP systems). We will describe facility deficiencies, provided corrective action for each deficiency, and establish prioritization standards to characterize deficiencies.

EMG established a database to include square footage delineations, immediate/ short-term repairs and 10-year capital estimates, and digital full color photographs of each property. The database provides a property description and improvements and comments on observed conditions. The project came in on time and within budget.



SERVICES

Facility Condition Assessment

SIZE

17 Facilities / Sites,
445,861 SF

COMPLETION

May 2015

FEES

\$51,735.00

REFERENCE

Janna Aldrete
City of Monterey
353 Camino El Estero
Monterey, California 93940
(831) 646-1743
aldrere@monterey.org

CITY OF ST. HELENA

RESOLUTION NO. 2017-_____

A resolution of the City Council of the City of St. Helena authorizing the City Manager to execute an agreement with EMG for facilities condition and needs assessment services for an amount not to exceed \$80,869.20, authorizing the City Manager to execute amendments up to \$10,000 and authorizing a Fiscal Year 17/18 budget increase to 101-5000-2145 in an amount not to exceed \$90,869.20

RECITALS

- A. The City of St. Helena requested proposals for facilities condition and needs assessment services in accordance with City Council direction; and
- B. City staff and the Council subcommittee reviewed the proposals received in accordance with the criteria and values set forth in the Request for Proposals; and
- C. Subsequent to the reviewing and scoring process two firms were selected to interview; and
- D. EMG was unanimously selected as the firm best suited to meet the City's needs due to the qualifications of the firm; and
- E. A budget increase of \$90,869.20 to Public Works' Other Contract Services account 101-5000-2145 is necessary to cover the expense.

RESOLUTION

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

- 1. The Finance Director is authorized to make a budget increase for Fiscal Year 17/18 of \$90,869.20 to the Public Works' Other Contract Services account, 101-5000-2145.
- 2. The City Manager is authorized to execute a professional services agreement with EMG in an amount not to exceed \$80,869.20, as well as amendments up to \$10,000.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017 by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Dohring: _____

Councilmember Ellsworth: _____
Councilmember Koberstein: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Tzaopoulos, City Clerk



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: Public Hearing

Subject: Appeal of the Planning Commission decision to adopt a Mitigated Negative Declaration and Mitigation and Monitoring and Reporting Program and approve a Design Review Permit for the Las Alcobas Pedestrian Bridge located at 1915 Main Street and 2000 Main Street in the Service Commercial and Winery Zoning Districts.

**CEQA Mitigated Negative Declaration
Determination:**

Prepared By: Lilly Bianco, Contract Planner

Reviewed By: Noah Housh, Planning & Community Improvement Director

Approved By: Mark Prestwich, City Manager

BACKGROUND

On August 15, 2017, the Planning Commission approved Design Review for the Las Alcobas Pedestrian Bridge project authorizing the construction of a pedestrian bridge between 1915 Main (Las Alcobas) and 2000 Main (Beringer Winery) and over York Creek, within the Service Commercial (SC) and Winery Zoning Districts, respectively. The Commission voted 3 to 1 (with one commissioner absent) to approve the Design Review permit. A timely appeal was filed by Mike Griffin.

Design Review approval would authorize the applicant to construct a pedestrian bridge to provide connectivity over York Creek, between the Las Alcobas Hotel property and Beringer Winery. The bridge will measure approximately 10 feet wide and 65 feet in length, and will be supported by abutment mat foundations, approximately 12 feet long by 5.5 feet wide. The bridge abutments will be constructed on spread footings cast approximately 3-5 feet below the original ground level.

Because the project is limited to an application for Design Review approval, the City Council's discretion and thus the scope of its jurisdiction to condition the project to

mitigate environmental impacts under CEQA is similarly limited to the issues within the City's discretion under the Design Review Ordinance. The Design Review Ordinance expressly restricts the City's discretion to the general form, spatial relationships and appearances of the project and precludes the City from disapproving proposals for non-design related issues. However, the City is not the only agency that has approval authority over the project (through the CEQA determination). In addition to the Design Review permit sought from the City, the applicant is required to obtain a Streambed Alteration Agreement ("SAA") from the California Department of Fish and Wildlife ("CDFW"), the state agency with expertise concerning and the obligation to manage the State's fish and wildlife resources in trust for its citizens. CDFW is considered both a responsible and a trustee agency under CEQA and will use the Initial Study/Mitigated Negative Declaration ("IS/MND") document to support its consideration and issuance of a SAA and impose/enforce the required biological mitigation measures. As such, while the City's discretion and CEQA jurisdiction are limited to design related issues, the IS/MND analyzes the project's potential non-design related environmental impacts and identifies standard regulatory requirements as mitigation measures where appropriate for the benefit of the public and the responsible and trustee agencies with jurisdiction over the project and related resources.

DISCUSSION

On August 29, 2017, Mike Griffin filed an appeal of the Planning Commission's Decision. The appellant included a series of three written statements, authored by both individuals and organizations in support of the appeal application. A summary of those statements is provided along with staff's response, below. For a comprehensive list of reasons for the appeal please see Attachment 2 and 2.1.

Document 1.-Untitled

·There could be impacts resulting from a De Facto partnership between Las Alcobas and Beringer Winery

On August 15, 2017 at the Public Hearing for the Design Review application, a Beringer representative (Jennifer Locke) confirmed that in fact no partnership does, or is anticipated to, exist between the respective parties. It should also be noted that a partnership would only be relevant to the City if it resulted in a change in operation or intensity of use, which would then be subject to discretionary review in accordance with the City's Zoning Code. At this point, no such situation exists and no details regarding the concerning "impacts" were provided in the appellants statement.

Further, CEQA Guidelines Section 15144, entitled "Forecasting" notes that while preparing an IS/MND necessarily involves some degree of forecasting, those efforts are limited to consequences that are reasonably foreseeable under the circumstances. The legal mechanism needed to facilitate the pedestrian bridge between the parties is a reciprocal access agreement (easement). It is not reasonably expected that the proposed bridge would trigger a formal business partnership (de facto or real) between

the respective properties that would, in and of itself, result in impacts to the physical environment associated with existing uses or planned future uses.

·The bridge seems to be part of piecemeal type development and does not address cumulative impacts

Under CEQA, agencies are required to consider potential impacts from the “whole of the project,” including direct and reasonably foreseeable indirect impacts. When aspects of the whole project are omitted from that consideration, full disclosure and analysis may be hindered and result in “segmentation” or “piecemealing.” The appellant’s claim that such segmentation or piecemealing may be occurring here is purely speculative, and without any evidentiary support. The City and the IS/MND fully describe the whole of the project and have not improperly omitted any known or reasonably foreseeable components or consequences thereof.

Most importantly, the pedestrian bridge was neither considered or proposed, nor reasonably foreseeable at the time that the Los Alcobas Hotel project was under review. Rather, the application for a pedestrian bridge was filed separately and was prompted by pedestrian safety along existing Highway 29. In sum, no improper segmentation or piecemealing has occurred in the City’s description or analysis of this project.

With respect to cumulative impacts, the initial study determined the project’s potential contribution to a significant cumulative impact is not cumulatively considerable and therefore not a potentially significant impact related to the proposed project. As detailed on page 57 the IS/MND prepared for the project,

The analysis of cumulative impacts for each environmental factor can employ one of two methods to establish the effects of other past, current, and probable future projects. A lead agency may select a list of projects, including those outside the control of the agency, or, alternatively, a summary of projections. These projections may be from an adopted general plan or related planning document, or from a prior environmental document that has been adopted or certified, and these documents may describe or evaluate the regional or area-wide conditions contributing to the cumulative impact.

This Initial Study evaluates cumulative impacts using the General Plan EIR. As described in the analysis above, potential environmental impacts are expected to remain at, or be mitigated to, less than significant levels. The project does not increase the severity of any of the cumulatively considerable impacts from the levels identified and analyzed in the General Plan EIR. Therefore, the project’s cumulative impacts will be less than significant.

No information or evidence has been provided to the City that would otherwise contradict the findings of the IS/MND, including those summarized above.

·(The respective properties) should also be linked together by a parking plan that removes commercial disruption and encroachment into surrounding residential zoning

The pedestrian bridge is not expected to generate a greater level of vehicular traffic or otherwise increase the intensity/visitation of either site. As such, there is not a nexus to require a parking plan. Further, both affected properties maintain the appropriate number of parking spaces as required by the City for their respective uses.

·No approval should occur until hotel impacts from previous approvals are addressed

Existing hotel operations were previously approved by the City and are outside of the scope of this Design Review application for the subject Bridge which, per Zoning Code Section 17.164.040, is limited to review of the merits of the proposed bridge design and determination of consistency with the required design review findings enumerated under Code Section 17.164.030. The proposed pedestrian bridge is a distinct project and does not otherwise re-open consideration of past approvals or uses authorized under previous entitlements.

·Cameras should be installed to verify compliance with City rules

As appropriate, conditions of approval and mitigation measures imposed on the project include a monitoring and reporting component which serves to verify compliance with City of St. Helena regulations and requirements.

·There could be noise that impacts nearby neighbors

Potential noise impacts were analyzed on pages 47- 48 of the IS/MND and no noise impacts were identified. It should also be reiterated that because the project area is bounded by the Las Alcobas Hotel and Beringer Winery and separated from any residential/ noise sensitive land uses by State Highway 29, there is very limited potential for noise to be disruptive to any noise sensitive land uses such as residential neighborhoods. Therefore, consistent with the findings of the IS/MND, there is no expectation that noise related to use of the bridge (e.g. occasional foot traffic) would adversely impact nearby neighbors and neither the appellant nor anyone else has presented any evidence to the contrary.

Document 2. Chris Malan, Living Rivers Council

·The IS/MND cannot be approved because it fails to identify and discuss that endangered CFWS and threatened RLF are known to be present.

This comment was originally received by the City on August 14, 2017 and after the CEQA Public Comment period which extended from June 19, 2017 to July 19, 2017. This comment was verbally responded to and a written response prepared by the

Biological Consultant, Wildlife Research Associates (Attachment 3), was provided at the August 15th Planning Commission hearing.

As detailed at the August 15th hearing, a Habitat Assessment was prepared by Wildlife Research Associates and Jane Valerius Environmental Consulting on September 29, 2016, and appended to the IS/MND. As part of the Habitat Assessment, a site visit was conducted on September 9, 2016 to evaluate the potential for occurrence of 41 special-status plant species, and 38 special-status wildlife species known to be present or potentially present in the region. As shown in Appendix C of the Habitat Assessment, no suitable habitat for California freshwater shrimp or California red-legged frog was identified. Thus it was concluded by the biologist that both of these species do not have the potential to occur on the project site.

The project applicant, Guneet Bajwa, has applied for a Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3) with the CDFW. The draft Streambed Alteration Agreement (dated January 23, 2017) identifies mitigation measures required by CDFW as a responsible agency, to be implemented by the applicant to avoid or minimize adverse impacts to fish and wildlife resources that may be present within the York Creek riparian corridor. The CDFW also did not identify either CRFL or CFWS as potentially occurring species in York Creek consistent with the findings of the Habitat Assessment. Further, while not expected to occur in York Creek, the California freshwater shrimp and California red-legged frog, would be protected by the following avoidance and minimization measures set forth in the IS/MND, as required by CDFW in their draft Streambed Alteration Agreement.

1. Confine work within the stream/riparian corridor to the period June 15 to October 15. (Re-vegetation work using hand tools is not confined to this time period.)
2. Avoid work in the portion of the streambed where flowing water is present or anticipated.
3. Provide training sessions for work personnel to identify any sensitive species which may be in the area.
4. Establish temporary construction fencing or flagging to identify the agreed limits of disturbance within the stream area.
5. Place bridge at sufficient height above the stream to allow maximum flows and debris generated during a 100-year storm to pass beneath unrestricted.
6. Locate bridge abutments outside the stream banks.
7. Install scour protection materials so that they are properly aligned within the channel and otherwise engineered, installed and maintained, to assure resistance to washout, and erosion of the stream bed, stream banks and/or fill.

8. Survey the project area by a qualified biologist for presence of special-status species that may be present within 48 hours prior to construction.
9. Suspend work and notify CDFW if special-status species or listed species encountered during project construction.
10. Visually check all sections of construction materials for the presence of wildlife sheltering within them prior to the pipe sections being placed and attached together, or have the ends capped while stored on site so as to prevent wildlife from entering.
11. At the end of each work day, an escape ramp shall be placed at each end of any constructed open trench to allow animals that may have become entrapped in the trench to climb out overnight.

As stated under bulleted item number 8 above, the project area will be surveyed by a qualified biologist for the presence of any special-status species that may be present within 48 hours prior to construction. Additionally, as described under bulleted item number 9 above, work will be suspended and CDFW notified if special-status or listed species are encountered during project construction. As such, CDFW will be notified if any California freshwater shrimp and California red-legged frog are found within the construction site.

For an expanded response, please see Attachment 3, which includes the response letter prepared by the Biologist and provided to Planning Commissioners at the August 15, 2017 hearing.

Document 3.-Untitled

·A determination on the aesthetic impacts associated with the visual design of the bridge need to be disclosed and analyzed now.

As noted above, potential aesthetic impacts are the only resource area that is within the City's limited jurisdiction under the Design Review Ordinance, and were fully analyzed as a part of the project review and CEQA . Aesthetics refers to the overall visual character of an area or given field of view. Accordingly, the aesthetics analysis centers on a project's visual relationship with existing and planned development within the project Site and surrounding area. The analysis considers aspects of visual character, such as design, size, shape, color, the general composition of aesthetic features, including both natural and human-made features, and the relationships between these elements. Section 5.1, pages 18-19, of the IS/MND, discloses and analyzes potential aesthetic impacts to the environment. In addition, the merits of the design and compatibility with the surroundings were considered as part of Design Review process, discussed in the project staff report and in respect to the 17 design criteria enumerated under Code Section "Design criteria."

Given the existing context and environmental setting, the introduction of the pedestrian bridge would not adversely impact the visual character or quality of the site. As such, the IS/MND concludes that potential impacts to aesthetic resources would be less than significant. Similarly as stated in August 15th Staff report,

“ ... the proposed pedestrian bridge would be a pre-fab steel truss bridge painted high gloss black with stainless steel cable railing with a maximum 4” spacing, live oak panel , and live wood deck. The employment of stainless steel materials as well as naturally sourced materials, like the live oak detailing, would be compatible with the character of the subject site (which is defined by a natural creek setting and contemporary development associated with the Las Alcobas Hotel and the Beringer Winery).

The bridge's impact to visual character was addressed in detail in the staff report and in respect to the 17 design review findings. Visual impacts were further discussed by the Planning Commission as part of the public hearing. The Planning Commission deliberated on the potential aesthetic impacts and by approving Design Review determined that the project met all 17 required design review findings related to aesthetic impacts and compatibility. Nothing about the project or its site has changed since then and staff continues to recommend that the design review findings can be made and are supported by the evidence in the record.

·It would be helpful to have a biological expert comment on whether the project would have a greater impact to the creek and surrounding habitat than acknowledged and whether the mitigation measures are adequate

As noted above, the City's limited design review discretion does not afford the City with jurisdiction to condition the project to address such non-design issues, but the City has incorporated the mitigation measures that and project Biologist and CDFW recommended, into the IS/MND. The Biological Assessment was prepared by a qualified biologist and recommended appropriate mitigation measures to avoid, minimize, and off-set any potential impacts identified. In addition, the CDFW reviewed the prepared Biological Assessment and agreed with the findings and mitigation measures identified within. Through their issuance of a Streambed Alteration Agreement and in their role as a responsible agency under CEQA, the CDFW provides further assurance that all special status species and habitat are fully protected in accordance with Fish and Game Code and the California Endangered Species Act.

·The City should consider whether traffic noise would reverberate off of the bridge and impact residential on the opposite side of the Highway.

Potential noise impacts were analyzed in Section 5.12 and on pages 46 to 48 of the IS/MND and were determined to be less than significant. No information has been provided that contradicts those findings or otherwise indicates that the pedestrian bridge would affect noise or traffic.

-Additional analysis of construction traffic impacts is required. You could reference previous major impacts to the intersection during construction activities at Las Alcobas to highlight the problems that can be expected here.

Again, as noted above, the City's limited design review discretion does not afford the City with jurisdiction to condition the project to address such non-design issues. Nonetheless, construction traffic impacts are analyzed under IS/MND Section 5.16 and on pages 50-53 of the IS/MND. As detailed therein, construction related traffic would be limited and temporary such that it would not be expected to significantly affect local street capacities or function. It was further clarified at the August 15th Planning Commission hearing that given that the proposed bridge is a pre-fabricated bridge it would be mostly constructed off-site and then delivered and installed on-site "within a matter of hours". Given the type and method of construction and very limited construction window, the conclusions of the IS/MND remain valid and no further analysis of construction traffic impacts is required. The scale and scope of the Bridge project construction is significantly less than that of the Las Alcobas hotel construction and is not anticipated to result in any significant impacts, as identified in the project documents and analysis.

FISCAL IMPACT

There will be no fiscal impact to the General Fund related to Council action on this item.

RECOMMENDED ACTION

The Planning Commission recommends the City Council consider the appeal, staff report, and all testimony, written and spoken and:

1. Affirm the Planning Commission's decision to approve the project and adopt the Initial Study and Mitigated Negative Declaration and approve Design Review for the Las Alcobas Pedestrian Bridge; and
2. Deny the applicant's appeal of the Planning Commission's decision approving a Design Review application to construct a 10 x 65 ft pedestrian bridge between 1915 Main (Las Alcobas) and 2000 Main (Beringer Winery) and over York Creek, within the SC and Winery Zoning Districts, respectively.

ATTACHMENTS

[1915 Main ATTCH 1. Appeal Resolution](#)

[1915 Main ATTCH 2. Appeal Application](#)

[1915 Main ATTCH 2.1 Appeal Application Documentations](#)

[1915 Main ATTCH 3. August 15 Staff Report and Attachments](#)

[1915 Main ATTCH 4. Living Rivers Council Comment Letter](#)

[1915 Main ATTCH 5. Biologist Response to Living Rivers Comment](#)

[1915 Main ATTCH 6. Caltrans Comment Letter, August 14, 2017](#)

CITY OF ST. HELENA

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. HELENA
DENYING AN APPEAL OF THE PLANNING COMMISSION'S DECISION
TO APPROVE DESIGN REVIEW FOR THE LAS ALCOBAS PEDESTRIAN
BRIDGE PROJECT LOCATED OVER YORK CREEK AND AT 1915 MAIN
STREET AND 2000 MAIN STREET IN THE SERVICE COMMERCIAL
AND WINERY ZONING DISTRICTS, RESPECTIVELY, AND AFFIRMING
THE PLANNING COMMISSION'S DECISION TO ADOPT AN INITIAL
STUDY, MITIGATED NEGATIVE DECLARATION AND MITIGATION AND
MONITORING AND REPORTING PROGRAM, AND APPROVE DESIGN
REVIEW FOR THE LAS ALCOBAS PEDESTRIAN BRIDGE PROJECT**

PROPERTY OWNER: Spring Mountain Hotel, LLC **APN:** 009-490-009; 009-131-009

Recitals

1. Mr. Guneet Bajwa submitted an application for a Design Review permit to introduce a 10 x 65 foot pedestrian bridge spanning a portion of York Creek and located in between 1915 Main Street and 2000 Main Street and in the Service Commercial and Winery Zoning Districts, respectively, and
2. Pursuant to CEQA Guidelines Sections 15072 and 15073, a Draft Mitigated Negative Declaration and Initial Study was prepared in consultation with applicable responsible and trustee agencies, including the California Department of Fish and Wildlife, which also has discretionary approval power over a portion of the project (i.e., Streambed Alteration Agreement), and
3. In the role of Lead Agency, the City consulted with the California Department of Fish and Wildlife to incorporate recommended mitigation measures into the CEQA Document so as to avoid or minimize adverse impacts to potentially affected fish and wildlife species as prescribed by the Streambed Alteration Agreement, and
4. In accordance with the requirements of CEQA, the IS/MND was circulated for public review and comments from June 19, 2017 until July 19, 2017, and
5. A staff report dated August 15, 2017 and incorporated herein by reference analyzed the project's consistency with the Design Criteria enumerated in Section 17.164.030 of the Municipal Code, and
6. The Planning Commission of the City of St. Helena, State of California, considered the project, staff report, Initial Study/ Mitigated Negative Declaration, Mitigation Monitoring and Reporting Program, and all testimony, written and spoken, at a duly noticed public hearing on August 15, 2017, and

7. At the conclusion of the public hearing on August 15, 2017 and having deliberated on the matter, the Planning Commission adopted the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, and approved a Design Review permit thereby authorizing the modifications contained in proposed plans, as conditioned, and
8. Mike Griffin filed a timely appeal of the Planning Commission's decision to the City Council in accordance with Municipal Code Chapter 1.16, and
9. The City Council considered Mike Griffin's appeal at a duly noticed public hearing on October 24, 2017 and considered the Las Alcobas Pedestrian Bridge Project in its entirety. The City Council, after reviewing materials provided from the Planning Commission public hearing, as well as considering the staff report and record of the proceedings before the City Council, the written evidence submitted for the Council public hearing, and the testimony and other evidence submitted at the Council public hearing, voted to deny the appeal and adopt the Initial Study Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, and approve the Design Review application.

Resolution

The City Council of the City of St. Helena, State of California, hereby denies the appeal and affirms the Planning Commission's decision to adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program and approve design review based on the following findings:

A. CEQA

1. The City Council's discretion and thus the scope of its jurisdiction to condition the project to mitigate environmental impacts under CEQA is similarly limited to the issues expressly within the City's discretion under the Design Review Ordinance, the only discretionary approval required for this project.
2. The City Council has independently reviewed and analyzed the Initial Study/Mitigated Negative Declaration and other information in the record and has considered the information contained therein, prior to acting on or approving the project,
3. The Initial Study/ Mitigated Negative Declaration prepared for the project has been completed in compliance with CEQA and is consistent with state and local guidelines implementing CEQA,
4. On the basis of the whole record, there is no substantial evidence that the Project, as designed, conditioned, and mitigated, will have a significant effect on the environment, and
5. The Initial Study/ Mitigated Negative Declaration represents the independent judgement and analysis of the City as lead agency for the project.
6. The City Council adopts the Initial Study/Mitigated Negative Declaration

B. DESIGN REVIEW:

The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The City Council must find that the project is consistent with the design criteria prescribed by Section 17.164.030 and exhibits a quality of design that is compatible with adjacent development, features a siting, scale, massing and architectural style that is generally consistent with the predominant development patterns, and that does not otherwise detract or negatively affect the established character of the surrounding neighborhood. As such, the City Council hereby finds:

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed project includes a small pedestrian bridge which will be accompanied by restoration activities around the vicinity of the project site and proximate to York Creek. The project would also facilitate safe and convenient pedestrian travel through complementary land uses. Accordingly, the project is found to be consistent with all applicable General Plan policies and in particular, with the following policies:
 - 4.3.8 *Require... structures to be of a small scale commensurate with existing older building in the CB and SC Areas.*
 - 6.2.3 *Protect the riparian vegetation and habitat value of the City's stream corridors by requiring development setbacks and open space easements along the Napa River, Sulphur Creek, York Creek, and Spring Creek.*
 - 6.2.13 *Require new development to be sited to maximize the protection of native tree species, riparian vegetation, important concentrations of natural plants, and important wildlife habitat.*
 - 6.2.15 *Require a Biological Assessment of any proposed project site where species or the habitat of species defined as sensitive or special status by the California Department of Fish and Game (Wildlife) or the U.S. Fish and Wildlife Service might be present.*
 - 6.4.5 *Revegetate stream corridors that have been degraded by agriculture or other past practices, with native vegetation in order to enhance their value for habitat and recreation.*
 - 8.2.7 *Develop an area bicycle plan and other bicycle-and pedestrian related facilities. To create a meaningful alternative to automobile usage for short trips, bicycle paths should connect home-to work or home-to-local shopping locations (including bicycle storage racks). Link neighborhoods and commercial areas on a bike path system and encourage bicycle travel.*
2. Compatibility of design with the immediate environment of the site;

As detailed on project plans, the proposed pedestrian bridge would be constructed of steel trusses painted high gloss black with stainless steel cable railing with a maximum 4" spacing, live oak panel, and live oak wood deck. The employment of stainless steel materials, as well as naturally sourced materials like the live oak detailing, would be compatible with the character of the subject site, and the architecture of the adjacent buildings.

3. Relationship of the design to the site;
The proposed pedestrian bridge is largely obscured from view, significantly setback from Highway 29, and is of an appropriate size and scale and exhibits an appropriate and harmonious relationship to the site and surrounding land uses.
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The proposed pedestrian bridge will span a portion of York Creek between the Las Alcobas Hotel site (1915 Main) and the Beringer Tasting Room (2000 Main). Both properties include identified historic resources contributing to the character of the properties, but have not been specifically found to exhibit a unified design character by any St. Helena governing body or land use policy. The small size, quality materials and siting of the bridge would ensure that it would be compatible with the surrounding character of the respective sites and not diminish or otherwise impact the integrity of any historical resources or the character of either site. This is further supported by the analysis and findings of the Mitigated Negative Declaration for the project.
5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
As a small pedestrian bridge which is largely obscured from view, it is not expected to alter the current transition between the adjacent properties and is found to provide a harmonious transition from the Service Commercial/hotel land use to the winery/tasting room land use in that it provides a safer secondary pedestrian connection between these uses, set back from the property frontages and of a design and scale commensurate with the uses and structures on each of the subject properties.
6. Compatibility with future construction both on and off the site;
The pedestrian bridge is a small, ancillary component of the Las Alcobas property and is expected to be compatible with any future construction on or off site, given its scale, location and design features and elements.
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
The proposed design and materials are appropriate for the proposed use as a pedestrian bridge, given the metal and wood uses are both structurally significant and incorporated in such a way as to provide a harmonious extension of the hotel use and design, to the winery use.

8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;
The siting of the pedestrian bridge is such that there can be convenient access from one property to another while also ensuring the bridge is somewhat obscured and allowed to blend in with the existing character of both sites and York Creek given its size, location, and materials. Further, the materials and design of the bridge work to maintain the sense of order and desirability of the environment created by the adjacent uses and structures as well as the surrounding natural environment. As such, the planning and siting are found to be orderly and sensible.
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
No open space or landscaping is proposed as part of this project however the project does preserve existing landscaping and all vegetation removed will be replaced and expanded as part of native habitat restoration activities required by CDFW under the Streambed Alteration Permit and is therefore found to be appropriate in design and function.
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;
The bridge itself it found to be an ancillary feature to the adjoining uses however, the project is conditioned to provide additional ancillary functions such as trash receptacle(s) proximate to the bridge to prevent any refuse from entering the waterway and keep the site surroundings free of debris. Additionally, the project will provide a pedestrian walkway from the bridge to the Beringer tasting room to inform drivers travelling through the parking lot that pedestrians may be present and to ensure orderly and efficient pedestrian travel between the sites. Both ancillary functions are found to be minimal in terms of visual impact and would be compatible with the overall design concept of the respective sites and the proposed bridge itself.
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
The proposed pedestrian bridge and associated striping in the Beringer parking lot are found to facilitate safe and convenient pedestrian travel between the Las Alcobas site and Beringer site and are intended to expand on the safety and convenience of the circulations systems serving both properties.
12. Whether natural features are appropriately preserved and integrated with the project;
As required by mitigation and conditions of the Streambed Alteration Agreement (SAA) recommended by CDFW, the project would, to the extent possible, avoid disturbance to existing riparian habitat, and therefore generally preserve natural features including plant and animal habitat. Where disturbed, the project applicants will perform restoration activities in accordance with the Restoration Plan required by CDFW and prepared October 31, 2016, which will serve to

improve the habitat of the project vicinity itself, primarily through the removal of non-native plants and replacement of these plants with native species.

13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;
The steel truss bridge with live oak detailing is found to be consistent with the overall aesthetic and design concept exhibited by the Las Alcobas property in that it is intended to compliment the architectural design and aesthetic of the hotel. Further, these materials, textures and details are found to be compatible with the historic design and structures on both adjacent sites
14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;
The proposed pedestrian bridge will span a portion of York Creek between the Las Alcobas Hotel site (1915 Main) and the Beringer Tasting Room (2000 Main). Both properties include identified historic resources. However, the small size, quality materials, and siting of the bridge would ensure that it would be compatible with the surrounding character of the respective sites and not diminish or otherwise impact the integrity of any historical resources or the character of either site.
15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;
No open space or landscaping is proposed as part of this project however the project does preserve existing landscaping and all vegetation removed will be replaced and expanded on and is therefore found to be appropriate in design and function.
16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;
As required per the Streambed Alteration Agreement and mitigation recommended by CDFW and included in the Mitigated Negative Declaration, the project will be required to re-introduce native vegetation and trees beneficial to the riparian habitat. As such, proposed plant material is found to be suitable and adaptable to the site and the climate of St. Helena.
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.
The associated restoration activities would promote sustainability and climate protection by protecting and helping to re-establish native habitat proximate to York Creek, expanding on the alternative transportation options available to both hotel and winery guests and through the incorporation of locally sourced materials, such as the live oak incorporated into the design.

- C. **Now therefore be it further resolved** that, the Design Review for the above described project is granted subject to compliance with all applicable provisions of the Zoning Code and other uniformly applied development and regulatory standards. Each of the following conditions are intended to ensure project design demonstrates said compliance.
- D. **Now therefore be it further resolved** that the City Council adopts the Mitigation Monitoring and Reporting Program for the project and directs the Planning Director or his designee to file a Notice of Determination with the County Clerk within five working days of the date this Resolution is approved.

Conditions of Approval

- 1. The Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. 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.
- 2. The plans submitted for building permit review shall be in substantial conformance with the plans on file in the Planning Division, date stamped February 7, 2017, except as modified by the following conditions.
- 3. The Design Review permit shall be vested within one (1) year from the date of approval. A building permit for the project allowed under this approval shall have been obtained within one (1) year from the effective date of the Design Review decision or these approvals shall expire; provided however that the approved Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
- 4. Any request for an extension of the Design Review permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
- 5. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.
- 6. Prior to issuance of construction permits, compliance with conditions of approval shall be clearly identified on plans. A copy of approved plans with the conditions listed *on* said plans shall be maintained on-site during construction activities.
- 7. Conditions shall be achieved at such a time as determined by the City and shall be achieved at the requisite stage and before issuance of certificate of occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
- 8. The applicant shall defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or

annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

9. This Design Review approval shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance and all other uniformly applied development standards. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
11. Prior to issuance of the final building permit the applicant shall introduce pedestrian striping in the Beringer Parking lot and between the bridge and tasting room entrance so as to facilitate safe and efficient pedestrian travel through the Beringer Winery parking lot.
12. Prior to issuance of the final building permit one or more trash receptacles shall be installed on either end of the pedestrian bridge and outside of top of bank and shall be secured and maintained on a regular basis. Any refuse that is deposited outside of the trash receptacles and in the vicinity of the pedestrian bridge shall be promptly collected and properly disposed of.
13. Prior to issuance of building permit, the applicant shall execute a Reciprocal Easement Agreement with Treasury Wine Estates (Beringer Vineyards) to establish certain covenants, restrictions and easements respecting the design, construction, maintenance, operations and use of the pedestrian bridge.
14. Prior to issuance of building permit the applicant shall submit a lighting plan that conforms to ADA Standards for review and approval by the Planning Director and/or Building Official. Any proposed lighting with the sole purpose of illuminating the pedestrian bridge shall be sufficiently shielded and turned off when not in use so as to prevent any potential impacts associated with light and glare.
15. All Mitigation Measures enumerated in the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program shall be duly complied with.

Public Works Department Conditions of Approval

16. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.

17. The bridge shall be constructed in accordance with American Association of State Highway and Transportation Officials Load & Resistance Factor Design Bridge design specifications and shall be inspected by a licensed structural engineer at regular intervals and in accordance with Federal Highway Administration National Bridge Inspection standards. The results of all inspections shall be recorded, maintained, and shall be made available at any time upon the City's request. Any structural inadequacies identified during an inspection shall be promptly addressed in accordance with the recommendations of the consulting engineer.
18. A grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.
19. The applicant shall record easements for all utilities, access and drainage patterns where facilities, features, or people cross one parcel to serve another parcel, as determined by the City's Public Works Director.
20. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum
21. A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted for review. The report shall address, at a minimum, potential for liquefaction, R-values, expansive soils and seismic risk. The improvement plans shall incorporate all design and construction criteria recommended in the Geotechnical Report.
22. Site plan shall show the location of any trees within the project area. Provide a tree protection plan for approval by the Public Works Director prior to approval of the building permit. The plan shall be coordinated with any civil grading/drainage/improvement plans.
23. The Applicant shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by the City Engineer.
24. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.

Building Department Conditions of Approval

25. A building permit is required for all onsite demolition, construction and/or change of occupancy.

26. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2016 Title 24 codes.
27. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
28. The applicant shall provide a construction waste management plan with the building permit application.
29. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.
30. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Koberstein:	_____
Councilmember Dohring:	_____
Councilmember Ellsworth:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk



Planning Department
1480 Main Street
St. Helena, CA 94574
(707) 967-2792

APPEAL APPLICATION

RECEIVED
PLANNING DEPARTMENT

AUG 29 2017

City of St. Helena

FILE NUMBER PL17-056

For additional information, zoning, forms & documents please visit us on the web at: <http://www.cityofstheleena.org/content/planning>

PLEASE TYPE OR PRINT

Project Name LAS ALCOBAS BRIDGE
Project Site Address 1915 MAIN ST ST. HELENA CA 94574
APN 009-490-009 Additional APN - -

APPELLANT INFORMATION

Name MIKE GRIFFIN
Address 1824 PARK ST
City ST. HELENA
State CA Zip 94574
Phone 707-480-0481
Email

APPELLANT INFORMATION

Name Same
Address
City
State Zip
Phone
Email

NOTE: Additional appellant(s) information (name, address, phone number, email, and signature) shall be attached to the application.

OFFICE USE ONLY

Related files PL17-013
General Plan Zoning
Application Fee \$ 1,000 Public Hearing / Mailing \$ 600.00
Total Fees Received \$ 1,600 Received by Xinia Gamero

Staff Notes:

I, MIKE GRIFFIN, hereby file this application for an appeal and agree to pay any and all processing fees imposed by the St. Helena Municipal Code and City Council Resolution(s), or as they may be amended from time to time.

Date: 8-29-2017 Appellant's Signature: Mike Griffin

Date: _____ Appellant's Signature: _____

Date: _____ Appellant's Signature: _____

PROCESSING FEES:

☒ Minor Appeal \$1,000
☒ Public Hearing Notice \$600

Total 1,600.00
Change 0.00
Bal Forward:
Mike Griffin
Customer #: 003338
1024 Park Street
St. Helena, CA 94574
Cashier: avdier
Station: FOUNTAINIER

Total 1,600.00
Check 1275 1,600.00
Cash 12/4 0.00

Account: 1,600.00
Hypert - Minor Process
ing - PL17-856 1,600.00
Public Hearing Notice
- PL17-856 400.00
Planning Labels - PL17-
856 200.00
Date: 08/29/2017 Time: 15:02
Receipt No. 00139301

CITY OF ST. HELENA
1400 Main St.
St. Helena, CA 94574

REQUIREMENTS FOR A COMPLETE APPEAL APPLICATION:

The following list is not exhaustive, some applications may require additional information. Consult with a planning staff member to determine whether additional materials are required for your appeal.

Incomplete applications will not be accepted.

Please use the space below and/or attach separate sheets.

☐ ACTION being appealed, including the name of the commission or board and date the action was taken:

Planning Commission Approval of Las Alamos
Pedestrian Bridge Aug 15 2017



ACTION requested by appellant:

REVERSE DECISION



REASON for appeal:

This appeal is based on the attached
documents and Planning Commission comments,
(6 pages)

RECEIVED
PLANNING DEPARTMENT

AUG 29 2017

-----on Los Alcobas/Beringer Bridge

City of St. Helena

We can't continue to approve projects like this bridge that link these two properties/business together until we have clarify and understanding of the relationship between the two operations.

We've seen that that there is some kind of de facto "partnership" between the two businesses with staging and shuttling/ trucking over of Los Alcobas items from the Beringer winery on Pratt St, sharing office space and now this proposed bridge.

Were impacts from these uses ever analyzed?

What is the extent of this sharing of resources? Are Beringer and Los Alcobas in some type of partnership? Will the bridge be used to further intertwine their business models?

Part of the concern is due to the fact that Beringer is operating without a Use Permit and without a water agreement. If Los Alcobas is partners with them then might they also start sharing water? This is especially worrying if Beringer has unlimited water access. What if one of the companies buys the other, will they both get unlimited water use? What about sewer?

This brings up the question if there is there any kind of financial partnership between Los Alcobas and Beringer?

In this age of corporate consolidation and real estate/hotel flipping the city of St. Helena should know who really owns what in our town, particularly if it includes unlimited access to water.

This shuttling and sharing space links the two properties together, like a partnership.

Does that include being partners too on other things like water, sewer and owners?

Especially if Beringer is getting unlimited water we should know what kind of partnership this is

Also this bridge seems part of a piecemeal type of development that doesn't address cumulative impacts, because it's never clear what the long term picture is, though they keep coming back in for more approvals.

While each incremental step may have less impacts, the total impacts from the overall finished project as we're seeing can be significant

Also it has been suggested that if these two projects are linked together by a bridge they should also be linked together by a parking plan that removes commercial disruption and commercial encroachment on surrounding residential zoning.

No approval of a bridge should happen until hotel impacts from previous approvals, unanalyzed impacts such as parking spillover and offsite staging/shuttling are cleared up.

Any approval should also include the condition that cameras be installed to verify compliance with city rules and ordinances by both Los Alcobas and Beringer.

Also there in nothing here to protect the creek. If people can walk by on the bridge, alcohol, trash, cigarettes and food could get thrown in the creek

Also there could be noise from the bridge that echoes or broadcasts out and could impact the nearby neighbors.

8-29-17

Mike Griffith # 1



Living Rivers Council

LRC

2945 Atlas Peak Rd.
Napa, California, 94559
(707) 255-7434
(707) 259-1097 fax

cmalan1earth@gmail.com

icarenapa.org

August 13, 2017

RECEIVED
PLANNING DEPARTMENT

AUG 29 2017

City of St. Helena

To: St. Helena Planning Commission

Re: Las Alcobas Pedestrian Bridge, Mitigated Negative Declaration, MND, fails the California Environmental Quality Act, CEQA

The Napa River watershed is a local, state and national treasure because it is a biological hot spot on the planet. This special watershed encompasses both a Mediterranean climate to the east that meets the coastal temperate rain forest climate to the west. Additionally there are numerous micro-climates that is the foundation for the rise of a world class wine industry. These climates and soils support rich and complex aquatic and terrestrial habitats that support a high diversity in both flora and fauna. Unfortunately, many of these precious habitats are being lost one project at a time including by this walking bridge.

LRC does recognize that this project will do some restoration, however, it is at the loss initially removing 144 feet of riparian vegetation, including 8 trees. Trees provide critical shade for delicate stream habitats by preventing warming of the water where aquatic animals are sensitive to temperature changes which can cause a dead zone for aquatic species.

The consultant for this project attempted to mitigate for these species impacted by this project; Steelhead trout, Western Pond Turtle, Foothill yellow-legged frog, riparian woodcut, bats, common aquatic and terrestrial species and nesting birds.

However, the MND failed to recognize that the Napa River watershed is critical habitat for the endangered California Freshwater Shrimp, CFWS, known to be within 1/2 mile of York Creek. Also, Red-legged Frog, RLF, are listed as threatened and are known to be in this area too.

The current draft Stream Bed Alteration Permit application submitted to the Department of Fish and Wildlife, does not include pre-project surveys for CFWS or RLF. (See attachment 1 below)

Anytime a project could harm endangered or threatened species, the applicant must have a biological opinion process with resource agencies and a possible Take Permit application for killing or harming endangered or threatened

8-29-17

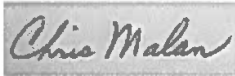
Michelle Gaiffir #2

species. This MND does not include protections for the these endangered and threatened species.

The MND can not be approved because it fails to identify and discuss that endangered CFWS and threatened RLF are known to be present, which are fatal flaws of the MND. An Environmental Impact Report, EIR, is required when there are significant environmental impacts.

Living Rivers Council recommends that the St. Helena Planning Commission reject the MND and require that the applicant do an EIR to make sure all environmental impacts and alternatives to this project are identified and discussed.

Thank You,



Chris Malan
Manager
Living Rivers Council
LRC

Attachment 1

California Freshwater Shrimp



8-29-17
MIKE GRIFFIN (3)

MND States this:

Avoidance and Minimization Measures:

The project applicant, Guneet Bajwa, has applied for a Streambed Alteration Agreement (Notification No. 1600- 2016-0346-R3) with the California Department of Fish and Wildlife (CDFW). The draft Streambed Alteration Agreement (January 23, 2017) identifies measures to be implemented by the applicant to avoid or minimize adverse impacts to the following fish and wildlife resources that may be present within the York Creek riparian corridor:

- ☒ Steelhead trout (*Oncorhynchus mykiss*)
- ☒ Western pond turtle (*Clemmys marmorata*)
- ☒ Foothill yellow-legged frog (*Rana boylei*)
- ☒ Riparian woodrat (*Neotoma fuscipes riparia*)
- ☒ Bat roosts (various species)
- ☒ Common aquatic and terrestrial species
- ☒ Nesting birds

Some of the key avoidance and minimization measures described in the draft Streambed Alteration Agreement include:

- ☒ Confine work within the stream/riparian corridor to the period June 15 to October 15. (Revegetation work using hand tools is not confined to this time period.)
 - ☒ Avoid work in the portion of the streambed where flowing water is present or anticipated.
 - ☒ Provide training sessions for work personnel to identify any sensitive species which may be in the area.
 - ☒ Establish temporary construction fencing or flagging to identify the agreed limits of disturbance within the stream area.
 - ☒ Place bridge at sufficient height above the stream to allow maximum flows and debris generated during a 100-year storm to pass beneath unrestricted.
 - ☒ Locate bridge abutments outside the stream banks.
 - ☒ Install scour protection materials so that they are properly aligned within the channel and otherwise engineered, installed and maintained, to assure resistance to washout, and erosion of the stream bed, stream banks and/or fill.
 - ☒ Conduct a focused survey for active bird nests if grading, excavation or other project-related activities are scheduled during the typical nesting season of protected raptors and migratory birds (typically February 1 to August 31).
 - ☒ Survey project area for indications of bat habitat by a qualified bat biologist prior to commencement of construction.
 - ☒ Survey the project area by a qualified biologist for presence of special-status species that may be present within 48 hours prior to construction.
 - ☒ Suspend work and notify CDFW if special-status species or listed species encountered during project construction.
- JUNE 2017 P A G E | 5 LAS ALCOBAS PEDESTRIAN BRIDGE

8-29-17
Mikie Griffin #4

- ☒ Visually check all sections of construction materials for the presence of wildlife sheltering within them prior to the pipe sections being placed and attached together, or have the ends capped while stored on site so as to prevent wildlife from entering.
- ☒ At the end of each work day, an escape ramp shall be placed at each end of any constructed open trench to allow animals that may have become entrapped in the trench to climb out overnight.

8-29-17

Miko Griffin #5

RECEIVED
PLANNING DEPARTMENT

AUG 29 2017

City of St. Helena

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The MND does not provide any rendering or detailed description of the physical appearance of the bridge, which will be visible from Hwy 29. It seems this will be dealt with in the design review phase, but as we know, the City attorney does not allow the council to consider impacts under CEQA when a design review approval is before them. Thus, a determination on the aesthetic impacts associated with the visual design of the bridge need to be disclosed and analyzed now.

If there are any local biological experts, it would be helpful to have them comment on whether the project would have greater impacts to the creek and surrounding habitat than acknowledged and whether the mitigation measures are adequate.

The city should consider whether traffic noise would reverberate off of the bridge and impact residential on the opposite side of the highway.

Additional analysis of construction traffic impacts is required. You could reference previous major impacts to the intersection during construction activities at Las Alcobas to highlight the problems that can be expected here.

Attachments

8-29-17

Mike Griffin #6



PLANNING COMMISSION REPORT

Planning Commission Meeting of August 15, 2017

AGENDA SECTION: Public Hearing

FILE NUMBER: PL17-013

SUBJECT: Design Review application (PL17-013), to construct the Las Alcobas Pedestrian Bridge over York Creek and between 1915 Main St and 2000 Main Street in the Service Commercial and Winery Zoning Districts, Respectively

PREPARED BY: Lilly Bianco, Contract Planner

REVIEWED BY: Noah Housh, Planning & Community Improvement Director

APPROVED BY: Noah Housh, Planning & Community Improvement Director

APPLICATION FILED: 02/07/17

ACCEPTED AS COMPLETE: 07/27/17

LOCATION OF PROPERTY: York Creek and extending from Las Alcobas (1915 Main Street) to Beringer Winery (2000 Main Street)

APN: 009-490-009; 009-131-009

GENERAL PLAN/ZONING: Service Commercial: SC with Planned Development and Historic Preservation overlay (1915 Main); Agriculture: Winery (2000 Main)

APPLICANT: Mr. Guneet Bajwa

PHONE: (707) 853-1833

BACKGROUND

The Las Alcobas property at 1915 Main supports a luxury 70-room hotel situated on 2.91 acres, which has been in operation since spring 2017 (approved entitlements attached for reference). The property exhibits a zoning designation of (SC: PD: HP) Service Commercial with Planned Development with a Historic Preservation overlay. The adjacent property is the Beringer Winery at 2000 Main Street and is developed with the Historic Beringer Winery buildings, which operates as a tasting room and historic winery grounds and is zoned as (W) winery.

PROJECT DESCRIPTION

Applicant, Guneet Bajwa, is requesting Design Review approval to construct a pedestrian bridge to provide connectivity over York Creek between the Las Alcobas Hotel property at 1915 Main Street and Beringer Winery at 2000 Main Street. The bridge will measure approximately 10 feet wide and 65 feet in length, and will be supported by abutment mat foundations, approximately 12 feet long by 5.5 feet wide. The bridge abutments will be constructed on spread footings cast approximately 3-5 feet below the original ground level.

The bridge will be prefabricated with stainless steel cable railing with 4" maximum spacing and 2" live edge oak panels. The base of the bridge will feature 2" IPE wood deck. It will be erected by a small crane or pair of excavators. The Beringer parking lot and existing disturbed areas on the Las Alcobas side will be used for staging areas. Standard erosion control measures will be implemented during construction. In addition, the riparian woodland outside of the bridge crossing will be fenced using barrier fencing to prevent equipment or construction activities encroaching upon the riparian woodland community. Silt fencing will be placed below the bridge abutments on each side of the creek to prevent any soil or other materials from being discharged into the creek channel.

Access to the bridge will be provided by a series of stairs on the Las Alcobas property. A marked crosswalk will be placed on the existing paved area of the Beringer Winery parking lot to allow pedestrians to safely cross from the bridge to the Beringer Winery. Recycle and trash bins will be located on either side of the bridge to preclude trash from entering the waterway. Both components will be required per condition of approval.

A reciprocal easement between the respective property owners will be executed prior to building permit issuance. The Agreement would establish covenants, restrictions and easements respecting the design, construction, maintenance, operations and use of the pedestrian bridge. Amongst other things, the Draft Agreement stipulates that the First Party (i.e. Spring Mountain Hotel LLC) shall maintain or cause to be maintained the Bridge in good condition and appearance and in accordance with all applicable laws. A maintenance trust fund would be established directly following execution of agreement with the exclusive purpose to be used to maintain (or remove the bridge if warranted in the future) .Each of the easements, covenants, conditions, restrictions, liens and charges set forth in the Agreement would run with the land of each of the Parcels.

To comply with stipulations promulgated by the Streambed Alteration Agreement administered by the California Department of Fish and Wildlife (CDFW) the project would implement a Riparian Habitat Restoration Plan. The Restoration Plan was developed to compensate for the loss of eight trees and 144 square feet of willow riparian vegetation and has been conceptually approved by the CDFW.

ANALYSIS

GENERAL PLAN

The subject property exhibits a General Plan Land Use designation of Service Commercial. The SC Designation provides for service and retail uses, restaurants, service stations, motels, public and quasi-public uses, and other like uses. The designation is intended primarily for auto-oriented service and retail uses which would not be considered appropriate for the Central Business District. The SC Designation applies to the subject site as well as areas fronting Highway 29 and south of Sulphur Springs Creek. Policies applicable to the proposed project include the following:

4.3.8 Require... structures to be of a small scale commensurate with existing older building in the CB and SC Areas.

6.2.3 Protect the riparian vegetation and habitat value of the City's stream corridors by requiring development setbacks and open space easements along the Napa River, Sulphur Creek, York Creek, and Spring Creek.

6.2.13 Require new development to be sited to maximize the protection of native tree species, riparian vegetation, important concentrations of natural plants, and important wildlife habitat

6.2.15 Require a Biological Assessment of any proposed project site where species or the habitat of species defined as sensitive or special status by the California Department of Fish and Game (Wildlife) or the U.S. Fish and Wildlife Service might be present.

6.4.5 Revegetate stream corridors that have been degraded by agriculture or other past practices, with native vegetation in order to enhance their value for habitat and recreation.

8.2.7 Develop an area bicycle plan and other bicycle-and-pedestrian related facilities. To create a meaningful alternative to automobile usage for short trips, bicycle paths should connect home-to-work or home-to-local shopping locations (including bicycle storage racks). Link neighborhoods and commercial areas on a bike path system and encourage bicycle travel.

ZONING

Consistent with the GP land use designation, 1915 Main Street exhibits a Zoning Designation of SC: Service Commercial with Planned Development (PD) and Historic Preservation (HP) overlay. Pursuant to 17.52.050 (E), structures which are customarily incidental and clearly subordinate to permitted and conditional uses are allowed. Design Review is required for any new structures within the SC Zoning District, discussed in more detail, below, under "Design Review."

Staff Analysis

As a pedestrian bridge, the project meets applicable development standards prescribed by Code Section 17.52.070. The introduction of the bridge would not cause the property to conflict with any applicable provision. Further, the small scale of the pedestrian bridge, appropriate siting, and associated restoration activities ensure that it is consistent with applicable General Plan policies, such as those named above. Given that, the project is found to be consistent with all applicable development review standards and the goals and overall intent of the St. Helena General Plan.

WATER

The proposed pedestrian project is not subject to water neutrality requirements and therefore no analysis or off-sets are required as a condition of project approval.

DESIGN REVIEW

The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The Planning Commission must find that the project is consistent with the design criteria prescribed by Section 17.164.030 (detailed below) and exhibit a quality of design that is compatible with adjacent development, features a siting, scale, massing and architectural style that is generally consistent with the predominant development patterns, and that does not otherwise detract or negatively affect the established character of the surrounding neighborhood. Consistency findings and staff response related to the Design Review Criteria are enumerated, below.

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed project includes a small pedestrian bridge which will be installed accompanied by restoration activities around the vicinity of the project site and proximate to York Creek. The project would also facilitate safe and convenient pedestrian travel through complementary land uses. Accordingly, the project appears consistent with all applicable General Plan policies, such as those named above.
2. Compatibility of design with the immediate environment of the site;
*As detailed on project plans (**Attachment 4**), the proposed pedestrian bridge would be a pre-fab steel truss bridge painted high gloss black with stainless steel cable railing with a maximum 4" spacing, live oak panel, and live wood deck. The employment of stainless steel materials as well as naturally sourced materials, like the live oak detailing, would be compatible with the character of the subject site.*
3. Relationship of the design to the site;

The proposed pedestrian bridge is largely obscured from view and is of an appropriate size and scale and exhibits a good relationship to the site and surrounding land uses.

4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;

The proposed pedestrian bridge will span a portion of York Creek between the Las Alcobas Hotel site (1915 Main) and the Beringer Tasting Room (2000 Main). Both properties include identified historic resources. However, the small size, quality materials, and siting of the bridge would ensure that it would be compatible with the surrounding character of the respective sites and not diminish or otherwise impact the integrity of any historical resources or the character of either site.

5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;

As a small pedestrian bridge which is largely obscured from view, it is not expected to alter the current transition between the adjacent properties.

6. Compatibility with future construction both on and off the site;

The pedestrian bridge is a small, auxiliary component of the Las Alcobas property and is expected to be compatible with any future construction on or off site.

7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;

The proposed design and materials are appropriate for the proposed use as a pedestrian bridge.

8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;

The siting of the pedestrian bridge is such that there can be convenient access from one property to another while also ensuring the bridge is somewhat obscured and allowed to blend in with the existing character of both sites and York Creek. As such, the planning and siting appear orderly and sensible.

9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;

No open space or landscaping is proposed as part of this project.

10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;

To ensure the responsible use of the bridge, the project is conditioned to provide trash receptacle(s) proximate to the bridge to prevent any refuse from entering the waterway. Additionally, the project will be conditioned to stripe a pedestrian walkway from the bridge to the Beringer tasting room to apprise vehicles travelling through the parking lot that pedestrians may be present and to ensure orderly and efficient pedestrian travel between the sites. Both ancillary functions would be minimal in terms of visual impact and would be compatible with the overall design of the respective sites and the proposed bridge.

11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;

The proposed pedestrian bridge and associated striping in the Beringer parking lot would facilitate safe and convenient pedestrian travel between the Las Alcobas site and Beringer site.

12. Whether natural features are appropriately preserved and integrated with the project;

As required by mitigation and conditions of the Streambed Alteration Agreement (SAA) issued by CAFW, the project would, to the extent possible, avoid disturbance to plant or animal habitat and where disturbed, would perform restoration activities in accordance with the Restoration Plan, prepared October 31, 2016.

13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;

The prefab steel truss bridge with live oak detailing would be consistent with the overall aesthetic exhibited by the Las Alcobas property.

14. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;

The proposed pedestrian bridge will span a portion of York Creek between the Las Alcobas Hotel site (1915 Main) and the Beringer Tasting Room (2000 Main). Both properties include identified historic resources. However, the small size, equality materials, and siting of the bridge would ensure that it would be compatible with the surrounding character of the respective sites and not diminish or otherwise impact the integrity of any historical resources or the character of either site.

15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage

textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;

No landscaping is proposed. The restoration activities would be consistent with the native habitat in and proximate to York Creek.

16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;

As required per the Streambed Alteration Agreement and mitigation imposed under the Mitigated Negative Declaration, the project will be required to re-introduce native vegetation and trees beneficial to the riparian habitat. As such, proposed plant material is expected to be suitable and adaptable to the site and the climate of St. Helena.

17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.

The associated restoration activities would promote sustainability and climate protection by protecting and helping to re-establish native habitat proximate to York Creek.

CEQA

In accordance with Article 6 and Appendix G of the California Environmental Quality Act (CEQA) Guidelines, an Initial Study and Mitigated Negative Declaration (IS/MND) has been prepared for the proposed project and included as **Attachment 5**. The document contains a description of the proposed project, an analysis of potential environmental impacts resulting from the proposed project, as well as mitigation measures intended to reduce potentially significant impacts to less-than-significant levels. The Draft IS/MND was circulated for a 30-day public review period from June 19, 2017 to July 19, 2017.

ISSUES

No Issues Identified.

CORRESPONDENCE

No comments received at the writing of this Staff Report.

STAFF RECOMMENDATION

The City of St Helena Planning and Community Improvement Department recommends that the Planning Commission, by resolution:

1. Approve the Las Alcobas Pedestrian Bridge Initial Study and Mitigated Negative Declaration, and
1. Accept the required findings and approve Design Review for the Las Alcobas Pedestrian Bridge.

ATTACHMENTS

[1915 Main ATTCH 1. Resolution \(1\)](#)

[1915 Main ATTCH 3. Aerial View](#)

[1915 Main ATTCH 4. Project Plans](#)

[1915 Main ATTCH 5. Public Draft IS-MND](#)

[1915 Main ATTCH 6. Response to Comments](#)

[1915 Main ATTCH 6.1 CDFW Comment](#)

[1915 Main ATTCH 7. grandview sr 032712 packet ready](#)

[1915 Main ATTCH 8. Resolution Packet \(2012-20, 2010-91-water use, 2010-89-Room & Rest Cap, 2010-88-Neg Dec\)](#)

[1915 Main ATTCH 10. Brewery PC Reso](#)

[1915 Main ATTCH 9. CC Reso-13 Rooms](#)

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO.

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF DESIGN REVIEW FOR THE LAS ALCOBAS
PEDESTRIAN BRIDGEPROJECT LOCATED AT 1915 MAIN STREET**

PROPERTY OWNER: Spring Mountain Hotel, LLC **APN:** 009-490-009; 009-131-009

Recitals

A. Whereas, Mr. Guneet Bajwa submitted an application for a Design Review permit to introduce a 10 x 65 foot pedestrian bridge spanning a portion of York Creek and located in between 1915 Main Street and 2000 Main Street and in the Service Commercial and Winery Zoning Districts, respectively, and

B. Whereas, pursuant to CEQA Guidelines Sections 15072 and 15073, a Draft Mitigated Negative Declaration and included Initial Study was circulated for public review and comments from June 19, 2017 until July 19, 2017.

E. Whereas, A staff report dated August 15, 2017 and incorporated herein by reference analyzed the projects consistency with the Design Criteria enumerated in Section 17.164.030 of the Municipal Code, and

F. Whereas, the Planning Commission of the City of St. Helena, State of California, considered the project, staff report, Initial Study/ Mitigated Negative Declaration and all testimony, written and spoken, at a duly noticed public hearing on August 15, 2017, and

G. Now, therefore let it be found that, the Planning Commission adopts the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program and approves a Design Review permit and authorizes the modifications contained in said plans based on the findings below and subject to the conditions of approval enumerated herein.

Resolution

1. In making the findings of this Resolution, the Planning Commission relied upon and hereby incorporates by reference all of the documents referenced in this resolution and the associated Staff Report, City files for this matter, correspondence, presentations, and other materials.
2. CEQA
 1. The Planning Commission has independently reviewed and analyzed the Initial Study/ Mitigated Negative Declaration and other information in the record and has considered the information contained therein, prior to acting on or approving the project,

2. The Initial Study/ Mitigated Negative Declaration prepared for the project has been completed in compliance with CEQA and consistent with state and local guidelines implementing CEQA,
3. On the basis of the whole record, there is no substantial evidence that the Project, as designed, conditioned, and mitigated, will have a significant effect on the environment, and
4. The Initial Study/ Mitigated Negative Declaration represents the independent judgement and analysis of the City as lead agency for the project.

5. DESIGN REVIEW:

The purpose of design review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. The Planning Commission must find that the project is consistent with the design criteria prescribed by Section 17.164.030 (detailed below) and exhibit a quality of design that is compatible with adjacent development, features a siting, scale, massing and architectural style that is generally consistent with the predominant development patterns, and that does not otherwise detract or negatively affect the established character of the surrounding neighborhood. Consistency findings and staff response related to the Design Review Criteria are enumerated, below.

Design Review Criteria.

1. Consistency and compatibility with applicable elements of the general plan.
The proposed project includes a small pedestrian bridge which will be installed accompanied by restoration activities around the vicinity of the project site and proximate to York Creek. The project would also facilitate safe and convenient pedestrian travel through complementary land uses. Accordingly, the project appears consistent with all applicable General Plan policies, such as those named above.
2. Compatibility of design with the immediate environment of the site;
*As detailed on project plans (**Attachment 4**), the proposed pedestrian bridge would be a pre-fab steel truss bridge painted high gloss black with stainless steel cable railing with a maximum 4" spacing, live oak panel, and live wood deck. The employment of stainless steel materials as well as naturally sourced materials, like the live oak detailing, would be compatible with the character of the subject site.*
3. Relationship of the design to the site;
The proposed pedestrian bridge is largely obscured from view and is of an appropriate size and scale and exhibits a good relationship to the site and surrounding land uses.
4. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The proposed pedestrian bridge will span a portion of York Creek between the Las Alcobas Hotel site (1915 Main) and the Beringer Tasting Room (2000 Main). Both properties include identified historic resources. However, the small size,

quality materials, and siting of the bridge would ensure that it would be compatible with the surrounding character of the respective sites and not diminish or otherwise impact the integrity of any historical resources or the character of either site.

5. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
As a small pedestrian bridge which is largely obscured from view, it is not expected to alter the current transition between the adjacent properties.
6. Compatibility with future construction both on and off the site;
The pedestrian bridge is a small, auxiliary component of the Las Alcobas property and is expected to be compatible with any future construction on or off site.
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
The proposed design and materials are appropriate for the proposed use as a pedestrian bridge.
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;

The siting of the pedestrian bridge is such that there can be convenient access from one property to another while also ensuring the bridge is somewhat obscured and allowed to blend in with the existing character of both sites and York Creek. As such, the planning and siting appear orderly and sensible.
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
No open space or landscaping is proposed as part of this project.
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;
To ensure the responsible use of the bridge, the project is conditioned to provide trash receptacle(s) proximate to the bridge to prevent any refuse from entering the waterway. Additionally, the project will be conditioned to stripe a pedestrian walkway from the bridge to the Beringer tasting room to apprise vehicles travelling through the parking lot that pedestrians may be present and to ensure orderly and efficient pedestrian travel between the sites. Both ancillary functions would be minimal in terms of visual impact and would be compatible with the overall design of the respective sites and the proposed bridge.
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;
The proposed pedestrian bridge and associated striping in the Beringer parking lot would facilitate safe and convenient pedestrian travel between the Las Alcobas site and Beringer site.

12. Whether natural features are appropriately preserved and integrated with the project;
As required by mitigation and conditions of the Streambed Alteration Agreement (SAA) issued by CAFW, the project would, to the extent possible, avoid disturbance to plant or animal habitat and where disturbed, would perform restoration activities in accordance with the Restoration Plan, prepared October 31, 2016.
13. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;
The prefab steel truss bridge with live oak detailing would be consistent with the overall aesthetic exhibited by the Las Alcobas property.
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15. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;
No landscaping is proposed. The restoration activities would be consistent with the native habitat in and proximate to York Creek.
16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;
As required per the Streambed Alteration Agreement and mitigation imposed under the Mitigated Negative Declaration, the project will be required to re-introduce native vegetation and trees beneficial to the riparian habitat. As such, proposed plant material is expected to be suitable and adaptable to the site and the climate of St. Helena.
17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.
The associated restoration activities would promote sustainability and climate protection by protecting and helping to re-establish native habitat proximate to York Creek.

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

Conditions of Approval

1. The Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. 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.
2. The plans submitted for building permit review shall be in substantial conformance with the plans on file in the Planning Division, date stamped February 7, 2017, except as modified by the following conditions.
3. The Design Review permit shall be vested within one (1) year from the date of approval. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of the Design Review decision or these approvals shall expire; provided however that the approved Design Review may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
4. The Design Review permit shall become effective fourteen (14) calendar days after approval, provided that the action is not appealed by the City Council or any other interested party within that 14 day period.
5. Any request for an extension of the Design Review permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
6. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.
7. Prior to issuance of construction permits, compliance with conditions of approval shall be clearly identified on all plans. A copy of approved plans with the conditions listed on said plans shall be maintained on-site during construction activities.
8. Conditions shall be achieved at such a time as determined by the City and shall be achieved at the requisite stage and before issuance of certificate of occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
9. The applicant shall defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim,

action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

10. This Design Review approval shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
11. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
12. A building permit is required for any onsite demolition, construction or change of occupancy.
13. Prior to issuance of final building permit the applicant shall introduce pedestrian striping in the Beringer Parking lot and between the bridge and tasting room entrance so as to facilitate safe and efficient pedestrian travel through the Beringer Winery parking lot.
14. Prior to issuance of final building permit one or more trash receptacles shall be installed on either end of the pedestrian bridge and outside of top of bank and shall be secured and maintained on a regular basis.
15. Prior to issuance of building permit, the applicant shall execute a Reciprocal Easement Agreement with Treasury Wine Estates (Beringer Vineyards) to establish certain covenants, restrictions and easements respecting the design, construction, maintenance, operations and use of the pedestrian bridge.

Public Works Department Conditions of Approval

16. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
17. A grading and drainage plan showing topographic data, all easements, infrastructure onsite and directly adjoining and an erosion control plan shall be submitted for review and approval by the City Engineer prior to the issuance of a building permit. If the project entails more than 50 cubic yards of soil disturbance, 10,000 square feet of disturbance area, a cut or fill of 3 feet or more, or alteration of any drainage pattern, a grading permit shall be required.

18. The applicant shall record easements for all utilities, access and drainage patterns where facilities, features, or people cross one parcel to serve another parcel, as determined by the City's Public Works Director.
19. Erosion and sediment control plans shall conform to the latest State and City codes at a minimum
20. A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted for review. The report shall address, at a minimum, potential for liquefaction, R-values, expansive soils and seismic risk. The improvement plans shall incorporate all design and construction criteria recommended in the Geotechnical Report.
21. Site plan shall show the location of any trees within the project area. Provide a tree protection plan for approval by the Public Works Director prior to approval of the building permit. The plan shall be coordinated with any civil grading/drainage/improvement plans.
22. The Applicant shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by the City Engineer.
23. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.

Building Department Conditions of Approval

24. A building permit is required for all onsite demolition, construction and/or change of occupancy.
25. The applicant will be required to comply with the codes adopted at the time the applicant applies for a building permit. At this time the City of St. Helena utilizes the 2016 Title 24 codes.
26. When submitting plans for a building permit, the plans shall include all documentation listed on the building permit application checklist.
27. The applicant shall provide a construction waste management plan with the building permit application.
28. The plans for construction shall include a checklist for compliance with the California Green Buildings Standards Code, mandatory measures. Provide a reference on the checklist indicating where the mandatory measures can be found on the plans.
29. When submitting plans, the title page shall include all information referenced on the building permit application checklist Title Page requirements.

I HEREBY CERTIFY that the foregoing Design Review 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 15, 2017 by the following roll call vote:

AYES:

NOES:

ABSENT:

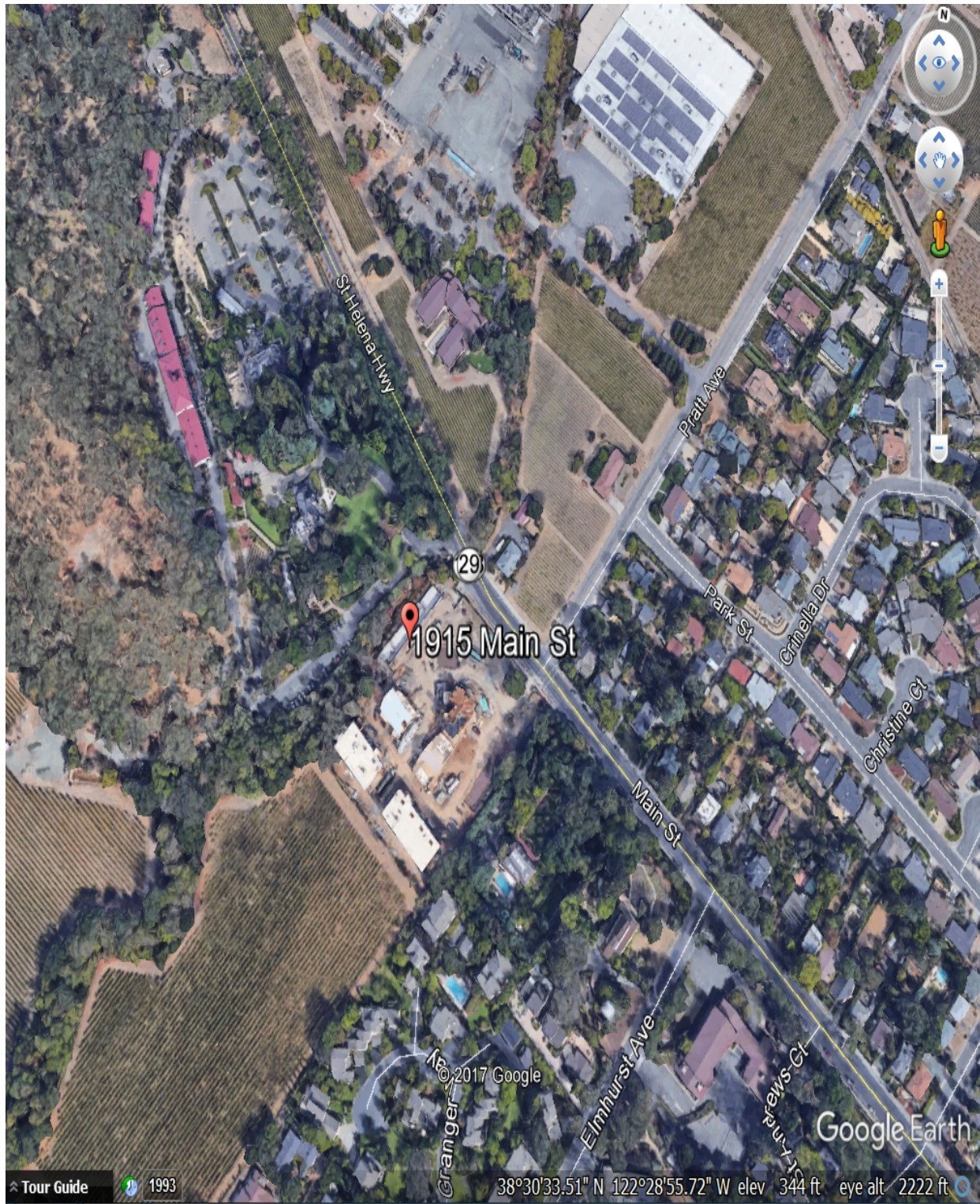
ABSTAIN:

APPROVED:

ATTEST:

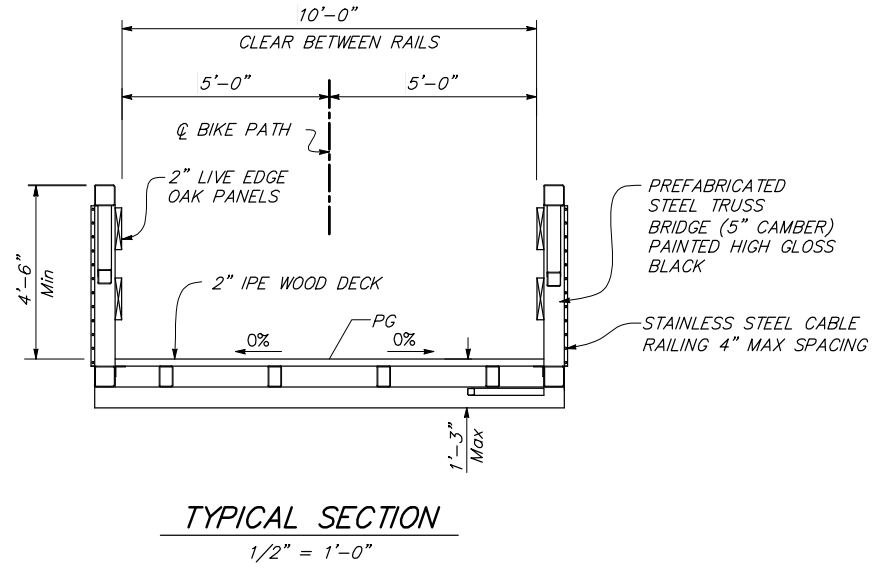
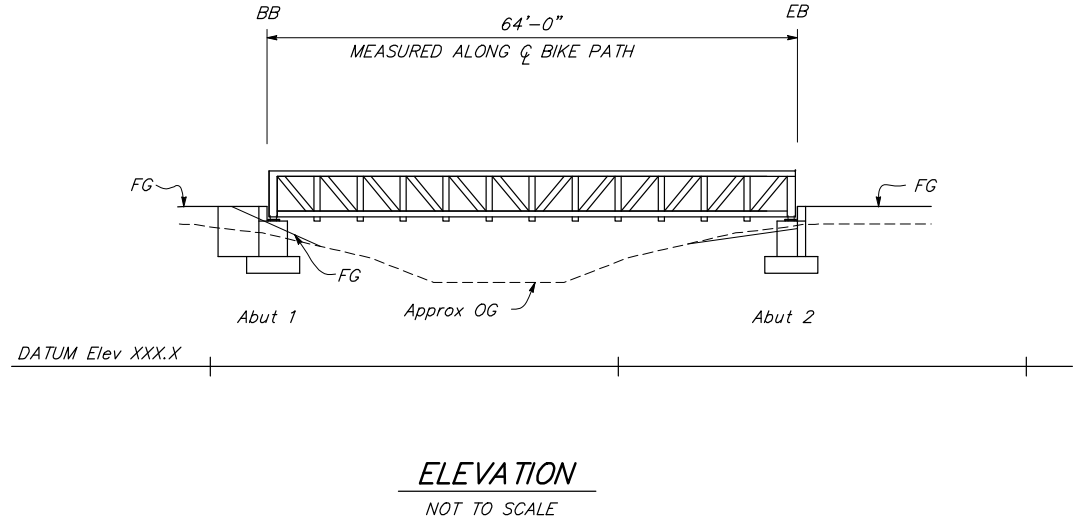
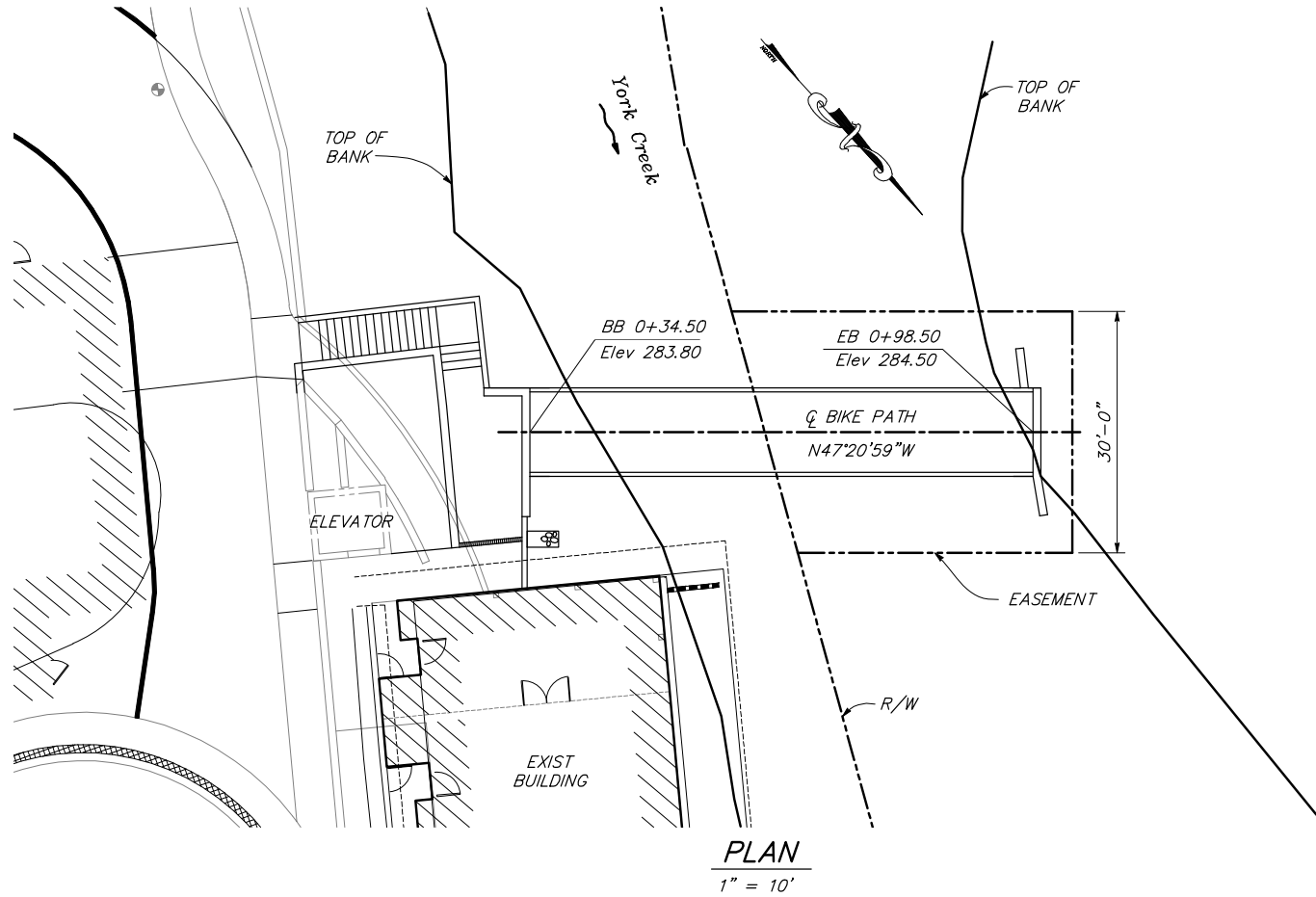
Grace Kistner
Chair, Planning Commission

Noah Housh,
Planning and Community
Improvement Director



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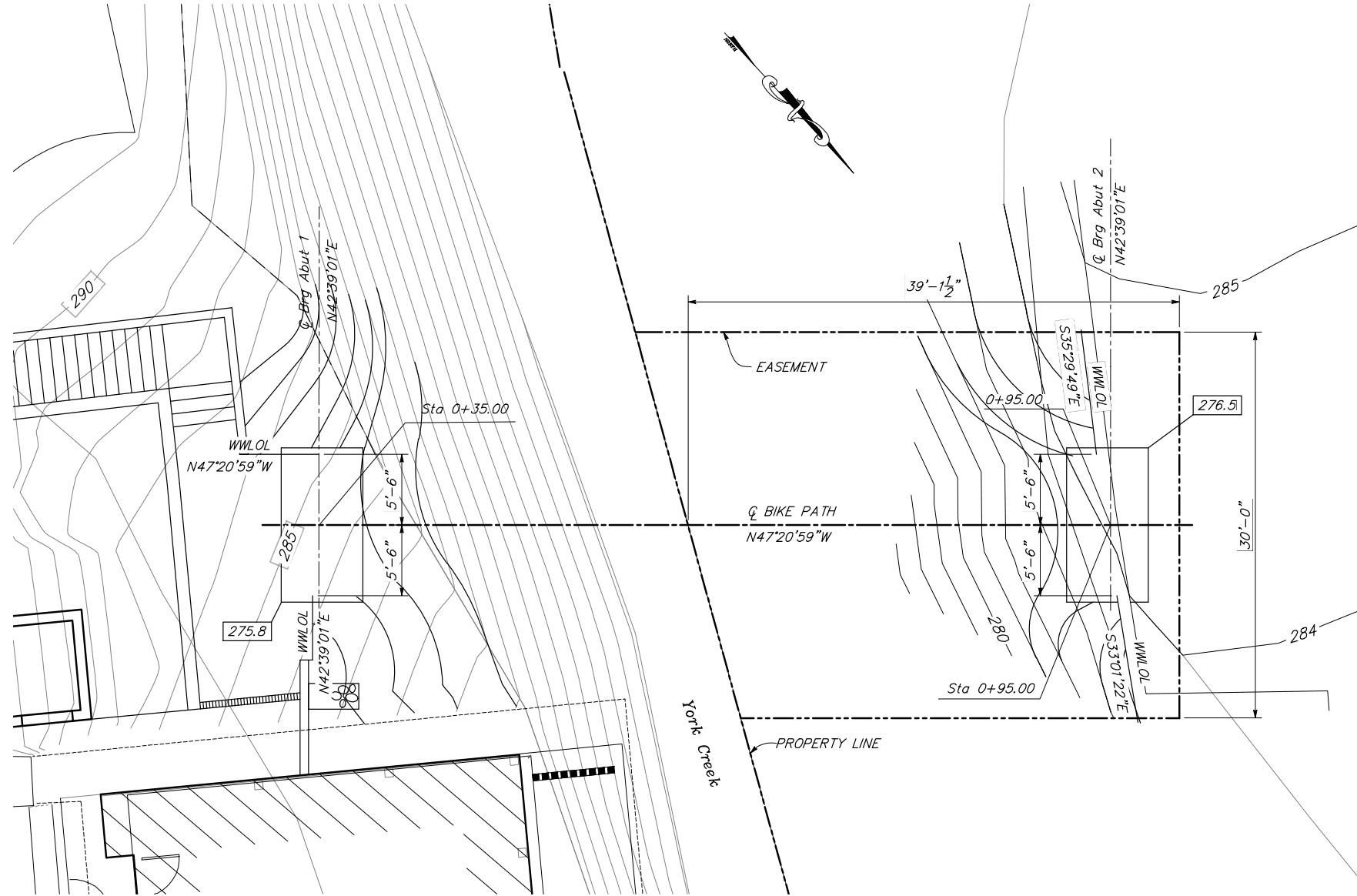


No.	TITLE
S1	GENERAL PLAN
S2	FOUNDATION PLAN
S3	ABUTMENT LAYOUT
S4	TRUSS DETAILS

PREPARED UNDER THE DIRECTION OF	
7/11/2016	
JASON BRADFORD HICKEY, S5783 DATE	
DESIGNED BY	DRAWN BY
JBH	CB
REVIEWED BY	
CB	
MARK THOMAS & COMPANY 7300 COLSON BOULEVARD, SUITE 203 SACRAMENTO, CALIFORNIA 95826 (916) 381-9100 FAX: (916) 381-9180	
CALIFORNIA	SPRING MOUNTAIN
ST. HELENA	YORK CREEK BRIDGE
GENERAL PLAN	
PROJECT NUMBER	
XXXXXXXXXX	
DRAWING DATE	
JULY, 2016	
SHEET NUMBER	
S1 OF S4	

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PLAN
1" = 5'

SPREAD FOOTING DATA TABLE

Support Location	Working Stress Design (WSD)
	Allowable Gross Bearing Capacity (ksf)
Abut 1/Abut 2	2.4

LEGEND

Indicates Bottom of Footing Elevation (feet)

GENERAL NOTES
LOAD AND RESISTANCE FACTOR DESIGN

DESIGN:
AASHTO LRFD Bridge Design Specifications, 4th edition and the
Catrans Amendments, preface dated September 2010.

SEISMIC DESIGN:
2013 CBC/ASCE 7-10

LIVE LOADING:
H5 Vehicular Loading or 90 psf Pedestrian Loading

SEISMIC LOADING:
Soil Profile: Vs30 = 270 m/s (886 ft/s)
Moment Magnitude: 6.6
Peak Ground Acceleration 0.500g
See ARS Curve

CONCRETE:
fy = 60 ksi
fc = 3.6 ksi unless otherwise noted
n = 8

STRUCTURAL STEEL:
(Except for Prefabricated Steel Truss Bridge Members)
Plates: ASTM A709/A709M
Bolts, Nuts, Washers: ASTM A325, TYPE 1

FOOTING PRESSURE:
See "SPREAD FOOTING DATA TABLE".

TABLE 1-2013 CBC/ASCE 7-10 SEISMIC DESIGN PARAMETERS

LATITUDE: 38.5095°N LONGITUDE: -122.4793°W	ASCE 7-10 TABLE/FIGURE	2013 CBC TABLE/FIGURE	FACTOR/ COEFFICIENT	VALUE
Short-Period MCE at 0.2s	Figure 22-1	Figure 1613.3.1(1)	S _S	1.50g*
1.0s Period MCE	Figure 22-2	Figure 1613.3.1(2)	S _T	0.60g*
Soil Class	Table 20.3-1	Section 1613.3.2	Site Class	C
Site Coefficient	Table 11.4-1	Table 1613.3.3(1)	F _a	1.00g*
Site Coefficient	Table 11.4-2	Table 1613.3.3(2)	F _v	1.30g*
Adjusted MCE Spectral Response Parameters	Equation 11.4-1 Equation 11.4-2	Equation 16-37 Equation 16-38	S _{MS} S _{M1}	1.50g* 0.78g*
Design Spectral Acceleration Parameters	Equation 11.4-3 Equation 11.4-4	Equation 16-39 Equation 16-40	S _{DS} S _{D1}	1.00g* 0.52g*
Seismic Design Category	Table 11.6-1	Section 1613.3.5(1)	Risk Category I to IV	D
	Table 11.6-2	Section 1613.3.5(2)	Risk Category I to IV	D

PREPARED UNDER THE DIRECTION OF

JASON BRADFORD HICKEY
No. S5783
Exp. 8/30/18
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

DESIGNED BY

JASON BRADFORD HICKEY, S5783 DATE

DRAWN BY

CB

REVIEWED BY

JBH

7/11/2016

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SACRAMENTO, CALIFORNIA 95826
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CALIFORNIA

ST. HELENA

SPRING MOUNTAIN

YORK CREEK BRIDGE

FOUNDATION PLAN

PROJECT NUMBER

XXXXXXXXXX

DRAWING DATE

JULY, 2016

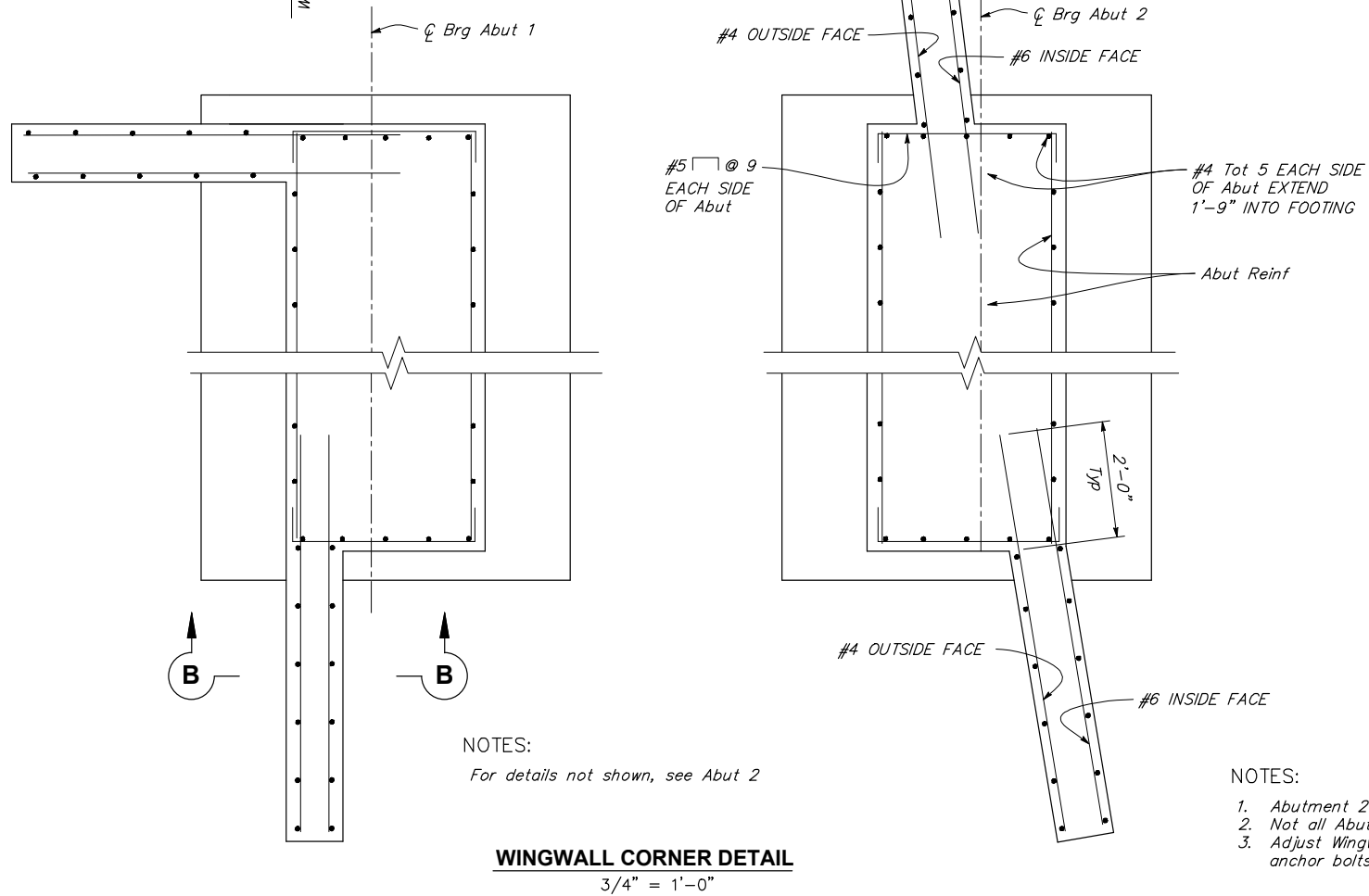
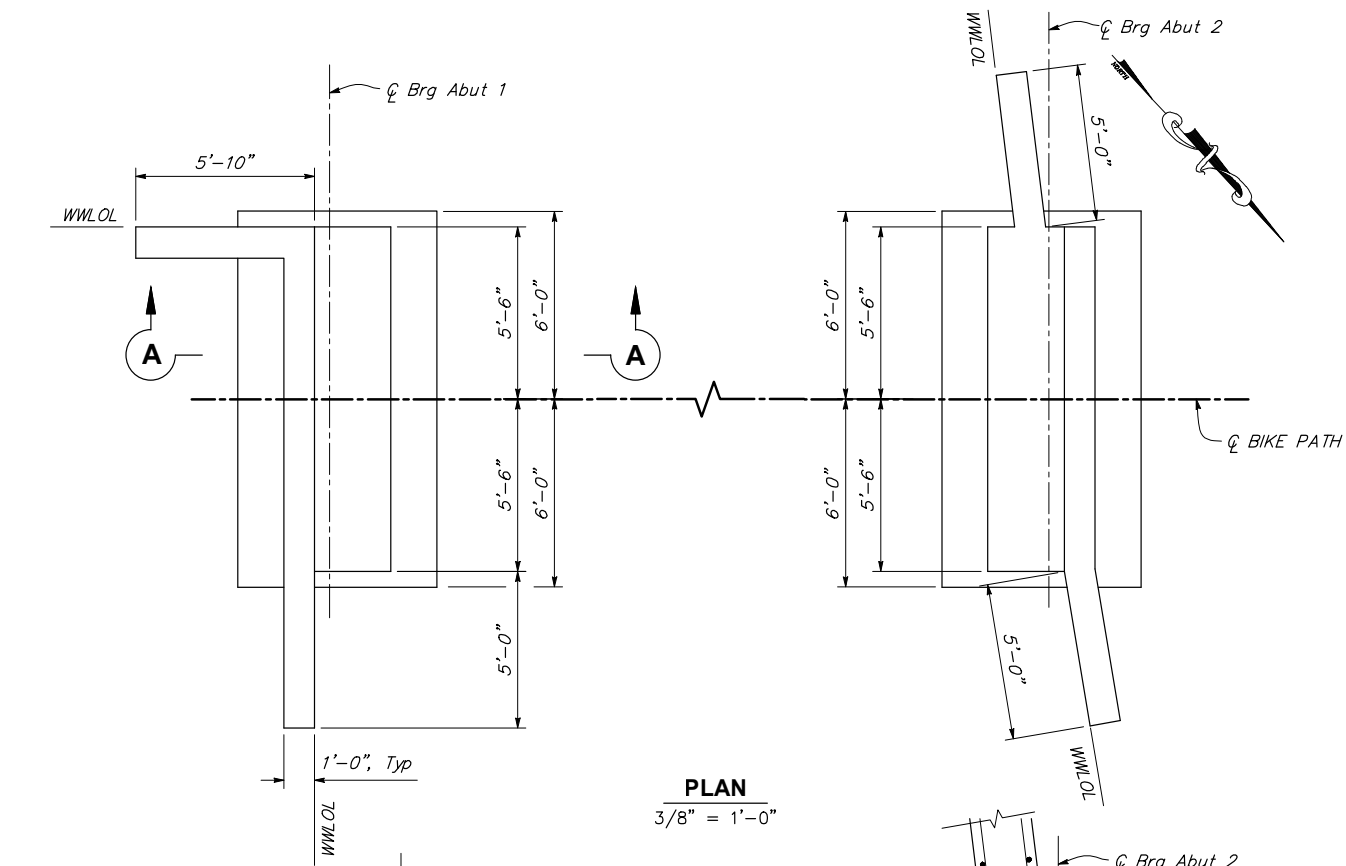
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S2 OF S4

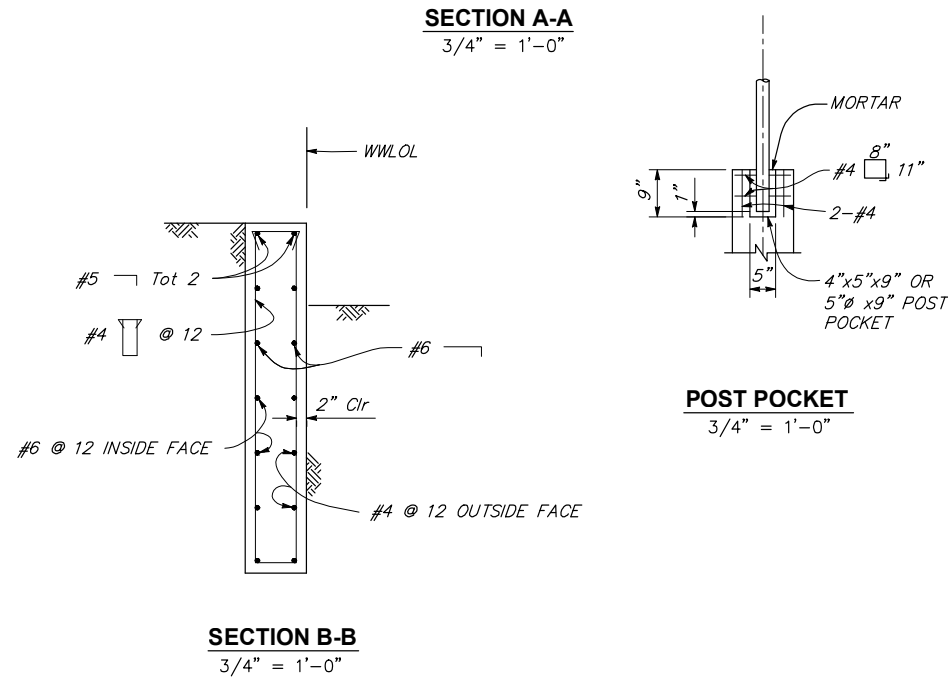
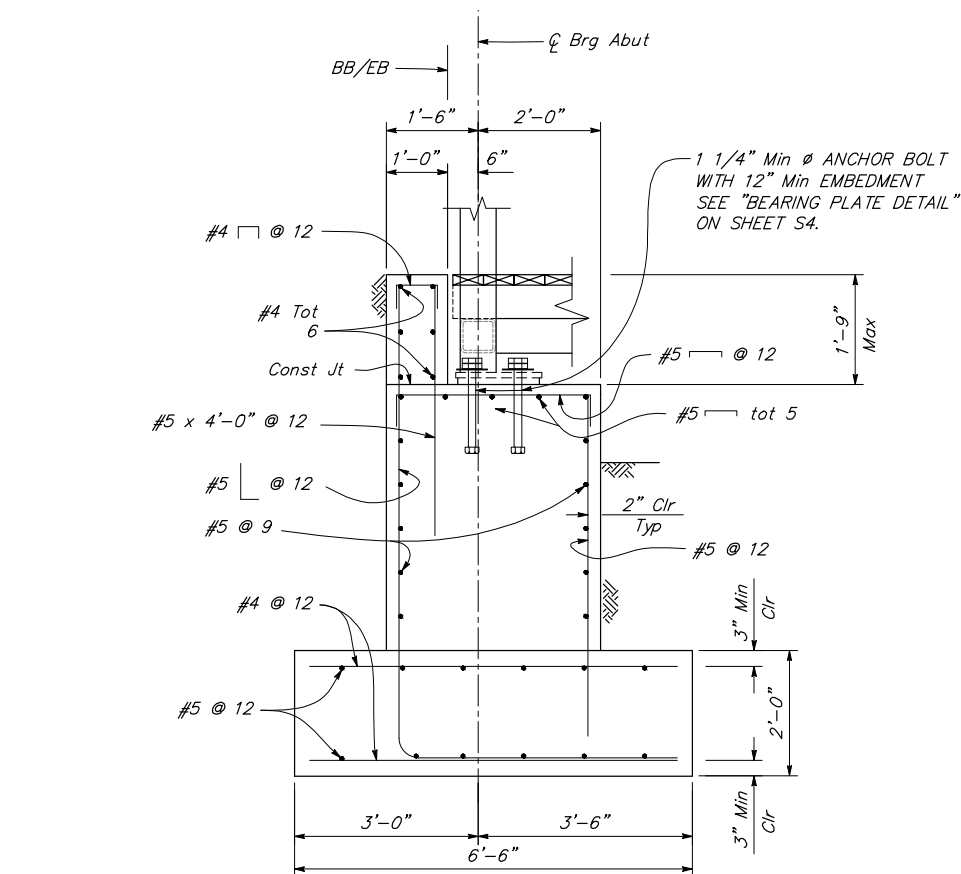
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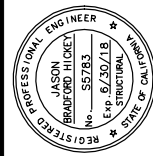
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NOTES:
For details not shown, see Abut 2



NOTES:
1. Abutment 2 shown. Abut 1 similar.
2. Not all Abutment and Wingwall reinforcement shown.
3. Adjust Wingwall reinforcement to avoid conflicts with anchor bolts.



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7/11/2016
JASON BRADFORD HICKEY, S5783 DATE
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CALIFORNIA
SPRING MOUNTAIN
YORK CREEK BRIDGE
ABUTMENT LAYOUT

ST. HELENA

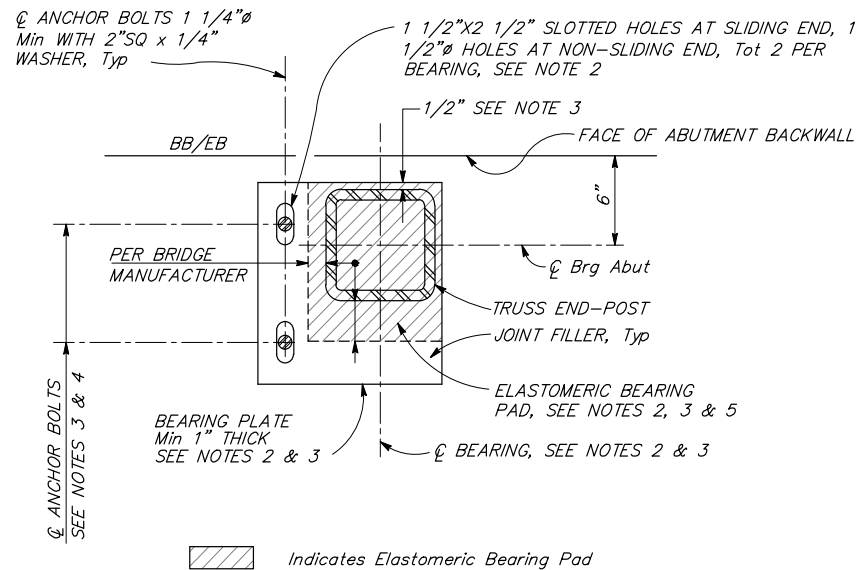
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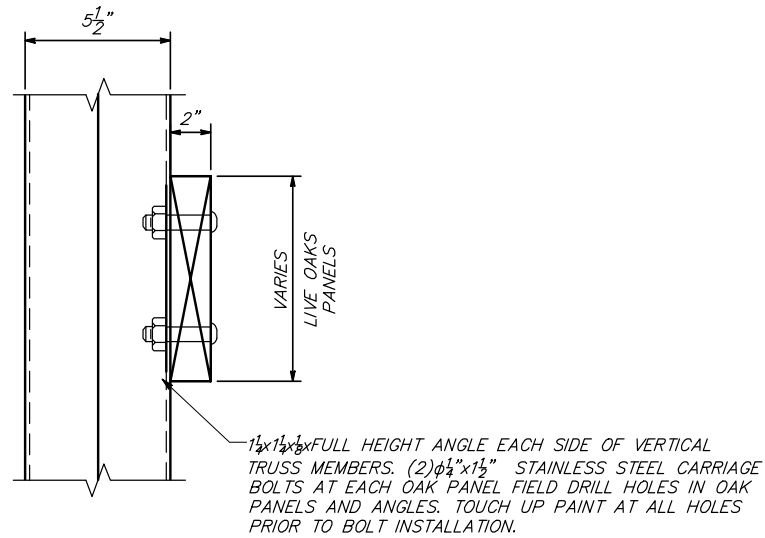
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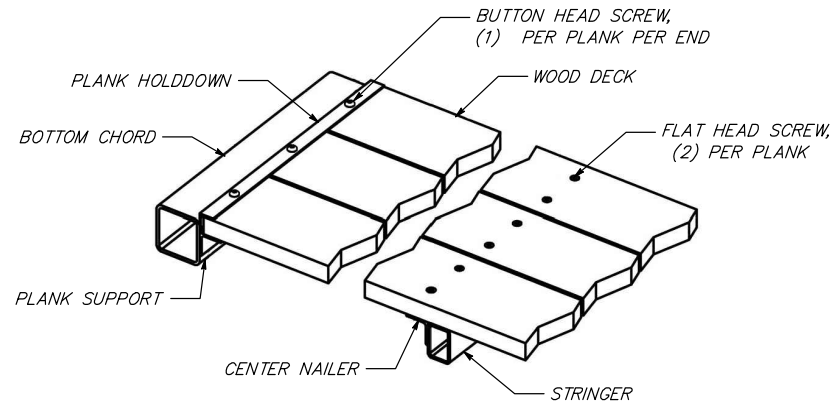
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BEARING PLATE DETAIL
NO SCALE



LIVE EDGE OAK PANEL ATTACHMENT DETAIL
NO SCALE



WOOD DECK DETAIL
NO SCALE

NOTES:

- Contractor shall verify all controlling field dimensions and coordinate all plans prior to ordering or fabricating any material.
- For Steel Truss Bridge Details, see "Pre-Fabricated Steel Truss Bridge Approved Drawings" by the bridge manufacturer. Slots and holes in bearing plates and bearings are shown for 1 1/4"(Min) $\emptyset$ anchor bolts for uniform bids. The actual anchor blots, holes and slot sizes shall be per bridge manufacturer's approved designs or minimum as shown, modified to suit.

Contractor shall coordinate, furnish and install anchor bolts and washers per bridge manufacturer's plans.
- Use minimum 1" thick x 10" wide steel reinforced elastomeric bearing pads. Bearing plates, bearing pads, anchor bolt sizes, etc. shall be determined by the prefabricated truss manufacturer's design. Approximate details shown are for uniform bid only.
- Anchor bolts, washers, nuts and lock nuts shall be ASTM A325 or better, galvanized or electroplated or with approved rustproof treatment.
- Epoxy bond bearing pads and joint fillers (of same thickness as bearing pads) to the abutment seat. Apply light coat of commercial quality grease to top of elastomeric bearing pads at the sliding end only.
- Seal weld all remaining unwelded contacts of welded elements prior to shipment, Typ all locations.
- Bridge manufacturer to supply & install Load Limitation Plaque; submit shop drawing for approval.



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7/11/2016
JASON BRADFORD HICKEY, S5783 DATE
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CALIFORNIA
SPRING MOUNTAIN
YORK CREEK BRIDGE
TRUSS DETAILS
ST. HELENA

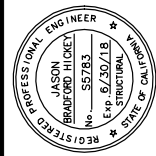
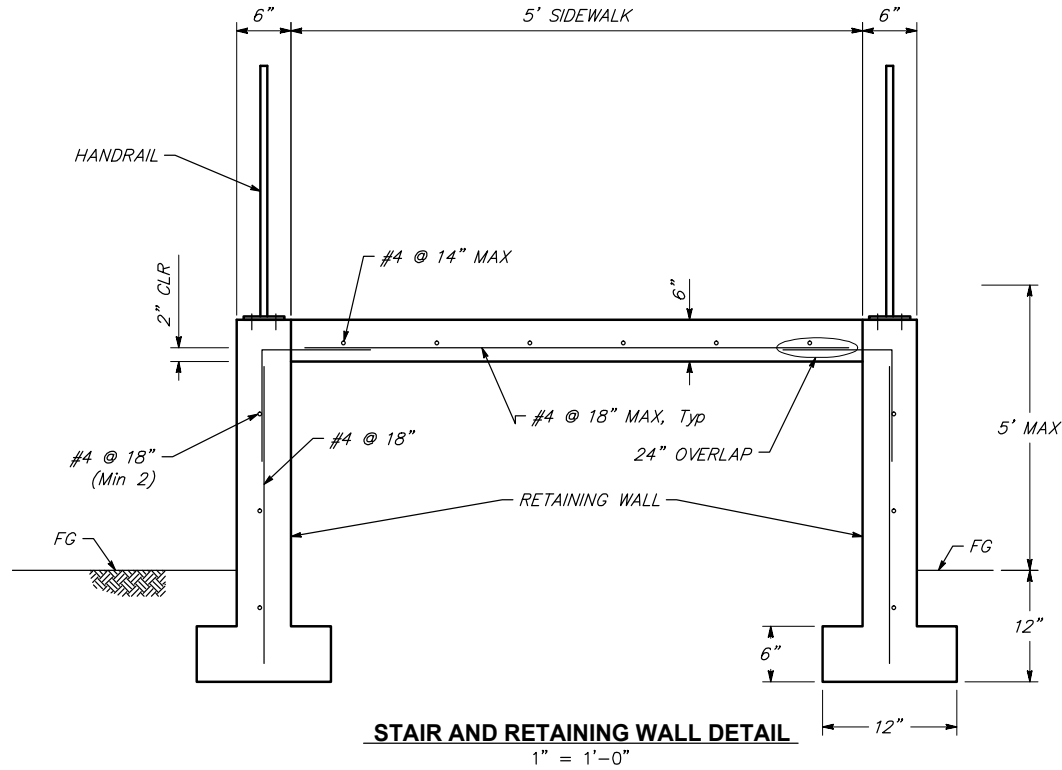
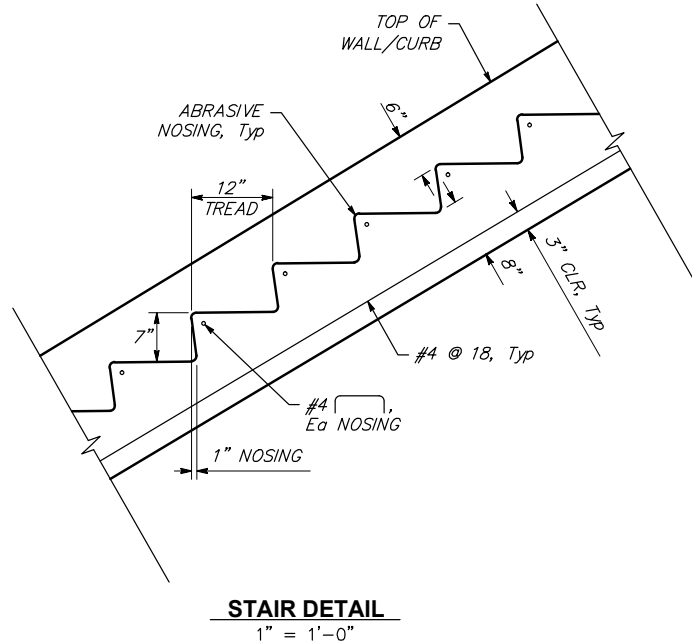
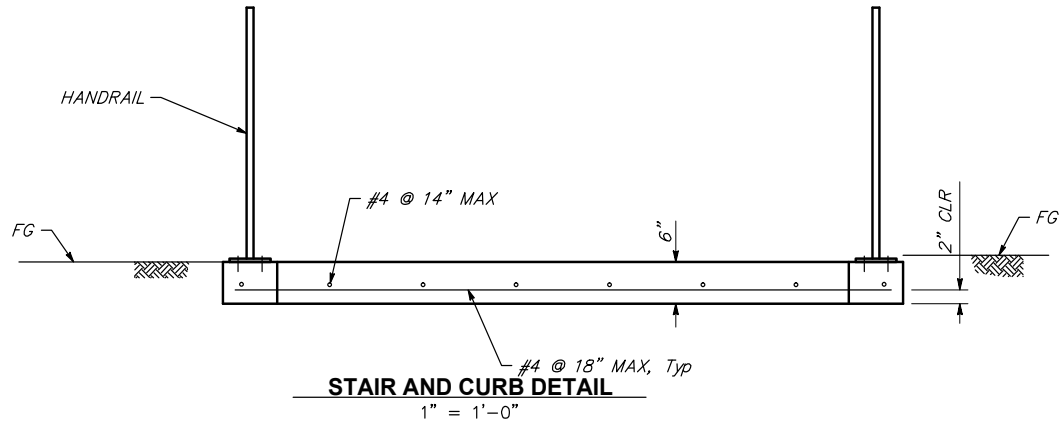
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JULY, 2016

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DRAWN BY CB
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CALIFORNIA
SPRING MOUNT
ST. HELENA
LAS ALCOBAS STAIRWAY
STAIR AND WALL DETAILS

PROJECT NUMBER
XXXXXXXXXX
DRAWING DATE
SEPTEMBER, 2016
SHEET NUMBER
S2 OF S2



LAS ALCOBAS PEDESTRIAN BRIDGE

ENVIRONMENTAL CHECKLIST AND INITIAL STUDY MITIGATED NEGATIVE DECLARATION

PREPARED BY:



METROPOLITAN PLANNING GROUP
1303 JEFFERSON STREET, SUITE 100-B
NAPA, CA 94559

June 13, 2017

M-GROUP

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**LAS ALCOBAS PEDESTRIAN BRIDGE
CEQA ENVIRONMENTAL CHECKLIST AND INITIAL STUDY**

Project Title:	Las Alcobas Pedestrian Bridge
Lead agency name and address:	City of St. Helena 1480 Main Street, St. Helena, CA 94574
Contact person and phone number:	Lilly Bianco, Planner (707) 968-2748
Project Location:	1915 Main Street, St. Helena, California (APN 009-490-009) 2000 Main Street, St. Helena, California (APN 009-131-009)
File Number:	PL17-013
Project sponsor's name and address:	Spring Mountain Hotel, LLC. 1007 7th Street, Suite M-100 Sacramento, CA 95814
Property Owners:	<u>1915 Main Street</u> Spring Mountain Hotel, LLC. 1007 7th Street, Suite M-100 Sacramento, CA 95814 (707) 853-1833 <u>2000 Main Street</u> Treasury Wine Estates 555 Gateway Drive P.O. Box 4500 Napa, CA 94558 (707) 259-4500
General Plan Designation:	1915 Main Street – Service Commercial 2000 Main Street – Agriculture
Zoning:	1915 Main Street –Service Commercial with Planned Development and Historic Preservation overlay (SC:PD:HP) 2000 Main Street – Winery (W)
Description of project:	The project consists of the construction of a pedestrian bridge over a ten foot wide section of York Creek between 1915 Main Street and 2000 Main Street. The proposed bridge design is approximately 10 feet wide and 65 feet long and will be supported by abutment mat foundations on either side of the creek (12 feet x 5.5 feet). The project also includes habitat restoration activities within York Creek.
Surrounding land uses and setting; briefly describe the project's surroundings:	The project site is surrounded by land designated as Agriculture to the north, Medium Density Residential to the east, Medium and Low Density Residential to the south, and Woodlands & Watershed and Parks & Recreation to the west.
Other public agencies whose approval is required (e.g. permits, financial approval, or participation agreements):	California Department of Fish and Wildlife for Streambed Alteration Agreement (SAA)

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ST. HELENA LAS ALCOBAS PEDESTRIAN BRIDGE

TABLE OF CONTENTS	PAGE #
1. INTRODUCTION	1
2. PROJECT DESCRIPTION	3
3. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED	14
4. DETERMINATION.....	16
5. EVALUATION OF ENVIRONMENTAL IMPACTS	18
5.1. AESTHETICS	18
5.2. AGRICULTURAL AND FORESTRY RESOURCES	19
5.3. AIR QUALITY	21
5.4. BIOLOGICAL RESOURCES	25
5.5. CULTURAL RESOURCES	31
5.6. GEOLOGY AND SOILS	33
5.7. GREENHOUSE GAS EMISSIONS.....	36
5.8. HAZARDS/HAZARDOUS MATERIALS.....	38
5.9. HYDROLOGY AND WATER QUALITY	40
5.10. LAND USE AND PLANNING	43
5.11. MINERAL RESOURCES	45
5.12. NOISE.....	46
5.13. POPULATION AND HOUSING:	48
5.14. PUBLIC SERVICES	49
5.15. RECREATION	49
5.16. TRANSPORTATION AND CIRCULATION	50
5.17. TRIBAL CULTURAL RESOURCES	53
5.18. UTILITIES AND SERVICE SYSTEMS	54
5.19. MANDATORY FINDINGS OF SIGNIFICANCE (Cal. Pub. Res. Code §15065)	56
6. REFERENCE DOCUMENTS.....	58
7. MITIGATION MONITORING AND REPORTING PROGRAM	58

TABLE OF FIGURES

Figure 1: Regional Location	8
Figure 2: Existing Site Conditions.....	10
Figure 3: Project Vicinity	12

LIST OF TABLES

Table 1: Air Quality Significance Thresholds	22
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1. INTRODUCTION

Purpose and Intent

This Initial Study/Mitigated Negative Declaration (IS/MND) for the proposed Las Alcobas Pedestrian Bridge Project (hereinafter referred to as the "project") has been prepared by the City of St. Helena as lead agency in full accordance with the procedural and substantive requirements of the California Environmental Quality Act (CEQA) and the CEQA Guidelines.

This IS/MND is intended to inform City decision-makers, responsible agencies, interested parties and the general public of the proposed project and its potential environmental effects. This IS/MND is also intended to provide the CEQA-required environmental documents for all city, local and state approvals or permits that might be required to implement the proposed project.

CEQA Guidelines Section 15063(c) lists the following purposes of an Initial Study:

1. Provide the Lead Agency with information to use as the basis for deciding whether to prepare an Environmental Impact Report (EIR) or a Negative Declaration.
2. Enable an Applicant or Lead Agency to modify a project, mitigating adverse impacts before an EIR is prepared, thereby possibly enabling the project to qualify for a Negative Declaration.
3. Assist in the preparation of an EIR, if one is required.
4. Facilitate environmental assessment early in the design of a project.
5. Provide documentation of the factual basis for the finding in a Negative Declaration that a project will not have a significant effect on the environment.
6. Eliminate unnecessary EIRs.
7. Determine whether a previously prepared EIR could be used with the project.

The City of St. Helena, as the lead agency, has conducted an Initial Study to determine the level of environmental review necessary for the proposed project. Consistent with Section 15070(b) of the CEQA Guidelines, the Initial Study identified potentially significant effects, but:

1. Revisions in the Project plans or proposal made by or agreed to by the applicant before a proposed negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effect would occur; and
2. There is no substantial evidence, in light of the whole record before the agency, that the Project as revised may have a significant effect on the environment.

Therefore, as the lead agency, the City of St. Helena has determined that a Mitigated Negative Declaration is the appropriate level of environmental review.

Public Review

In accordance with CEQA and the state CEQA Guidelines, a 30-day public review period for the Las Alcobas Pedestrian Bridge Project commenced on June 19, 2017 and will conclude on July 19, 2017. This IS/MND has been distributed to interested or involved public agencies, organizations, and private individuals for review. In addition, the IS/MND has been made available for general public review at the following location:

City of St. Helena
Planning Department
1480 Main Street
St. Helena, CA 94574
Hours: 9:00 a.m. to 5 p.m., Monday – Friday

During the public review period, the public will have an opportunity to provide written comments on the information contained within this IS/MND. The City will use the final IS/MND and all comments and correspondence received within the public comment period for all environmental decisions related to the proposed.

In reviewing the IS/MND and as articulated in Section 15204(a) of the CEQA Guidelines, affected public agencies and interested members of the public should focus on the sufficiency of the document in identifying and analyzing potential impacts on the environment from the proposed project, and ways in which the significant effects of the project are proposed to be avoided or mitigated. Pursuant to Section 15204(b) of the CEQA Guidelines, such public agencies and persons should focus on the proposed finding that the Las Alcobas Pedestrian Bridge Project will not have a significant effect on the environment. If public agencies or persons believe that the proposed project may have a significant effect, they should:

1. Identify the specific effect;
2. Explain why they believe the effect would occur; and
3. Explain why they believe the effect would be significant.

Finally, per Section 15204(c), reviewers should explain the basis for their comments, and should submit data or references offering facts, reasonable assumptions based on facts, or expert opinion supported by facts in support of the comments.

Comments on the IS/MND should be submitted in writing and received by the City of St. Helena prior to the end of the 30-day public review period on July 19, 2017. Written comments should be submitted to:

Lilly Bianco, Planner
City of St. Helena
Planning Department
1480 Main Street
St. Helena, CA 94574

Phone: (707) 968-2748
Email: lbianco@cityofsthenela.org

2. PROJECT DESCRIPTION

Project Location

The proposed project is located west of State Route (SR) 29 within the City of St. Helena, Napa County, California (see **Figure 1: Regional Location**). The proposed pedestrian bridge would span York Creek and provide a connection between the Las Alcobas Hotel located at 1915 Main Street (APN 009-490-009) and the Beringer Winery located at 2000 Main Street (APN 009-131-009). Riparian habitat restoration would occur within the York Creek riparian corridor, which runs from the southwest to the northeast towards the Napa River.

York Creek within the project area is dominated by a mix of native, non-native, and invasive species (see **Figure 2: Existing Site Conditions**). Native willows (*Salix spp.*) are present within the project area along with native valley oak (*Quercus lobata*) and Oregon ash (*Fraxinus latifolia*) trees. Non-native trees in the project area include birch (*Betula sp.*), acacia (*Acacia sp.*), pine (*Pinus sp.*) and locust (*Robinia sp.*).

The creek banks are covered by non-native Himalayan blackberry (*Rubus armeniacus*) along with native California grape (*Vitis californica*) and some wine grape (*Vitis vinifera*). Other non-native and aggressive or noxious weedy plants along the creek bank include giant reed (*Arundo donax*) and French broom (*Genista monspessulana*). The creek bottom is cobble lined and generally lacks any wetland vegetation with the exception of some torrent sedge (*Carex nudata*) and water cress (*Nasturium officinale*).

Landscaped ornamental species, specifically oleander (*Nerum oleander*) are along the top of bank on the Beringer Winery side of the proposed bridge crossing. A small palm and some locust trees are also located in this area.

The project site gently slopes upward in a northerly direction from 284 feet above sea level at the Las Alcobas Hotel to 285 feet above sea level at the paved parking lot at the Beringer property and on the north side of York Creek.

General Plan and Zoning

The City of St. Helena General Plan provides the vision for the community's natural and built environment through a series of goals and policies. To ensure that this desired vision is realized, the General Plan has been designed to be internally consistent and cross-referenced with other documents, including the City's Zoning Ordinance, which guides, controls, and regulates future growth. The Las Alcobas Hotel parcel exhibits a General Plan land use designation of Service Commercial and the Beringer Winery parcel exhibits a General Plan Land Use Designation of Agriculture.

The City of St. Helena Zoning Ordinance implements the goals and policies of the General Plan. Several different districts are identified in the Zoning Ordinance that are intended to, among other things, provide for a wide range of uses and implement the community's vision to preserve, protect and enhance its unique character and quality of life. The Las Alcobas Hotel parcel is zoned as (SC: PD: HP) Service Commercial with Planned Development and Historic Preservation overlay (adopted per resolution 2006-4 on 06-13-06) and the Beringer Winery parcel is zoned as (W) winery.

Project Description

Las Alcobas Pedestrian Bridge

A prefabricated steel truss pedestrian bridge is proposed to be installed between 1915 Main Street and 2000 Main Street to provide access across York Creek between the existing Las Alcobas Hotel and Beringer Winery. The bridge may also accommodate bicycles.

The bridge will be approximately 10 feet wide and 65 feet in length and supported by abutment mat foundations on each side of the creek (see **Figure 3: Project Vicinity**). The abutment on the Las Alcobas Hotel property would be constructed within a previously disturbed area, which was cleared of vegetation as part of the Las

Alcobas Hotel construction. The abutments on the Beringer Winery property will be constructed within the existing paved area of the Beringer Winery parking lot. As proposed, the size of the abutment foundations will be 12 feet long by 5.5 feet wide and will be constructed on spread footings cast approximately 3-5 feet below the ground level.

A marked crosswalk will be placed on the existing paved area of the Beringer Winery parking lot to allow pedestrians to safely cross from the bridge to the Beringer Winery. Recycle and trash bins will be located on either side of the bridge to preclude trash from entering the waterway. Both components will be required per condition of approval.

Minor grading will be performed around the bridge abutments down to elevation 280 feet above sea level near the top of bank after which, the excavation will be performed by a backhoe or small excavator. Reinforcing steel will be placed and concrete poured for the abutment. The abutment will be backfilled and compacted with walk behind vibratory plates or jumping jacks. The bridge will be put in place by a small crane or pair of excavators located outside top of bank on either side of York Creek. Associated improvements will include wing walls, stairs on the Las Alcobas side of the bridge, and exterior flatwork. The construction staging area will be confined to the Beringer Winery parking lot on the north side of York Creek and to previously disturbed areas on the Las Alcobas property to the south of the creek.

A total of eight trees ranging between 4 to 13 inches in diameter at breast height (DBH) will be removed as part of the project. Four dead trees that remain standing will have their trunks and branches removed from within the channel (roots will remain in place) and four trees located immediately downstream of the Pedestrian Bridge will be removed for safety reasons. The project also includes the permanent removal of 144 square feet of mixed willow riparian species within the top of bank. Additionally, non-native, invasive and ornamental species will also be removed and replanted with native riparian species as further described below.

Riparian Habitat Restoration

A Riparian Habitat Restoration Plan¹ has been developed for the project and has been submitted to California Department of Fish and Wildlife (CDFW) as part of the permit application process for the Streambed Alteration Agreement². The Riparian Habitat Restoration Plan was developed to compensate for the loss of eight trees and 144 square feet of willow riparian vegetation. All restoration activities within the riparian corridor will be completed according to the Riparian Habitat Restoration Plan (see **Appendix B**) and as permitted by the Streambed Alteration Agreement.

To compensate for impacts to 144 square feet of willow riparian, the applicant will remove non-native, weedy understory plants from a 216 square foot area along each bank of York Creek for a total of 432 square feet. The mitigation planting area will be adjacent to the proposed pedestrian bridge crossing and within the existing riparian corridor along the top of bank of York Creek. Weedy plants to be removed include the planted oleander bushes along the Beringer Winery side of York Creek and Himalayan blackberry and grape vines along the Las Alcobas side of the creek. Other non-native species to be removed include giant reed and French broom.

After invasive species are removed, the area will be seeded in a native grass seed mix consisting of five pounds pure live seed per acre of each of the following species for a total of 20 pounds of pure live seed per acre: meadow barley (*Hordeum brachyantherum*); creeping wildrye (*Elymus triticoides*); red fescue (*Festuca rubra*), California oatgrass (*Danthonia californica*); and spike bent (*Agrostis exarata*). If one or more of these grasses are not available, a suitable native grass species will be substituted as authorized by the CDFW.

At a minimum, eight riparian trees will be planted to compensate for the loss of eight trees from the project area. All other restoration plantings will be native shrubs suitable for riparian habitat and will replace the non-native understory of Himalayan blackberry and grape vines to be removed. A minimum of 15 shrubs are proposed to be planted. A final restoration planting plan that shows the area planted with the numbers and species will be

¹ Jane Valerius Environmental Consulting, Riparian Habitat Restoration Plan for the Las Alcobas Bridge Project, St. Helena, Napa County, California, October 31, 2016.

² The project is subject to a Streambed Alteration Agreement in accordance with the California Department of Fish and Game Code Section 1602 for activities within the riparian corridor of York Creek.

provided to CDFW once the area has been planted as an as-built plan. This as-built plan will be used for monitoring the success of the habitat restoration. All plantings will be monitored and maintained as necessary for a minimum of five years, with a minimum of two consecutive years (two growing seasons) of monitoring after the removal of irrigation.

Avoidance and Minimization Measures

The project applicant, Guneet Bajwa, has applied for a Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3) with the California Department of Fish and Wildlife (CDFW).

The draft Streambed Alteration Agreement (January 23, 2017) identifies measures to be implemented by the applicant to avoid or minimize adverse impacts to the following fish and wildlife resources that may be present within the York Creek riparian corridor:

- Steelhead trout (*Oncorhynchus mykiss*)
- Western pond turtle (*Clemmys marmorata*)
- Foothill yellow-legged frog (*Rana boylei*)
- Riparian woodrat (*Neotoma fuscipes riparia*)
- Bat roosts (various species)
- Common aquatic and terrestrial species
- Nesting birds

Some of the key avoidance and minimization measures described in the draft Streambed Alteration Agreement include:

- Confine work within the stream/riparian corridor to the period June 15 to October 15. (Revegetation work using hand tools is not confined to this time period.)
- Avoid work in the portion of the streambed where flowing water is present or anticipated.
- Provide training sessions for work personnel to identify any sensitive species which may be in the area.
- Establish temporary construction fencing or flagging to identify the agreed limits of disturbance within the stream area.
- Place bridge at sufficient height above the stream to allow maximum flows and debris generated during a 100-year storm to pass beneath unrestricted.
- Locate bridge abutments outside the stream banks.
- Install scour protection materials so that they are properly aligned within the channel and otherwise engineered, installed and maintained, to assure resistance to washout, and erosion of the stream bed, stream banks and/or fill.
- Conduct a focused survey for active bird nests if grading, excavation or other project-related activities are scheduled during the typical nesting season of protected raptors and migratory birds (typically February 1 to August 31).
- Survey project area for indications of bat habitat by a qualified bat biologist prior to commencement of construction.
- Survey the project area by a qualified biologist for presence of special-status species that may be present within 48 hours prior to construction.
- Suspend work and notify CDFW if special-status species or listed species encountered during project construction.

- Visually check all sections of construction materials for the presence of wildlife sheltering within them prior to the pipe sections being placed and attached together, or have the ends capped while stored on site so as to prevent wildlife from entering.
- At the end of each work day, an escape ramp shall be placed at each end of any constructed open trench to allow animals that may have become entrapped in the trench to climb out overnight.

Construction Schedule

For the purpose of this analysis, it is assumed that construction activities for the proposed pedestrian bridge would occur over a period of four months. Following installation of the bridge, implementation of the Riparian Habitat Restoration Plan is anticipated to take one month to complete.

Required Discretionary Actions

The project requires Design Review by the City of St. Helena for construction activities associated with installation of the pedestrian bridge.

Other Public Agency Review

The project requires approval from the following public agency:

- California Department of Fish and Wildlife for a Streambed Alteration Agreement

Consultation Under AB 52

In accordance with AB 52 (PRC Section 21084.2), lead agencies are required to consider Tribal Cultural Resources (TCR) including a site feature, place, cultural landscape, sacred place or object, of cultural value to the tribe and is listed on the California Register of Historic Resources (CRHR) or a local register, or the Lead agency, at its discretion, chooses to treat resources as such. AB 52 mandates that a lead agency initiate consultation with a tribe with traditional and/or cultural affiliations in the geographic area where a subject project is located if a project may cause a substantial adverse change in the significance of a tribal cultural resource. Should the tribe respond requesting formal consultation in accordance with the procedural requirements of AB 52, the lead agency must work with the tribe or representative thereof to determine the level of environmental review warranted, identify impacts, and recommend avoidance or mitigation measures to reduce any potential impacts.

In accordance with AB 52, a summary of the proposed project was mailed to the following local tribes on March 15, 2017:

- Yocha Dehe Wintun Nation Tribe
- Cortina Band of Indians
- Wappo
- Middletown Rancheria of Pomo

A response requesting consultation under AB 52 was received from the Yocha Dehe Wintun Nation Tribe on April 24, 2017 following close of the 30-day response window. As a courtesy the City of St. Helena responded to the tribal representative offering to consult via email on May 11, 2017. As of June 12, 2017 no response from the Yocha Dehe representative has been received.

No other Tribes requested consultation under AB 52.

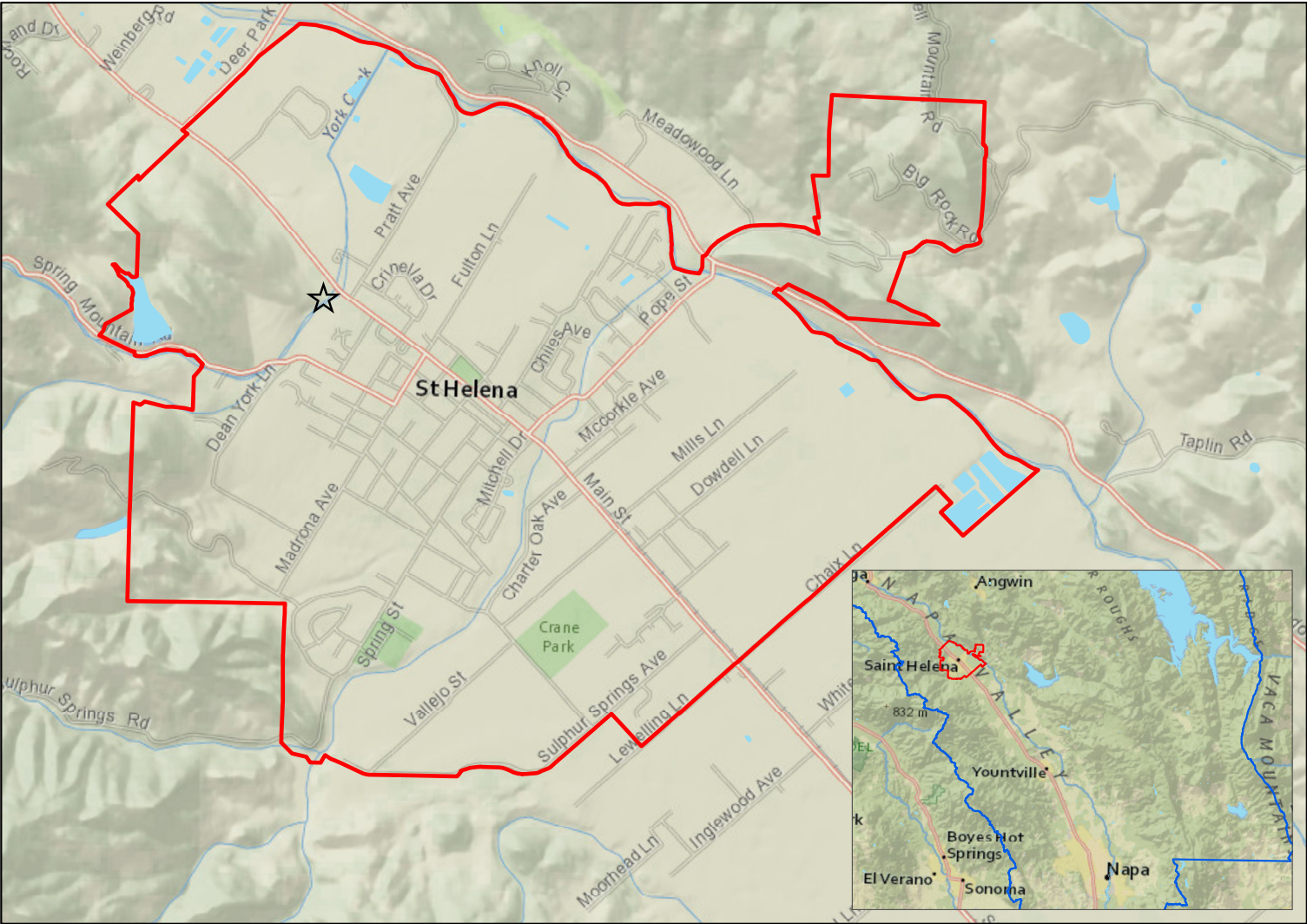
Documents Incorporated By Reference

CEQA Guidelines Section 15150 recognizes the desirability of reducing the volume of documentation necessary for environmental review and authorizes incorporation by reference any portion of relevant documents that provide

general background to the environmental document. As such, this Initial Study incorporates the following documents, which were reviewed as part of the analysis of certain topical sections provided herein:

1. City of St. Helena, 1993 General Plan;
2. City of St. Helena, 1993 General Plan EIR; and
3. City of St. Helena, Zoning Ordinance, as amended.

Additional documents not reflected in this section are identified and analyzed within the Initial Study. These documents are available for review at the City of St. Helena Planning Department, 1480 Main Street, St. Helena, CA 94574.



0 0.25 0.5 1 Miles



Service Layer Credits: Content may not reflect National Geographic's current map policy. Sources: National Geographic, Esri, DeLorme, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

Regional Location
Las Alcobas Bridge
St. Helena, California

Figure 1

- ☆ Project Site
- St. Helena City Limits
- Napa County

Data source: Napa County GIS

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Existing Conditions
Las Alcobas Bridge
St. Helena, California

Figure 2

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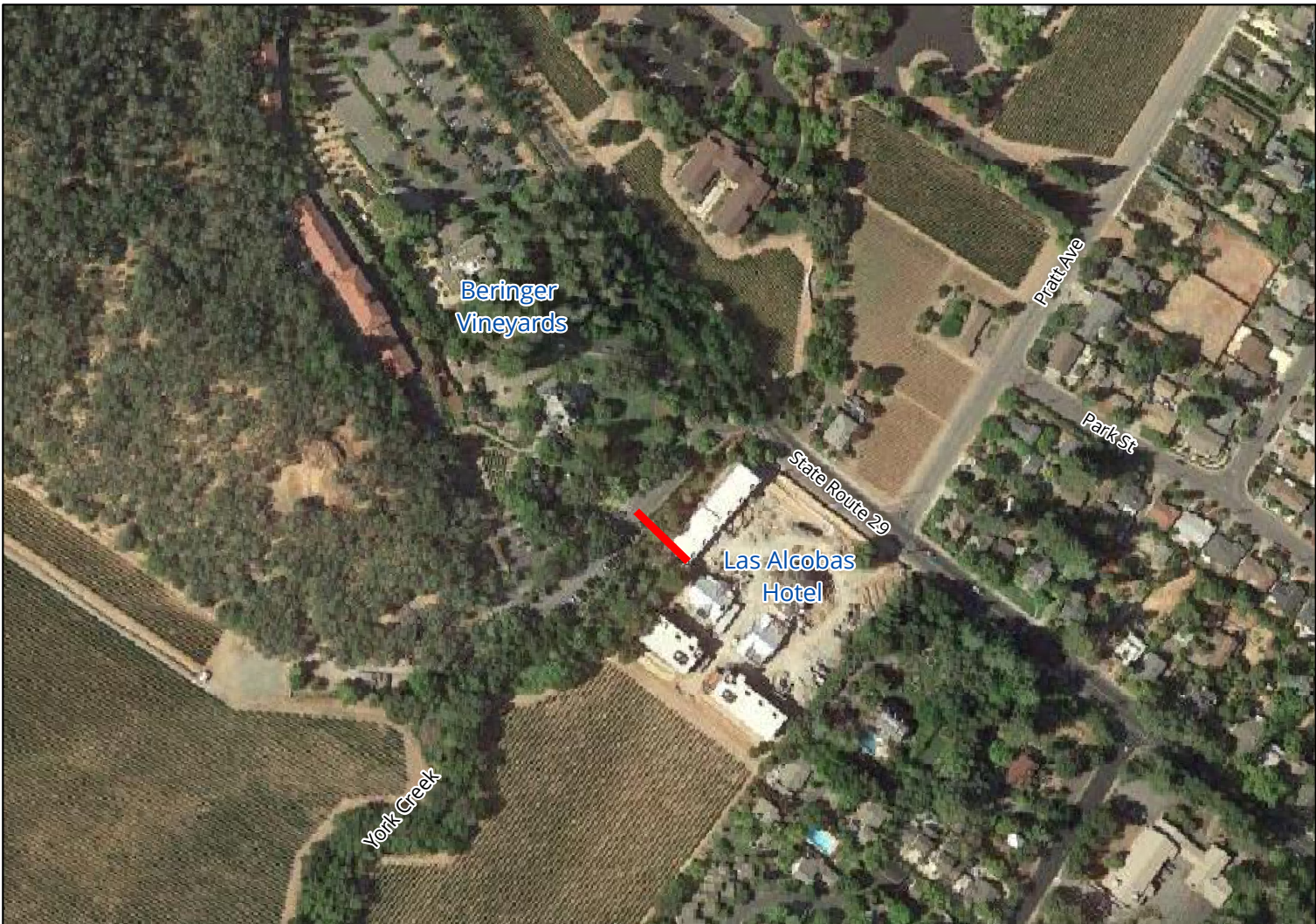


Figure 3

Las Alcobas Bridge

Data source: Napa County GIS;
US Census Bureau; Google Satellite Imagery

Project Vicinity
Las Alcobas Bridge
St. Helena, California

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3. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact Unless Mitigation is Incorporated" as indicated by the checklist on the following pages.

Aesthetics		Hazards & Hazardous Materials		Recreation	
Agricultural & Forestry		Hydrology / Water Quality	x	Transportation / Traffic	
Air Quality		Land Use / Planning		Tribal Cultural Resources	
Biological Resources	x	Mineral Resources		Utilities / Service Systems	
Cultural Resources	x	Noise		Mandatory Findings of Significance	
Geology / Soils		Population / Housing			
Greenhouse Gases		Public Services			

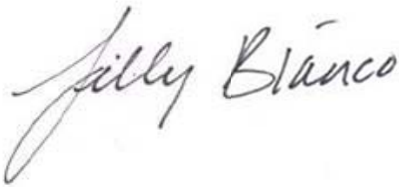
The CEQA Initial Study (IS) Checklist and written explanations are provided in Section 4 below. The IS Checklist and narrative indicate the level of significance of the potential environmental effects of the proposed project upon each of the noted environmental resources.

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**4. DETERMINATION
(TO BE COMPLETED BY THE LEAD AGENCY)**

On the basis of this initial evaluation:

I find that the proposed project COULD NOT have a significant effect on the environment. A NEGATIVE DECLARATION will be prepared.	
I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.	X
I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.	
I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.	
I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION , including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.	



June 13, 2017

Signature: Lilly Bianco, Associate Planner

Date

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5. EVALUATION OF ENVIRONMENTAL IMPACTS

The following discussion addresses the potential level of impact relating to each aspect of the environment.

5.1. AESTHETICS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☒	☐
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	☐	☐	☐	☒
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	☐	☐	☒	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☐	☒
Sources: City of St. Helena 1993 General Plan; General Plan EIR; Project plans dated July 11, 2016; California Scenic Highway Mapping System, http://www.dot.ca.gov/hq/LandArch/16_livability/scenic_highways/index.htm , Accessed May 3, 2017.				

Existing Aesthetics Setting: The City of St. Helena is situated in the relatively narrow valley floor and framed by wooded foothills of the Mayacama and Vaca Mountain ranges located to the east and west, respectively. The valley floor undulates to the north and exhibits a gradual rise in elevation in a northerly direction of approximately 362 Feet above sea level which provides for the occasional interruptions in the vistas as viewed from the City. Foothills are readily visible from most locations in the flatland areas of the City, particularly from east/west oriented streets.

Natural features that contribute to the distinct character of St. Helena include Sulphur Creek, York Creek, the Napa River, and oak and bay wooded hillsides located at the north end of St. Helena and at the base of Howell Mountain Road, east of the Napa River. Agricultural land uses, primarily viticulture, account for approximately 48 percent of the city's land use. As such, the vineyards serve as dynamic visual features and are central in defining the visual character of the City. The long established urban form within the City limits contrasts with the surrounding natural and agricultural uses and provides for a distinct visual character. Notable visual features include distinctive architecture, tree lined streets, and the interspersed vineyards.

The project site is located on the west side of SR 29 across York Creek between the Las Alcobas Hotel and the Beringer Winery properties. The portion of York Creek within the project area is dominated by a mix of native, ornamental, non-native and invasive species consisting of native willows (*Salix spp.*), native valley oak (*Quercus lobata*), Oregon ash (*Fraxinus latifolia*), birch (*Betula sp.*), acacia (*Acacia sp.*), pine (*Pinus sp.*), locust (*Robinia sp.*), non-native Himalayan blackberry (*Rubus armeniacus*), California grape (*Vitis californica*), wine grape (*Vitis vinifera*), giant reed (*Arundo donax*), French broom (*Genista monspessulana*), torrent sedge (*Carex nudata*), water cress (*Nasturium officinale*), and oleander (*Nerum oleander*). The project site is surrounded by existing vegetation, paved roads, and existing development of the Las Alcobas Hotel and the Beringer Winery.

Aesthetics Impact Discussion:

5.1(a,c) (Effect a Scenic Resource or Vista, Degrade Visual Character) Less Than Significant Impact:

A scenic vista is defined as a viewpoint that provides expansive views of a highly valued landscape for the benefit of the general public. The City has not identified any specific vistas, but rather states that the sense of a strong connection to the surrounding agricultural open space and hillsides should be preserved in the future and that views of Vineyards, hillsides, creeks and major landscape features should be maintained.

Development activities within the project site include tree removal and the installation of a pedestrian bridge, which would change the existing visual character of the site. However, the proposed pedestrian bridge would be constructed adjacent to the existing Las Alcobas Hotel, which is three stories in height with a massing of approximately 190 feet in length along the south bank of York Creek. The proposed bridge would not introduce a new feature that would obscure existing views of hillsides or major landscape features. In addition, the aesthetic and visual resources within, and viewed from, the project site are partially limited due to the existing structures, trees, and vegetation.

The proposed project is subject to Design Review in order to ensure that the architectural style, massing, color and materials, and other proposed design elements of the pedestrian bridge are compatible with the existing character. The proposed project would implement a Riparian Habitat Restoration Plan as required by the Streambed Alteration Agreement. At a minimum, eight riparian trees will be planted to compensate for the proposed removal of eight trees from the project area. Native shrubs, grasses and groundcover will also be planted to provide a layered plant community and enhance the riparian corridor along York Creek at the project site.

Introduction of the proposed Las Alcobas Pedestrian Bridge over York Creek would not generate significant impacts to the visual character of the site. Therefore, potential impacts to scenic vistas and the existing visual character would be less than significant.

5.1(b) (Scenic Resources from Designated Scenic Highway) No Impact: There are no designated scenic highways within the City of St. Helena. The nearby SR 29 is considered eligible to be officially designated. However, the project site is located approximately 300 feet from SR 29 and mostly obscured from view because of existing structures, trees, and vegetation within the York Creek riparian corridor. As such, introduction of the proposed Las Alcobas Pedestrian Bridge will not damage scenic resources including, but not limited to, trees, rock outcroppings, and historic buildings viewable from a designated (or eligible) State scenic highway. Therefore, the project will have no impacts to scenic resources.

5.1(d) (Light and Glare) No Impact: The project site is adjacent to existing development including the Las Alcobas Hotel and Beringer Winery, both of which are current sources of light and contribute to the ambient light conditions. Existing uses in the project area including hotel and winery guests, employees, and deliveries, introduce light and glare from the routine operation of vehicles as well as lighting from existing buildings and parking areas. The proposed bridge does not include the installation of any lighting and therefore would have no impact to existing ambient light conditions. Accordingly, there would be no impacts related to light and glare.

Mitigation Measures: None Required.

5.2. AGRICULTURAL AND FORESTRY RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☒

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	☐	☐	☐	☒
d) Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☒
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan: Open Space and Conservation Element (6-1), (6-3); and California Department of Conservation Farmland Mapping and Monitoring Program.

Agricultural and Forestry Resources Setting: Agriculture remains a dominant land use in the City of St. Helena and the greater Napa County. Located within the northern portion of the Napa Valley; the majority of the City's land is located on the valley floor, where soils, weather, and water resources are conducive to viticulture. Viticulture serves as the most prolific agricultural use and requires relatively large parcels in contrast to other land uses in St. Helena. According to the 1993 General Plan, agricultural land comprises 47% of the incorporated area, and of that total, the majority of acres are actively cultivated with vineyards. The City of St. Helena promotes the retention of agricultural activities and discourages encroachment into agricultural lands through the application of land use designations directed to maintain large parcels for agricultural use and limiting residential and commercial development to within the Urban Limit Line (ULL) and to parcels already designated for such uses.

According to the California Department of Conservation's Farmland Mapping and Monitoring Program (FMMP), the project site is designated as "Urban and Built-up Land." Lands surrounding the project site are also designated as "Urban and Built-up Land." No portion of the project site is under Williamson Act contract.

In accordance with the definition provided in California Public Resources Code Section 12220(g), "forest land" is land that can support, under natural conditions, 10 percent native tree cover of any species, including hardwoods, and that allows for the preservation or management of forest-related resources such as timber, aesthetic value, fish and wildlife, biodiversity, water quality, recreational facilities, and other public benefits. The project site is dominated by a mix of native, ornamental, non-native and invasive plant species and would not meet the definition of forest land pursuant to Section 12220(g) of the Public Resources Code. None of the land within the project site is zoned as forest land, timberland zone, or timberland zoned Timberland Production.

Agricultural and Forestry Resources Impact Discussion:

5.2 (a-e) (Farmland Conversion, Williamson Act, Forestland, Timberland) No Impact: There are no forestlands, important farmlands, agricultural resources or agricultural preserves located within the project site and surrounding properties. The project site is not classified as Prime Farmland, Unique Farmland, or Farmland of Statewide Importance. The 2014 Napa County Important Farmland map shows the project site as "Urban and Built-up Land." Lands adjacent to the project site are also designated as "Urban and Built-Up Land." The project site is not under Williamson Act contract. There are no forestlands, timberlands or such zoning on the subject site or vicinity. The proposed project would have no impacts to agricultural resources or forest uses, and would not result in the conversion of such lands since none exist on-site or in the project vicinity. Therefore, the project would have no impact to agricultural and forestry resources.

Mitigation Measures: None Required.

5.3. AIR QUALITY

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☐	☒	☐
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	☐	☒	☐	☐
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is in non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	☐	☒	☐	☐
d) Exposure of sensitive receptors to substantial pollutant concentrations?	☐	☒	☐	☐
e) Create objectionable odors affecting a substantial number of people?	☐	☒	☐	☐

Sources: City of St. Helena 1993 General Plan; General Plan EIR; BAAQMD 2017 Bay Area Clean Air Plan; and BAAQMD CEQA Guidelines May 2017.

Air Quality Setting: The City of St. Helena is located within the San Francisco Bay Area air basin regulated by the Bay Area Air Quality Management District (BAAQMD). Air quality within the Bay Area Air Basin is influenced by natural geographical and meteorological conditions as well as human activities such as construction and development, operation of vehicles, industry and manufacturing, and other anthropogenic emission sources. The Federal Clean Air Act and the California Clean Air Act establish national and state ambient air quality standards respectively. The BAAQMD is responsible for planning, implementing, and enforcing air quality standards within the Bay Area Air Basin, including the City of St. Helena.

The Bay Area Air Basin is designated as non-attainment for both the one-hour and eight-hour state ozone standards; 0.09 parts per million (ppm) and 0.070 ppm, respectively. The Bay Area Air Basin is also in non-attainment for the PM₁₀ and PM_{2.5} state standards, which require an annual arithmetic mean (AAM) of less than 20 µg/m³ for PM₁₀ and less than 12 µg/m³ for PM_{2.5}. In addition, the Basin is designated as non-attainment for the national 24-hour fine particulate matter (PM_{2.5}) standard and will be required to prepare a State Implementation Plan (SIP) for PM_{2.5}. All other national ambient air quality standards within the Bay Area Air Basin are in attainment.

Air quality emissions of carbon monoxide (CO), ozone precursors (ROG and NO_x) and particulate matter (PM₁₀ and PM_{2.5}) from construction and operation are evaluated pursuant to the BAAQMD CEQA Air Quality Guidelines established in May 2010³ and updated in May 2017. With release of the 2017 Bay Area Clean Air Plan (CAP) and the associated EIR, it is expected that updated thresholds and guidelines may be developed in the near term. In the absence of updated guidelines and thresholds, based upon its own judgment and analysis, the City of St. Helena recognizes that these thresholds represent the best available scientific data and has elected to rely on BAAQMD Guidelines dated May 2017 in determining screening levels and significance.⁴ BAAQMD air quality

³ Adopted by Board of Directors of the BAAQMD in June 2010 (Resolution No. 2010-6).

⁴ In March 2012, the Alameda County Superior Court ordered BAAQMD to set aside use of the significance thresholds within the BAAQMD 2010 CEQA Guidelines and cease dissemination until they complete an assessment of the environmental effects of the thresholds in accordance with CEQA. The Court found that the thresholds, themselves, constitute a "project" for which environmental review is required.

thresholds are presented in **Table 1** below.

Table 1: Air Quality Significance Thresholds

Pollutant	Construction Thresholds	Operational Thresholds	
	Average Daily Emissions (lbs./day)	Average Daily Emissions (lbs./day)	Annual Average Emissions (tons/year)
Criteria Air Pollutants			
ROG	54	54	10
NO _x	54	54	10
PM ₁₀	82	82	15
PM _{2.5}	54	54	10
CO	Not Applicable	9.0 ppm (8-hour average) or 20.0 ppm (1-hour average)	
Fugitive Dust	Construction Dust Ordinance or other Best Management Practices	Not Applicable	
Single-Source Health Risks and Hazards for New Sources or New Receptors			
Excess Cancer Risk	> 10.0 per one million		
Chronic or Acute Hazard Index	> 1.0		
Incremental annual average PM _{2.5}	> 0.3 µg/m³		
Cumulative Health Risks and Hazards for Sensitive Receptors			
Excess Cancer Risk	> 100.0 per one million		
Chronic Hazard Index	> 10.0		
Annual Average PM _{2.5}	> 0.8 µg/m³		
Greenhouse Gas Emissions			
GHG Annual Emissions	Compliance with a Qualified GHG Reduction Strategy OR 1,100 metric tons or 4.6 metric tons per capita		
Source: BAAQMD's May 2017 CEQA Air Quality Guidelines Note: ROG = reactive organic gases, NO _x = nitrogen oxides, PM ₁₀ = coarse particulate matter or particulates with an aerodynamic diameter of 10 micrometers (µm) or less, PM _{2.5} = fine particulate matter or particulates with an aerodynamic diameter of 2.5µm or less; and GHG = greenhouse gas.			

Air Quality Impact Discussion:

5.3(a) (Conflict With Applicable Air Quality Plan) Less Than Significant Impact: The BAAQMD adopted the 2017 Bay Area Clean Air Plan (CAP) on April 19, 2017 to comply with state air quality planning requirements set forth in the California Health & Safety Code. The 2017 CAP includes a wide range of control measures

In August 2013, the First District Court of Appeal reversed the Alameda County Superior Court's decision. The Court held that adoption of the thresholds was not a "project" subject to CEQA because environmental changes that might result from their adoption were too speculative to be considered "reasonably foreseeable" under CEQA. In December 2015, the California Supreme Court reversed the Court of Appeal's decision and remanded the matter back to the appellate court to reconsider the case in light of the Supreme Court's opinion. The BAAQMD published a new version of the Guidelines dated May 2017, which includes revisions made to address the Supreme Court's opinion. The May 2017 Guidelines update does not address outdated references, links, analytical methodologies or other technical information that may be in the Guidelines or Thresholds Justification Report. The BAAQMD is currently working to update any outdated information in the Guidelines.

designed to decrease emissions of the air pollutants most harmful to Bay Area residents and which include particulate matter (PM), ozone (O₃), and toxic air contaminants (TACs). The CAP further endeavors to reduce emissions of methane and other “super-greenhouse gases (GHGs)” that are potent climate pollutants in the near-term and to decrease emissions of carbon dioxide by reducing fossil fuel combustion.

The proposed control strategy for the 2017 CAP consists of 85 distinct measures targeting a variety of local, regional, and global pollutants. The CAP includes control measures for stationary sources, transportation, energy, buildings, and agriculture, natural and working lands, waste management, water, and super-GHG pollutants. Implementation of some of the control measures could involve retrofitting, replacing, or installing new air pollution control equipment, changes in product formulations, or construction of infrastructure that have the potential to create air quality impacts.

The BAAQMD CEQA Guidelines set forth criteria for determining consistency with the CAP. In general, a project is consistent if a) the project supports the primary goals of the CAP, b) includes control measures and c) does not interfere with implementation of the CAP measures.

The proposed project would have a less than significant impact due to a conflict with the Clean Air planning efforts since, a) the project supports the goals of the CAP in that it encourages pedestrians to walk between the hotel and winery instead of take their cars; b) includes control measures to protect air quality during construction by implementing best control measures set forth by BAAQMD; and c) the proposed project would generate air quality emissions well below the BAAQMD criteria pollutant thresholds (see Section 5.3(b-c) below). Therefore, the project will have less than significant impacts due to a conflict with the regional air quality plan.

5.3(b-c) (Violate Air Quality Emission Standards) Less Than Significant with Mitigation: Air quality emissions associated with the proposed project would result from short-term construction activities. No air quality impacts would be generated from operation of the project. BAAQMD Guidelines, as adopted in 2010 and updated May 2017 include “screening criteria” that provide a conservative estimate above which a project would be considered to have a potentially significant impact to air quality. Projects that are below the screening criteria threshold are reasonably expected to result in less than significant impacts to air quality since pollutant generation would be minimal.

Given the nature of the proposed project (i.e., installation of a pedestrian bridge and riparian habitat restoration) there will be negligible air quality emissions during construction and a potential reduction in air quality emission at operation since the project provides pedestrian connectivity and an opportunity to reduce vehicle trips for guests between the Las Alcobas Hotel and the Beringer Winery properties.

Construction includes minor grading around the bridge abutments, and the removal of vegetation, grasses, and trees. During construction activities at the project site would generate temporary air pollutant emissions associated with site preparation, ground disturbance, the operation of heavy-duty construction equipment, workers traveling to and from the site, and the delivery of material to the project site. These activities may create temporary emissions of fugitive dust from site grading, and the release of toxic air contaminants, particulate matter, and ozone precursors (ROG and NO_x) from combustion of fuel and the operation of heavy-duty construction equipment. The project includes the construction of a pedestrian bridge within an approximately 0.07-acre site, which is well below the BAAQMD screening level for projects. At most, construction equipment will include two backhoes, one long arm excavator, and one small crane. Air quality emissions generated from construction equipment will not approach levels that exceed BAAQMD thresholds and impacts would be less than significant.

The BAAQMD CEQA Air Quality Guidelines consider contributions of fugitive dust to be less-than-significant if best management practices (BMPs) are implemented to reduce emissions. As such, **Mitigation Measure AQ-1**, which provides for a variety of dust control measures during construction activities including watering the project site, covering haul loads, limiting idling time, and temporarily halting construction when winds are greater than 15 miles per hour, is set forth below. With the implementation of Mitigation Measure AQ-1 (BAAQMD-recommended best management practices), air quality emissions from construction activities will be further minimized and the project will have less than significant impacts to air quality.

At operation, the project, as a pedestrian bridge, would not generate any air quality emissions. Therefore, there would be no impact related to the violation of an air quality standard at operation of the proposed project.

5.3(d) (Exposure sensitive receptors to Pollutant Concentrations) Less Than Significant with Mitigation: The BAAQMD defines sensitive receptors as “facilities or land uses that include members of the population that are particularly sensitive to the effects of air pollutants, such as children, the elderly and people with illnesses.” Sensitive receptors may include schools, hospitals or residential areas. In St. Helena, sensitive receptors include residential land uses, elementary, junior and high schools, and hospitals, care facilities and convalescent homes. The nearest sensitive receptors are located in the immediate vicinity as children and the elderly could be visitors or guests at the Beringer Winery and Las Alcobas Hotel. Due to the proximity of sensitive receptors, the project has the potential to generate temporary air quality impacts associated with fugitive dust emissions during construction activities.

In order to ensure that fugitive dust emissions are reduced to levels below significance **Mitigation Measure AQ-1** shall be implemented. AQ-1 is set forth pursuant to BAAQMD Basic Control Strategies and requires covering haul trucks, watering during active ground disturbance, limiting idling time, proper maintenance of equipment, and other standard measures. With implementation of AQ-1 potential impacts to sensitive receptors during construction will be reduced to levels below significance.

At operation, the project, as a pedestrian bridge, would not generate any air quality emissions. Therefore, there would be no impact related to the exposure of sensitive receptors to pollutants at operation of the proposed project.

5.3(e) (Objectionable Odors) Less Than Significant Impact: There may occasionally be localized odors during installation of the proposed pedestrian bridge associated with construction equipment and concrete pouring. Odors associated with construction are short term in duration and will cease once construction is complete. The level of odors associated with construction will be minimal given the limited scope and scale of the project. The pedestrian bridge will not generate excessive odors or dust (as described above) that affects a substantial number of people. Therefore, the project will have less than significant impacts to air quality due to objectionable odors.

Mitigation Measures:

AQ-1: Latest BAAQMD recommended Best Management Practices (BMPs) to control for fugitive dust and exhaust during all construction activities shall be incorporated into all demolition and construction plans to require implementation of the following (the following shall be augmented as warranted based on forthcoming BAAQMD updated recommended mitigation measures that may be in effect when onsite development is proposed in the future):

1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered three times per day using recycled water.
2. All haul trucks transporting soil, sand, or other loose material shall be covered.
3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
4. All vehicle speeds on unpaved roads shall be limited to 15 mph.
5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.

7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper working condition prior to operation.
8. Construction equipment staging shall occur as far as possible from existing sensitive receptors (away from the southeast property line and surrounding residences).
9. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

5.4. BIOLOGICAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife (Formerly Fish and Game) or U.S. Fish and Wildlife Service?	☐	☒	☐	☐
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife (formerly Fish and Game) or U.S. Fish and Wildlife Service?	☐	☒	☐	☐
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☒	☐	☐
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☒	☐
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☒	☐	☐
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan: Open Space and Conservation Element (6-1), (6-2), (6-6); Wildlife Research Associates and Jane Valerius Environmental Consulting, Habitat Assessment for the Las Alcobas Bridge Crossing, St. Helena, Napa County, California, September 29, 2016; Jane Valerius Environmental Consulting, Riparian Habitat Restoration Plan for the Las Alcobas Bridge Project, St. Helena, Napa County, California, October 31, 2016; Draft Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3) entered between Guneet Bajwa, project applicant, and the California Department of Fish and Wildlife.

Biological Resources Setting: Biological resources are protected by state and federal statutes including the Federal Endangered Species Act (FESA), the California Endangered Species Act (CESA), the Clean Water Act (CWA), and the Migratory Bird Treaty Act (MBTA). These regulations provide the legal protection for plant and animal species of concern and their habitat at the state and federal level.

As reported in the General Plan, the City of St. Helena exhibits suitable habitat to support plant and animal species with special-status. The City also contains species that are identified in the California Natural Diversity Database (CNDDB) due to rarity and threats, and are considered sensitive resources.

A site specific Habitat Assessment was prepared by Wildlife Research Associates and Jane Valerius Environmental Consulting (**Appendix C**). The Habitat Assessment presents the findings of a review of scientific literature and reports detailing previous studies conducted in the area, and the California Department of Fish and Wildlife's (CDFW) Natural Diversity Data Base (CNDDB) for reported occurrences of special-status vegetation communities, plants and animals. As part of the Habitat Assessment, a site visit was conducted on September 9, 2016 to evaluate the potential for occurrence of 41 special-status plant species, and 38 special-status wildlife species known to be present or potentially present in the region.

York Creek in the project area is dominated by a mix of native, ornamental, non-native and invasive species. Native willows (*Salix spp.*) are present within the project area along with native valley oak (*Quercus lobata*) and Oregon ash (*Fraxinus latifolia*) trees. Non-native trees in the project area include birch (*Betula sp.*), acacia (*Acacia sp.*), pine (*Pinus sp.*) and locust (*Robinia sp.*).

The creek banks are covered by non-native Himalayan blackberry (*Rubus armeniacus*) along with native California grape (*Vitis californica*) and some wine grape (*Vitis vinifera*). Other non-native and aggressive or noxious weedy plants along the creek bank include giant reed (*Arundo donax*) and French broom (*Genista monspessulana*). The creek bottom is cobble lined and generally lacks any wetland vegetation with the exception of some torrent sedge (*Carex nudata*) and water cress (*Nasturium officinale*).

Landscaped ornamental species, specifically oleander (*Nerum oleander*) are established along the top of bank on the Beringer Winery side of the proposed bridge crossing. A small palm and some locust trees are also located in this area.

Within the project area, York Creek runs from southwest to the northeast towards the Napa River. As described in the Central Napa River Watershed Project, York Creek drains a watershed of approximately 4.4 square miles. The project site is located within Reach 2, a 3,051 foot segment of the stream characterized as a B3 channel type, which are classified as moderately entrenched riffle dominated channels with infrequently spaced pools, very stable plan and profile, stable banks on moderate gradients with low width /depth ratios and cobble dominant substrates.⁵

York Creek is identified as a "Waters of the U.S." and state regulated by federal and state agencies. The U.S. Army Corps of Engineers (USACE) would take jurisdiction below the ordinary high water mark (OHWM) of the creek. However, no work will occur within the OHWM of the creek as part of the proposed project so no permit is required from the USACE. The CDFW maintains jurisdiction over the bed, bank, and riparian corridor of York Creek and therefore a permit from CDFW is required for the proposed alteration of the riparian corridor that will occur as part of the placement of the bridge abutments and vegetation removal to accommodate the proposed pedestrian bridge. The project applicant has applied to enter into a Streambed Alteration Agreement (Notification

⁵ Napa County Resource Conservation District, Central Napa River Watershed Project, October 2005.

No. 1600-2016-0346-R3) with the California Department of Fish and Wildlife (CDFW) and a draft Streambed Alteration Agreement has been prepared.

Upper York Creek Dam Removal

The City of St. Helena has received federal funding from the U.S. Environmental Protection Agency to remove an earthen dam and restore the channel cross-section on a 0.23-mile-segment of Upper York Creek in the upper Napa River watershed,⁶ which is approximately 2.5 miles upstream from the proposed project site. The Dam Removal Project will open access to 1.5 miles of steelhead spawning and rearing habitat currently obstructed by the existing dam. Implementation of the Dam Removal Project will be the culmination of 15 years of cooperative planning with resource agencies to remove an obsolete dam that is a complete barrier to fish passage and to restore aquatic habitat in the upstream degraded reservoir. Reconnecting Upper York Creek with the Napa River will help restore natural hydrologic functioning of the watershed including sediment and woody debris transport. The Dam Removal Project was initiated in 2016 and restoration activities are expected to be completed by 2019.

Biological Resources Impact Discussion:

5.4(a-b) (Adverse Effects to Sensitive Species and Habitats) Less Than Significant with Mitigation:

Certain vegetation communities and plant and animal species are designated as having special-status based on their overall rarity, endangerment, restricted distribution, and/or unique habitat requirements. In general, special-status is a combination of these factors that leads to the designation of a species as sensitive. The FESA outlines the procedures whereby species are listed as endangered or threatened and establishes a program for the conservation of such species and the habitats in which they occur. The CESA amends the California Fish and Game (Wildlife) Code to protect species deemed locally endangered and essentially expands the number of species protected under the FESA. Below is a description of the sensitive habitats and species that could occur on the project site or in the vicinity:

Special-status Vegetation Communities

No special-status vegetation communities occur within the proposed alignment of the pedestrian bridge crossing. However, although the mixed willow riparian vegetation is not a special-status vegetation community type, riparian woodlands and forests provide valuable and important wildlife habitat and other ecological functions. As such, willow riparian community is considered a sensitive natural community and is regulated by CDFW.

Placement of the bridge abutments at the top of bank of the creek will require the removal of approximately 144 square feet (0.003 acres) of the established mixed willow riparian community and will include the removal of eight trees along with some of the non-native herbaceous understory plants. The four trees to be removed to accommodate placement of the bridge include: one 9" dbh non-native locust; one 13" dbh non-native birch; one 9" dbh native willow and one 4" dbh native willow.

In addition, four non-native and mostly dead trees will be removed adjacent to the project site within the York Creek corridor as they represent a hazard. The tree roots and stumps will remain in the creek channel for erosion control and bank stabilization. However, the tree trunks and branches will be removed. The four trees to be removed include 10", 9", and 7" dbh birch trees and a 13" dbh dead tree of unknown species.

A total of approximately 144 square feet or 0.003 acres of riparian vegetation will be removed in conjunction with the proposed pedestrian bridge project. Outside top of bank on the Las Alcobas side of the creek, vegetation has previously been removed in conjunction with the recently completed hotel development. Vegetation on the Beringer side of the bridge crossing will include the removal of non-native trees and ornamental oleander bushes located at top of bank.

⁶ U.S. Environmental Protection Agency, Upper York Creek Dam Removal, Fish Passage, and Ecosystem Restoration, <https://www.epa.gov/sfbay-delta/upper-york-creek-dam-removal-fish-passage-and-ecosystem-restoration>, Accessed May 5, 2017.

As a stipulation of the Streambed Alteration Agreement, the applicant prepared a Riparian Habitat Restoration Plan⁷ for the project which has been submitted to CDFW. The Riparian Habitat Restoration Plan compensates for the proposed removal of eight trees and 144 square feet of willow vegetation within the riparian corridor. As required by **Mitigation Measure BIO-1**, to compensate for impacts due to removal of 144 square feet of the willow riparian community, the Riparian Habitat Restoration Plan identifies removal of non-native, weedy understory plants from a 216 square foot area along each bank of York Creek for a total of 432 square feet. After invasive species are removed, the area will be seeded in a native grass seed mix, for a total of 20 pounds of pure live seed per acre. At a minimum, eight riparian trees will be planted to compensate for the loss of eight trees from the project area. Only two of the eight trees to be removed are native; therefore, the proposed replanting of eight native trees is a 4:1 compensation for the loss of the two native willows. A minimum of 15 riparian shrubs will also be planted. With implementation of BIO-1, impacts to special-status vegetation communities would be reduced to less than significant levels.

Special-status Plant Species

No special-status plants were identified and none are likely to occur due to the altered and disturbed nature of the project site, dominance of non-native and invasive herbaceous plants, and lack of native herbaceous plant species. The riparian community along the creek banks is highly altered and dominated by Himalayan blackberry and grape vines that preclude other herbaceous species from the site. The creek generally lacks wetland vegetation and no special status wetland plants were observed at the time of the site visit. No special-status plant species were observed and none are expected to occur. Therefore, installation of the proposed pedestrian bridge will have no impacts to special-status plant species.

Special-status Animal Species

A total of 38 special-status animal species were evaluated for their potential to occur in the vicinity of the project site. Based on this evaluation, 18 special-status animal species were identified as potentially occurring in the vicinity of the project area. Of those 18 special-status animal species, the following fish or wildlife resources could be adversely impacted by construction activities if present:

- Steelhead trout (*Oncorhynchus mykiss*)
- Western pond turtle (*Clemmys marmorata*)
- Foothill yellow-legged frog (*Rana boylei*)
- Riparian woodrat
- Bat roosts
- Common aquatic and terrestrial species nesting birds

The Steelhead (*Oncorhynchus mykiss irideus*) Central California coast Distinct Population Segment was federally listed as Threatened in 1997. Critical Habitat was designated in 2005 along the Columbia River (Washington), Snake River Basin (Washington, Oregon, Idaho), and Willamette River (Washington, Oregon).⁸ It is State listed as a Species of Special Concern. The steelhead, also known as coastal rainbow trout, has a more rounded snout, with a bright pink stripe along the lateral line with spotted dorsal fins and a square or slightly forked caudal fin. Steelhead habitat occurs along the length of York Creek and steelhead have been reported in York Creek.

The Foothill yellow-legged frog (*Rana boylei*) is a Federal and State Species of Concern. This native frog ranges in size between 1.5 to 3.5 inches in length. This species typically inhabits rocky streams, preferring streams that are perennial than intermittent, but have been reported from intermittent streams. No protocol level surveys were conducted for this species as part of the habitat assessment. The closest reported sighting is in Sulphur Creek.

⁷ Jane Valerius Environmental Consulting, Riparian Habitat Restoration Plan for the Las Alcobas Bridge Project, St. Helena, Napa County, California, October 31, 2016.

⁸ NOAA Fisheries, Final Assessment of NOAA Fisheries' Critical Habitat Analytical Review Teams For 12 Evolutionarily Significant Units of West Coast Salmon and Steelhead, August 2005.

The Western pond turtle (*Emys marmorata*) is a CDFW State Species of Special Concern. Primary habitats include permanent water sources such as ponds, streams and rivers. It is often seen basking on logs, mud banks or mats of vegetation, although wild populations are wary and individuals will often plunge for cover after detecting movement from a considerable distance. No protocol surveys were conducted for this species as part of the habitat assessment. This species was not observed within the project area during field surveys. The Western pond turtle has been reported approximately 1 mile east of the study area, in the Napa River.

Nesting Passerines are protected under the MBTA and Fish and Game Code 3503.5, California Fully-protected species. Passerines have potential to nest within the proposed project area. Passerines (perching birds) observed potentially nesting in the trees on site include song sparrow and savannah sparrow. Nesting bird surveys were not conducted as part of the habitat assessment. Several species were observed on the site, and several shrubs located throughout the parcel provide suitable nesting habitat for birds.

Nesting Raptors-sharp-shinned hawk (*Accipiter striatus*) is protected under the MBTA and Fish and Game Code 3503.5, California Fully-protected species. Raptors nest in a variety of substrates, including burrows, tree cavities, ledges and stick nests. No surveys were conducted for these species as part of the habitat assessment given that, of the eight trees proposed for removal, none of them provide suitable nesting habitat for raptors due to the non-native grape and ivy growing into the upper branches of the dead trees. There is, however, the potential for raptors to nest within 500 feet of the proposed project site.

Several species of bats may occur in the area, including pallid bat (*Antrozous pallidus*), a California Species of Special Concern (SSC), western long-eared myotis (*Myotis evotis*), fringed myotis (*Myotis thysanodes*), Yuma myotis (*Myotis yumanensis*), and other *Myotis* species. Colonial bat species select a variety of trees and roost features, including tree cavities created by birds, squirrels, fire or rot damage, crevices and deep fissures in the wood or bark of a tree, and exfoliating bark. The two solitary bat species in this area are western red bat (*Lasiurus blossevillei*), also SSC, and hoary bat (*Lasiurus cinereus*). A bat habitat assessment of the trees was not conducted as part of the habitat assessment. The proposed pedestrian bridge alignment will not impact roosting bats because, of the eight trees that are proposed for removal, none of them supported cavities for roosting bats, and none of them provided suitable foliage habitat for roosting bats. However, potential roost habitat may occur in trees adjacent to the project area.

The potential adverse effects the project could have on the fish or wildlife resources identified above include: change in contour of channel, floodplain or bank (if modified); loss of natural riparian substrate and vegetation; loss of bank stability; increase of bank erosion; soil compaction or other disturbance to soil layer; disruption to nesting birds and other wildlife; and/or mortality of individuals. Loss of habitat, wildlife disruption, and mortality of individuals would be considered a potentially significant impact. As required by **Mitigation Measure BIO-1**, preconstruction surveys will be conducted for nesting birds and special-status wildlife species as stipulated in the Draft Streambed Alteration Agreement. If special-status species or listed species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity. With implementation of BIO-1, potential impacts to special-status wildlife species would be reduced to less than significant levels.

5.4(c) (Adverse Effects to Jurisdictional Waters) Less Than Significant with Mitigation: York Creek qualifies as a waters of the U.S. and state. However, by design, the project would not result in direct impacts to jurisdictional features including Sections 404 and 401 of the Clean Water Act (regulated by the US Army Corps of Engineers and the Regional Water Quality Control Board, respectively). However, construction activities could result in erosion and sediment runoff that could potentially impact jurisdictional waters if not controlled.

As required by **Mitigation Measure BIO-1**, erosion control measures shall be utilized throughout all phases of construction where sediment runoff from exposed slopes threatens to enter jurisdictional waters. Erosion control measures, such as, silt fences, straw hay bales, gravel or rock lined ditches, water check bars, and broadcasted straw shall be used where ever sediment has the potential to leave the work site and enter the stream. With implementation of BIO-1, potential impacts to jurisdictional features covered by Section 404 and 401 of the Clean Water Act will be reduced to less than significant levels.

5.4(d) (Adverse Effect to Wildlife Movement) Less Than Significant Impact: York Creek allows for unimpeded movement along the riparian corridor for both aquatic and terrestrial wildlife. The proposed bridge will not impede movement by terrestrial or aquatic species. Therefore, impacts due to a conflict with a movement corridor would be less than significant.

5.4(e) (Conflict with Local Ordinances) Less Than Significant with Mitigation: The City of St. Helena does not have an existing tree preservation policy or tree protection ordinance; however, the policies of Section 6.6 of the Open Space and Conservation Element of the 1993 St. Helena General Plan require the planting of replacement trees where existing significant trees cannot be saved. As stated in 4.4(a) above, at a minimum, eight riparian trees will be planted to compensate for the removal of eight trees from the project area, in accordance with **Mitigation Measure BIO-1**. Only two of the eight trees to be removed are native; therefore, the planting of eight native trees is a 4:1 compensation for the loss of the two native willows. With BIO-1, the project will be in compliance with the City's Local Ordinances and Policies and potential impacts due to removal of trees would be reduced to levels below significance.

5.4(f) (Conflicts with Habitat Conservation Plans) No Impact: At present, no Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state Habitat Conservation Plan exists for the City of St. Helena. The properties on either side of the proposed pedestrian bridge crossing are currently fully developed, located within the boundaries of the urban limit line, are not designated open space, and do not support any significant animal or plant habitat. Therefore, the project will not conflict with the provisions of an adopted Habitat Conservation Plan or any other Natural Community Conservation Plan approved by a local, regional or state body.

Mitigation Measures:

BIO-1: The following measures shall be implemented to protect fish and wildlife resources, special-status vegetation communities, jurisdictional features, and trees. The measures below are derived from the Draft Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3), issued by the CDFW and shall be incorporated for the proposed project as follows or as otherwise directed in the Final Streambed Alteration Agreement:

- To compensate for impacts to 144 square feet of willow riparian, the non-native, weedy understory plants from a 216 square foot area along each bank of York Creek for a total of 432 square feet shall be removed and seeded in a native grass seed mix, for a total of 20 pounds of pure live seed per acre. At a minimum, eight riparian trees shall be planted to compensate for the removal of eight trees from the project area, and a minimum of 15 riparian shrubs shall be planted.
- If grading, excavation or other project-related activities are scheduled during the typical nesting season of protected raptors and migratory birds (typically February 1 to August 31), a focused survey for active nests of such birds shall be conducted by a Qualified Biologist within 15 days prior to the beginning of Project-related activities.
- Prior to work commencing, the project area shall be surveyed for indications of bat habitat by a qualified bat biologist. If bats are found, work shall cease. Bats shall not be disturbed without specific notice to and consultation with CDFW.
- Within 48 hours prior to construction, a CDFW approved Qualified Biologist shall survey the project area at the appropriate time of day for presence of special-status species that may be present.
- If special-status species or listed species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity.
- Erosion control measures shall be utilized throughout all phases of operation where sediment runoff from exposed slopes threatens to enter jurisdictional waters. Erosion control measures, such as, silt

fences, straw hay bales, gravel or rock lined ditches, water check bars, and broadcasted straw shall be used wherever sediment has the potential to leave the work site and enter the stream.

5.5. CULTURAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in § 15064.5?	☐	☐	☐	☒
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?	☐	☒	☐	☐
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☒	☐	☐
d) Disturb any human remains, including those interred outside of formal cemeteries?	☐	☐	☒	☐

Sources: City of St. Helena 1993 General Plan, Appendix A: Historic Resources, 1993; St. Helena General Plan, 7.0 Historic Resources Element, 1993; Napa County General Plan, "Cultural and Historic Resources", Community Character Section, Discussion, Dec 03, 2007 Revised Public Hearing Draft; The Archaeology of the Napa Region Edited By Robert F. Heizer Anthropological Records Vol. 12, No. 6, University of California Press, Berkeley and Los Angeles, 1953; Northwest Information Center File No. 16-1591 Dated May 4, 2017.

Cultural Resources Setting: St. Helena and the greater Napa Valley exhibit a long record of human occupation, extending as far back as 10,000-12,000 years, when Native Americans first inhabited the Napa Valley. At the time of first contact with European settlers of the area, the Wappo had established a village near present day St. Helena known as Annakatanoma. As such, the Napa Valley is known to contain numerous traces of past human activity, ranging from early Native American sites and artifacts to the relicts of historic-era agricultural and ranching activities. Resources have been identified at many locations throughout Napa County and are protected under various federal, state, and local statutes, including the California Environmental Quality Act (CEQA).

Within the City limits, more than 200 historic resources have been identified. Two major surveys conducted in 1978 and 2006 provide the basis for most of the historic resources identified in the City. Additionally individual resources and the Downtown Commercial District are listed on the National Register of Historic Places. St. Helena's Historic Commercial District includes 35 contributing resources and 13 non-contributing resources.⁹

Cultural Resources Study

A Record Search was conducted at the Northwest Information Center (NWIC) on May 4, 2017 (NWIC File #16-1591) for the proposed project by reviewing pertinent NWIC base maps that reference cultural resources records and reports, historic-period maps, and literature for Napa County (see **Appendix D**).

According to information on file at the NWIC, there have been eight cultural resource studies that cover approximately 30% of the project area. The project area contains no recorded archaeological resources. The

⁹ Text Contributing resources date from the historic period of significance established for the district. Non-contributing resources are those that, due to date of construction, alterations, or other factors, do not contribute to the district's historic significance or character.

State Office of Historic Preservation Historic Property Directory (OHP HPD) (which includes listings of the California Register of Historical Resources, California State Historical Landmarks, California State Points of Historical Interest, and the National Register of Historic Places) lists 14 recorded buildings or structures within or adjacent to the proposed project area, and the project area is situated within a historic district. In addition to these inventories, the NWIC base maps show two recorded buildings or structures within the proposed project area.

Based on an evaluation of the environmental setting and features associated with known sites, Native American resources in this part of Napa County have been found along rivers and creeks in areas populated by oak and buckeye, as well as a variety of plant resources. Sites are also found where there is access to a variety of aquatic animal resources. The project area is located on the western edge of Napa Valley in a flat area straddling York Creek. Given the similarity of one or more of these environmental factors, there is a moderate potential for unrecorded Native American resources in the proposed project area.

A review of historical literature and maps indicated the possibility of late 19th to early 20th century historic-period activity within the project area. The proposed project area encompasses a portion of the historic Beringer Winery and its associated features, which appear on Buckman's 1895 and 1915 maps of Napa County. The project area also encompasses a portion of the property containing the historic Vann-Anderson House/St. Gothard's Inn, which dates to 1907 (now referred to as The Acacia House). With this in mind, there is a high potential for unrecorded historic-period archaeological resources in the proposed project area.

The 1945 and 1960 USGS St. Helena 15-minute topographic quadrangles depict at least one building or structure within the project area. If present, then these unrecorded buildings/structures meet the Office of Historic Preservation's minimum age standard that buildings, structures, and objects 45 years or older may be of historical value.

Paleontological Resources

A paleontological resources search performed using the University of California Museum of Paleontology's (UCMP) Miocene Mammal Mapping Project (MioMap) indicated no previous finds of paleontological resources on or in the immediate vicinity of the project site.¹⁰ According to the MioMap database, the closest paleontological find is located approximately three miles northeast of the project site.

Cultural Resources Impact Discussion:

5.5(a) (Historic Resources) No Impact: As described above, the vicinity of the proposed project site contains 14 recorded buildings or structures and at least one unrecorded building or structure. The project area is also located within the HP Overlay. However, the subject project site (across York Creek between Las Alcobas and Beringer Winery) does not contain any historic structures. The nearest historic structure to the project site is the Acacia House I, which was constructed in 1907 and rehabilitated in 2016 as part of the Las Alcobas Hotel Project. However, as a small pedestrian bridge across York Creek, the proposed project would not affect the integrity of any proximate historic buildings or structures. Therefore, no impacts to historic resources would occur.

5.5(b) (Archaeological Resources) Less Than Significant with Mitigation: As described above, there is a moderate potential of encountering unrecorded Native American resources and a high potential of encountering unrecorded historic-period archaeological resources in the project area. However, the abutment on the Las Alcobas Hotel property will be constructed within a previously disturbed area and the abutment on the Beringer Winery property will be constructed within an existing paved area. Based upon the size and location of disturbed soil, it is not expected that the excavation would result in the discovery of archaeological resources.

However, given the moderate to high potential for the occurrence of archeological resources, and the long history of human occupation in St. Helena, ground-disturbing activities still hold the potential to encounter unidentified

¹⁰ University of California Museum of Paleontology, Miocene Mammal Mapping Project (MioMap), <http://www.ucmp.berkeley.edu/miomap/>, Accessed May 10, 2017.

resources. It is expected that the depth of disturbance for the abutment foundations will range from approximately 3-5 feet below the ground.

Given the potential for the presence of undiscovered cultural resources associated with past Prehistoric human occupation in the vicinity of the project sites, **Mitigation Measure CUL-1** provides that, in the event that archeological resources are encountered during grading or excavation, all ground disturbing activity shall be halted immediately until a qualified archaeologist can evaluate the potential resource and recommend further action. Implementation of measure CUL-1 will ensure that in the event of accidental discovery the potential for the project to adversely impact or result in a change to the significance of archeological resources would be reduced to less than significant levels.

5.5(c) (Paleontological Resources) Less Than Significant with Mitigation: The St. Helena General Plan does not identify the presence of any paleontological or unique geological resources within the boundaries of the City Limits. Moreover, the areas proposed for excavation have been previously disturbed or developed and subject to ground disturbance. Therefore, limited expectation exists for paleontological resources to be present on the project site. Nevertheless, the potential remains for the discovery of buried paleontological resources. Because the potential for inadvertent discovery of paleontological or unique geological resources exists, **Mitigation Measure CUL-2**, as set forth below, will be implemented. CUL-2 will ensure that proper procedures are followed in the event of a paleontological discovery; thereby reducing potential impacts to levels below significance.

5.5(d) (Discovery of Human Remains) Less Than Significant: No evidence suggests that human remains have been interred within the boundaries of the project site. However, in the event that during ground disturbing activities human remains are discovered to be present, the applicant would be subject to the CA Health and Safety Code Section 7050.5, which mandates the immediate cessation of ground disturbing activities near or in any area potentially overlying adjacent human remains and contacting the Napa County Coroner. If it is determined by the Coroner that the discovered remains are of Native American descent, the Native American Heritage Commission shall be contacted immediately. If appropriate, the project sponsor shall retain a qualified archeologist to provide adequate inspection, recommendations and retrieval. Compliance with CA HSC Section 7050.5, as required under state law, and performance of actions therein, will ensure that in the event of accidental discovery of historically significant remains, all impacts will remain at levels below significance.

Mitigation Measures:

CUL-1: If during the course of ground disturbing activities, including, but not limited to excavation, grading and construction, a potentially significant prehistoric or historic resource is encountered, all work within a 100 foot radius of the find (or as otherwise directed by a qualified archeologist) shall be suspended for a time deemed sufficient for a qualified and city-approved archeologist to adequately evaluate and determine significance of the discovered resource, confer with tribal representative, as appropriate, and provide treatment recommendations. Should a significant cultural resource be identified, a qualified archaeologist shall prepare a resource mitigation plan and monitoring program to be carried out during all construction activities.

CUL-2: In the event that paleontological resources, including individual fossils or assemblages of fossils, are encountered during construction activities all ground disturbing activities shall halt and a qualified paleontologist shall be procured to evaluate the discovery and make treatment recommendations.

5.6. GEOLOGY AND SOILS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				

i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Publication 42.	☐	☐	☐	☒
ii. Strong Seismic ground shaking?	☐	☐	☒	☐
iii. Seismic-related ground failure, including liquefaction?	☐	☐	☒	☐
iv. Landslides?	☐	☐	☒	☐
b) Result in substantial soil erosion or the loss of topsoil?	☐	☐	☒	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☒	☐
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	☐	☐	☒	☐
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan; General Plan EIR; Association of Bay Area Governments (ABAG), 2016 Napa County Earthquake Hazard Map, <http://resilience.abag.ca.gov/earthquakes/napa/>, Accessed May 5, 2017; Santa Rosa Quadrangle, California 7.5 Minute Series (Topographic)," prepared by the Resources Agency Department of Conservation, 1982.

Geology and Soils Setting: The Bay Area is one of the most seismically active regions in the Country. The City of St. Helena is located within the San Andreas Fault system, which is 44 miles wide and extends throughout much of the North Bay Area. The nearest active faults are: Rodgers Creek (13 miles west), Mayacama Central (14 miles northwest), Hunting Creek – Berryessa (17 miles northeast), Concord-Green Valley (18 miles southeast), West Napa (21 miles south), and San Andreas (33 miles west). No active faults directly traverse the City; however, potential exists for geologic hazards in and around the urban limit line associated with ground shaking, including: liquefaction, ground failure, and seismically-induced landslides.

Geology and Soils Impact Discussion:

5.6(a.i) (Faults) No Impact: Fault rupture occurs when the ground surface fractures as a result of fault movement during an earthquake and almost always follows preexisting fault traces, which are zones of weakness. Given that the project site is not part of the Alquist-Priolo Earthquake fault zone and no identified active faults traverse the site, there is no expectation that the site would be vulnerable to fault rupture. The nearest fault is the West Napa Fault, which exhibited movement in 2014. The northern limit of rupture for the West Napa Fault was 15 miles to the south of the project. Other nearby faults with surface rupture include the Rodgers Creek Fault, located approximately 13 miles west of the City and the San Andreas Fault zone, located 33 miles west. There is no risk of fault-related ground rupture during earthquakes within the limits of the site due to a known Alquist-Priolo Earthquake Fault Zone. Therefore, there are no impacts expected due to fault rupture at the project site.

5.6(a. ii) (Ground-Shaking) Less Than Significant Impact: The proximity of the City to the active Rodgers

Creek Fault and the West Napa Fault places it within Zone VII to VIII (strong to very severe) of the Modified Mercalli Intensity Shaking Severity Level. As such, the project site holds potential to expose people or structures to substantial adverse effects resulting from strong seismic ground shaking. The resulting vibrations would likely cause primary damage to the proposed pedestrian bridge with secondary effects being ground failures in loose alluvium or poorly compacted fill. Both the primary and secondary effects pose a potential risk of loss of life or property.

However, the proposed pedestrian bridge has been designed in accordance with the American Association of State Highway and Transportation Officials (AASHTO) Load and Resistance Factor Design (LRFD) Bridge Design Specifications. The foundation and structural design for the bridge also meets the standards set forth in the Building Code of Regulations, Title 24, Part 2 (the California Building Code 3.7-20 Chapter 3: Setting, Impacts, and Mitigation Measures [CBC]) and the California Public Resources Code, Division 2, Chapter 7.8 (the Seismic Hazards Mapping Act). The design specifications ensure that the proposed bridge would not expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death as a result of seismic activity. Therefore, potential impacts from ground shaking will have a less than significant impact.

5.6(a. iii) (Seismic-related ground failure/liquefaction) Less Than Significant Impact: Liquefaction is a phenomena associated with fine-grained, loosely-packed sands and gravels subjected to ground shaking as a result of seismic activity. Liquefaction can lead to total and/or differential settlement and is largely dependent upon the intensity of ground shaking and response of soils underlying the site. According to the Susceptibility Map of the San Francisco Bay Area, the project area is mapped as having a Moderate, High, and Very High susceptibility to liquefaction.¹¹

As previously stated, the proposed pedestrian bridge is designed in accordance with the AASHTO LRFD Bridge Design Specifications. The foundation and structural design for the bridge also meets the latest CBC regulations as well as state and local ordinances for seismic safety. Therefore, hazards related to ground failure and/or liquefaction are not anticipated and impacts will be less than significant.

5.6(a. iv) (Landslide) No Impact: The risk of landslide is dictated by several factors including precipitation conditions, soil types, steepness of slope, vegetation, seismic conditions and level of human disturbance. When certain conditions are present, landslides can be triggered as a result of seismic activity. Landslides have been known to occur within Napa County, but are typically confined to slopes steeper than 15% and occur in areas underlain by geologic units that have demonstrated stability problems. Based on the site's relatively flat topography, the subject pedestrian bridge is not located in an area susceptible to landslides. Therefore, the project will have no impacts due to loss of structures or life from landslides.

5.6(b) (Erosion) Less Than Significant Impact: Development of the project will require site preparation and grading activities that will potentially result in soil erosion or the loss of topsoil if not properly controlled. Water and wind serve as the primary catalyst of soil erosion, with steeper slopes intensifying the effects. Vegetation removal as part of the site preparation process as well as grading and ground disturbing activities associated with development can heighten the potential for and accelerate soil erosion.

Project activities are not expected to generate a substantial loss in topsoil, but will involve the removal of vegetation such as brush, trees and root systems, and dense growths of grass. Accordingly, construction activities do hold the potential to result in soil erosion if not properly performed. However, all ground disturbing activities associated with the project will be carried out pursuant to the City of St. Helena's Erosion and Sediment Control Plan requirements (Chapter 13.32.090 D.3 of the Municipal Code) as required pursuant to St. Helena Municipal Code and included as a condition of project approval. The erosion control plan is required to identify techniques such as site watering, sediment capture, equipment staging and laydown pad, and other erosion control measures to be implemented during construction activity on the project site.

¹¹ USGS, Susceptibility Map of the San Francisco Bay Area, <https://geomaps.wr.usgs.gov/sfgeo/liquefaction/susceptibility.html>, Accessed May 5, 2017.

Further, as stated in section 5.4(c) of this document, **Mitigation Measure BIO-1** would be implemented, which requires that erosion control measures be utilized throughout all phases of construction where sediment runoff from exposed slopes threatens to enter jurisdictional waters. Erosion control measures, such as, silt fences, straw hay bales, gravel or rock lined ditches, water check bars, and broadcasted straw shall be used where ever sediment has the potential to leave the work site and enter the stream.

Adherence to uniformly applied development standards, including the preparation of an Erosion and Sediment Control Plan, as well as BIO-1, will ensure that any potential impacts due to erosion and sedimentation will be reduced to less than significant levels. Therefore, the project will generate a less than significant impact related to soil erosion or loss of topsoil.

5.6(c,d) (Unstable Geologic Unit, Expansive Soils) Less than Significant Impact: Lateral spreading, lurching and associated ground failure can occur during strong ground shaking on certain soil substrate typically on slopes. Lurching generally occurs along the tops of slopes where stiff soils are underlain by soft deposits or along steep channel banks whereas lateral spreading generally occurs where liquefiable deposits flow towards a “free face,” such as channel banks, during an earthquake.

The project site could contain soils that exhibit expansive potential. In general, expansive soils tend to swell with increases in soil moisture and shrink as the soil moisture decreases. Changes in soil moisture content can compromise the integrity of foundations, retaining walls and slab on grade improvements from differential movements (settlement or heave).

As previously stated, the proposed pedestrian bridge has been designed in accordance with the AASHTO LRFD Bridge Design Specifications. The foundation and structural design for the bridge also meets the latest CBC regulations as well as state and local ordinances for seismic safety. Therefore, the project would have less than significant impacts due to the presence of expansive soils or a geologic unit or soil that is unstable, or that would become unstable as a result of the project.

5.6(e) (Septic Tanks) No Impact: There are no onsite septic tanks or alternative wastewater treatment facilities proposed as part of the Project. Therefore, there would be no impacts due to the disposal of wastewater where sewers are not available.

Mitigation Measures: None Required.

5.7. GREENHOUSE GAS EMISSIONS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☒	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan; General Plan EIR; BAAQMD 2017 Bay Area Clean Air Plan; BAAQMD CEQA Guidelines 2011.

Greenhouse Gas Setting: Greenhouse gases (GHGs) are generated from natural geological and biological processes and through human activities including the combustion of fossil fuels and industrial and agricultural processes. GHGs include carbon dioxide (CO₂), nitrous oxide (N₂O), methane (CH₃), chlorofluorocarbons, hydrofluorocarbons and perfluorocarbons.

While GHGs are emitted locally they have global implications. GHGs trap heat in the atmosphere, which heats up the surface of the Earth. This concept is known as global warming and is contributing to climate change. Changing climatic conditions pose several potential adverse impacts including sea level rise, increased risk of wildfires, degraded ecological systems, deteriorated public health, and decreased water supplies.

To address GHG's at the State level, the California legislature passed the California Global Warming Solutions Act in 2006 (Assembly Bill 32), which requires that statewide GHG emissions be reduced to 1990 levels by 2020. Executive Order S-3-05 provides the California Environmental Protection Agency with the regulatory authority to coordinate the State's effort to achieve GHG reduction targets. S-3-05 goes beyond AB 32 and calls for an 80 percent reduction below 1990 levels by 2050. Senate Bill 375 has also been adopted, which seeks to curb GHGs by reducing urban sprawl and vehicle miles traveled.

The BAAQMD CEQA Air Quality Guidelines, which included thresholds of significance for greenhouse gas emissions, were established in May 2010¹² and updated in May 2017. With release of the 2017 Bay Area Clean Air Plan (CAP) and the associated EIR, it is expected that updated thresholds and guidelines may be developed in the near term. In the absence of updated guidelines and thresholds, based upon its own judgment and analysis, the City of St. Helena recognizes these thresholds represent the best available scientific data and has elected to rely on BAAQMD Guidelines dated May 2017 in determining screening levels and significance.¹³ Based on the BAAQMD Guidelines, a project is considered to have a less-than-significant impact due to GHG emissions if it:

1. Complies with an adopted Qualified GHG Reduction Strategy;
2. Emits less than 1,100 metric tons (MT) CO₂e per year; or
3. Emits less than 4.6 MT CO₂e per service population per year (residents and employees).

The City of St. Helena does not have a qualified GHG Reduction Strategy pursuant to the BAAQMD Guidelines.

Greenhouse Gas Emissions Impact Discussion:

5.7(a) (Significant GHG Emissions) Less Than Significant Impact: GHG emissions associated with development of the proposed project would occur over the short-term from construction activities, consisting primarily of emissions from equipment exhaust and worker and vendor trips. There will not be any long-term operational emissions associated with the proposed project.

The BAAQMD does not have an adopted Threshold of Significance for construction-related GHG emissions. Rather, BAAQMD encourages the incorporation of best management practices to reduce GHG emissions during construction. Best management practices are specified under **Mitigation Measure AQ-1**. Furthermore, construction activities associated with installation of the proposed pedestrian bridge will be minimal since only a few pieces of construction equipment will be operating and ground disturbance is limited to the bridge abutment pads and restoration activities within the riparian corridor. Therefore, potential impacts associated with construction of the proposed Las Alcobas Pedestrian Bridge will be less than significant.

5.7(b) (Conflict with GHG Plan) No Impact: As a pedestrian bridge, providing non-vehicle access between two existing developed uses, the proposed project is consistent with all applicable local plans, policies, and regulation related to GHG emissions and does not conflict with the stipulations of AB 32, the applicable air quality plan, or any other State or regional plan, policy, or regulation of an agency for the purpose of reducing greenhouse gas emissions. The proposed bridge provides pedestrian connectivity between two established uses.

¹² Adopted by Board of Directors of the BAAQMD in June 2010 (Resolution No. 2010-6).

¹³ In March 2012, the Alameda County Superior Court ordered BAAQMD to set aside use of the significance thresholds within the BAAQMD 2010 CEQA Guidelines and cease dissemination until they complete an assessment of the environmental effects of the thresholds in accordance with CEQA. The Court found that the thresholds, themselves, constitute a "project" for which environmental review is required. In August 2013, the First District Court of Appeal reversed the Alameda County Superior Court's decision. The Court held that adoption of the thresholds was not a "project" subject to CEQA because environmental changes that might result from their adoption were too speculative to be considered "reasonably foreseeable" under CEQA. In December 2015, the California Supreme Court reversed the Court of Appeal's decision and remanded the matter back to the appellate court to reconsider the case in light of the Supreme Court's opinion. The BAAQMD published a new version of the Guidelines dated May 2017, which includes revisions made to address the Supreme Court's opinion. The May 2017 Guidelines update does not address outdated references, links, analytical methodologies or other technical information that may be in the Guidelines or Thresholds Justification Report. The BAAQMD is currently working to update any outdated information in the Guidelines.

Therefore, the Las Alcobas Pedestrian Bridge would have no impacts due to a conflict with local, regional and statewide GHG control plans.

Mitigation Measures: None Required.

5.8. HAZARDS/HAZARDOUS MATERIALS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☒	☐
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	☐	☐	☒	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☐	☒
d) Be located on a site that is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would create a significant hazard to the public or the environment?	☐	☐	☐	☒
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport of public use airport, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☐	☒
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☒
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan; EnviroStor Database (accessed 5/9/17); GeoTracker Database (accessed 5/9/17); Calfire Wildland Hazards Map, Adopted 11/2007.

Hazardous Material Setting: The California Department of Toxic Substances Control (DTSC) defines a hazardous material as: "a substance or combination of substances that, because of its quantity, concentration or physical, chemical, or infectious characteristics, may either: 1) cause, or significantly contribute to an increase in mortality or an increase in serious, irreversible, or incapacitating illness; or 2) pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed." Regulations governing the use, management, handling, transportation and disposal of

hazardous waste and materials are administered by Federal, State and local governmental agencies. Pursuant to the Planning and Zoning Law, DTSC maintains a hazardous waste and substances site list, also known as the "Cortese List." Existing hazardous materials and/or waste within St. Helena include underground storage tanks, Polychlorinated Biphenyls (PCBs), asbestos, and pesticides.

Hazardous waste management in St. Helena is administered by the Napa County Department of Environmental Management (DEM) through the Certified Uniform Program Agency. The CUPA program oversees five hazardous materials programs: Hazardous Materials Management Plans (HMMP) program, California Accidental Release Prevention (CalARP) program, underground storage tank (UST) programs, aboveground storage tank (AST) programs, and hazardous waste generation and disposal. The California Department of Industrial Relations, Division of Occupational Safety and Health (DOSH) (formerly known as Cal/OSHA), is charged with enforcement of state regulation and the supervision of workplaces in California that are not under direct federal jurisdiction. State worker health and safety regulation applicable to construction workers include training requirements for hazardous waste operation and emergency response.

A review of available records, databases (EnviroStor and GeoTracker) and reports indicate that the project site is located approximately 0.8 mile from a PG & E Voluntary Cleanup site. There are no open "Leaking Underground Storage Tank (LUST) Cleanup Sites" and no open "Cleanup Program Sites" in the vicinity of the proposed project.

Hazards/Hazardous Materials Impact Discussion:

5.8(a,b) (Routine Transport, Upset and Accident Involving Release) Less Than Significant Impact:

Site preparation and construction activities will result in the temporary presence of potentially hazardous materials including, but not limited to fuels and lubricants, paints, solvents, insulation, electrical wiring, and other construction related materials onsite. Although these potentially hazardous materials may be present onsite during construction, the applicant is required to comply with all existing federal, state and local safety regulations governing the transportation, use, handling, storage and disposal of potentially hazardous materials. Once construction is complete there will not be any ongoing use or generation of hazardous materials onsite.

During site preparation and construction activities Best Management Practices (BMPs) will be implemented in accordance with the City's Municipal Code Chapter 13.32 Stormwater and Runoff Pollution Control requirements. BMPs include measures to prevent spills and require onsite materials for cleanup. The applicant is required to comply with all federal and state regulations as overseen by Napa County's CUPA. Accordingly, compliance with all applicable local, state and federal laws will ensure that potential impacts related to the creation of a significant hazard are at less than significant levels to routine, upset or accidental release.

5.8(c) (Emit or Handle Hazardous Materials Within ¼ Mile of School) No Impact: Robertson Louis Stevenson Middle School is located approximately 0.2 mile southeast of the project site. As a pedestrian bridge, the project will not emit hazardous emissions or handle hazardous or acutely hazardous materials, substances or waste, during operations. Therefore, the project will have no impacts due to the release or handling of hazardous materials proximate to schools.

5.8(d) (Existing Hazardous Material Sites) No Impact: The California Environmental Protection Agency (CAL-EPA) annually updates the California Hazardous Waste and Substances Site List (also known as the Cortese List"). The Department of Toxic Substances Control (DTSC) compiles a record of sites to be included on the list, which is then submitted to the CAL-EPA. A search of EnviroStor, performed on May 9, 2017, showed no cleanup sites within the project vicinity. A search of Geotracker, performed on May 9, 2017, showed no open "LUST Cleanup Sites" and no open "Cleanup Program Sites" in the vicinity of the proposed project. There is no indication of spills, leaks, or contaminated soils on the project site. The project will not create a significant hazard to the public or the environment by virtue of it being located on an identified Cortese site. Therefore, the project will have no impacts due to existing hazardous materials onsite or in the vicinity.

5.8(e,f) (Public Airport Land Use Plans, Private Airport Land Use Plans) No Impact: The project is not located within the boundaries of an airport land use plan or located in close proximity to a private airstrip; the nearest airport is the Napa County Airport located approximately 23 miles south of the project site. Therefore, the project would have no impacts associated with airport-related hazards.

5.8(g) (Impair Emergency Response Plan) No Impact: The project would not impair implementation of, or physically interfere with, an adopted emergency response plan or emergency evacuation plan. As a pedestrian bridge, the project will not alter any existing emergency response or evacuation routes. California has developed an emergency response plan to coordinate emergency services by federal, state, and local government, including responding to hazardous materials incidents. The State Office of Emergency Services (OES) employs a Hazardous Materials (Haz Mat) Division which enforces multiple programs that address hazardous materials. There are no aspects of the proposed project that will interfere with an adopted emergency or evacuation plan. Therefore, the project will have no impacts due to a conflict with the emergency response plan.

5.8(h) (Wildland Fire Hazards) No Impact: The City is characterized by a narrow valley floor surrounded and intermingled with steep hill terrain, containing areas which are susceptible to wildland fires. Wildland fires are of concern particularly in expansive areas of native vegetation of brush, woodland, grassland and forest. However, the project site is located within a developed area, and according to the 2007 CAL FIRE "Fire Hazard Severity Zones" Map, the site is located outside of the "Very High Fire Hazard Severity Zone" and categorized as Non-VHFWZ. Accordingly, the project will have no impacts related to the exposure of people or structure to wildland hazards.

Mitigation Measures: None Required.

5.9. HYDROLOGY AND WATER QUALITY

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?	☐	☒	☐	☐
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern on the site or area, including through the alteration of the course of a stream or river, in a manner that would result in substantial erosion or siltation on- or off-site?	☐	☐	☒	☐
d) Substantially alter the existing drainage pattern on the site or area, including through the alteration of the course of a stream or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site?	☐	☐	☒	☐
e) Create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	☐	☐	☒	☐
f) Otherwise substantially degrade water quality?	☐	☐	☒	☐
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	☐	☐	☐	☒
h) Place within a 100-year flood hazard area structures that would impede or redirect flood flows?	☐	☐	☐	☒

- | | | | | |
|--|--------------------------|--------------------------|-------------------------------------|-------------------------------------|
| i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? | ☐ | ☐ | ☒ | ☐ |
| j) Inundation by seiche, tsunami, or mudflow? | ☐ | ☐ | ☐ | ☒ |

Sources: Napa County General Plan; City of St. Helena 1993 General Plan; napawatersheds.org; City of St. Helena Comprehensive Flood Protection Project, year 3 Annual Status Report, prepared by Waterways Consulting, 12-15-13.

Hydrology and Water Quality Setting: The project site is located within the Napa River watershed which comprises an area of approximately 426 miles and extends in a northwesterly direction from San Pablo bay in the south to Mount St. Helena in the north over a distance of approximately 55 miles. The Napa River runs along the northeastern boundary of the City of St. Helena. The Napa River drains the watershed and discharges to the Napa Sonoma Marsh on the margins of the San Pablo Bay. Major tributaries serving the Napa River include York Creek and Sulphur Creek. The project site is located along York Creek, just upstream of its undercrossing at SR 29, approximately 1 mile west of its confluence with the Napa River. The proposed Las Alcobas Pedestrian Bridge is located within the dam inundation area for St. Helena Lower Dam, which is approximately 0.6 mile west of the project site.¹⁴

In 2011 the City completed major structural modifications to implement the St. Helena Flood Protection Project. The Flood Protection project introduced flood control facilities and drainage improvements to mitigate the 200 year flood event in areas proximate to the Napa River and its confluence with Sulphur Creek. The Flood project included river channel improvements, a levee and floodwall construction. Subsequent to installation of flood improvements, FEMA approved a Letter of Map Revision (LOMR) effectively updating the flood insurance rate map (FIRM) and respective flood sensitive areas. The revised map went into effect on November 5, 2012.

The project site crosses over York Creek, which is identified as FEMA Zone X, Other Areas, as delineated on map number 06055C0263E. According to this designation, the project site is located outside of the 0.2% annual chance floodplain.

Dischargers whose projects disturb one or more acres of soil, or whose projects disturb less than one acre, but are part of a larger common plan of development that in total disturbs one or more acres, are required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity Construction General Permit Order 2009-0009-DWQ from the State Water Resources Control Board.¹⁵ Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling, or excavation. The Construction General Permit requires the development of a Storm Water Pollution Prevention Plan (SWPPP) by a certified Qualified SWPPP Developer.

The project site is less than one acre in size and would include new impervious surfaces outside the top of bank that are limited to the bridge abutments and access walkway. As the project would disturb less than one acre, it is not subject to the National Pollution Discharge Elimination System (NPDES) Construction General Permit, 2009-0009-DWQ (as amended by Order 2010-0014-DWQ). Nonetheless, as described above, the project will implement BMPs during construction and will be conditioned to comply with the City's Erosion Control Ordinance and is subject to a Streambed Alteration Agreement with the CDFW.

Surface water quality is regulated by the San Francisco Bay Regional Water Quality Control Board (RWQCB) via the Water Quality Control Plan for the San Francisco Bay Region (Basin Plan). The RWQCB is responsible for implementing Section 401 of the Clean Water Act through the issuance of a Clean Water Certification when development includes potential impacts to jurisdictional areas such as creeks, wetlands or other Waters of the State. As described in Section 5.4(c) of this document, York Creek qualifies as a waters of the U.S. and state. However, by design, the project would not result in direct impacts to jurisdictional features including Sections 404 and 401 of the Clean Water Act (regulated by the US Army Corps of Engineers and the Regional Water Quality Control Board, respectively).

¹⁴ County of Napa, Dam Inundation Areas, October 2007.

¹⁵ State Water Resources Control Board, Construction General Permit Order 2009-0009-DWQ, http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml, Accessed May 16, 2017.

Hydrology and Water Quality Impact Discussion:

5.9(a,f) (Violations of Water Quality Standards, Otherwise Degrade Water Quality) Less Than Significant Impact with Mitigation: Construction activities would be limited to those required for installation of the proposed pedestrian bridge and restoration of the York Creek riparian corridor at the project site. Once completed, the project would provide a pedestrian bridge across York Creek with enhanced riparian plantings along top of bank and restoration in accordance with the streambed alteration agreement.

Construction activities have the potential to result in runoff that contains sediment and other pollutants that could degrade water quality if not properly controlled. Sources of potential pollution associated with construction include fuel, grease, oil and other fluids, concrete material, sediment, and litter. These pollutants have the potential to result in impacts due to chemical contamination from the release of construction equipment and materials that could pose a hazard to the environment or degrade water quality if not properly managed.

As required by **Mitigation Measure HYDRO-1**, erosion control measures shall be utilized throughout all phases of construction where sediment runoff from exposed slopes threatens to enter jurisdictional waters. Erosion control measures, such as, silt fences, straw hay bales, gravel or rock lined ditches, water check bars, and broadcasted straw shall be used wherever sediment has the potential to leave the work site and enter the stream. Therefore, with implementation of HYDRO-1, potential impacts to water quality from sedimentation and pollutants will be reduced to less than significant levels.

5.9(b) (Groundwater Supply and Recharge) No Impact: The project would not involve the use or extraction of groundwater, and no interference with groundwater recharge is anticipated. Construction, which is to occur during the dry season, would not include installing any temporary impermeable surfaces. After construction, it is anticipated that groundwater recharge rates within the project area would remain consistent with existing conditions. Therefore, the project will have no impact to groundwater supplies and recharge.

5.9(c-e) (Drainage Pattern, Runoff and Storm Drain Capacity) Less Than Significant Impact: The proposed project will not alter the course of a stream or river. The general direction and pattern of drainage following construction will match pre-development conditions. The proposed project would introduce new impervious surfaces onsite for the bridge abutments and access walkway, which would not substantially increase the rate or amount of surface runoff in a manner that would result in flooding on- or off-site. Therefore, the project will not result in a drainage pattern that causes substantial erosion or siltation on- or off-site nor will it result in flooding on- or off-site. Therefore, impacts to the drainage pattern, storm drain system and runoff as a result of the proposed project would be less than significant.

5.9(g-h) (Flood Hazards) No Impact: Based on the Federal Emergency Management Agency's Flood Insurance Rate Map (FIRM) Panel 06055C0263E, the project site is located in Zone X, Other Areas. According to this designation, the project site is determined to be outside of the 0.2% annual chance floodplain. No housing construction is proposed as a part of the project. As such, the proposed project will not place residences or structures in a location with a significant risk due to flooding. Therefore, there would be no impacts due to flooding.

5.9(i) (Levee or Dam) Less Than Significant Impact: The proposed Las Alcobas Pedestrian Bridge is located within the dam inundation area for St. Helena Lower Dam, which is approximately 0.6 mile west of the project site. In the event of catastrophic failure of the St. Helena Lower Dam, the area around York Creek in the vicinity of the project site would be subject to inundation. However, dam safety is overseen by the Bureau of Reclamation Division of Dam Safety and dams are designed to withstand major earthquakes. Therefore, the likelihood of failure is very low. Nonetheless, should the St. Helena Lower Dam fail, impacts related to dam failure would be limited to flooding around the bridge and the associated walkway. As such, the failure of the dam would not expose people or structures to a significant risk of loss, injury or death involving flooding. Therefore, impacts would be considered less than significant.

5.9(j) (Seiche, Tsunami, Mudflow) No Impact: The project site is not located within an area that could be affected by seiche, tsunami, or mudflow. The proposed Las Alcobas Pedestrian Bridge would cross York Creek; however, because of the low flow contained within the creek, it does not have the capability of producing a

seiche or tsunami. There are no other substantial water bodies in the immediate vicinity of the project site that could impact the project site by seiche, tsunami or mudflow. Furthermore, according the California Department of Conservation, the project site is not located tsunami inundation map.¹⁶ Therefore, there will be no impact from inundation related to seiche, tsunami, or mudflow as a result of project implementation.

Mitigation Measures:

HYDRO-1: In order to protect water quality of York Creek and downstream waterways, the following shall be implemented during all construction and restoration activities:

1. Activities shall occur during the dry season from June 15 through October 15.
2. No phase of the project may be started if that phase and its associated erosion control measures cannot be completed prior to the onset of a storm event if that construction phase may cause the introduction of sediments into the stream.
3. No construction materials or debris shall be discharged directly to York Creek.
4. All construction equipment and stockpiles shall be staged outside of the riparian corridor.
5. Construction equipment shall be maintained and fuelled offsite in designated staging areas only.
6. Equipment and materials for cleanup of spills shall be available on site and spills and leaks shall be cleaned up immediately and disposed of properly.
7. Sediment controls such as straw mulch, silt fences, sediment basins or traps and/or other measures shall be employed during active ground disturbance. Materials shall consist of natural fiber that biodegrade overtime. No plastics or non-porous materials shall be used for erosion control purposes.
8. No stockpiled soils shall remain exposed and unworked for more than 30 days.
9. Tracking dirt or other materials offsite shall be avoided and offsite paved areas and sidewalks/pavement shall be cleaned regularly using dry sweeping methods.
10. All exposed/disturbed areas and access points within the stream zone left barren of vegetation as a result of the construction activities shall be restored by seeding with a blend of native erosion control grass seed. Seeded areas shall be mulched. Revegetation shall be completed as soon as possible after construction activities in those areas cease. Seeding placed after October 15 must be covered with broadcast straw, jute netting, coconut fiber blanket or similar erosion control blanket.

5.10. LAND USE AND PLANNING

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Physically divide an established community?	☐	☐	☐	☒
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☒	☐
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	☐	☐	☐	☒

¹⁶ California Department of Conservation, Napa County Tsunami Inundation USGS 24K Quads, http://www.conservation.ca.gov/cgs/geologic_hazards/Tsunami/Inundation_Maps/Napa, Accessed May 17, 2017.

Sources: City of St. Helena 1993 General Plan and 6.0 Open Space & Conservation Element; St. Helena Bicycle Plan, January 2012.

Land Use and Planning Setting: The City of St. Helena is divided into two distinct areas: a developed “urban service area” and a more, rural, agricultural area located around the periphery such that the City exhibits a rather traditional landscape whereby commercial land uses are concentrated in the City center and along SR 29, with residential development radiating outwards to the northeast and southwest. The outer edge of the urban service area is demarcated by the urban limit line (ULL) which is a parcel specific boundary that marks the limit of allowed urban development. The intent of the ULL is to discourage urban sprawl and promote sensitive development which preserves the rural and agricultural lands around the City.

The project site is located within the City of St. Helena Urban Limit Line (ULL). The Beringer Winery parcel exhibits a General Plan Land Use Designation of Agriculture and is zoned as (W) winery. The Las Alcobas Hotel parcel exhibits a land use designation of Service Commercial and is zoned as (SC:PD:HP) service commercial with planned development and historic preservation overlay (adopted per resolution 2006-4 on 06-13-06).

The project site is surrounded by land designated as Agriculture to the north, Medium Density Residential to the east, Medium and Low Density Residential to the south, and Woodlands & Watershed and Parks & Recreation to the west.

The proposed project is subject to land use policies outlined in the St. Helena General Plan which has been adopted for the purpose of avoiding or mitigating an environmental effect. Applicable policies are outlined below:

Guiding Policies

- 6.2.1 Preserve and enhance St. Helena's riparian corridors for their value in providing visual amenity, drainage, and wildlife habitat.
- 6.2.10 Protect natural habitats which have the potential to support rare, endangered, or special status wildlife and plant species.
- 6.2.11 Preserve St. Helena's streams and associated riparian corridors as natural open space corridors.
- 6.4.5 Revegetate stream corridors that have been degraded by agriculture or other past practices, with native vegetation in order to enhance their value for habitat and recreation.

St. Helena Bicycle Plan

The St. Helena Bicycle Plan, dated January 2012, was developed as a component of the Napa County Transportation Authority's Countywide Bicycle Plan Update. The Plan is intended to guide and influence the development of bikeways, bicycle policies, bicycle programs and bicycle facility design standards to make bicycling throughout St. Helena and Napa County more safe, comfortable, convenient and enjoyable for all bicyclists. The overarching goal of the Bicycle Plan is to increase the number of persons who bicycle throughout St. Helena and Napa County for transportation to work, school, utilitarian purposes, and recreation.

According to the St. Helena Bicycle Plan, a Class I Multi-Use Path is proposed along York Creek. A Vine Trail Alignment Link, with a Class I Multi-Use Path and a Class II Bike Lane are proposed along SR 29 north of Pratt Avenue. A Class III Bike Route is proposed along SR 29 south of Pratt Avenue.

Land Use and Planning Impact Discussion:

5.10(a) (Divide An Established Community) No Impact: Division of an established community typically occurs when a new physical feature, in the form of an interstate or railroad, physically transects an area, thereby removing mobility and access within an established community. The division of an established community can also occur through the removal of an existing road or pathway, which would reduce or remove access between a community and outlying areas.

Construction of the proposed bridge would create a connection between the existing Beringer Winery and existing Las Alcobas Hotel. As such, the proposed project would not introduce a new physical feature that would remove mobility and access within an established community. Likewise, the project does not propose the removal of an existing road or pathway that could reduce or remove access between a community and outlying areas. Rather, the proposed pedestrian bridge would provide non-vehicular connectivity between two existing uses, thereby enhancing access. Therefore, the project would have no impact due to the physical division of an established community.

5.10(b) (Land Use Plan, Policy, Regulation Conflict) Less Than Significant Impact: The proposed project is required to comply with various policy documents, including the 1993 St. Helena General Plan, and the City of St. Helena's Zoning Ordinance. The proposed project does not involve any changes to land uses or zoning within the project site. The construction of a pedestrian bridge is compatible with the current land use and zoning designations for the project site, which are Agriculture and Service Commercial (land use) and winery and service commercial with planned development and historic preservation overlay (zoning).

The proposed project is also consistent with the St. Helena Bicycle Plan. Within the bicycle plan, a Class I Multi-Use Path is proposed along York Creek. Construction of the pedestrian bridge would not impede the establishment of a multi-use path along York Creek. Rather, it would provide a connection between the Las Alcobas Hotel and a planned future multi-use path envisioned along the Beringer side of York Creek.

The proposed project is subject to Design Review in order to ensure that the architectural style, massing, color and materials, and other proposed design elements of the pedestrian bridge are compatible with the existing character of the vicinity. Overall, the proposed project is consistent with the general objectives and guiding policies of the City of St. Helena. Therefore, the potential impacts due to a conflict with City of St. Helena regulations is considered to be less than significant.

5.10(c) (Habitat Conservation Plan) No Impact: The project is not located in an area that is subject to a habitat conservation plan or a natural community conservation plan. There are no conservation plans that apply to the City of St. Helena. Therefore, the project will have no impact to any conservation plan or natural community plan.

Mitigation Measures: None Required.

5.11. MINERAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☐	☒
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☐	☒
Sources: City of St. Helena 1993 General Plan: Open Space and Conservation Element (6-5), (6-6); SMARA Maps, Napa County, 2008.				

Mineral Resources Setting: The California Surface Mining and Reclamation Act of 1975 (SMARA) identifies mineral resources within California. These maps identify and classify mineral resources as to their relative value for extraction. According to the 1993 General Plan, surface materials in the St. Helena area are classified as "recent alluvium." The depth of the alluvium is likely to be in the range of 250 to 500 feet. Additionally, the

General Plan states that there are no known mineral deposits of significance within the City with the exception of the aggregate (gravel) being mined from the stream bed of Sulphur Springs, which is west of SR 29 and not proximate to the project site. To date, no aggregate mineral resources or other significant mineral resources have been mapped within the City of St. Helena.

Mineral Resources Impact Discussion:

5.11(a-b) (Mineral Resources or Resource Plans) No Impact: The project site has not been delineated as a locally-important mineral resource recovery site on any plans, nor are mineral resources known to be present. As such, the project is not expected to result in the loss of availability of a known resource, including locally important mineral resources. Therefore, the project will have no impact to mineral resources.

Mitigation Measures: None Required.

5.12. NOISE

Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☒	☐
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	☐	☐	☒	☐
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☐	☒
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☒	☐
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan: Public Health and Safety Element (8-3).

Noise Setting: Noise is generally defined as unwanted sound. It is characterized by various parameters that include the rate of oscillation of sound waves (frequency), the speed of propagation, and the pressure level or energy content (amplitude). The sound pressure level is the most common descriptor used to characterize the loudness of an ambient (existing) sound level. The decibel (dB) scale is used to quantify sound intensity, but

given that the human ear is not equally sensitive to all frequencies in the entire spectrum, noise measurements are weighted more heavily for frequencies to which humans are sensitive in a process called "A-weighting," written as "dBA" and referred to as "A-weighted decibels". In general, human sound perception is such that a change in sound level of 1 dB cannot typically be perceived by the human ear, a change of 3 dB is just noticeable, a change of 5 dB is clearly noticeable, and a change of 10 dB is perceived as doubling the sound level.

The primary noise sources within the St. Helena City limits include vehicular traffic, the Napa Valley Wine Train, and agricultural activities (e.g. Vineyard frost fans, pumps in isolated areas, fixed machinery, and heavy vehicle traffic during harvest). Noise sources also include hot air balloon flyovers and limited industrial activities, particularly the Sulphur Springs gravel mining operation on Sulphur Springs Creek.

The City of St. Helena Municipal Code Section 8.24.010 (C), limits construction activities which generate noise that can be heard at the property line of any parcel of real property within the city limits to between the hours of 8:00 a.m. to 5:00 p.m. and delivery of materials/equipment and cleaning and servicing of machines/equipment limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the public works director. No construction activities which generate noise that can be heard at the property line of any parcel of real property within the city limits are allowed on Sundays or Holidays. Operational noise levels are addressed by the General Plan's Noise Element according to land use type. For example, residential land uses are considered completely compatible with noise exposures of up to 55 dBA and tentatively compatible in noise exposure areas of up to 60 dBA.

Noise Impact Discussion:

5.12(a,d) (Noise Standards, Temporary or Periodic Noise Increase) Less Than Significant Impact:

Traffic is the primary noise generator in the vicinity of the project site. The project site is also subject to noise generated by agricultural activities on adjacent properties. Construction activities would result in temporary and intermittent noise increases in the vicinity from the use of heavy equipment and truck traffic for material delivery and off-haul of materials. Construction noise associated with the proposed installation of the Las Alcobas Pedestrian Bridge would have negligible impacts on workers and persons visiting the Beringer Winery and Las Alcobas Hotel. Construction activities would be limited to weekdays from 7:00 a.m. to 6:00 p.m. and nighttime construction is not expected to be necessary. The proposed improvements would therefore comply with the requirements of the City of St. Helena Municipal Code Section 8.24.010 (C), as construction would not occur during the restricted times. Construction-related noise impacts would be temporary and cease once construction is complete. Therefore, impacts from noise would be less than significant.

5.12(b) (Groundborne Vibration and Noise) Less Than Significant Impact: Operation of heavy construction equipment, particularly pile driving and other impact devices such as pavement breakers create seismic waves that radiate along the surface of the earth. These surface waves can be felt as ground vibration. Vibration from operation of this equipment can result in effects ranging from annoyance of people to damage of structures. Varying geology and distance will result in different vibration levels containing different frequencies and displacements. In all cases, vibration amplitudes will decrease with increasing distance.

Perceptible ground-borne vibration is generally limited to areas within a few hundred feet of construction activities. As seismic waves travel outward from a vibration source, they excite the particles of rock and soil through which they pass and cause them to oscillate. The rate or velocity (in inches per second) at which these particles move is the commonly accepted descriptor of the vibration amplitude, referred to as the peak particle velocity (PPV).

Construction activities associated with installation of the proposed pedestrian bridge would occur adjacent to the existing Las Alcobas Hotel. However, the project will only require minor construction activities that would not generate excessive groundborne vibration or noise. The following equipment is proposed to be used: backhoe, small excavator, concrete truck, concrete pumping equipment, walk behind vibratory plates, jumping jacks, and small crane. Although construction activities may result in temporarily perceptible groundborne vibration, the periods of perceptible vibration would be brief and limited to the immediate construction area. Therefore, the project is not expected to expose people or structures to excessive ground borne vibration and impacts would be less than significant.

5.12(c) (Increase Ambient Noise Levels) No Impact: Operation of the pedestrian bridge would not generate noise, and would therefore not increase existing ambient noise levels. No impact would occur under this topic.

5.12(e-f) (Airport Noise) No Impact: The proposed project is not located within two miles of a public airport or public use airport, nor is it located near a private airstrip and does not expose people residing or working in the project area to excessive noise levels. Residents or visitors onsite would not be exposed to excessive noise levels generated by the airport and no impacts due to excessive noise exposure would occur.

Mitigation Measures: None Required.

5.13. POPULATION AND HOUSING:

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Induce substantial growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☐	☒
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

Population and Housing Setting: A project will normally have a significant environmental effect if it will displace a large number of people or induce substantial growth or concentration of population. The proposed project involves the construction of a pedestrian bridge to provide access across York Creek between the existing Las Alcobas Hotel and Beringer Winery.

Population and Housing Impact Discussion:

5.13(a) (Substantial Growth) No Impact: The proposed bridge would provide a pedestrian and bicycle connection between the existing Las Alcobas Hotel and Beringer Winery. The proposed project would not result in changes to land uses within the project site or in the vicinity of the project area. Implementation of the project would not change development density or intensity, nor does it propose new housing units that would induce population growth. Therefore, the proposed Las Alcobas Pedestrian Bridge would have no impact, either directly or indirectly, on population growth in the area.

5.13(b-c) (Housing or Person Displacement) No Impact: The project involves the construction of a pedestrian bridge across York Creek. As such, the proposed project would not displace people or existing housing that would require the construction of replacement housing elsewhere. No impacts will occur due to the displacement of housing or people.

Mitigation Measures: None Required.

5.14. PUBLIC SERVICES

Would the Project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
a) Fire protection?	☐	☐	☐	☒
b) Police protection?	☐	☐	☐	☒
c) Schools?	☐	☐	☐	☒
d) Parks?	☐	☐	☐	☒
e) Other public facilities?	☐	☐	☐	☒

Public Services Setting: The City of St. Helena is well served by established public services including fire and police protection, schools and parklands. In order to offset the cost of improving or expanding City services to accommodate the demand generated by new development the City charges one-time impact fees on new private development. Development impact fees are necessary in order to finance required public service improvements and to pay for new development's fair share of the costs necessary to maintain acceptable levels of service related to fire and police protection services, open space, parkland and other such public services.

Public Services Impact Discussion:

5.14(a-e) (Fire & Police Protection, Schools, Parks, Other Public Facilities) No Impact: The project includes the construction of a pedestrian bridge over York Creek connecting the existing Las Alcobas Hotel with the existing Beringer Winery. As stated in **Section 5.13 Population and Housing**, the project will not induce growth in the area, either directly or indirectly. As such, the proposed project will not result in any substantial adverse physical impacts to existing fire and police protection, schools, parks, or other public facilities. Additionally, the project will not generate an increase in demands that would warrant the expansion or construction of new governmental facilities. Therefore, no impacts related to fire and police protection, schools, parks, or other public facilities would occur.

Mitigation Measures: None Required.

5.15. RECREATION

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical	☐	☐	☒	☐

deterioration of the facility would occur or be accelerated?

b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

☐
☐
☒
☐

Sources: City of St. Helena 1993 General Plan: Parks and Recreation Element; St Helena General Plan, Appendix C: Inventory of Recreation Resources.

Recreation Setting: St. Helena provides twenty acres dedicated to recreational activities at five locations within the city's limits. Elementary school and high school facilities within the ULL are also utilized to meet the community's recreational needs. Two nearby adjacent California State parks offer an additional 1,900 acres of camping, swimming, and hiking trails for local residents and tourists.

The Parks Division of the Public Works Department maintains ten parks, four pathways, street trees, benches, and parking lots. These parks include a variety of recreational open spaces including walking trails, playgrounds, and picnic areas. The nearest park to the project site is Lyman Park, located approximately 0.5 mile to the southeast.

Recreation Impact Discussion:

5.15(a) (Deterioration of Parks) Less Than Significant Impact: The project includes the construction of a pedestrian bridge. As stated in **Section 5.13 Population and Housing**, the project will not induce growth in the area, either directly or indirectly. As such, the proposed project will not result in any new land uses that could increase park or recreational facility usage. Therefore, impacts would be less than significant.

5.15(b) (Additional Recreational Facilities) Less Than Significant Impact: The project includes the construction of a pedestrian bridge that could also accommodate bicycles. This Initial Study addresses the potential environmental effects of the proposed new pedestrian bridge. Its construction does not warrant the need for additional recreational facilities. Implementation of the proposed project will not result in any adverse impacts related to the construction or expansion of recreational facilities. Therefore, impacts due to the need for additional recreational facilities will be less than significant as no additional facilities are warranted.

Mitigation Measures: None Required.

5.16. TRANSPORTATION AND CIRCULATION

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	☐	☐	☒	☐
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion	☐	☐	☐	☒

management agency for designated roads or highways?

c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	☐	☐	☐	☒
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☐	☒
e) Result in inadequate emergency access?	☐	☐	☐	☒
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	☐	☐	☐	☒

Sources: City of St. Helena 1993 General Plan; St. Helena Bicycle Plan, January 2012; Highway 29 Specific Plan, prepared by TJKM Associates and SP2 Engineering, Inc., February 22, 2005.

Transportation and Circulation Setting: The City of St. Helena lies on a north-west/south-east axis, with SR 29 serving as the main route for intercity and regional travel. SR 29 is a two- to four-lane rural highway that stretches through Napa County from Vallejo at Napa County's southern border to Lake County in the north; within the City of St. Helena, SR 29 is confined to two travel lanes. Since SR 29 is a major north-south thoroughfare for Napa County, heavy through traffic is typical along Main Street. The street network to the west of SR 29 is a grid pattern of residential blocks connected to SR 29 by a series of east-west streets connecting residential areas. To the east of SR 29, the grid network is discontinuous due to the lack of parallel facilities to SR 29 to connect the east-west roadways.

The project would involve the temporary use of existing roadways by construction equipment and crews in order to access the project site. Construction traffic would primarily use SR 29 to access the project site.

Public Transit

Public transit service is readily available throughout Napa County. The primary transit service in Napa County is provided by the VINE, a fixed-route bus service providing service to Calistoga, St. Helena, Napa, American Canyon, Yountville, and parts of unincorporated Napa County. Two routes pass through St. Helena along SR 29: routes 10 and 29. Route 10 provides service from Calistoga to Napa, including stops in St. Helena, Rutherford and Oakville, running seven days a week, all day and including weekends. Route 29, the Vine Express, is a commuter bus operating from early morning through late afternoon, Monday through Friday. The Vine Express extends from Calistoga to the Vallejo Ferry Terminal and El Cerrito BART. Service hours are Monday through Friday, 5:20 am to 9:10 pm, Saturday 6:00 am to 8:10 pm, and Sundays 8:30 am to 7:00 pm.

Bike and Pedestrian Facilities

The St. Helena Bicycle Plan, dated January 2012, was developed as a component of the Napa County Transportation Authority's Countywide Bicycle Plan Update. The Plan is intended to guide and influence the development of bikeways, bicycle policies, bicycle programs and bicycle facility design standards to make bicycling throughout St. Helena and Napa County more safe, comfortable, convenient and enjoyable for all bicyclists. The overarching goal of the Bicycle Plan is to increase the number of persons who bicycle throughout St. Helena and Napa County for transportation to work, school, utilitarian purposes, and recreation.

According to the St. Helena Bicycle Plan, a Class I Multi-Use Path is proposed along York Creek. A Vine Trail Alignment Link, with a Class I Multi-Use Path and a Class II Bike Lane are proposed along SR 29 north of Pratt Avenue. A Class III Bike Route is proposed along SR 29 south of Pratt Avenue.

City Roadway and Intersection Impact Criteria

The 1993 St. Helena General Plan prescribed the following City Roadway and Intersection Impact Criteria to identify potential impacts from proposed development projects:

- (a) All signalized intersections in St. Helena should maintain LOS C except along Main Street, where LOS D is permitted. Exceptions to this policy are that lower service levels shall be permitted at any location where the existing LOS does not meet this standard and in which case the LOS cannot be worsened any further.
- (b) All unsignalized intersections must maintain LOS C. If the LOS degrades below LOS C, an evaluation of the need for traffic signalization shall be undertaken according to standard Caltrans signal warrants as described below. If signals are not initially warranted, the location shall continue to be monitored for signal warrants on a regular basis.

Transportation and Circulation Impact Discussion:

5.16(a) (Conflicts with Plans, Policies, Ordinances) Less Than Significant Impact: Construction activities would temporarily generate a negligible amount of additional traffic along roadways in the vicinity of the project site caused by construction workers and material deliveries. The increase in vehicle trips during construction is considered minimal and local street capacity would not be significantly affected. At operation, the proposed pedestrian bridge would not result in any conflict with adopted plan, policies and ordinance that establish measures of effectiveness for circulation. Rather, as a pedestrian bridge, the project provides an opportunity for non-vehicular access between two existing uses. Therefore, the project would have less than significant impacts due to a conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system

5.16(b) (Congestion Management Plan) No Impact: Napa County has not adopted a Congestion Management Plan. As such, the proposed project would not exceed, either individually or cumulatively, a level of service standard established by the County Congestion Management Agency for designated roads or highways. No further analysis of this issue is required.

5.16(c) (Air Traffic Patterns) No Impact: There are no airports in St. Helena. The closest airports to the project site are Angwin-Parrett Field (5 miles away), a public use general aviation airport located in Angwin; Charles M. Schulz Airport (15 miles away), a public airport located in Santa Rosa; and Napa County Airport, a public airport located in Napa (23 miles away). The project will have no impact on air traffic patterns, given the nature and location of the project, which is well outside of the established airport flight pattern.

5.16(d) (Design Feature Hazard) No Impact: As a pedestrian bridge, the project would not include or exacerbate dangerous design features or incompatible uses. The bridge will be accessed internally and provide access across York Creek between the existing Las Alcobas Hotel and Beringer Winery. A large volume of pedestrians are not expected to use the bridge. Use is expected to be limited to visitors of the Las Alcobas Hotel and the Beringer Winery. A marked crosswalk will be placed on the existing paved area of the Beringer Winery parking lot to allow pedestrians to safely cross from the bridge to the Beringer Winery. Therefore, no impacts would occur under this topic.

5.16(e) (Emergency Access) No Impact: The minimal increase of construction vehicles traveling to and from the project site on a temporary basis would not result in inadequate emergency access. In order to construct the project, road closure is not anticipated. At operation the proposed pedestrian bridge would have no impacts due to inadequate emergency access. Therefore, no impacts would occur under this topic.

5.16(f) (Transit, Bicycle, Pedestrian Facilities) No Impact: The project is being constructed to support pedestrian and bicycle use between two existing uses. The proposed project is consistent with the St. Helena Bicycle Plan. Within the bicycle plan, a Class I Multi-Use Path is proposed along the Beringer side of York Creek. Construction of the pedestrian bridge would not impede the establishment of a multi-use path along York Creek

in the future. Rather, it would provide a pedestrian connection between the Las Alcobas Hotel and the Beringer Winery. Therefore, no impacts to transit, bicycle and pedestrian facilities are anticipated.

Mitigation Measures: None Required.

5.17. TRIBAL CULTURAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
i) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or	☐	☐	☐	☒
ii) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	☐	☐	☒	☐
Sources: City of St. Helena 1993 General Plan and General Plan EIR; Sharaya Souza, Native American Heritage Commission, letter to M-Group, May 15, 2017.				

Tribal Cultural Resources Setting:

Tribal Cultural Resources are defined as follows:

1. Sites, features, places, cultural landscapes, sacred places, or objects with cultural value to a California Native American tribe that are either (A) included or determined to be eligible for inclusion in the CRHR, or (B) included in a local register of historical resources as defined in subdivision (k) of §5020.1.; or,
2. A resource that the lead agency chooses, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of §5024.1 - taking into account the significance of the resource to a California Native American tribe.

A record search of the Native American Heritage Commission (NAHC) Sacred Lands File was completed for the area of potential project effect with negative results.¹⁷

In accordance with the provisions of Public Resources Code §2080.3.1(d) and Assembly Bill 52, the City of St. Helena notified Tribes having jurisdiction over all or part of the project sites of the proposed project in a letter post stamped March 15, 2017. The following tribes were contacted: Cortina Band of Indians, Middletown Rancheria of Pomo, Wappo, and Yocha Dehe Wintun Nation. In accordance with Public Resources Code §21083.3.1, 21083.3.2, and 21083.3 the Tribes had thirty (30) days to request consultation.

The Yocha Dehe Wintun Nation Tribe contacted the City by mail on April 24, 2017 after the 30-day notification period requesting to undergo consultation. The City responded to the Yocha Dehe representative via email on May 11, 2017 offering to meet and discuss the project. No response from the Yocha Dehe representative was received. Other tribes notified of the project did not request consultation under AB 52 indicating that they have no concerns that the project may impact tribal (traditional) cultural resources.

Tribal Cultural Resources Impact Discussion:

5.17(a.i) (Listed or Eligible for Listing) No Impact: As stated above, a search of the Sacred Lands file was conducted and did not indicate the presence of a Native American Sacred Site within or in the immediate vicinity of the project site. Therefore, the project would have no impact on a tribal cultural resource that is listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k).

5.17(a.ii) (Significant Resource) Less Than Significant Impact: The City of St. Helena has not identified any tribal cultural resources and there are no known concerns associated with the proposed project impacting tribal cultural resources. The Yocha Dehe Wintun Nation Tribe requested consultation, albeit after close of the 30-day response window, and the City of Saint Helena made a good faith effort to consult by reaching out to the tribal representative via email. As of June 12, 2017, no response from the tribal representative has been received.

Ground disturbing activities will be limited to the bridge abutment pads and vegetation removal at top of bank, which is confined to a narrow area. Given the limited amount of ground disturbance associated with the proposed project it is unlikely that tribal cultural resources will be encountered. Additionally, mitigation set forth under the Cultural Resources discussion above, provides protection of cultural resources in the event of accidental discovery. Therefore, the proposed project would have less than significant impacts on Tribal Cultural Resources.

Mitigation Measures: None Required.

5.18. UTILITIES AND SERVICE SYSTEMS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable San Francisco Bay Regional Quality Control Board?	☐	☐	☐	☒
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	☐	☐	☐	☒
c) Require or result in the construction of new storm	☐	☐	☐	☒

¹⁷ Sharaya Souza, Native American Heritage Commission, letter to M-Group, May 15, 2017.

water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	☐	☐	☐	☒
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☐	☒
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	☐	☐	☒	☐
g) Comply with federal, state, and local statutes and regulations related to solid waste?	☐	☐	☒	☐

Sources: Cal Recycle, <http://www.calrecycle.ca.gov/SWFacilities/Directory/28-AA-0002/Detail/>, accessed May 11, 2017.

Utilities and Service Systems Setting:

The proposed project is located within an urbanized environment within the City of St. Helena where utility infrastructure is in place. The proposed project would not include any elements that would expand or adversely affect utility services (water, wastewater, electricity, solid waste disposal).

The project site vicinity is served by the following service providers:

- Water supply and distribution: City of St. Helena
- Wastewater collection and treatment: City of St. Helena
- Storm drainage: City of St. Helena
- Solid waste service: Upper Valley Disposal and Recycling
- Electrical and natural gas power: Pacific Gas and Electric Co.

Solid waste (including recyclable material) generated during project construction would be collected by Upper Valley Disposal and Recycling and delivered to the Clover Flat Landfill outside of Calistoga. The landfill is permitted to receive 600 tons per day and as of September 2012 had 2,870,000 cubic yards of capacity remaining.

Utilities and Service Systems Impact Discussion:

5.18(a) (Exceed Wastewater Treatment Requirements) No Impact: As a pedestrian bridge, the project does not involve any wastewater generation or discharge. There would be no change in the wastewater treatment requirements of the Regional Water Quality Control Board. The project would not exceed wastewater treatment requirements or otherwise contribute to the wastewater discharges generated by the City. Therefore there would be no impacts to wastewater from the proposed project.

5.18(b) (New On-Site Water or Wastewater Treatment Facilities) No Impact: Water for project construction would not require treatment, and any generated wastewater during construction (such as portable toilet waste) would be disposed of through existing wastewater facilities. No water or wastewater facilities would be used during the bridge post-construction. Therefore, no new or expanded water treatment facilities would be required and the project would have no impacts under this criterion.

5.18(c) (Require New Stormwater Facilities) No Impact: Existing stormwater drainage facilities would continue to be used and no expansion of existing facilities would be necessary to accommodate the proposed Las Alcobas Pedestrian Bridge. No additional runoff is anticipated as a result of construction (which would occur during the dry season and in accordance with the streambed alteration agreement) and no runoff in excess of existing conditions would occur as a result of the use and maintenance of the proposed bridge. Therefore, the project would have no impacts due to new stormwater facilities.

5.18(d) (Sufficient Water Supplies) No Impact: During construction, water would be required primarily for dust suppression and would also be used for soil compaction. Construction water volumes would be minimal and would not require new or expanded water supplies or entitlements. During project operation, no new or expanded entitlements to provide potable water would be required since there are no water demand associated with a pedestrian bridge. Therefore, the project would have no impacts to water supplies.

5.18(e) (Wastewater Treatment Capacity) No Impact: The project entails the construction of a pedestrian bridge and therefore would not affect wastewater treatment facilities. See discussion under "a." above. The would be no impacts under this criterion.

5.18(f-g) (Landfill Capacity) Less Than Significant Impact: During construction of the project, a small amount of construction waste would be generated from the removal of trees and other vegetation. At operation, the project would generate minimal solid waste disposal needs that may be accommodated by trash receptacles readily available at Las Alcobas and the Beringer tasting room. Given the limited amount of debris expected to be generated from construction and operation, the landfill has sufficient capacity to accept the construction and operation waste. Accordingly, impacts associated with construction and operation waste will be less than significant.

Mitigation Measures: None Required.

5.19. MANDATORY FINDINGS OF SIGNIFICANCE (CAL. PUB. RES. CODE §15065)

A focused or full environmental impact report for a project may be required where the project has a significant effect on the environment in any of the following conditions:

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	☐	☒	☐
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☐	☒	☐
c) Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	☒	☐

Mandatory Findings Discussion:

5.19(a) (Degrade the Environment): Less Than Significant Impact: The project is consistent with the General Plan Land Use and goals, policies and programs of the City of St. Helena. With implementation of mitigation measures set forth above under Biological Resources, Cultural Resources and Hydrology and Water Quality, the project's potential impacts would be reduced to levels below significance. As such, the project will not degrade the quality of the environment, reduce habitat, or adversely affect cultural resources. Therefore, the project will have less than significant impacts due to degradation of the environment.

5.19(b) (Cumulatively Affect the Environment) Less Than Significant Impact: The CEQA Guidelines defines cumulative impacts as "two or more individual effects which, when considered together, are considerable or which compound or increase other environmental impacts. The individual effects may be changes resulting from a single project or increase in environmental impacts. The cumulative impact from several projects is the change in the environment which results from the incremental impact of the proposed project when added to other closely related past, present, and reasonably foreseeable probable future projects. Cumulative impacts can result from individually minor but collectively significant projects taking place over a period of time" (Guidelines, Section 15355(a)(b)).

The analysis of cumulative impacts for each environmental factor can employ one of two methods to establish the effects of other past, current, and probable future projects. A lead agency may select a list of projects, including those outside the control of the agency, or, alternatively, a summary of projections. These projections may be from an adopted general plan or related planning document, or from a prior environmental document that has been adopted or certified, and these documents may describe or evaluate the regional or area-wide conditions contributing to the cumulative impact.

This Initial Study evaluates cumulative impacts using the General Plan EIR. As described in the analysis above, potential environmental impacts are expected to remain at, or be mitigated to, less than significant levels. The project does not increase the severity of any of the cumulatively considerable impacts from the levels identified and analyzed in the General Plan EIR. Therefore, the project's cumulative impacts will be less than significant.

5.19(c) (Substantial Adverse Effect on Humans) Less Than Significant Impact: As reflected in the analysis above for each environmental topic, the project does not have the potential to result in substantial adverse impacts to humans. Therefore the project will have less than significant impacts due to substantial adverse environmental effects.

6. REFERENCE DOCUMENTS

Technical Appendices

The following resources were prepared in order to further identify project specific parameters. Copies of these technical documents are incorporated herein by reference and are available for review during normal business hours at the City of St. Helena. Questions or requests to review any of the technical appendices listed below may be directed to the project planner, Lilly Bianco, at lbianco@cityofstheleena.org.

- A. Site Plans, prepared by Mark Thomas & Company, July 2016.
- B. *Riparian Habitat Restoration Plan for the Las Alcobas Bridge Project, St. Helena, Napa County, California*, prepared by Jane Valerius Environmental Consulting, October 31, 2016.
- C. *Habitat Assessment for the Las Alcobas Bridge Crossing, St. Helena, Napa County, California*, prepared by Wildlife Research Associates and Jane Valerius Environmental Consulting, September 29, 2016.
- D. *Northwest Information Center File No. 16-1591*, May 4, 2017.

Other Documents Referenced

- 1. *BAAQMD 2017 Bay Area Clean Air Plan*, prepared by the Bay Area Air Quality Management District, April 2017.
- 2. *California Department of Conservation Farmland Mapping and Monitoring Program*.
- 3. *California Environmental Quality Act Air Quality Guidelines*, prepared by the Bay Area Air Quality Management District, May 2011.
- 4. *California Scenic Highway Mapping System*, http://www.dot.ca.gov/hq/LandArch/16_livability/scenic_highways/index.htm, Accessed May 3, 2017.
- 5. *CalRecycle Central Disposal Site*, <http://www.calrecycle.ca.gov/SWFacilities/Directory/28-AA-0002/Detail/>, Accessed May 11, 2017.
- 6. City of St. Helena 1993 General Plan EIR.
- 7. City of St. Helena 1993 General Plan.
- 8. *Draft Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3)*, entered between Guneet Bajwa, project applicant, and the California Department of Fish and Wildlife.
- 9. *St. Helena Bicycle Plan*, prepared by the Napa County Transportation & Planning Agency and the City of St. Helena, January 2012.
- 10. *Highway 29 Specific Plan*, prepared by TJKM Associates and SP2 Engineering, Inc., February 22, 2005.
- 11. *University of California Museum of Paleontology, Miocene Mammal Mapping Project (MioMap)*, <http://www.ucmp.berkeley.edu/miomap/>, Accessed May 10, 2017.

7. MITIGATION MONITORING AND REPORTING PROGRAM

Mitigation Monitoring and Reporting Program

Las Alcobas Pedestrian Bridge
1915 and 2000 Main Street

Mitigation Measure	Implementing Responsibility	Monitoring Responsibility	Monitoring Schedule	Verification
<u>AIR QUALITY</u>				
AQ-1: Latest BAAQMD recommended Best Management Practices (BMPs) to control for fugitive dust and exhaust during all construction activities shall be incorporated into all demolition and construction plans to require implementation of the following (the following shall be augmented as warranted based on forthcoming BAAQMD updated recommended mitigation measures that may be in effect when onsite development is proposed in the future): 1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered three times per day using recycled water. 2. All haul trucks transporting soil, sand, or other loose material shall be covered. 3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 4. All vehicle speeds on unpaved roads shall be limited to 15 mph. 5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. 6. Idling times shall be minimized either by shutting	Project Applicant	St. Helena Planning and Building Department St. Helena City Engineer	Prior to issuance of grading permit and ongoing throughout project construction	

Mitigation Measure	Implementing Responsibility	Monitoring Responsibility	Monitoring Schedule	Verification
equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. 7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper working condition prior to operation. 8. Construction equipment staging shall occur as far as possible from existing sensitive receptors (away from the southeast property line and surrounding residences). 9. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.				
<u>BIOLOGICAL RESOURCES</u> BIO-1: The following measures shall be implemented to protect fish and wildlife resources, special-status vegetation communities, jurisdictional features, and trees. The measures below are derived from the Draft Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3), issued by the CDFW and shall be incorporated for the proposed project as follows or as otherwise directed in the Final Streambed Alteration Agreement: To compensate for impacts to 144 square feet of willow riparian, the non-native, weedy understory plants from a 216 square foot area along each bank	Project Applicant Project Biologist	St. Helena Planning and Building Department California Department of Fish and Wildlife	Prior to construction activities Ongoing throughout project construction	

Mitigation Measure	Implementing Responsibility	Monitoring Responsibility	Monitoring Schedule	Verification
of York Creek for a total of 432 square feet shall be removed and seeded in a native grass seed mix, for a total of 20 pounds of pure live seed per acre. At a minimum, eight riparian trees shall be planted to compensate for the removal of eight trees from the project area, and a minimum of 15 riparian shrubs shall be planted. • If grading, excavation or other project-related activities are scheduled during the typical nesting season of protected raptors and migratory birds (typically February 1 to August 31), a focused survey for active nests of such birds shall be conducted by a Qualified Biologist within 15 days prior to the beginning of Project-related activities. • Prior to work commencing, the project area shall be surveyed for indications of bat habitat by a qualified bat biologist. If bats are found, work shall cease. Bats shall not be disturbed without specific notice to and consultation with CDFW. • Within 48 hours prior to construction, a CDFW approved Qualified Biologist shall survey the project area at the appropriate time of day for presence of special-status species that may be present. • If special-status species or listed species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity. • Erosion control measures shall be utilized throughout all phases of operation where sediment runoff from exposed slopes threatens to enter jurisdictional waters. Erosion control measures, such as, silt fences, straw hay bales, gravel or rock lined ditches, water check bars, and broadcasted straw shall be used where ever sediment has the potential to leave the work site and enter the stream.				

Mitigation Measure	Implementing Responsibility	Monitoring Responsibility	Monitoring Schedule	Verification
<u>CULTURAL RESOURCES</u>				
CUL-1: If during the course of ground disturbing activities, including, but not limited to excavation, grading and construction, a potentially significant prehistoric or historic resource is encountered, all work within a 100 foot radius of the find (or as otherwise directed by a qualified archeologist) shall be suspended for a time deemed sufficient for a qualified and city-approved archeologist to adequately evaluate and determine significance of the discovered resource, confer with tribal representative, as appropriate, and provide treatment recommendations. Should a significant cultural resource be identified, a qualified archaeologist shall prepare a resource mitigation plan and monitoring program to be carried out during all construction activities.	Project Applicant	St. Helena Planning and Building Department	Ongoing throughout project construction	
CUL-2: In the event that paleontological resources, including individual fossils or assemblages of fossils, are encountered during construction activities all ground disturbing activities shall halt and a qualified paleontologist shall be procured to evaluate the discovery and make treatment recommendations.	Project Applicant	St. Helena Planning and Building Department	Ongoing throughout project construction	
<u>HYDROLOGY AND WATER QUALITY</u>				
HYDRO-1: In order to protect water quality of York Creek and downstream waterways, the following shall be implemented during all construction and restoration activities: - Activities shall occur during the dry season from June 15 through October 15. - No phase of the project may be started if that phase and its associated erosion control measures cannot be completed prior to the onset of a storm event if that construction phase may cause the introduction of sediments into the stream. - No construction materials or debris shall be	Project Applicant	St. Helena Planning and Building Department	Ongoing throughout project construction	

Mitigation Measure	Implementing Responsibility	Monitoring Responsibility	Monitoring Schedule	Verification
discharged directly to York Creek. 4. All construction equipment and stockpiles shall be staged outside of the riparian corridor. 5. Construction equipment shall be maintained and fueled offsite in designated staging areas only. 6. Equipment and materials for cleanup of spills shall be available on site and spills and leaks shall be cleaned up immediately and disposed of properly. 7. Sediment controls such as straw mulch, silt fences, sediment basins or traps and/or other measures shall be employed during active ground disturbance. Materials shall consist of natural fiber that biodegrade overtime. No plastics or non-porous materials shall be used for erosion control purposes. 8. No stockpiled soils shall remain exposed and unworked for more than 30 days. 9. Tracking dirt or other materials offsite shall be avoided and offsite paved areas and sidewalks/pavement shall be cleaned regularly using dry sweeping methods. 10. All exposed/disturbed areas and access points within the stream zone left barren of vegetation as a result of the construction activities shall be restored by seeding with a blend of native erosion control grass seed. Seeded areas shall be mulched. Revegetation shall be completed as soon as possible after construction activities in those areas cease. Seeding placed after October 15 must be covered with broadcast straw, jute netting, coconut fiber blanket or similar erosion control blanket.				

ATTACHMENT 6

RESPONSE TO COMMENTS ON CITY OF ST. HELENA LAS ALCOBAS PEDESTRIAN BRIDGE PUBLIC DRAFT INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

This document provides a response to comments received on the Public Draft Initial Study/Mitigated Negative Declaration (IS/MND) for the Las Alcobas Pedestrian Bridge Project. These responses address comments raised by the California Department of Fish and Wildlife (CDFW) in their letter dated July 6, 2017. This response to comments document along with the Draft IS/MND constitutes the Final IS/MND.

In accordance with the California Environmental Quality Act (CEQA) of 1970 (as amended) (California Public Resources Code 21000 et. seq.), the IS/MND was circulated for a 30-day public review period from June 19, 2017 to July 19, 2017. One (1) comment letter was received on the IS/MND. No comment letters were received outside of the public comment period. As explained herein, in light of the whole record, the City of St. Helena finds that all potentially significant impacts have been adequately addressed in the IS/MND and this Response to Comments.

CEQA Guidelines Section 15074 identifies the responsibilities of the Lead Agency when considering the adoption of a Negative Declaration or Mitigated Negative Declaration:

- Any advisory body of a public agency making a recommendation to the decision-making body shall consider the proposed negative declaration or mitigated negative declaration before making its recommendation.
- Prior to approving a project, the decision-making body of the lead agency shall consider the proposed negative declaration or mitigated negative declaration together with any comments received during the public review process. The decision-making body shall adopt the proposed negative declaration or mitigated negative declaration only if it finds on the basis of the whole record before it (including the initial study and any comments received), that there is no substantial evidence¹ that the project will have a significant effect on the environment and that the negative declaration or mitigated negative declaration reflects the lead agency's independent judgment and analysis.

Consistent with CEQA requirements, the City of St. Helena has reviewed and considered all comments received on the IS/MND. CEQA does not require the lead agency to prepare a response to public comments received on a Negative Declaration or Mitigated Negative Declaration.

¹ "Substantial evidence" includes facts, fact-related reasonable assumptions, and expert opinions based on facts. It does not include arguments, speculation, unsubstantiated opinion or narrative, clearly inaccurate or erroneous evidence, or socioeconomic impacts not related to the physical environment. (Pub. Res. Code Secs. 21080(e), 21082.2(c); Guidelines § 15384).

Nevertheless, the City of St. Helena has prepared this document to fully disclose all public and agency comments received and to provide responses to those comments.

COMMENTS RECEIVED

One comment letter from the California Department of Fish and Wildlife (CDFW) was received on July 6, 2017 (see Appendix A). CDFW commented on the conservation status of the foothill yellow-legged frog. CDFW commented that the IS/MND states that foothill yellow-legged frog is a state and federal species of special concern. CDFW concurs with this designation, but states in the letter that the Fish and Game Commission recently voted to advance the foothill yellow-legged frog to candidacy status under the California Endangered Species Act (CESA). CDFW states that once the species officially becomes a candidate (which could happen by the end of this summer), it will then receive the same protections of listed species. CDFW recommends updating the environmental document to reflect this new information.

RESPONSE TO COMMENTS

As stated on pages 5-6 of the IS/MND, the project applicant, Guneet Bajwa, has applied for a Streambed Alteration Agreement (Notification No. 1600-2016-0346-R3) with the CDFW. The draft Streambed Alteration Agreement (January 23, 2017) identifies measures to be implemented by the applicant to avoid or minimize adverse impacts to fish and wildlife resources that may be present within the York Creek riparian corridor, including the foothill yellow-legged frog (*Rana boylei*). The following avoidance and minimization measures from the Streambed Alteration Agreement would be applicable to the foothill yellow-legged frog:

1. Confine work within the stream/riparian corridor to the period June 15 to October 15. (Revegetation work using hand tools is not confined to this time period.)
2. Avoid work in the portion of the streambed where flowing water is present or anticipated.
3. Provide training sessions for work personnel to identify any sensitive species which may be in the area.
4. Establish temporary construction fencing or flagging to identify the agreed limits of disturbance within the stream area.
5. Place bridge at sufficient height above the stream to allow maximum flows and debris generated during a 100-year storm to pass beneath unrestricted.
6. Locate bridge abutments outside the stream banks.
7. Install scour protection materials so that they are properly aligned within the channel and otherwise engineered, installed and maintained, to assure resistance to washout, and erosion of

the stream bed, stream banks and/or fill.

8. Survey the project area by a qualified biologist for presence of special-status species that may be present within 48 hours prior to construction.
9. Suspend work and notify CDFW if special-status species or listed species encountered during project construction.
10. Visually check all sections of construction materials for the presence of wildlife sheltering within them prior to the pipe sections being placed and attached together, or have the ends capped while stored on site so as to prevent wildlife from entering.
11. At the end of each work day, an escape ramp shall be placed at each end of any constructed open trench to allow animals that may have become entrapped in the trench to climb out overnight.

As stated under bulleted item number 8 above, the project area will be surveyed by a qualified biologist for the presence of any special-status species that may be present within 48 hours prior to construction. Additionally, as described under bulleted item number 9 above, work will be suspended and CDFW notified if special-status or listed species are encountered during project construction. As such, while the status of the foothill yellow-legged frog is in the process of changing, CDFW will be notified if any foothill yellow-legged frog are found within the construction site. If “take” or adverse impacts to foothill yellow-legged frog cannot be avoided, the project may be subject to a California Endangered Species Act (CESA) permit and CDFW may impose additional mitigation measures to protect the foothill yellow-legged frog.

The Habitat Assessment dated September 29, 2016, prepared by Wildlife Research Associates and Jane Valerius Environmental Consulting, and page 28 of the IS/MND identify the foothill yellow-legged frog as a special-status species that could be adversely impacted by construction activities if present. As required by Mitigation Measure BIO-1, preconstruction surveys shall be conducted for special-status species as stipulated in the Draft Streambed Alteration Agreement. If such species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity. As stated in the IS/MND, implementation of BIO-1 would reduce potential impacts to special-status wildlife species, including the foothill yellow-legged frog, to less-than-significant levels.

The IS/MND has been revised to incorporate the new information regarding the California Fish and Game Commission’s recent vote to advance the foothill yellow-legged frog to candidacy status (see Revisions to the IS/MND below).

REVISIONS TO THE IS/MND

In an effort to respond to comments raised, the following revisions have been incorporated into the IS/MND. New text is indicated in underline and text to be deleted is reflected by a ~~strike through~~. Text changes are presented in the page order in which they appear in the IS/MND.

In response to the CDFW comment letter, the last paragraph on page 28 of the IS/MND has been revised as follows:

The Foothill yellow-legged frog (*Rana boylei*) is a Federal and State Species of Concern. On June 21, 2017, the California Fish and Game Commission accepted for consideration the petition submitted by the Center for Biological Diversity to list the Foothill yellow-legged frog as threatened under the California Endangered Species Act. Based on that finding and the acceptance of the petition, the Commission also provided notice that the foothill yellow-legged frog is a candidate species as defined by Section 2068 of the Fish and Game Code. Within one year of the date of publication of the notice of findings, CDFW will submit a written report, pursuant to Section 2074.6 of the Fish and Game Code, indicating whether the petitioned action is warranted. This native frog ranges in size between 1.5 to 3.5 inches in length. This species typically inhabits rocky streams, preferring streams that are perennial than intermittent, but have been reported from intermittent streams. No protocol level surveys were conducted for this species as part of the habitat assessment. The closest reported sighting is in Sulphur Creek.

In response to the CDFW comment letter, the fifth paragraph on page 26 of the IS/MND has been revised as follows:

The potential adverse effects the project could have on the fish or wildlife resources identified above include: change in contour of channel, floodplain or bank (if modified); loss of natural riparian substrate and vegetation; loss of bank stability; increase of bank erosion; soil compaction or other disturbance to soil layer; disruption to nesting birds and other wildlife; and/or mortality of individuals. Loss of habitat, wildlife disruption, and mortality of individuals would be considered a potentially significant impact. As required by Mitigation Measure BIO-1, preconstruction surveys will be conducted for nesting birds and special-status wildlife species as stipulated in the Draft Streambed Alteration Agreement. If special-status species or listed species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity. If “take” or adverse impacts to species of wildlife designated by the California Fish and Game Commission as endangered, threatened, or candidate cannot be avoided, the project may be subject to a California Endangered Species Act (CESA) permit. With implementation of BIO-1, potential impacts to special-status wildlife species would be reduced to less than significant levels.

In response to the CDFW comment letter, the fifth bullet of Mitigation Measure BIO-1 on page 27 of the IS/MND has been revised as follows:

- If special-status species or listed species are encountered during project construction, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity. If “take” or adverse impacts to species of wildlife designated by the California Fish and Game Commission as endangered, threatened, or candidate cannot be avoided, the project may be subject to a California Endangered Species Act (CESA) permit.

SUMMARY

The City of St. Helena has carefully reviewed the information developed through the response to comments process and determined that the project does not meet any of the conditions under CEQA Section 15073.5. Therefore, the recirculation of a revised IS/MND or the preparation of an Environmental Impact Report (EIR) is not required. Consistent with the CEQA Guidelines, the added information clarifies the information and analyses in the IS/MND.

The City of St. Helena will consider the revisions to the IS/MND, together with this Response to Comments document, prior to adopting the IS/MND.

ATTACHMENTS

The following materials are attached for reference.

- A. Comment Letter from California Department of Fish and Wildlife

From: Allen, Garrett@Wildlife
To: [Lilly Bianco](#)
Subject: CDFW Comment on the Following Environmental Document: SCH#20170622045 Las Alcobas Pedestrian Bridge
Date: Thursday, July 06, 2017 3:45:27 PM

Hi Lilly,

Thank you for submitting the Mitigated Negative Declaration for the subject project to CDFW for our review.

CDFW would like to comment on the conservation status of the foothill yellow-legged frog (FYLF).

In the document, it states that FYLF is a state and federal species of special concern. While this is currently the case, the Fish and Game Commission recently voted to advance the FYLF to candidacy status. What this means is that once the species officially becomes a candidate (which could happen by the end of this summer), it will then receive the same protections of listed species. I can notify you when the species officially becomes a candidate.

If “take” or adverse impacts to a listed species (including species that are candidates for listing) under the California Endangered Species Act (CESA) cannot be avoided either during Project activities or over the life of the Project, please be advised that a CESA permit must be obtained (pursuant to Fish and Game Code Section 2080 *et seq.*). Issuance of a CESA permit is subject to CEQA documentation; therefore, the CEQA document should specify impacts, mitigation measures, and a mitigation monitoring and reporting program. If the proposed Project will impact any CESA-listed species, early consultation is encouraged, as significant modification to the Project and mitigation measures may be required in order to obtain a CESA permit. More information on the CESA permitting process can be found on the CDFW website at: <https://www.wildlife.ca.gov/Conservation/CESA>.

CDFW recommends updating the environmental document to reflect this new information.

Thank you!

Regards,
Garrett Allen
Environmental Scientist, CDFW
Bay Delta Region
Office: (707) 944-5565

PUBLIC HEARING STAFF REPORT



DATE: March 27, 2012
(Continued from February 28, 2012)

TO: City Council

FROM: Shelley Mills, Associate Planner
Greg Desmond, Interim Planning Director

2011-65: Request of **JEFF REDDING, AICP** representing **GRANDVIEW HOTEL INVESTORS, LLC** for **DESIGN REVIEW, DEMOLITION PERMIT, & USE PERMIT AMENDMENT** to a previously approved Use Permit (2010-19) for the Grandview Hotel to include the following:

1. Demolition of three non-historic buildings – Pine, Palm and Walnut and replace with hotel rooms and accessory buildings. The Palm building will contain 12 guest rooms on the second floor and storage on the first floor. The Pine building will contain 24 guest rooms and the Walnut building to be replaced with a 3,500 square foot meeting & conference room and a 3,500 square foot spa/fitness center. (A 1,178 square foot spa was previously approved in 2006.);
2. Expansion of the Laurel building to include 16 guest rooms (10 rooms previously approved in the Laurel building in 2006);
3. Construction of a new 40-seat restaurant within the Acacia House to serve the guests and public along with a request for an increase to the Regulated Food and Beverage Establishments Inventory;
4. Demolition of the Oak & Redwood buildings for the relocation of the parking into this area along the south property line.

The total number of 57 hotel rooms as previously approved will not change. The property is located at 1915 Main Street and is zoned Service Commercial with a Historic Preservation overlay. (CEQA: Prior Negative Declaration Adequate) (APN 009-490-009)

Location of Property: 1915 Main Street

APN: 009-490-009

General Plan: Service Commercial

Zoning: SC:HP: Service Commercial with Historic Preservation Overlay

Applicant: Jeff Redding, AICP

PHONE: (707) 815-0733

Property Owner: Grandview Hotel Investors, LLC

PHONE: (707) 429-6000 x104

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 1 of 11

Project Summary:

Grandview Hotel Investors, LLC has recently acquired the Grandview property located at 1915 Main Street. The applicant submitted a request for an amendment to the previously approved Use Permit (2010-19) to better conform to their business objectives.

The current entitlements allow for the conversion and renovation of the historic Acacia House and adjacent buildings to accommodate 57 hotel rooms. While the number of total rooms on the site (57) will not change, the owners are proposing to remove non-historic buildings beyond what was approved in 2010.

The historic Acacia House will be renovated and converted to five guest rooms, restaurant, reception area and space for business operations. A change to the project includes the expansion of the Regulated Food & Beverage Inventory to include a 40-seat restaurant within the Acacia House that will be used by both guests and the public.

Other changes include:

- Palm Building – A two-story replacement for the Palm building will contain 12 guest rooms on the upper floor with storage functions located on the lower floor. The replacement building will be located in the same footprint of the existing building;
- Pine Building – A three-story replacement for the Pine building will contain 24 guest rooms;
- Walnut building - A 3,500 square foot meeting & conference room and a 3,500 square foot spa/fitness Center;
- New Laurel Building - Approved in 2006 for 10 rooms and will expand to 16 guest rooms;
- Demolition of the Oak & Redwood buildings for the relocation of the parking into this area along the south property line; and
- A new 40-seat restaurant to serve the guests and public along with a request for an increase to the Regulated Food and Beverage Establishments Inventory.

The replacement buildings have been designed and sited to complement but not compete with the historic Acacia House. Each guest room will have views of the Beringer Vineyards beyond the west property line and will have access to a private balcony or deck. A new swimming pool and spa will be located between the two new buildings and will include rest rooms and bar area.

Rather than distributing the parking throughout the site as originally proposed, the revised site plan includes the parking in one area along the south property line. Valet parking for both hotel and restaurant guests will be available 24 hours per day. Arriving guests will be dropped off at the porte-cochere with valets relocating the vehicles to the south side parking area.

The proposed 67 parking spaces include two ADA compliant parking spaces. This meets the parking requirements, consistent with the code requirement of one space per hotel room (57) and one space for each four seats (40 seats=10 spaces) for a restaurant, totaling 67 parking spaces. All other on-site and off-site improvements remain unchanged from the prior project.

Project Background:

The Grandview property consists of several buildings constructed over the last 100 + years. The Acacia House was originally constructed at the turn of the 20th century as an estate home and was converted into a country inn in 1911. Subsequent to that the property had many uses, but was most recently apartments.

In 1993 the General Plan designation was changed Low Density Residential to Medium Density Residential and the zoning became MR: Medium Density Residential. The MR zoning designation allows for to 16 dwelling units per acre The parcel size has now been confirmed at 3.38 acres, which would allow as many as 54 residential units on the property.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 2 of 11

In 2006 the General Plan designation was changed from Medium Density Residential to Service Commercial. It was rezoned to SC: Service Commercial with a PD: Planned Development Overlay to allow for a 35-room country inn with 22 affordable residential units on site. The HP: Historic Preservation Overlay was also added to preserve the historic character of the Acacia House and landscaped gardens.

The project approved in 2010 allowed for a revision to the 2006 Use Permit project to include an increase of the number of hotel rooms from 35 to 57; to replace the requirement to have 22 affordable units with a mitigation measure for a monetary contribution of \$750,000 to the affordable housing trust fund; to increase the number of guests allowed at events to 100; establishment of beer, wine and food service normally associated with bed and breakfast inns and catered foods for events; and to rezone the property from Service Commercial/Historic Preservation/Planned Development to Service Commercial/Historic Preservation.

Planning Commission Review:

The City Council has the sole authority to increase the Eating and Drinking Establishments Inventory, and therefore, all actions are recommendations to the City Council. The Planning Commission reviewed this project at their February 7, 2012 meeting. The Commission recommended approval of the project by a unanimous vote of 4-0, with Commissioner Pitts abstaining, as follows:

1. Recommend that the City Council determine that the prior Negative Declaration adopted for the project is adequate pursuant to Section 15162 of the CEQA Guidelines which states that where a Negative Declaration has been prepared, no additional CEQA review is required unless there are substantial changes to the project.
2. Recommend that the City Council approve, modify or deny a request to increase the Regulated Food and Beverage Establishments Inventory to 35 restaurants and a Use Permit Amendment for establishment of a new 40-seat restaurant within the Grandview Hotel.
3. Recommend that the City Council approve, modify or deny a request for a Demolition Permit to demolish the non-historic Pine, Palm & Walnut buildings to be replaced with hotel rooms, spa & meeting rooms and to demolish the non-historic Oak & Redwood buildings for the relocation of the parking to this area.
4. Recommend that the City Council approve, modify or deny a request for Design Review for the new replacement Palm, Pine and Walnut buildings, and a new Laurel Building to be utilized for hotel rooms and a new 3,500 square foot Meeting/Conference Room and a 3,500 square foot Spa/Fitness Center.

Analysis: General Plan:

The General Plan designation of the property was changed from Medium Density Residential to Service Commercial in 2006. No changes are requested to the General Plan designation.

The Service Commercial designation provides for service and retail uses, restaurants, service stations, motels, public and quasi-public uses and similar and compatible uses. The designation is intended primarily for service and retail uses that are automobile-oriented or whose operational characteristics and space needs are not considered appropriate for the Central Business district. The intent is for the SC district to be primarily local resident-serving in character. Strictly tourist-serving retail uses are prohibited within this designation.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 3 of 11

Analysis: Zoning:

The zoning of the property is SC: Service Commercial with a HP: Historic Preservation overlay. Hotels and motels are a conditional (use permit) use in the SC zoning district. Zoning Code Section 17.52.030 Conditional uses, states that:

Note: The city has established a limit on the number of eating and drinking establishments within such establishments as listed in the regulated food and beverage establishments' inventory. This inventory may be amended by action of the city council.

Pursuant to Zoning Code Section 17.08.100 Concurrent permit/approval processing—multiple jurisdiction, the following provisions shall apply to multiple permit/approval processing and actions by decision-making bodies:

B. When more than one permit or other discretionary approval is required and authority rests with both the planning commission and city council, the final action on all discretionary permits or other approvals shall be taken by the city council. In such cases the planning commission's actions shall consist of recommendations to the city council.

Zoning Code Section 17.48.090 identifies the standards applicable to food and beverage establishments. All uses are subject to a use permit to allow the Planning Commission to consider issues associated with water use, sewer generation, traffic, noise and circulation. The project site is located in an area that allows for a variety of retail and service uses, including food and beverage uses, and therefore through the application of conditions limiting the generation of water use, wastewater generation and similar issues, the project complies with the City's Zoning requirements.

Pursuant to Zoning Code Section 17.48.060, "Formula Restaurants" are prohibited. A formula restaurant means a restaurant devoted to the preparation and offering of food and beverage for sale to the public for consumption either on or off the premises and which is required by contractual or other arrangement to offer any of the following: standardized menus, ingredients, food preparation, décor, uniforms, architecture, or similar standardized features.

The proposed hotel restaurant will not be a formula restaurant. It is not part of any chain and there are no contractual requirements for standardized menus or décor. The restaurant will be designed to create an ambience that fits within the City of St. Helena and the Grandview Hotel.

Analysis: CEQA

A Mitigated Negative Declaration was adopted for the project in 2010 (Resolution No. 2010-88). Section 15162 of the CEQA Guidelines stipulates that where a Negative Declaration or EIR has been prepared, no additional CEQA review is required unless there are substantial changes to the project.

Staff has determined that the prior Mitigated Negative Declaration is an adequate analysis of the potential impacts of the construction of the previously approved 57 guest rooms on the subject site. Staff has incorporated all mitigation measures from the previous approval into the current project.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 4 of 11

Analysis: Use Permit Amendment

The Planning Commission makes the following Use Permit findings pursuant to Municipal Code Section 17.168.050 to support the motion to approve the Use Permit:

1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
8. That the proposed use would not be in conflict with the City's General Plan.
9. That the proposed use would not be injurious to public health, safety, or welfare.
10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees, business owners and customers is available.
12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

Restaurant

The number of restaurants within St. Helena is established by the Regulated Food and Beverage Establishments Inventory. The inventory can only be amended by the City Council. The inventory is currently at 34 restaurants. To approve the restaurant, the council will need to increase the cap from 34 to 35. The proposed hotel restaurant will be open to guests as well as the public.

Access/Parking

All required public frontage and street improvements shall be designed and built in accordance with an approval by Caltrans in cooperation with the City of St. Helena Public Works Department.

The City's Zoning Ordinance regulates development pertaining to on-site parking, loading and bicycle facilities by specific land use district. For projects containing 57 inn rooms (considering guests and employees), 57 parking spaces are required to address anticipated demand (1 per guest unit). The new proposed 40-seat restaurant requires 10 parking spaces (1 per 4 seats) for a total of 67 parking spaces. The 2012 project design includes the 67 spaces on-site and satisfies the requirements for required parking.

Traffic

The proposed addition of a 40-seat restaurant is the only change to the project approved by City Council in 2010 that would impact traffic. The proposed restaurant will be open to both the public and hotel guests, however, it is anticipated that primarily hotel guests will use the restaurant. Thus, the predominant traffic impacts associated with the restaurant are already accounted for in the trips attributed to the hotel guests.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 5 of 11

The restaurant is expected to generate an additional 2-3 trips during the peak hour period based upon a trip generation rate established by the ITE and assuming 30% restaurant use by non-hotel guests. It is anticipated that the trip generation will be less given the fact that non-hotel guest will access the property by foot rather than a vehicle. In addition, restaurant hours are not expected to coincide with peak hour conditions on Main Street.

The potential trips generated by the non-hotel guests will have negligible impacts on the levels of service of Main Street. According to the recently adopted Napa County General Plan EIR, the LOS on Main Street with adoption of the preferred plan alternative and the mitigation measures included in the EIR is projected to degrade from LOS D to LOS F during the evening peak hour at the identified intersection closed to the Pratt Avenue/Main Street intersection. According to Caltrans data on traffic volumes, peak hour volume on Main Street at the intersection nearest to the project site is greater than 1200 vehicles. Thus, the additional trips expected to be generated by non-hotel guests to restaurant represent far less than a 1% increase, a negligible impact.

Water Conservation

The 2010 project entitlements included a requirement that prior to issuance of building permits, the owner/applicant shall be required to enter into a new Water Use Agreement with the City of St. Helena which limits water use at the property to 65 gallons of water per room per day (approximately 3,705 gallons per day). The property shall utilize well water from an existing well for all landscape irrigation.

The applicant's engineer submitted a water use report to determine if the previously approved project with the addition of the 40-seat restaurant will continue to be within the maximum allowable water usage for the project. Because of the many variables expected in hotel operations, it is difficult to conclude the absolute values for municipal water usage. As shown in the calculations in the report dated December 16, 2011 by Chaudhary & Associates, the estimated municipal water usage is 3,671 gal/day or approximately 1,339,915 gal/yr which is within the allowable project water usage.

Biology

Pacific Tree Care submitted an arborist report regarding removal and protection of trees. To ensure that those trees remaining on the site are protected during construction and allowed to mature into the future, mitigation measures shall be applied requiring compliance with the Arborist's report for all site work.

The replacement Palm building will be located in the same footprint as the existing building. Any modifications to the bank of York Creek shall require submission of plans for review and approval by the City Engineer and the California Department of Fish and Game, and where required by the Army Corps of Engineers.

Analysis: Design Review

The purpose of Design Review is to, among other things, promote the qualities that bring value to the community and foster attractiveness and functional utility of the community as a place to live and work. Zoning Ordinance Section 17.164.030 establishes the design criteria under which applications should be considered.

The purpose of Design Review is:

1. *To promote those qualities in the environment which bring value to the community.*
2. *To foster the attractiveness & functional utility of the community as a place to live and work.*
3. *To preserve the character & quality of our heritage by maintaining the integrity of those areas which have a discernible character or are of special historic significance.*
4. *To protect certain public investments in the area.*

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 6 of 11

5. *To encourage where appropriate, a mix of uses within permissible use zones.*
6. *To raise the level of community expectations for the quality of its environment.*

The following design criteria should be considered by the Planning Commission in review of this application (Zoning Ordinance Section 17.164.030):

1. *Consistency and compatibility with applicable elements of the general plan;*
2. *Compatibility of design with the immediate environment of the site;*
3. *Relationship of the design to the site;*
4. *Determination that the design is compatible in areas considered by the board as having a unified design or historical character;*
5. *Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;*
6. *Compatibility with future construction both on and off the site;*
7. *Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;*
8. *Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;*
9. *Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;*
10. *Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;*
11. *Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;*
12. *Whether natural features are appropriately preserved and integrated with the project;*
13. *Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;*
14. *In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;*
15. *Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;*
16. *Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;*
17. *Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.*

Green Building

The adopted 2009 Housing Element of the General Plan includes Goal 5, Resource Conservation and policies to *Encourage alternative energy sources and Encourage energy and resource conservation. The City has adopted the California Green Building Standards (Municipal Code Chapter 15.53), the State's new Energy Efficiency Standards to ensure that new construction in the City meet or exceed these standards.*

A condition of approval requires compliance with Municipal Code Chapter 15.53, California Green Building Standards Code, known as the California Code of Regulations, Title 24, Part 11, with amendments set forth in Section 15.53.020 as adopted on January 1, 2011.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 7 of 11

Historic Resources

Napa County Landmarks has reviewed the Grandview Hotel project previously and, therefore, focused their recent review on the current proposed changes which include a restaurant addition to the main historic building, the removal of non-historic structures replaced with new structures and the proposal for a new large structure behind the existing historic building. They believe that St. Helena has an interest in preserving the integrity of its historic resources and should advocate for their historically rich environment. On February 1, 2012, Napa County Landmarks provided the following general comments on the project:

- That the entire project shall adhere to the Secretary of Interior Standards;
- That the historic windows in the Acacia House shall be retained and repaired; and
- That any new additions or buildings be mindful, respectful of their historic setting and environment; that appropriate architectural proportions with attention to scale and intensity of use be considered.

Design

The current entitlements allow for the conversion and renovation of the site containing the historic Acacia House and adjacent buildings to accommodate 57 hotel rooms. While the number of total rooms on the site (57) will not change, the owners are proposing to remove additional, non-historic buildings beyond what was approved in 2010.

The historic Acacia House will be renovated and converted to five guest rooms, restaurant, reception area and space for business operations. A change to the project includes the expansion of the Regulated Food & Beverage Inventory to include a 40-seat restaurant within the Acacia House that will be used by both guests and the public.

The proposal includes new buildings to replace the remaining non-historic buildings that were previously to be reconstructed as part of the project analyzed by ARG in 2005. The new buildings proposed as part of this project are, by their design and materials, clearly distinguishable from the materials and style of the historic Acacia House. This is a key goal of The Secretary of Interior's Guidelines for the rehabilitation and construction of historic properties. In addition, the new buildings are set far enough away from the Acacia House so as not to compete with it in terms of materials, scale and proportionality. The buildings that are closer to the Acacia House (meeting room and spa) are single story in height and are subordinate in scale to the Acacia House. The use of materials and architectural style is comparable to the other new buildings proposed for the site. As recommended by ARG, the elevator tower required to comply with ADA requirements is will be fitted with horizontal siding to distinguish it from the historic fabric of the Acacia House, yet is sympathetic with the wood shingles. Key features of the site will also be preserved as follows:

- The fieldstone wall along Main Street will be reconstructed using existing materials following the installation of the new driveway entrance that will align with Pratt Avenue as required by the City;
- The majority of specimen trees including palms and redwood are retained under both the approved project and the proposed revision;
- The fieldstone entrance piers and historic bubbler are preserved and incorporated into the proposed project design; and
- The sloped and landscaped front yard between the driveway and Main Street frontage is retained under the proposed project design.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 8 of 11

The table below compares the 2010 approved project to the new proposed project:

Uses/Specification	2010 Approval	2011 Revision	Remarks
Building Area	35,686 +/- s.f.	38,186 +/- s.f.	
Building Stories	Per approved plans	Acacia House—3 stories Pine—3 stories Laurel—3 stories Palm—1 story each	Acacia House - 5 guest rooms Pine – 24 guest rooms Laurel - 16 guest rooms Palm – 1 story, 12 guest rooms
Guest Rooms	57	57	
Food Service	Yes	Yes	2010 permit allowed for beer and wine, food service normally associated with bed and breakfast inns and catered foods for events (condition #33); Proposal would include a 760 s.f. restaurant area within the Acacia house to be open to both guests and public
Spa	Yes	Yes	The approved project included a spa on the 3 rd floor of the Acacia House. The revised plan includes a similar use but in a stand-alone 3,500 s.f. building. The proposed spa will be used by guests of the inn.
Meeting Room	No	Yes	The proposed project includes a 3500 +/- s.f. stand-alone meeting room building. Use of the meeting facilities will be by guests of the inn.
Parking	65 spaces provided	67 spaces provided	Parking under the proposed project will be valet-parking
Water Use	3,705 gpd	Per approved water use agreement	See attached water study dated December 15, 2011 prepared by Chaudhary & Associates

Landscaping

A revised landscape plan is included that conforms to the site plan submitted on November 18, 2011. Pacific Tree Care submitted an arborist report regarding removal and protection of trees. To ensure that those trees remaining on the site are protected during construction and allowed to mature into the future, mitigation measures shall be applied requiring compliance with the Arborist's report for all site work. The majority of specimen trees including palms and redwood are retained under both the previously approved project and the proposed revision and the sloped and landscaped front yard between the driveway and Main Street frontage is retained under the proposed project design. All landscape irrigation will be served via the existing on-site well.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 9 of 11

Analysis: Demolition Permit

Zoning Code Section 17.164.050(E) implements the policy direction provided in the General Plan. As provided in this section, no permit authorizing the demolition of any building within any zoning district shall be issued until approved by the Planning Commission in accordance with the following findings:

1. *That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.*
2. *That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood.*

Staff reviewed the application for pertinent information contained in the City's 1978 Historic Resources Inventory and 2006 directory of properties in the Historic Resources Inventory for Napa County. The Acacia House is listed on the Napa County Historic Resources Inventory and was identified as eligible for listing on the National Register.

According to the 2005 ARG historic assessment, only the Acacia House is a historic building eligible for listing as a historic resource on either the state or federal register. The remaining buildings are not eligible for listing and thus their removal would not adversely affect the historic integrity of the Acacia House, or its ability to be listed on either the state or federal register when compared to the approved project. Key historic features of the site as identified by ARG (fieldstone wall along main street; fieldstone entrance piers; historic bubbler; matures trees; and sloped and landscaped front yard with green lawn area) are largely preserved by the current project design.

The 1912 hotel annex on the grounds (Walnut Cottage) does not appear to be eligible for the National or California Registers because it does not retain sufficient integrity to its original construction. The windows of this building, which were originally wood, have all been replaced with vinyl window frames and sashes. This alteration has significantly changed the building's character. The apartment buildings and Maintenance Building, which were constructed in the 1950s and 1970s, do not possess the exceptional significance required to qualify for the National or California Registers.

The attached photographs, provided as part of the application submittal materials, show the existing structure on the site. There is no evidence to support that these are historic structures or contain historic elements. Therefore, staff believes that the findings (identified above) can be made by the Planning Commission supporting demolition of the existing structures.

Before Demolition Permit issuance, the applicant shall be required to submit a construction waste management plan that complies with Section 5.408 of the California Green Building Code. To reduce demolition debris, and to the extent practicable, reusable materials shall be recycled through a deconstruction service.

Staff Comments/Recommendation

The proposal to convert the existing property to its previous use as an inn, to include restoration of the historic Acacia House and the landscaped gardens, represents a significant benefit of the project. The proposal is also consistent with the General Plan, Zoning Ordinance, and with the Secretary of the Interior's Standards for Rehabilitation.

The project approved in 2010 did allow for establishment of beer, wine and food service normally associated with bed and breakfast inns and catered foods for events. The only change to the project approved by City Council in 2010 is that the restaurant will be open to both the public and hotel guests, however, it is anticipated that primarily hotel guests (70%) will use the restaurant.

Grandview Hotel 2011-65
1915 Main Street
March 27, 2012
Page 10 of 11

Staff has incorporated all pertinent conditions from the previous approval into the current project. Staff has determined that the required findings can be made, and therefore, staff recommends approval subject to the draft conditions as attached herein.

Recommended City Council Action

1. Determination that the prior Negative Declaration adopted for the project is adequate pursuant to Section 15162 of the CEQA Guidelines which states that where a Negative Declaration has been prepared, no additional CEQA review is required unless there are substantial changes to the project.
2. Approve a request to increase the Regulated Food and Beverage Establishments Inventory to 35 restaurants and a Use Permit Amendment for establishment of a new 40-seat restaurant within the Grandview Hotel.
3. Approve a request for a Demolition Permit to demolish the non-historic Pine, Palm & Walnut buildings to be replaced with hotel rooms, spa & meeting rooms and to demolish the non-historic Oak & Redwood buildings for the relocation of the parking to this area.
4. Approve a request for Design Review for the new replacement Palm, Pine and Walnut buildings and a new Laurel Building to be utilized for hotel rooms and a new 3,500 square foot Meeting/Conference Room and a 3,500 square foot Spa/Fitness Center.

Attachments:

Draft Resolution
 Location Map
 Proposal Statement
 Planning Commission Action Minutes
 Correspondence from Napa County Landmarks dated 2-1-12
 Regulated Food & Beverage Establishments Inventory
 Site Plan – 2005
 Site Plan – 2006
 2012 Site Plan/Elevations/Floor Plan
 Landscape Plan
 Photos

Grandview Hotel 2011-65
 1915 Main Street
 March 27, 2012
 Page 11 of 11

CITY OF ST. HELENA

RESOLUTION _____

**APPROVING DESIGN REVIEW, A DEMOLITION PERMIT, & USE PERMIT
AMENDMENT TO A PREVIOUSLY APPROVED USE PERMIT (2010-19) FOR AN
INCREASE TO THE REGULATED FOOD AND BEVERAGE ESTABLISHMENTS
INVENTORY TO ALLOW FOR A NEW 40-SEAT RESTAURANT AT THE
GRANDVIEW HOTEL LOCATED AT 1915 MAIN STREET**

PROPERTY OWNER: Grandview Hotel Investors, LLC

APN: 009-490-009

Recital

1. A Use Permit Amendment to a previously approved Use Permit (2010-19) was submitted by the owners, Grandview Hotel Investors, LLC, of the Grandview property located at 1915 Main Street.
2. The current entitlements allow for the conversion and renovation of the site containing the historic Acacia House and adjacent buildings to 57 hotel rooms. While the number of total rooms on the site (57) will not change, the owners propose to remove additional, non-historic buildings beyond what was approved in 2010 to be replaced with new buildings designed to reinforce the historic components of the Acacia House.
3. The historic Acacia House will be returned to its prominence on the site and will be renovated and converted to five guest rooms, restaurant, reception area, common areas for guests, and space for business operations. A change to the previously approved project includes the expansion of the approved food service within the Acacia house to include a 40-seat restaurant that will be jointly used by both guests and the public.
4. Other changes include:
 - Palm Building – A two-story replacement building for Palm building will contain 12 guest rooms on the upper floor with storage functions located on the lower floor. The replacement Palm building will be located in the same footprint of the existing building;
 - Pine Building – A three-story replacement building for Pine will contain 24 guest rooms;
 - Walnut building - A 3,500 square foot meeting & conference Room and a 3,500 square foot spa/fitness center. (A 1,178 square foot spa was previously approved in 2006);
 - New Laurel Building - Approved in 2006 for 10 rooms and will expand to 16 guest rooms;
 - Demolition of the Oak & Redwood buildings for the relocation of the parking into this area along the south property line; and
 - A new 40-seat restaurant to serve the guests and public along with a request for an increase to the Regulated Food and Beverage Establishments Inventory.

- Rather than distributing the parking areas throughout the site as originally approved, the revised site plan includes the parking in one area along the south property line. Valet parking for both hotel and restaurant guests will be available 24 hours per day. Arriving guests will be dropped off at the porte-cochere with valets relocating the vehicles to the south side parking area.
5. The Planning Commission of the City of St. Helena, State of California, held a noticed public hearing on the applicant's proposal on February 7, 2012 reviewing the public record, including all application submittal materials, letters submitted regarding the proposal and staff reports, opening a public hearing to receive testimony from the applicant and interested persons, and deliberating on the project and recommended approval to the City Council.
 6. The City Council of the City of St. Helena, State of California, held a noticed public hearing for this project on February 28, 2012 and which was continued to March 27, 2012.

Resolution

- A. The Planning Commission considered and recommended that the City Council find that the prior Negative Declaration adopted for the project is adequate for analysis of the environmental impacts and as pursuant to Section 15162 of the CEQA Guidelines which states that where a Negative Declaration has been prepared, no additional CEQA review is required unless there are substantial changes to the project.
- B. The City Council hereby amends the Regulated Food and Beverage Establishments Inventory by increasing number of restaurant from 34 to 35 restaurants and a Use Permit Amendment for establishment of a new 40-seat restaurant within the Grandview Hotel.
- C. The City Council makes the following Conditional Use Permit findings, contained in Zoning Ordinance Section 17.168.050, to support the motion to approve a Use Permit Amendment to the previously approved 57-room hotel on the subject parcel:
 1. That, as conditioned and with the recommended mitigations place, the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
 2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
 3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
 4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
 5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
 6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
 7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.

8. That the proposed use would not be in conflict with the City's General Plan.
 9. That the proposed use would not be injurious to public health, safety, or welfare.
 10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
 11. That, as demonstrated on a detailed plan submitted by the applicant to include up to 65 off-street parking spaces, adequate off-street parking to accommodate the long term parking needs of residents, employees and customers is available.
 12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.
- D. The City Council approves the Design Review subject to the applicable Design Criteria contained in Zoning Ordinance Section 17.164.030. for construction of the following:
1. Palm Building – A two-story replacement building for Palm building will contain 12 guest rooms on the upper floor with storage functions located on the lower floor. The replacement Palm building will be located in the same footprint of the existing building;
 2. Pine Building – A three-story replacement building for Pine will contain 24 guest rooms;
 3. Walnut building - A 3,500 square foot meeting & conference room and a separate 3,500 square foot spa/fitness center. (A 1,178 square foot spa was previously approved in 2006); and
 4. New Laurel Building - Approved in 2006 for 10 rooms and will expand to 16 guest rooms.
- E. The City Council approves the Demolition Permit to remove five existing non-historic structures (Pine, Palm, Walnut, Oak & Redwood buildings) on the site, as provided for in Zoning Ordinance Section 17.164.050(E), and subject to the following:
1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.
 2. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood.
- F. The City Council approves the project entitlements, as identified herein, subject to compliance with the following conditions. This project shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of the approval. The conditions noted below are particularly pertinent to this action and shall not be construed to permit violation of other laws and policies not so listed.
1. This approval shall be vested within one (1) year from the date of action. A building permit for the use allowed under this Use Permit shall have been obtained within one (1) year from the effective date of the Use Permit or the Use Permit shall expire; provided however that the Use Permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals.

2. This approval is valid for this use only. New approvals must be applied for upon any change in use. These permits will expire if the use is discontinued pursuant to then existing ordinances and regulations.
3. Any request for an extension of the terms of this approval must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
4. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
5. Compliance with all permit conditions shall occur in accordance with specific regulations, but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
6. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless against any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
7. Provided they are in general compliance with this permit, minor modifications may be approved by the Planning Director.
8. This permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and the benefit of the City of St. Helena.
9. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
10. Prior to submittal of a building permit application, all plan sheets shall be revised to be consistent with the City's approval and coordinated with the civil and landscaping plans.
11. Construction shall be in compliance with plans reviewed and approved by the City on March 27, 2012, to comply with the applicable conditions provided herein and the associated adopted mitigation measures.
12. Resolution 2010-91, accepting a New Water Use Agreement dated August 24, 2010 for 1915 Main Street was adopted. Prior to issuance of building permits, the owner/applicant shall be required to enter into a new Water Use Agreement with the City of St. Helena which limits water use at the property to 65 gallons of water per room per day (approximately 3,705 gallons per day). The property shall utilize well water for all landscape irrigation.

13. The hotel project shall be designed for all feasible water conservation technology. Consistent with St. Helena Municipal Code Article IV, Water Conservation Section 18.44, New Development, the applicant shall be required to retrofit existing dwellings prior to receiving a certificate of occupancy. Retrofits must be completed prior to issuance of certificate of occupancy.
14. Prior to issuance of building permit, the applicant shall be required to obtain approval of the Napa County Department of Environmental Management for the food preparation, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by Napa County DEM prior to issuance of any building permits for said areas. An annual food permit will be required.
15. As part of the construction documents for a building permit application, the applicant shall submit a detailed landscaping plan for review and approval prior to the issuance of any building permits. This plan shall include details and specifications for other landscaping features and detailed irrigation plans, planting details, such as location, number and sizes of the plant materials, and the specifications for planting. Street trees shall be reviewed for approval by the City prior to submitting an application to Caltrans, where required as part of an encroachment permit application.
16. The applicant shall install the landscape irrigation lines in accordance with reclaimed water standards, in consideration of the future reclaimed water lines.
17. The landscape plan shall depict trees to be protected, removed, and replaced and shall be consistent with the State of California's Water Efficient Landscape Ordinance (WELO) and approved by the Planning Director before issuance of a building permit. (PW)
18. Plant materials shall be purchased from a source that verifies they have been inspected for glassy winged sharpshooter to ensure that they will not contribute to the spread of Pierce's disease to the surrounding vineyards.
19. Unless otherwise provided in the Arborists Report for the project, each tree or group of trees to be preserved within the vicinity of the construction site shall be protected by enclosure with a six (6) foot chain link fence prior to grading or movement of heavy equipment. The minimum distance of the fence from the tree shall be at the drip line, but may be extended an additional 10' to include the root zone which shall be determined by the project or City Arborist. Fencing shall remain in place until such time as the Building Inspector is assured the trees are no longer in danger of construction damage.
20. Unless otherwise provided in the Arborists Report for the project, the following activities are prohibited under the drip line of protected trees unless authorized by the Planning Director under the advice of the City Arborist or project arborist:
 - a. Change in the amount of irrigation provided to the protected tree from that which was provided prior to the commencement of construction activity.
 - b. Trench, grade or pave into the drip line of a protected tree.

- c. Change the grade elevation by more than 6" within the drip line of the tree and for a distance of 30' outward from the drip line of the tree.
 - d. Park or operate any motor vehicle within the drip line area of a protected tree, except within designated parking areas.
 - e. Place or store any equipment or construction materials within the drip line area of the tree.
 - f. Attach any signs, ropes, cables or any other items to the tree.
 - g. Cut or trim any branch of the tree for temporary construction purposes.
 - h. Place or allow flowing into or over the root zone area of any tree any oil, fuel, concrete mix, paint, solvent, plaster or other deleterious substance.
21. The applicant shall be required to fully implement the recommendations of the City's arborist, as provided in the preliminary report submitted to City dated 8/8/05 and 10/24/05. A final report shall be prepared and submitted by the arborist as part of the building permit application and approved by the City prior to receiving a grading or building permit authorizing site work or construction on the site.
22. Prior to receiving a building permit authorizing construction on the site, the applicant shall provide and receive approval of an exterior lighting plan. Exterior lighting shall be designed to direct illumination downward or shielded to prevent glare onto the driveway, public roadway and adjacent properties.
23. The applicant shall provide for the enclosed storage of trash and separated recyclable materials and shall be included on the building permit submittal. Should the area designated for trash storage prove insufficient to accommodate approved uses on the site, the applicant agrees to provide alternative means (e.g. expanded facilities, more frequent collection, etc.) to address this issue.
24. Pursuant to Napa County Landmarks recommendation, the entire project shall adhere to the Secretary of Interior Standards; the historic windows in the Acacia house shall be retained and repaired; any new additions or buildings shall be mindful, respectful of their historic setting and environment; and that appropriate architectural proportions with attention to scale and intensity of use be considered.
25. The applicant shall submit manufacturer information pertaining to the noise generation of any mechanical equipment that is proposed to be located on the exterior of the structure. The information will help the building official determine whether the ambient noise level at any property line will be increased by more than 5 dBa. If it is determined that the noise level will be increased by more than this amount, appropriate measures shall be imposed to reduce the increase in the ambient noise level to less than 5 dBa. These measures could include replacement, relocation, removal or shielding of the equipment.
26. The applicant and/or construction manager shall notify all contractors and subcontractors that no trespassing is allowed on adjoining properties.
27. This property adjoins an agricultural district. There exists a right-to-farm the adjoining property. There is a good faith expectation that no complaints will occur regarding legal,

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

28. In compliance with Title 25, Housing and Community Development law, a manager, janitor, housekeeper or other responsible person shall be on premises 24 hours per day, seven days per week.
29. The applicant shall be responsible for compliance with all mitigations measures adopted as part of this project and listed in the Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) dated August 2010 adopted as part of this permit.
30. No signs shall be installed without approval of a Sign Permit, as required by the City's Sign Ordinance.
31. The applicant shall be required to construct and maintain a solid six foot fence with two feet of lattice at the property line adjacent to the south neighbors where the existing chain link fence with wood slats and existing wood fence are presently located. This fence will provide for additional privacy between properties where elevated outdoor decks facing the south at the Oak and Redwood Cottages and raised terrace will be used by guests and could affect the privacy of the adjoining neighbors. The design and location of this fence shall be shown on the construction drawings presented as part of the building permit application submittal.
32. The swimming pool area shall be posted "Quiet Hours – 10:00 P.M. to 8:00 A.M."
33. Complete plans for the swimming pool and/or spa must be submitted to Napa County Department of Environmental Management for review and approval prior to approval of building permits. An annual pool permit will be required.
34. Events conducted on the site shall be limited to no more than 100 persons in attendance, except for up to three events in a given year that may have up to 125 persons in attendance. No more than one event shall be conducted on the site each month. Valet parking or shuttle service shall be provided for all events that include guests not otherwise registered at the inn since parking is not provided on the site to accommodate demand beyond the spaces needed for operation of the inn and residential uses. Amplified music for the events shall be limited to no more than a total of three events in a given year, and only when the City and neighbors are notified in advance of such events and the music ceases at 10:00 p.m.
35. Serving of beer and wine and operation of a wine bar, all beer and wine sales, use and consumption shall be in compliance with a license issued by Alcoholic Beverage Control.
36. The applicant shall be responsible for relocation of the historic street light presently located within the area of the proposed new driveway. To the extent that this historic street light may be located to the north of the new driveway to avoid conflicts with the adjacent residential driveway south of the project site, this alternative is preferred.

Public Works:

37. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements. Improvements shall conform to the requirements previously approved as Resolution 2010-91 including any items agreed to in those public hearings.
38. The improvement plans shall incorporate all grading, drainage, and utilities shown on the approved Use Permit package, those items agreed to in public hearings, those improvements as stated in the mitigations for the Negative Declaration of Resolution 2010-91, the requirements of the 2010-91 conditions of approval, the requirements of these conditions and those improvements required by any codes in effect at the time of plan submittal.
39. The applicant shall construct all on- and off-site improvements in accordance with improvement plans and supporting calculations and documentation that are prepared by a registered Civil Engineer and reviewed and approved by the City of St. Helena Public Works Department and Caltrans, where applicable. The improvement plans shall included detailed designs for all on- and off-site utilities, if applicable, water, sewer, grading, drainage, erosion control and paving. The plans and calculations must be approved by the City Engineer and Caltrans, where applicable, prior to issuance of a building permit.
40. The applicant shall be required to obtain an encroachment permit from the California Department of Transportation (Caltrans) for improvements on Main Street/State Highway 29 prior to receiving a grading or building permit authorizing site work or construction activities on the site. All conditions required by Caltrans shall be incorporated into the project and to the extent that the project is changed as a result of such conditions, the developer may be required to seek additional review by the City. The Caltrans encroachment permit and approved plans shall be submitted to Public Works prior to grading or building permit issuance.
41. The developer shall install at the developer's expense other infrastructure improvements as determined by hydrology analyses, etc, to include relocation of existing utilities and infrastructure facilities and connections, improved drainage facilities and other improvements as shown in the Highway 29 Specific Plan or as amended by the City Engineer.
42. Any request for reimbursement of public improvements shall be made pursuant to procedures in Chapter 17.176.
43. The applicant shall submit a geotechnical report with the submittal of the improvement plans. The improvement plans shall be reviewed and approved by the geotechnical engineer.

44. The applicant shall submit a drainage and hydrology analysis for the project impact, including downstream erosion potential, to the City of St. Helena Public Works Department with the Improvement Plan submittal in accordance with City of St. Helena, Napa County and State of California codes in effect at the time of said improvement plan submittal. If inadequate downstream drainage facilities are found to exist, a program to either upgrade existing facilities or construct new drainage facilities on the west side of Main Street/Highway 29, consistent with the Specific Plan and the City of St. Helena Storm Drain Master Plan, shall be identified. The developer may be required to install stabilization at the outlet on the east side of Main Street for erosion control. On-site stormwater detention/retention/infiltration facilities are encouraged and may be required in accordance with current City, County and State law.
45. Stormwater treatment shall be designed and constructed in accordance with State of California standards to provide the necessary retention volume and infiltration surface area for the stormwater run-off for a 2 year 24 hour storm event. The release of the difference between the pre- and post-developed flows will be metered so as not to exceed the peak of the pre-developed flows for the 10-50-100 year storm events. The storm drain size shall be in accordance with the City of St. Helena Master Storm Drain Plan and the Highway 29 Corridor Specific Plan, or as amended by the City Engineer. The system to detain the post-developed flows will be designed in accordance with City standards and all current federal, state and county codes governing such improvements.
46. Modification to the York Creek stream bank shall require submission of plans and approval by the City Engineer along with California State agencies such as the Department of Fish and Game and the Regional State Water Resources Board, and where required, the Army Corps of Engineers prior to improvement plan approval.
47. The developer shall underground any on-site existing local-serving overhead utility lines per St. Helena Municipal Code. The cost of undergrounding shall be the responsibility of project developers.
48. Project water usage shall conform to the water use agreement as approved as Resolution 2010-91 of 3705 gallons per day maximum for the project. All landscape irrigation water will be served via an on-site water well. Pool water shall be trucked in.
49. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the requirements of the City of St. Helena's Water Standards.
50. No construction may commence until adequate access to fire water supply is available to building sites as approved by the Fire Chief.
51. To ensure that adequate fire truck access and circulation exists, no grading or building permits shall be issued until the site improvement plans are submitted and approved by the City Public Works and Fire Departments incorporating ladder truck turning templates and vertical profiles on the driveway access.

52. Hydrant locations to be approved by the Fire Department. Provide and coordinate the location with the Fire Department for an additional Fire Hydrant fronting the Acacia House. The original fire sprinkler system design for the Acacia House shall meet current fire standards. After review of the angle of Departure Design, provide the following:
 - a. Confirm the source of where the Fire Truck Turn specifications and angle of departure were obtained from;
 - b. Provide a minimum of 1' clearance between lower orientations of fire truck and road surface;
 - c. Provide Fire Flow calculations for site and assure that 6" main is sufficient for demand;
 - d. Assume the 4" fire water mains serving multiple buildings are providing sufficient
53. Fire hydrants along the project frontage in the public right of way may be required by the Fire Department/Fire Marshall to be installed at the developer's expense.
54. If applicable, the Applicant shall indicate in writing to the City of St. Helena the disposition of all existing water well(s) within the parcel(s) (Chapter 13.16 St. Helena Municipal Code). If one or more wells are to be abandoned, or abandoned and have not been properly destroyed, the Applicant shall provide the City with a true and correct copy of a Permit approved by the Napa County Department of Environmental Management for destruction of the well(s) in conformance with the applicable State of California Water Well Standards as well as confirmation of such destruction in the form of a true and correct copy of the State of California Department of Water Resources Form-188 filed by the Applicant's contractor for each such destruction.
55. Where applicable, existing wells must be properly protected from potential contamination. Any well that is not destroyed must be properly protected and approved backflow prevention devices installed according to the City Water Specifications.
56. All wastewater lines of the proposed development must be connected to the St. Helena sewer system and designed in accordance with the City sewer system standards and shall include the addition of a grease interceptor for food/beverage service activities.
57. Any existing on-site septic systems must be demolished in accordance with the County Department of Environmental Management (DEM) guidelines prior to any clearing, grubbing or grading.
58. The applicant shall be required to mitigate the increase in wastewater generation on the downstream sewer system by constructing a new 6" force main with a 10" containment pipe from the Crinella Pump Station to the existing sewer system at Railroad and Fulton Avenues (approximately 1210 linear feet) at the developer's expense.
59. The applicant shall be required to submit to the requirements for annual inspections of food/beverage service establishments and businesses that handle hazardous wastes for illicit stormwater discharges as required by the State National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges. The annual

stormwater illicit discharge inspections are performed and invoiced by Napa County Department of Environmental Management.

60. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit and file an approved Hazardous Materials Business Plan with this Department within 30 days of said activities. If the business does not store hazardous materials above threshold planning quantities, the applicant shall submit the Business Activities Page indicating such.
61. Trash areas, dumpsters and recycling containers shall be enclosed and roofed per State and County standards to prevent water run-on to the trash area and water runoff from the area, to contain litter and trash so that it is not dispersed by the wind or run-off during waste removal. These areas shall drain to the sanitary sewer system. An area drain connected to the sanitary sewer shall be installed in the enclosure area and a structural control such as an oil/water separator or sand filter shall be included. No other area shall drain into the trash enclosure. A sign shall be posted prohibiting the dumping of hazardous materials into the sanitary sewer.
62. The applicant shall install the landscape irrigation lines in accordance with reclaimed water standards, in consideration of the future reclaimed water lines.
63. All property lines adjoining public streets shall have a 10-foot Public Utility Easement; recorded deeds shall be submitted to the City Engineer prior to issuance of a building permit.
64. Deteriorating or broken curb, gutter and/or sidewalk along the project frontage shall be replaced per Caltrans and City specifications, extent to be determined by the Public Works Department.
65. Existing streets being cut by new services will require edge grinding and an A.C. overlay per Caltrans and City standards, extent to be determined by the Public Works Department.
66. The applicant shall repair all public improvements that are damaged by the construction process in accordance with Caltrans Standards and Specifications and the City Water/Sewer/Street/Storm Drain/Sidewalk Standards.

Approved at a Regular Meeting of the St. Helena City Council on March 27, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

- 11 -

Delford Britton
Mayor

Delia Guijosa
City Clerk

Grandview Hotel
Project Site
1915 Main Street





PROJECT STATEMENT
GRANDVIEW INN
1915 MAIN STREET ST. HELENA, CALIFORNIA

Grandview Hotel Investors, LLC has recently acquired the historic property and accompanying current entitlements at 1915 Main Street. The current entitlements allow for the conversion and renovation of the property containing the historic Acacia House, 35-room country inn and 22 studio apartments to 57 hotel rooms. The current ownership group desires to modify the entitlement and project to better conform to their business objectives. They have engaged the architectural firm The HR Group, local landscape architect Jonathan Plant Associates, and civil engineers Reichers Spence & Associates to assist them with the desired modification.

While the number of total rooms on the site (57) will not change, the owners are proposing to remove the three non-historic buildings, referred to in the record as Pine, Laurel and Palm and replace them with new buildings that are specifically designed to reinforce the historic components of the Acacia House.

The basic elements of the project will not change. The historic Acacia House will be returned to its prominence on the site and will be renovated and converted to five (5) guest rooms, restaurant, reception area, common areas for guests, and space for business operations. A change to the approved program involves the expansion of the approved food service within the Acacia house to include a 40-seat restaurant that will be jointly used by both guests and the public.

The replacement building for Palm will contain twelve (12) guest rooms on the upper floor with storage functions located on the lower floor. The replacement building footprint for the Palm building will be located no closer to the top of bank of York Creek than the existing building.

Two new 3-story buildings are proposed along the west property line to replace the existing structures. Elevator access will be provided to each floor. These newly constructed buildings will contain forty (40) guest rooms. Each guest room will have commanding views of the Beringer Vineyards beyond the west property line and will have access to a private balcony or deck with western, sunset views. A new swimming pool and spa will be located between the two new buildings to include rest rooms and bar area.

Two other new program elements complete the proposed revision: the construction of a new 3,500 g.s.f. meeting/conference room and a 3,500 g.s.f. spa facility. These two buildings are to be located west of and behind the Acacia House. Finally rather than distributing the required parking areas

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throughout the site as originally approved, the revised site plan includes all parking spaces to be located along the south property line. Valet parking for both hotel and restaurant guests will be available 24 hours per day. Arriving guests will be dropped off at the porte-cochere with valets relocating the vehicles to the south side parking area.

Each new building has been carefully designed and sited to complement but not compete with the historic Acacia House.

The owners have engaged Jonathan Plant Associates and the design firm of Gensler, a global architecture and design firm, to assist with planting and color schemes to integrate the new additions to the site with the historic Acacia House.

The revised project is described more fully in the plan set that accompanies the request for design permit and use permit modification. The project complies with all setback, parking, coverage and height requirements of the city's zoning ordinance. In addition, the project is designed to conform to the recently approved water use agreement. Finally the owners will be seeking to amend some of the original conditions of approval to better conform to the program objectives of the revised project.

Approval of the project as described on accompanying plan set dated November 16, 2011 is requested.

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MINUTES
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
FEBRUARY 7, 2012
7:00 P.M.

.....

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: Commissioners Pitts, Kistner, Heil, Parker, & Chairperson Galbraith
Absent: None

Staff:
Present: Greg Desmond, Interim Planning Director
 Shelley Mills, Associate Planner
 Debby Hight, Assistant Public Works Director & City Engineer
 Cynthia Carpenter, Planning Administration
Absent: None

3. APPROVAL OF MINUTES: January 17, 2012

IT WAS MOVED BY COMMISSIONER HEIL, SECONDED BY COMMISSIONER PITTS, TO APPROVE THE MINUTES OF JANUARY 17, 2012.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: COMMISSIONERS HEIL, PITTS, KISTNER, PARKER, & CHAIRPERSON GALBRAITH
 NOES: NONE
 ABSENT: NONE
 ABSTAIN: NONE

4. PUBLIC FORUM: NONE

5. COMMUNICATIONS AND PETITIONS: NONE

Commissioner Kistner noted that she had recently spoken with Mr. Friedrich regarding a letter sent with regards to her comment at the previous meeting about concerns with the waiving of City fees. She noted that Mr. Friedrich had misunderstood her comment referencing his hotel project, and that everything was now better understood and he is no longer concerned.

6. RECOMMENDED CONSENT CALENDAR:

**Continued from 1/17/2012*

6.1	2011-70:	DESIGN REVIEW
	LOCATION:	1350 MAIN STREET
	APPLICANT:	PAUL VORLAND & CLARK HARDING representing ODD FELLOWS LODGE #167 I00F

Request for Design Review to complete phase two of the Seismic Retrofit and ADA Compliance project that began in 2004. The building has been structurally reinforced from the foundation to the top of the second floor walls, as the first phase of seismic renovation. The second phase will finish the seismic reinforcing by building a structural diaphragm at the roof level and establishing ADA compliant access to the second floor.

The Odd Fellows Lodge building is a historic building made of structurally reinforced masonry located at 1350 Main Street in the CB: Central Business zoning district. (APN: 009-212-004)

CEQA: Exempt
 REQUIRED ACTION: Open & close the public hearing; accept the required findings and approve the request complete phase two of the Seismic Retrofit and ADA Compliance project that began in 2004.

COMMISSION ACTION: *Opened & closed the public hearing; accepted the required findings and approved the request complete phase two of the Seismic Retrofit and ADA Compliance project that began in 2004.*

6.2 Building Permits & Design Review Exemptions

COMMISSION ACTION: *Opened & closed the public hearing; accepted the required findings and approved the Building Permits & Design Review Exemptions as recommended by staff for approval on the Consent Calendar.*

IT WAS MOVED BY COMMISSIONER HEIL, SECONDED BY COMMISSIONER PARKER, TO APPROVE ITEM 6.1 (1350 MAIN STREET), & 6.2 (BUILDING PERMITS AND DESIGN REVIEW EXEMPTIONS) AS RECOMMENDED BY STAFF ON THE CONSENT CALENDAR:

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: COMMISSIONERS HEIL, KISTNER, PARKER, & CHAIRPERSON GALBRAITH
 NOES: NONE
 ABSTAIN: COMMISSIONER PITTS, ITEM 6.1 (1350 MAIN)
 ABSENT: NONE

7. **SIGN PERMIT/ADMINISTRATIVE DETERMINATION:** NONE

8. **PUBLIC HEARINGS/ PLANNING COMMISSION ACTION IS FINAL:**

8.1 2010-26: AMENDMENT to a previously approved DESIGN REVIEW
 LOCATION: 1643 SCOTT STREET
 APPLICANT: PETER ALEXANDER

Request for replacement of a non-conforming, approximately 200 square foot garage with a new, conforming 322 square foot garage located at 1643 Scott Street in the MR: Medium Density Residential Zoning district. (APN 009-294-004)

CEQA: Exempt
 REQUIRED ACTION: Open & close the public hearing; accept or reject the required findings and approve or deny the request for replacement of a non-conforming, approximately 200 square foot garage with a new, conforming 322 square foot garage located at 1643 Scott Street.

COMMISSION ACTION: *Opened & closed the public hearing; received public testimony; accepted the required findings and approved the request for replacement of a non-conforming, approximately 200 square foot garage with a new, conforming 322 square foot garage located at 1643 Scott Street.*

IT WAS MOVED BY COMMISSIONER HEIL, SECONDED BY COMMISSIONER KISTNER, TO ACCEPT THE REQUIRED FINDINGS AND APPROVE THE REQUEST FOR REPLACEMENT OF A NON-CONFORMING, APPROXIMATELY 200 SQUARE FOOT GARAGE WITH A NEW, CONFORMING 322 SQUARE FOOT GARAGE LOCATED AT 1643 SCOTT STREET.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: COMMISSIONERS HEIL, KISTNER, PITTS, & CHAIRPERSON GALBRAITH
 NOES: NONE
 ABSTAIN: COMMISSIONER PARKER
 ABSENT: NONE

8.2 2011-65: DESIGN REVIEW, DEMOLITION PERMIT &
 USE PERMIT AMENDMENT
 LOCATION: 1915 MAIN STREET
 APPLICANT: JEFF REDDING representing
 GRANDVIEW HOTEL INVESTORS, LLC

Request for Design Review, Demolition Permit, & Use Permit Amendment to a previously approved Use Permit (2010-19) for the Grandview Hotel to include the following:

1. Demolition of the three non-historic buildings – Pine, Palm & Walnut and replace them with new hotel rooms. The Palm building will contain 12 guest rooms on the second floor and storage on the first floor. The Pine building will contain 16 guest rooms and the Walnut building to be replaced with a 3,500 square foot Meeting & Conference Room and a 3,500 square foot Spa/Fitness Center. (A 1,178 spa was previously approved in 2006.);
2. Expansion of the Laurel building to include 14 guest rooms (10 rooms previously approved in the Laurel building in 2006);
3. A new 40-seat restaurant to serve the guests and public along with a request for an increase to the Regulated Food and Beverage Establishments Inventory;
4. Demolition of the Oak & Redwood buildings for the relocation of the parking into this area along the south property line.

The total number of 57 hotel rooms as previously approved will not change. The property is located at 1915 Main Street and is zoned Service Commercial with a Historic Preservation overlay. (APN 009-490-009)

CEQA: Prior Negative Declaration Adequate
 REQUIRED ACTION: Open & close the public hearing; accept or reject the required findings and approve or deny the request for Design Review, Demolition Permit, & Use Permit Amendment to a previously approved Use Permit (2010-19) for the Grandview Hotel.

COMMISSION ACTION: *Opened & closed the public hearing; accepted the required findings and approved the request for Design Review, Demolition Permit, & Use Permit Amendment to a previously approved Use Permit (2010-19) for the Grandview Hotel, as noted above.*

IT WAS MOVED BY COMMISSIONER HEIL, SECONDED BY COMMISSIONER KISTNER, TO ACCEPT THE REQUIRED FINDINGS AND APPROVE THE REQUEST FOR DESIGN REVIEW, DEMOLITION PERMIT, & USE PERMIT AMENDMENT TO A PREVIOUSLY APPROVED USE PERMIT (2010-19) FOR THE GRANDVIEW HOTEL TO INCLUDE THE FOLLOWING:

1. DEMOLITION OF THE THREE NON-HISTORIC BUILDINGS – PINE, PALM & WALNUT AND REPLACE THEM WITH NEW HOTEL ROOMS. THE PALM BUILDING WILL CONTAIN 12 GUEST ROOMS ON THE SECOND FLOOR AND STORAGE ON THE FIRST FLOOR. THE PINE BUILDING WILL CONTAIN 16 GUEST ROOMS AND THE WALNUT BUILDING TO BE REPLACED WITH A 3,500 SQUARE FOOT MEETING & CONFERENCE ROOM AND A 3,500 SQUARE FOOT SPA/FITNESS CENTER. (A 1,178 SPA WAS PREVIOUSLY APPROVED IN 2006.);
2. EXPANSION OF THE LAUREL BUILDING TO INCLUDE 14 GUEST ROOMS (10 ROOMS PREVIOUSLY APPROVED IN THE LAUREL BUILDING IN 2006);
3. A NEW 40-SEAT RESTAURANT TO SERVE THE GUESTS AND PUBLIC ALONG WITH A REQUEST FOR AN INCREASE TO THE REGULATED FOOD AND BEVERAGE ESTABLISHMENTS INVENTORY;
4. DEMOLITION OF THE OAK & REDWOOD BUILDINGS FOR THE RELOCATION OF THE PARKING INTO THIS AREA ALONG THE SOUTH PROPERTY LINE.

THE TOTAL NUMBER OF 57 HOTEL ROOMS AS PREVIOUSLY APPROVED WILL NOT CHANGE. THE PROPERTY IS LOCATED AT 1915 MAIN STREET AND IS ZONED SERVICE COMMERCIAL WITH A HISTORIC PRESERVATION OVERLAY

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: COMMISSIONERS HEIL, KISTNER, PARKER, & CHAIRPERSON GALBRAITH
 NOES: NONE
 ABSTAIN: COMMISSIONER PITTS
 ABSENT: NONE

9. PUBLIC HEARINGS/ RECOMMENDATIONS TO CITY COUNCIL: NONE

10. REFERRALS: NONE

11. SCHEDULED MATTERS:

11.1 Planning Commission Nomination & Election of Chairperson

The Interim Director explained that staff is wishing to obtain clarification with regards to how the nomination and election of the Chairperson is conducted, how the language is presented in the Municipal Code & Planning Commission Bylaws. There is no real clarity between the two documents as to whether the election period or term is one calendar year or should take place in July of each year. Staff is requesting clarification from the City's legal council and will bring that information to the next Commission meeting.

Chairperson Galbraith noted that it was his understanding, and made good sense to him, that the reason for the reference to July of each year in the Bylaws corresponds with the seating of new Commission members. However, if the City Attorney feels different the Commission will uphold that determination.

12. REPORTS BY STAFF AND PLANNING COMMISSION:

Staff announced that the draft Short Term Rental ordinance would be presented to the City Council for discussion on February 14, 2012.

As for the updating of the water regulations as they pertain to the water section of the Public Facilities element of the General Plan Update, staff noted that they will be moving forward with updates of that section to reflect language additions and changes noted earlier.

Further, staff noted that they hope to begin discussion of Second Units in March.

Regarding the short-term rental draft ordinance, the draft will be discussed at City Council, however it will come back to the Planning Commission for consideration and recommendations to City Council.

Staff noted that the Sherwin project is moving forward with a new site plan which is currently being reviewed by department staff. The Commissioners can expect to review it in the near future.

Finally, Chairperson Galbraith noted that the City Manager provided the Resolution that details conduct expectations for the City's Council and Commission members as part of the weekly news report from City Hall. The Chairperson stated that as conduct expectations are so important, he believes that staff ought to come back with a change to the Bylaw document that officially adopts these important expectations, referencing the Resolution and standards contained therein.

He encouraged all members to read the Resolution from time to time. He also noted that the standards can be found on the City's website.

13. AGENDA FORECAST:

February 21, 2012

Vineland Station Final Map

2011-57: 195 Main, El Bonita Hotel – VAR/DR - Staff noted that this particular item will not be ready.

2012-03: 633 Main, Vineland Station Hotel – LLA/DR/UPA

2012-05: 929 Main Street, Bello Family Vineyards - SP

14. ADJOURNMENT: A motion will be in order to adjourn to a regularly scheduled meeting of the Planning Commission on February 21, 2012, at 7:00 p.m. in the Vintage Hall Board Room, 465 Main Street, St. Helena, CA.

Greg Desmond
Interim Planning Director



707-255-1836
1219 First Street
Napa, CA 94559
napacountyland

February 1, 2012

Board of Directors

Stephen Cuddy, AIA
President

Sarah Van Giesen
Vice President

Lisa Lindsey

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John Sensenbaugh

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Juliana Inman, AIA

Jay Jacobson, AIA

Linda Kerr

Lloyd Llewelyn

Garret Murphy

Shelley Mills

City of St. Helena

1480 Main Street

St. Helena, CA 94574

Dear Shelley,

Thank you for allowing us the opportunity to comment on the Grandview Project at 1915 Main Street. The Preservation Action Committee (PAC), which is a Napa County Landmarks' committee comprised of staff, architects, contractors, planners and other preservation minded individuals reviewed the project at our last PAC meeting on January 25, 2012.

Given that this project has come before this committee on another occasion, we focused our discussion on the current proposed changes which include a restaurant addition to the main historic building, the removal of non-historic structures replaced with new structures and the proposal for a new large structure behind the existing historic building. As with all projects, it is our assumption that St. Helena has an interest in preserving the integrity of its historic resources and should advocate for their historically rich environment. This said, we would like to offer you these general comments based on the project materials received and reviewed.

- That the entire project adhere to the Secretary of Interior Standards.
- That the historic windows be retained and repaired.
- That any new additions or buildings be mindful, respectful of their historic setting and environment; that appropriate architectural proportions with attention to scale and intensity of use be considered.

We hope that you find our comments meaningful and helpful as you address this project.

Sincerely,

Denina Fredrickson, Program Coordinator
on behalf of Napa County Landmarks' PAC

Program

Coordinator

Denina Fredrickson

Advisory Board

Cindy L. Heitzman

President Emeritus

Diane Dillon

Brenda W. Perry

Carol Poole

Harry Price

*Napa County
Landmarks
is an organization
that
promotes the
appreciation
of irreplaceable
historic buildings
and sites through
educational
programs,
public policy
advocacy,
research and*

**Appendix I
REGULATED FOOD AND BEVERAGE ESTABLISHMENTS INVENTORY JANUARY 2008**

	INSIDE SEATS	OUTSIDE SEATS	UNSPECIFIED	TOTAL SEATS
A & W** 501 Main Street 963-4333 (City Council Det. 1/10/95)	107	28	0	135
Ana's Cantina** 1205 Main Street 963-4921 (UP 5/3/89)	64	0	0	64
Armadillo's** 1304 Main Street 963-8082 (La Placita UP 6/7/89)	48	0	0	48
Azteca Market 789 Main Street (UP-Resolution 12/14/04)	12	0	0	12
Big Dipper 1336 Oak Avenue 963-2616 (file memo dated 2/9/90)	25	0	0	25
Cindy's Backstreet Kitchen** 1327 Railroad Ave. 963-1200 (UP 6/6/90)	0	0	125	125
Cook St. Helena** 1310 Main Street 963-7088 (UP 8/30/88)	36	0	0	36
Culinary Institute** 2555 Main Sreet 963-4503 (UP 10/15/93)	0	0	125	125
Gillwood's** 1313 Main Street	55	0	0	55

Appendix I REGULATED FOOD AND BEVERAGE ESTABLISHMENTS ... <http://www.codepublishing.com/CA/sthelenahtml/StHelena17...>

963-1788 (City Council minutes 11/9/82) Giugni's 1227 Main Street	25	0	0	25
963-3421 (occ. det.) Go Fish** 641 Main Street	0	0	169	169
963-1401 (Southside Cafe UP 6/14/94) Golden Harvest** 61 Main Street	35	0	0	35
963-3235 (UP 7/8/86) La Prima** 1010 Adams Street	68	24	0	92
963-7909 (occ. det.) Market Restaurant** 1347 Main Street	72	0	0	72
963-4646 (U.P. 10/16/01) Martini House** 1245 Spring Street	109	66	0	175
963-5578 (UP 12/19/00) Model Bakery 1357 Main Street	20	0	0	20
963-8192 (City Council Det. of Use 8/23/94) N. V. Coffee Roasting Co. 1400 Oak Ave.	40	10	0	50
963-4491 (UP 7/24/90) Pizzeria Tra Vigne** 1000 Main Street	0	0	120	120
967-9999				

Appendix I REGULATED FOOD AND BEVERAGE ESTABLISHMENTS ... <http://www.codepublishing.com/CA/sthelenahtml/StHelena17...>

(UP 8/27/91)				
St. Helena Hotel	54	0	0	54
1309 Main Street				
963-4388				
(UP 11/17/87)				
Stomp/Keller's**	72	0	0	72
1320 Main Street				
(UP 11/01/05)				
CC Blue Sushi**	36	0	0	36
1148 Main Street				
(UP 9/20/05)				
Taylor's Refresher**	0	0	139	139
933 Main Street				
(City Council Det. 1/10/95)				
Terra**	105	0	0	105
1345 Railroad Ave.				
963-8931				
(Duckworth UP 6/7/88)				
That Pizza Place**	12	0	0	12
1149 Main Street				
(UP 11/06/07)				
Tra Vigne Cantinetta	4	16	0	20
(UPA 5/2/90)				
Tra Vigne Restaurant**	60 (Dining)	100	0	160
(UP 9/15/81)	80 (Banquet)	0	0	80
1050 Charter Oak				
963-4444				
Villa Corona**	35	8	0	43
(formerly Napa Valley Deli)				
1138 Main Street				
963-7710				
(UP 5/17/94)				
Vineland Station Tea House	0	0	20	20
1281 Vidovich Ave.				
UP 2007-63				
Vineland Station Cafe	40	10	0	50
1281 Vidovich Ave.				
UP 2007-65				
Wine Valley Restaurant**	33	0	0	33

Appendix I REGULATED FOOD AND BEVERAGE ESTABLISHMENTS ... <http://www.codepublishing.com/CA/sthelenahtml/StHelena17...>

1146 Main Street
(UP 8/6/02)

SEATING TOTAL 2,177
RESTAURANT TOTAL 30

NUMBER OF RESTAURANTS PERMITTED IN ST. HELENA 30

1351 Lounge Nonconforming use; business closed.

1351 Main Street

963-4045

(occ. det.)

Magnolia** Permits for establishment of restaurant have expired.

(formerly Teng's)

1113 Hunt Ave.

963-1161

(UP 12/17/96.)

Martin Design** Permits for establishment of restaurant have expired.

(formerly Magnolia Cafe)

1118 Hunt Ave.

963-0748

(UP 98-91)

Mixers Permits for establishment of restaurant have expired.

Juice bar as accessory use

1232 Spring Street

963-9592

Pairs Parkside Cafe** Permits for establishment of restaurant have expired.

1420 Main Street

263-7666

(Rissa's UP 4/18/90)

Roadhouse 29** Permits for establishment of restaurant have expired.

(Formerly Fidel's Tacos,
Creekside Deli)

1065 Main Street

967-9997

(UP 12/17/93)

Roux** Nonconforming use expired after 60 days.

1234 Main Sreet.

963-5507

(occ. det.)

Vineland Station

Use Permit not vested.

709 Main Street

Appendix I REGULATED FOOD AND BEVERAGE ESTABLISHMENTS ... <http://www.codepublishing.com/CA/sthelenahtml/StHelena17...>

(UP 11/04/03)	
Tasting on Main	Use Permit not vested.
1142 Main Street	
(UP 2006-12)	
* The number of seats authorized in each establishment is either the number regulated by conditions imposed by the City or the number of occupants allowed based on the Uniform Fire Code regulating occupancy limits. ** Restaurants with complete kitchens capable of providing full menu service of food prepared on premises.	

This page of the St. Helena Municipal Code is current through Ordinance 2011-6, passed June 28, 2011.

Disclaimer: The City Clerk's Office has the official version of the St. Helena Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.ci.st-helena.ca.us>
<http://www.ci.st-helena.ca.us>
 City Telephone: (707) 967-2792
 Code Publishing Company
<http://www.codepublishing.com/>
 eLibrary (<http://www.codepublishing.com/elibrary.html>)

DESIGN REVIEW SUBMITTAL
November 18, 2011

GRANDVIEW INN
1915 Main Street, St. Helena, CA

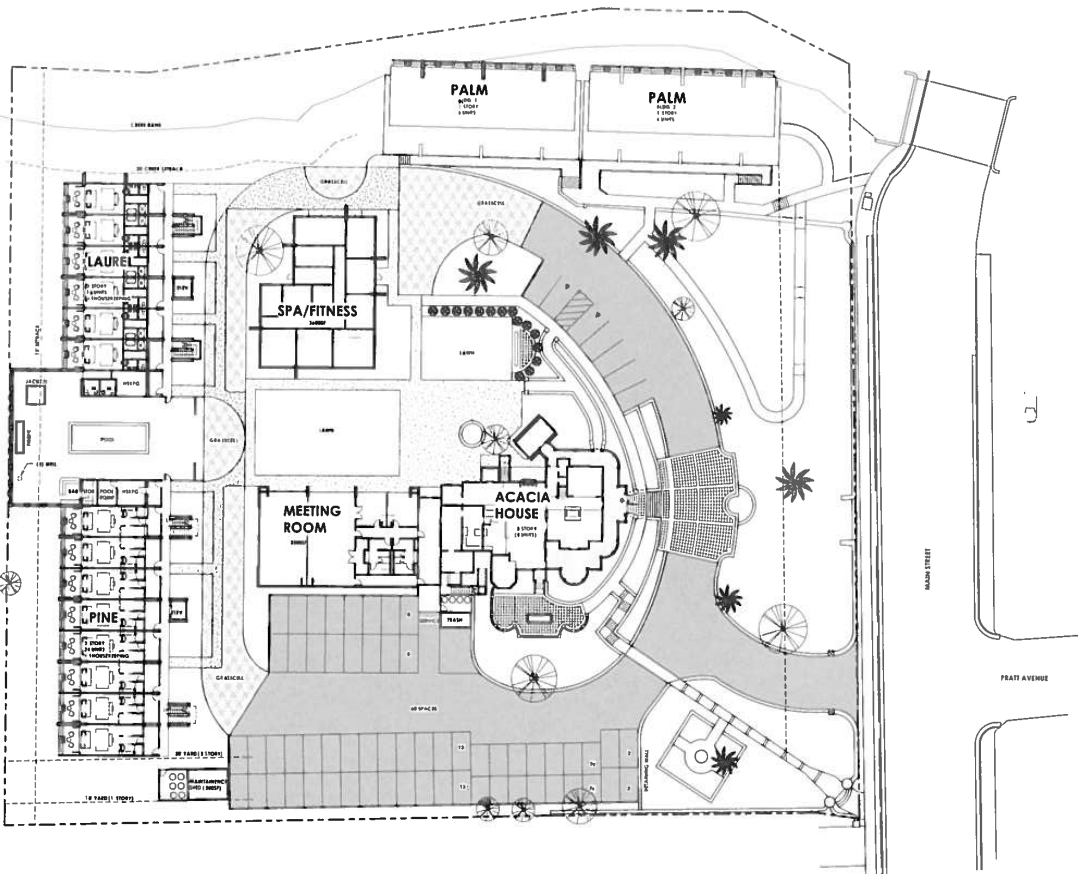
Project Team

- OWNER**
PRESIDIO COMPANIES
4705 Mangels Blvd.
Fairfield, CA 94534
- DESIGN BUILDER**
TRICORP HEARN CONSTRUCTION
11281 Pyrites Way, Suite A
Gold River, CA 95670
- ARCHITECT**
THE HR GROUP ARCHITECTS
2277 Falk Oaks Blvd., Studio 230
Sacramento, CA 95825
- CIVIL ENGINEER**
RIECHERS SPENCE & ASSOCIATES
1515 Fourth Street
Napa, CA 94559
- LANDSCAPE ARCHITECT**
JONATHAN PLANT & ASSOCIATES, INC.
1230 Pine Street
St. Helena, CA 94574
- INTERIOR DESIGNER**
GENSLER
Two Harrison Street, Suite 400
San Francisco, CA 94105
- PLANNING CONSULTANT**
JEFF REDDING
2423 Rentrow Street
Napa, CA 94558

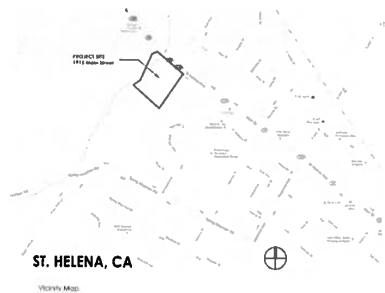


The HR Group Architects
2077 Oak Grove Blvd., Suite 200
Menlo Park, CA 94025
Tel: 650.321.0800
www.hrgrouparchitects.com

Project
GRAND VIEW INN



OVERALL SITE PLAN
1" = 20.0'



ST. HELENA, CA

Vicinity Map

Drawn By

REX

Issue Date

11/09/2011

Revision

Description

OVERALL SITE PLAN AND
VICINITY MAP

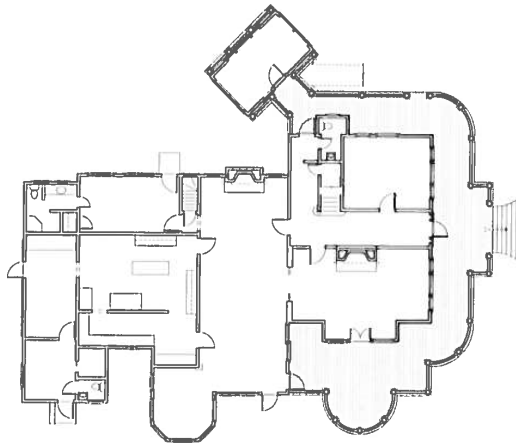
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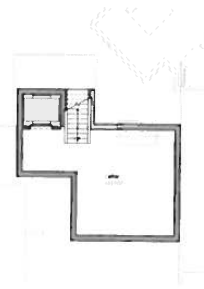


The HR Group Architects
227 Pine Street, Suite 200
San Francisco, CA 94102
P 415 455 4555
www.thhrgroup.com

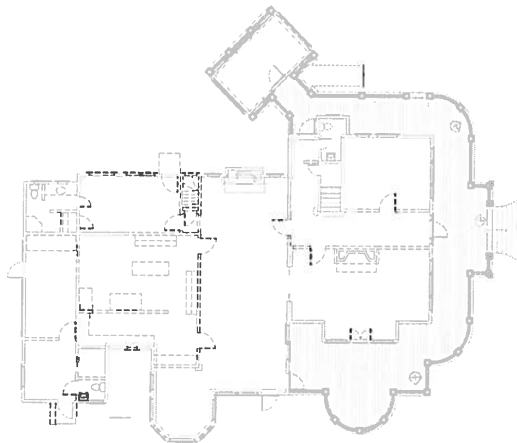
Project
Grandview Inn



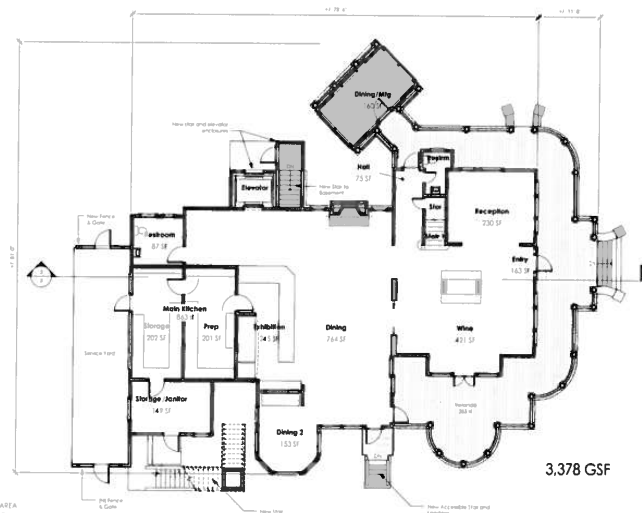
1st Floor Existing
1/8" = 1' 0"



Cellar Proposed
1/8" = 1' 0"



1st Floor Demolition
1/8" = 1' 0"



Level	Footprint	Area
1st Floor	HOURS	21,137
1st Floor	Demolition	140,139
2nd Floor	HOURS	30,114
3rd Floor	HOURS	233,139
Ground Level		25,414

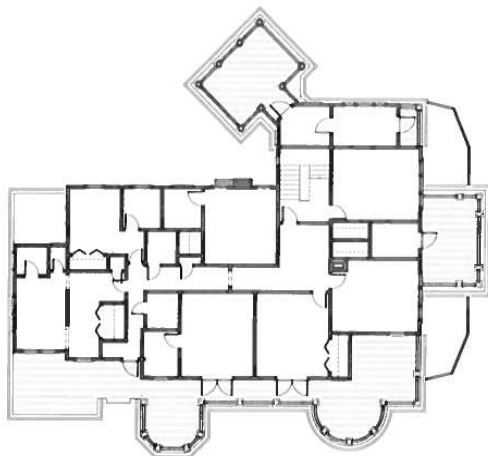
Level	Footprint	Area
1st Floor	SHRIMP/CHICK	142,139
1st Floor	HOURS	227,114
2nd Floor	HOURS	214,139
3rd Floor	HOURS	240,114
Ground Level		102,114

Drawn By
10/10
Issue Date
11/1/2011
Revision

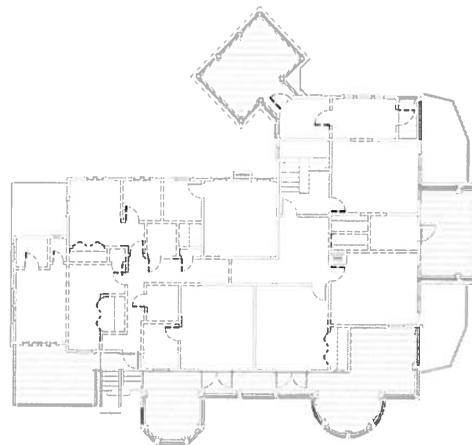
Description
1st Floor - Acacia

Acacia A2

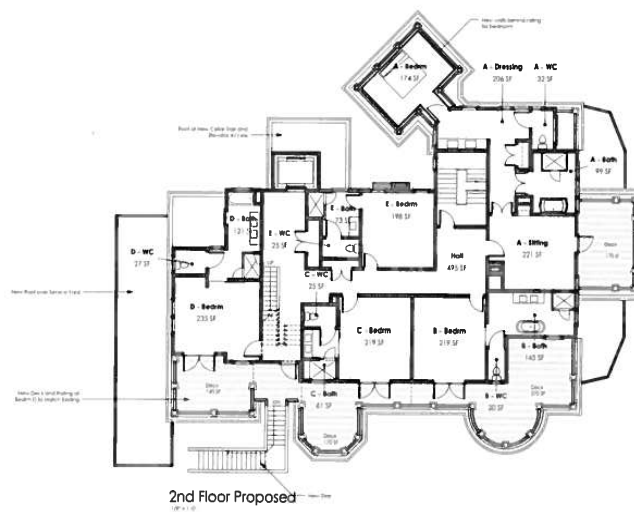
11/1/2011 12:57:54
C:\Users\james\Documents\Grandview\Grandview - Acacia - Local - 10/11



2nd Floor Existing



2nd Floor Demolition



Pmulate	Intense	Deca	Low
A	731 m ²	170 t	90
B	384 m ²	379 t	75
C	303 m ²	170 sl	47
D	303 m ²	140 sl	52
E	279 m ²	140	28
F	2,099 m ²	810 t	2,144

The
HR
Group

The HB Group Architects
2277 Fall Creek Blvd., Suite 201
Sacramento, CA 95825
916 992-0800
www.hbgrouparchitects.com

Project
Grandview Inn

Drawn By
Author

Issue Date
11/02/2011

Revision

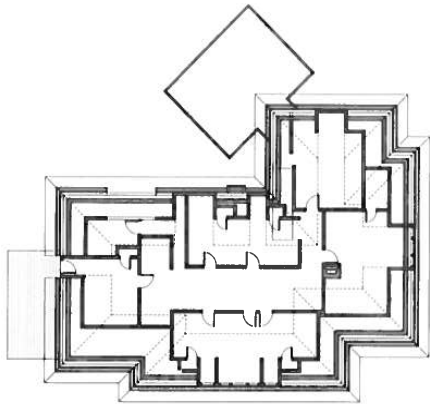
Description
2nd Floor - Acacia

Acacia A3

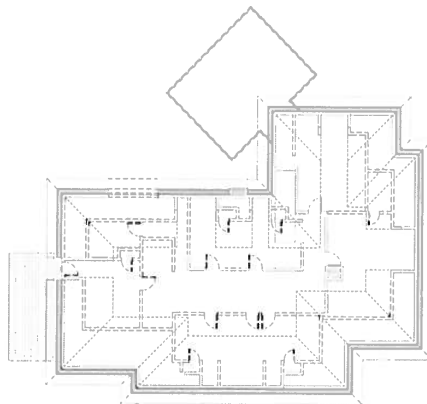


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Tel: 604.683.4455
www.hrarchitects.com

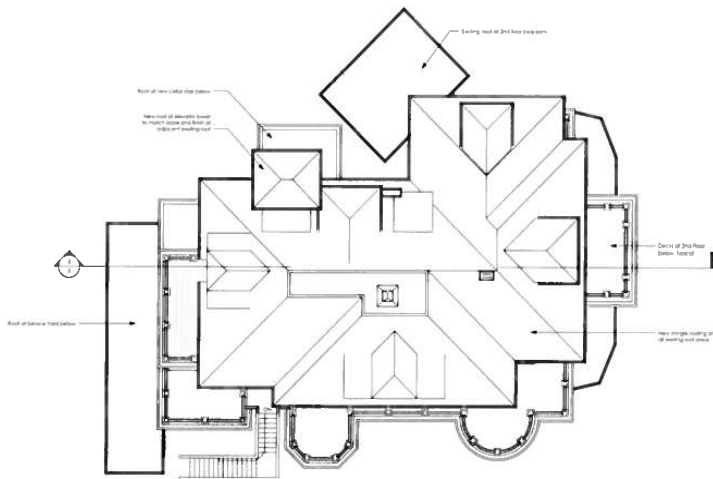
Project
Grandview Inn



3rd Floor Existing
108' x 112'



3rd Floor Demolition
108' x 112'



Roof Plan
108' x 112'



3rd Floor Proposed
108' x 112'

Drawn By
JSP

Issue Date
11/03/2011

Revision:

Description
3rd Floor & Roof Plan
Acacia

Acacia

A4

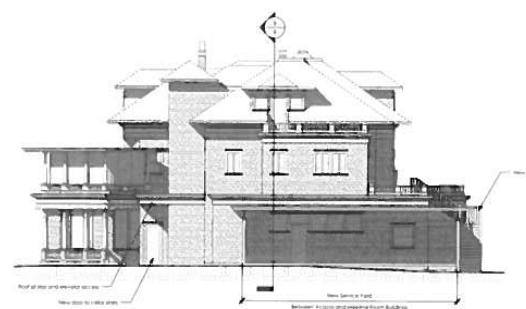
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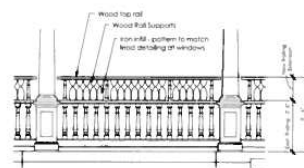
Section A



North



West



Railing Extension



South



East

Drawn By

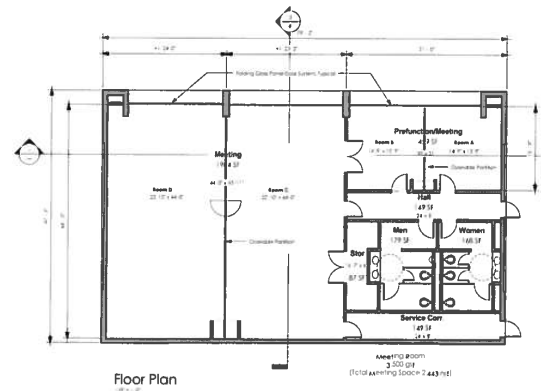
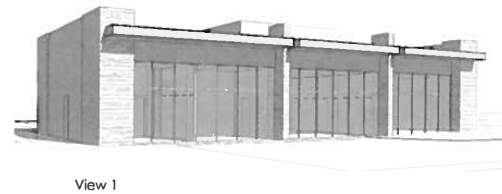
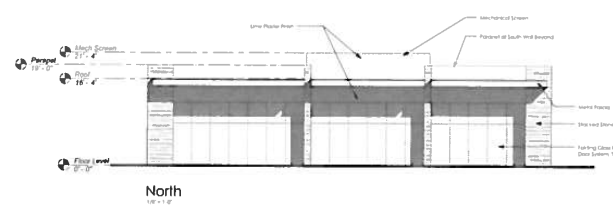
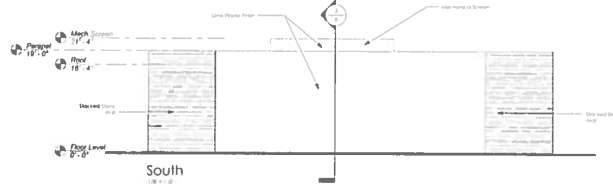
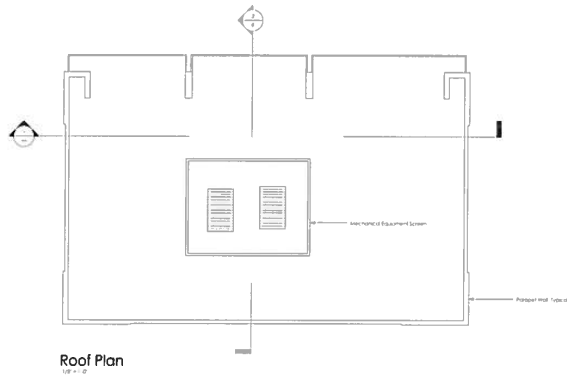
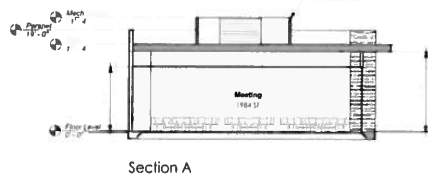
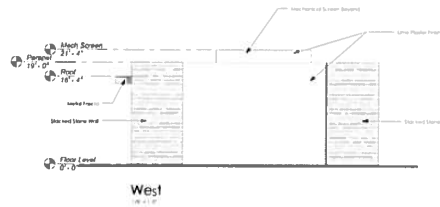
Issue Date

Revision

Description
Elevations and Section

Acacia

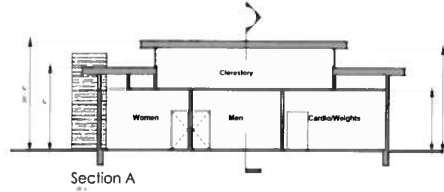
A5



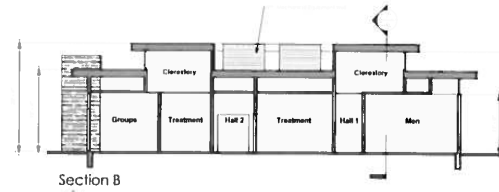
Project
Grandview Inn

Drawn By
109
Issue Date
11/18/2011
Revision:
Description
Meeting Room

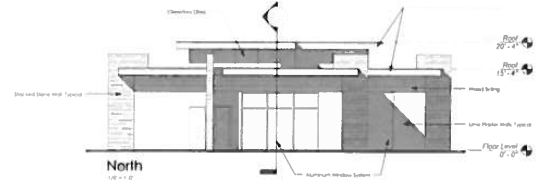
Meeting Room A6



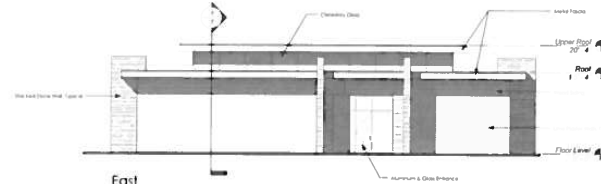
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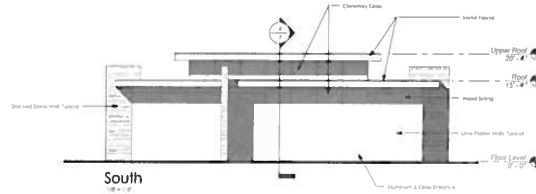
Section B



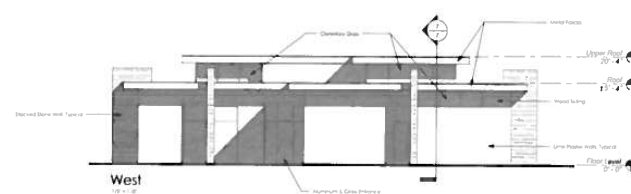
North



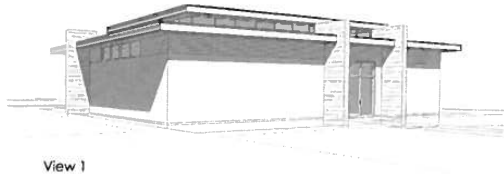
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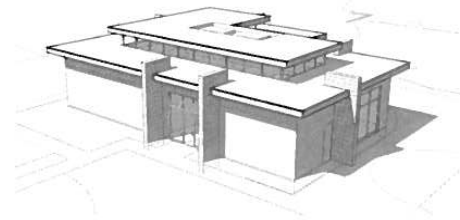
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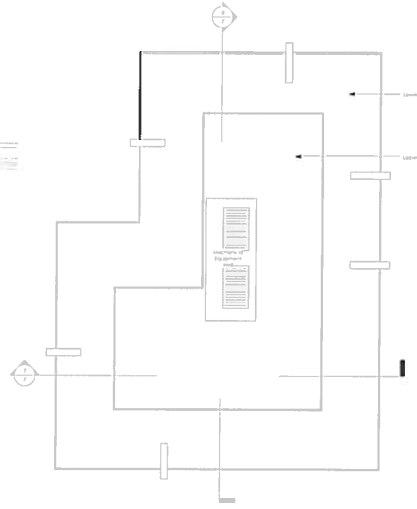
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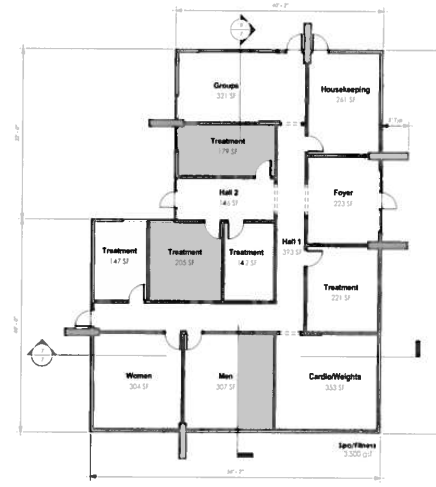
View 1



View 2



Roof Plan



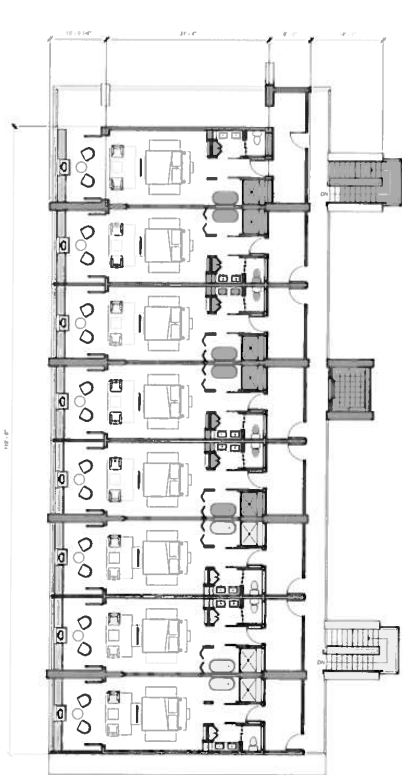
Floor Plan



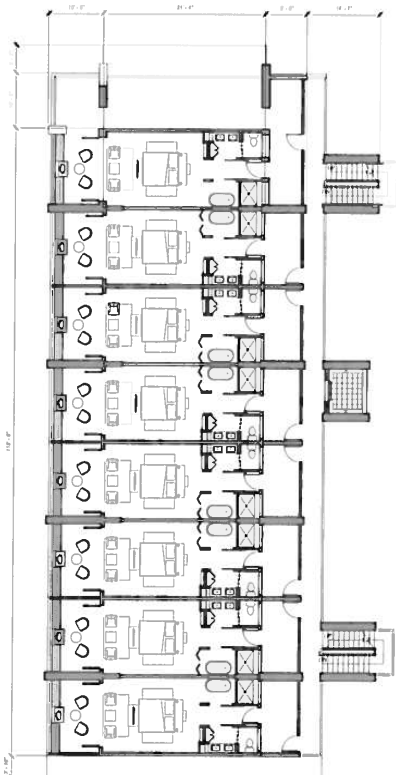
Project
Project Name

Drawn By
108
Issue Date
11/18/2011
Revision
Description
Spa / Fitness

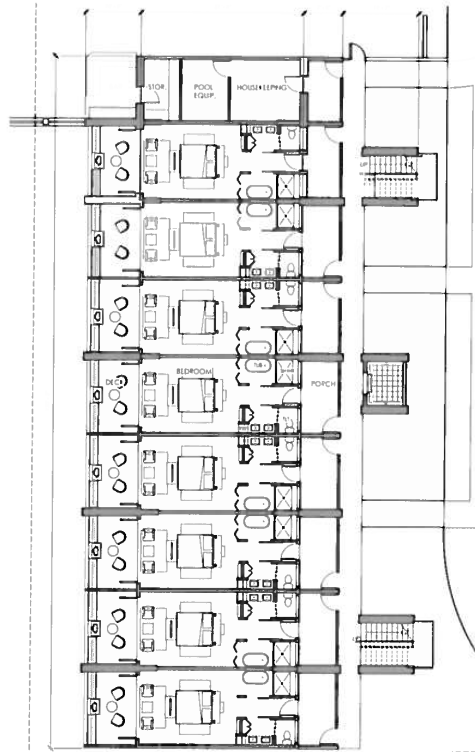
Spa / Fitness **A7**



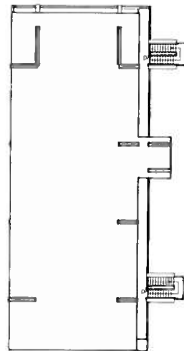
THIRD FLOOR PLAN
15'-0 1/4" x 37'-0 1/4"



SECOND FLOOR PLAN
15'-0 1/4" x 37'-0 1/4"



GROUND FLOOR PLAN
15'-0 1/4" x 37'-0 1/4"



ROOF PLAN
15'-0 1/4" x 37'-0 1/4"



The HR Group Architects
2377 The Grove Road, Suite 201
Beverly Hills, CA 90212
www.hrgrouparchitects.com

Project
GRANDVIEW INN

PIKE NET BUILDING AREA

Level	Area
GROUND FLOOR	3913 SF
SECOND FLOOR	3913 SF
THIRD FLOOR	3913 SF
Grand Total	11739 SF

PIKE GROSS BUILDING AREA

Level	Area
GROUND FLOOR	4277 SF
SECOND FLOOR	4277 SF
THIRD FLOOR	4277 SF
Grand Total	12831 SF

Drawn By
JCH

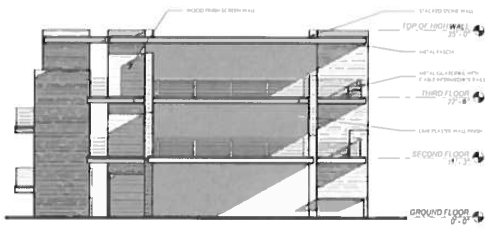
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Revision

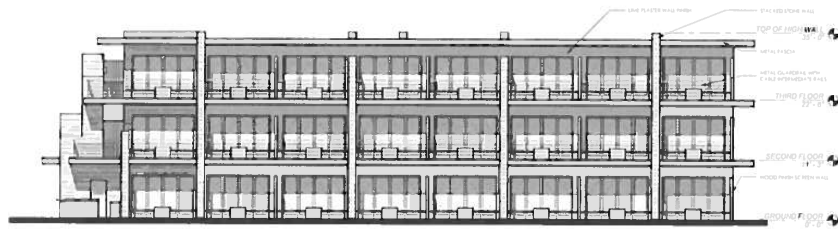
Description
FLOOR PLAN AND ROOF
PLANS - PIKE

Pine A8

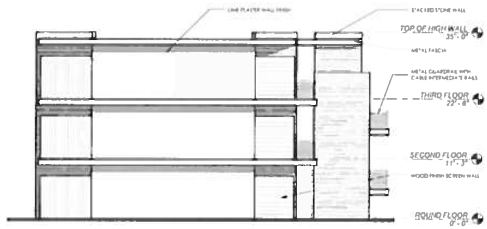
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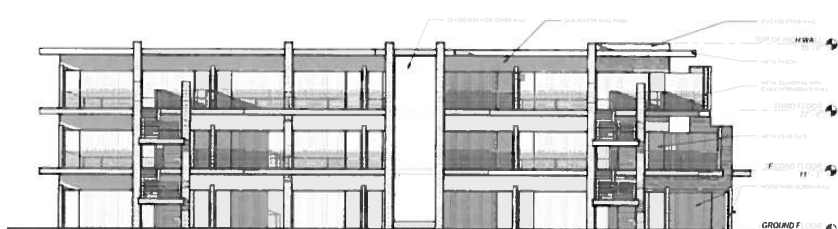
NORTH ELEVATION
1/8\"/>



WEST ELEVATION
1/8\"/>



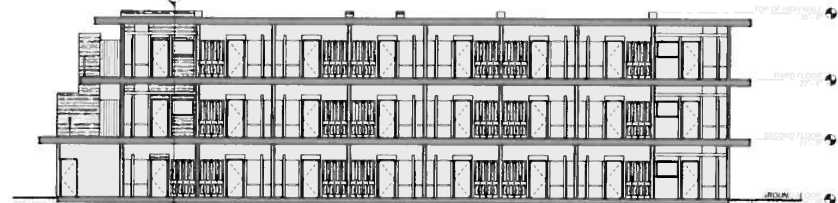
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1/8\"/>



EAST ELEVATION
1/8\"/>



BUILDING SECTION A
1/8\"/>



BUILDING SECTION B
1/8\"/>



3D View 1



3D View 2



Project
GRANDVIEW INN

Drawn By
AUTOR

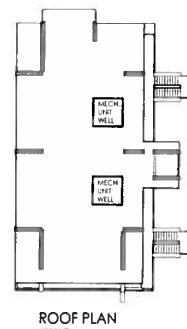
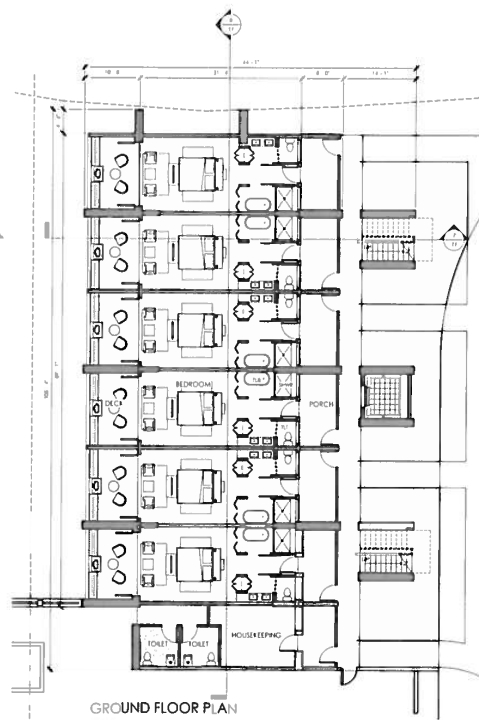
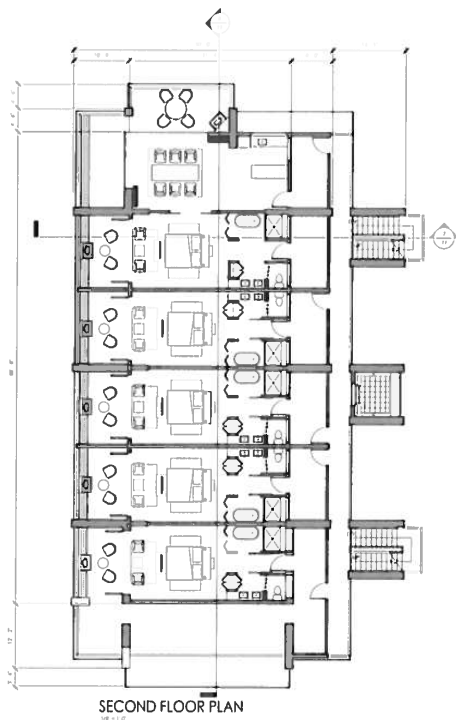
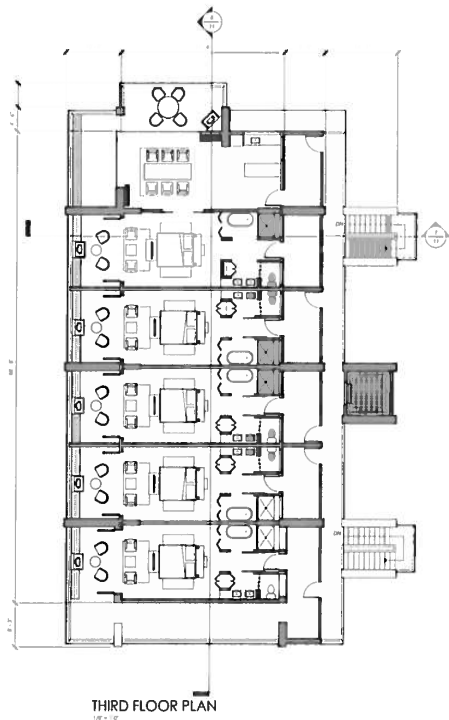
Issue Date
11/18/11

Revision

Description
3 ELEVATION
BUILDING SECTION AND
PERSPECTIVE - PINE

Pine A9

11/14/2011 12:30 PM C:\MSR\Arch\Projects\026 Grandview Inn\Grandview Pine - Issues - R02.rvt



Project
GRANDVIEW INN

LAUREL NET BUILDING AREA	
Level	Area
GROUND FLOOR	28,117 SF
SECOND FLOOR	28,117 SF
THIRD FLOOR	28,117 SF
Grand Total	84,351 SF

LAUREL GROSS BUILDING AREA	
Level	Area
GROUND FLOOR	28,117 SF
SECOND FLOOR	28,117 SF
THIRD FLOOR	28,117 SF
Grand Total	84,351 SF

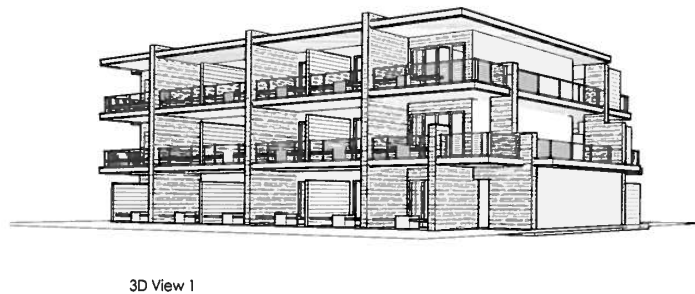
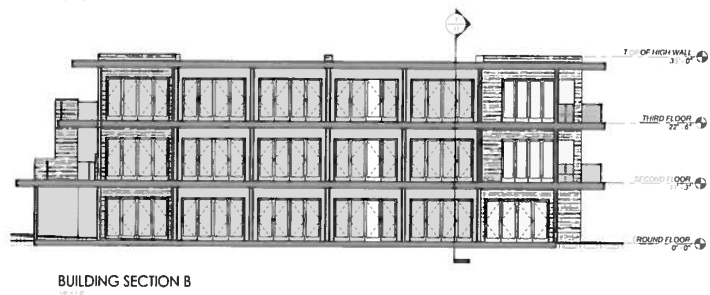
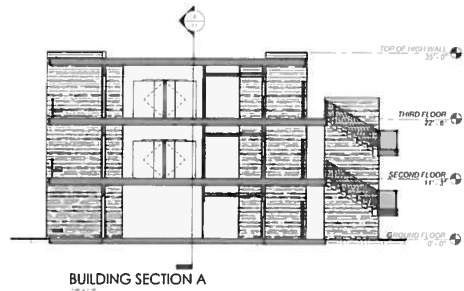
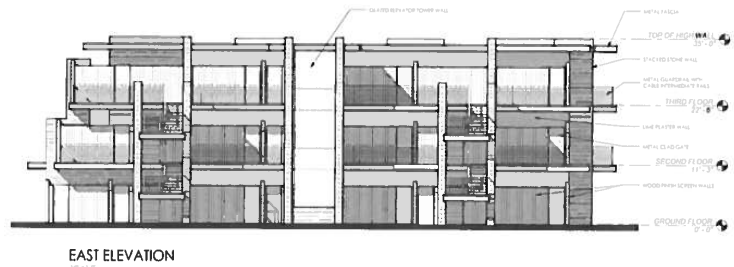
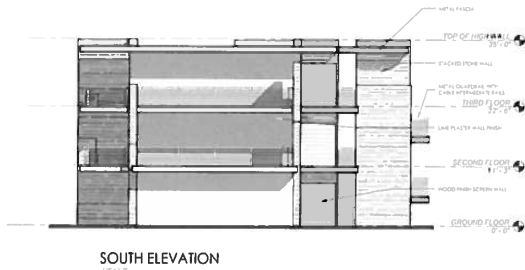
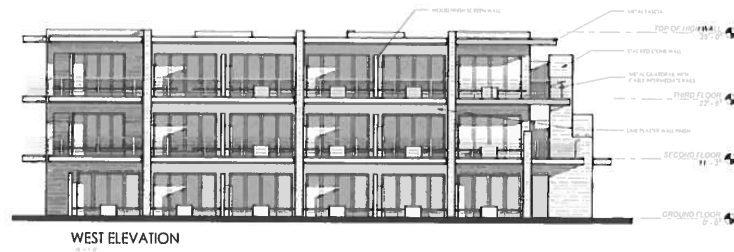
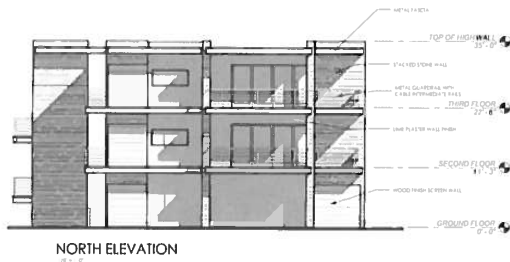
Drawn By

Issue Date

Revision

Description
FLOOR PLAN AND ROOF
PLAN - LAUREL

A10

Project
GRANDVIEW INN

Drawn By
Author

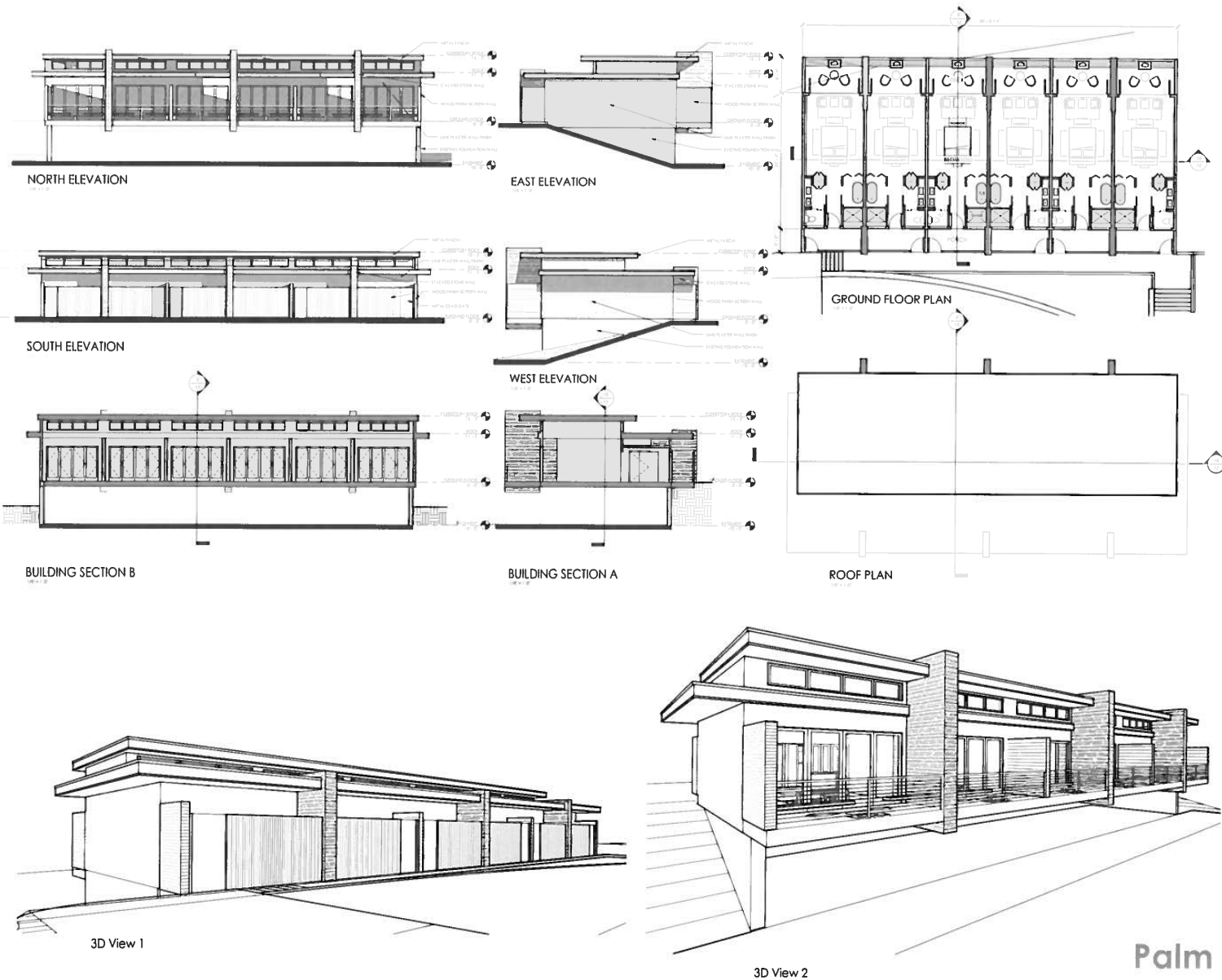
Issue Date
11/18/11

Revision

Description
EXTERIOR ELEVATIONS,
BUILDING SECTIONS, AND
PERSPECTIVES - LAUREL

A11

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2001 West Main Street, Suite 100
San Antonio, TX 78205
www.hrarchitects.com

Project
GRANDVIEW INN

PALM A12 BUILDING AREA
Level: Ground Floor
Ground Area: 2,000 SF
Ground Area: 2,000 SF

PALM A12 BUILDING AREA
Level: Ground Floor
Ground Area: 2,000 SF
Ground Area: 2,000 SF

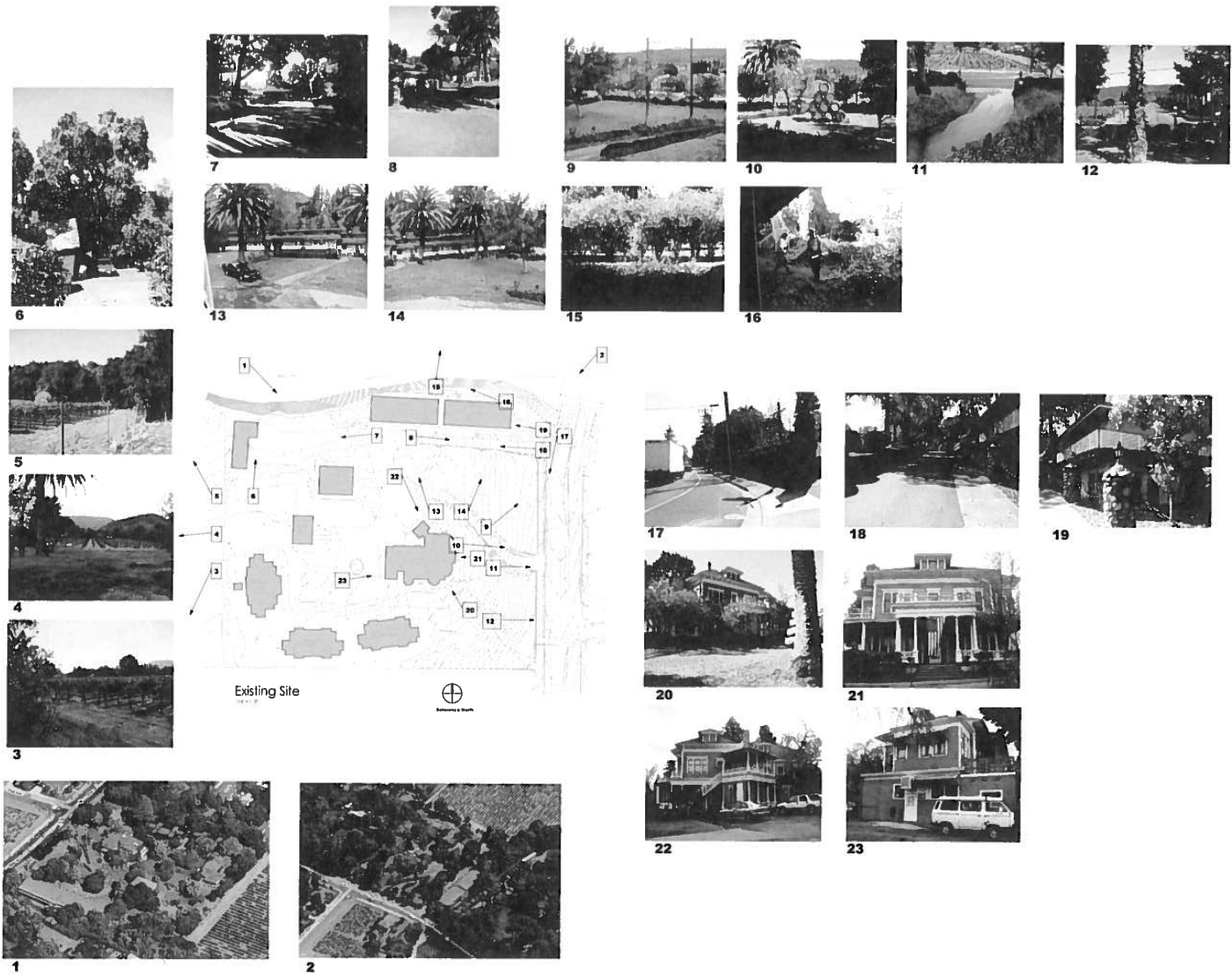
Drawn By
JSA

Issue Date
11/18/11

Revision

Description
FLOOR PLANS, EXTERIOR
ELEVATIONS AND
PERSPECTIVES, PALM

Palm **A12**



The
HR
Group
ARCHITECTS

The HR Group Architects
2011 1st Street, Suite 201
Lawrenceville, GA 30046
770.962.4000
www.hrarchitects.com

Project
Grandview Inn

Drawn By
Author
Issue Date
11/18/2011
Revision

Description
Site Photos

A13

11/18/2011 12:39:54
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Plot

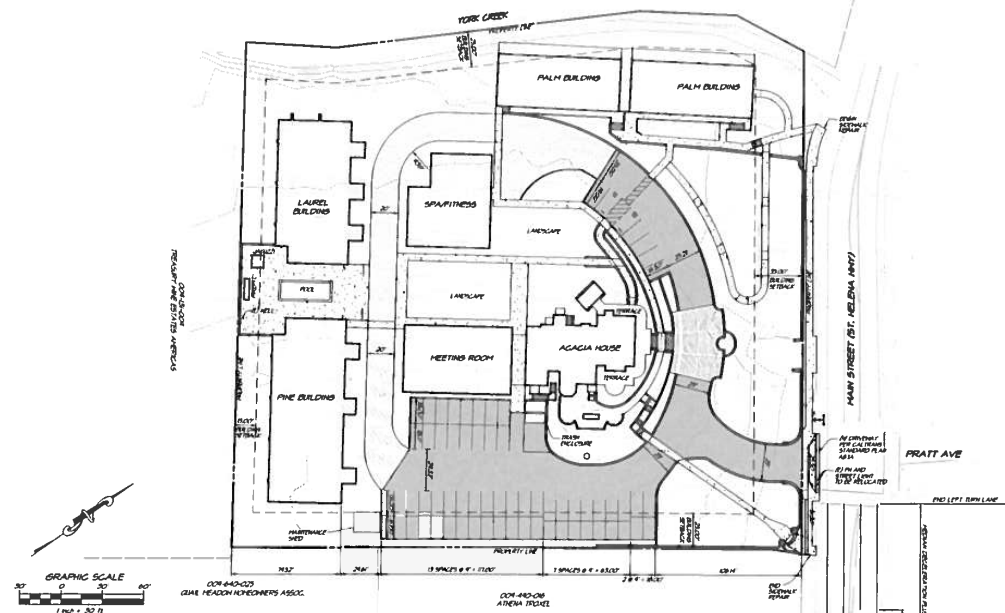
VICINITY MAP
NO SCALE

OWNER	THOMPSON HEATH
OWNER ADDRESS	4300 WINTERBURY WAY, SUITE A BULD WILSON CA 94515
CONTACT	TERRY HEDGECOCK
SITE ADDRESS	501 MAIN ST ST HELENA CA 94574
CITY ENGINEER	REGISTRATION OFFICE & ASSESS. 200 PEARSON STREET AMAL CA 94530
CONTACT	ALLEN LARSEN TEL 415-733-3329
APN	027-000-000
PARCEL AREA	2.81
EXISTING USE	HOTELS
PROPOSED USE	HOTELS
EXISTING ZONING	SC
PROPOSED ZONING	SC

THE FIGURES SHOWN HEREIN ARE BASED UPON AERIAL PHOTOGRAPHY. THE INFORMATION SHOULD BE CONSIDERED APPROXIMATE.

BENCHMARK: STANDARD TABLET IN FIRST STEP
ST. HELENA POST OFFICE STAMPED: 4-17-1941
ELEVATION = 2830' (ABOVE MSL)

CHRG-1	SITE AND LAYOUT PLAN
CHRG-2	NOTES
CHRG-3	GRADING PLAN
CHRG-4	UTILITY PLAN



GRAPHIC SCALE

1 inch = 30 ft

EXISTING	PROPOSED	
STORM DRAIN LINE		STORM DRAIN LINE
SANITARY SEWER LINE		SANITARY SEWER LINE
WATER LINE		WATER SERVICE LINE
SANITARY SEWER MANHOLE		FREE FLOW SERVICE LINE
STORM DRAIN MANHOLE		SANITARY SEWER MANHOLE
MANHOLE		STORM DRAIN MANHOLE
FREE HYDRANT		WATER VALVE
WATER VALVE		DRAIN PILE
EX FREE TO REMAIN		AREA DRAIN
		EARTH SHAUL
PERCE		GLASSER PER
JOINT PER IN GUT		PER 2' VELDA 2ND TO 3RD
CONCRETE LINE		PER HYDRANT APPROX
CONCRETE DRAIN LINE		PER 2' VELDA 3RD TO 4TH EX
EX FREE TO REMOVED		

[illegible]

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BEFORE EXCAVATING**



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1 (800) 227-2600



PREPARED UNDER THE DIRECTION OF

ARTHUR H. LADD, JR., DIRECTOR, FBI SCHOOL OF CRIMINOLOGY

PRELIMINARY NOT FOR CONSTRUCTION

**GRAND VIEW INN
SITE AND LAYOUT PLAN
ST. HELENA
CALIFORNIA**

DATE		NOV 03 2007	
ENTERED	FILED		
DELETED	FILED		
CHECKED	FILED		
ACCT NO.		4 1000000	
SHEET NO			
DRC-1			

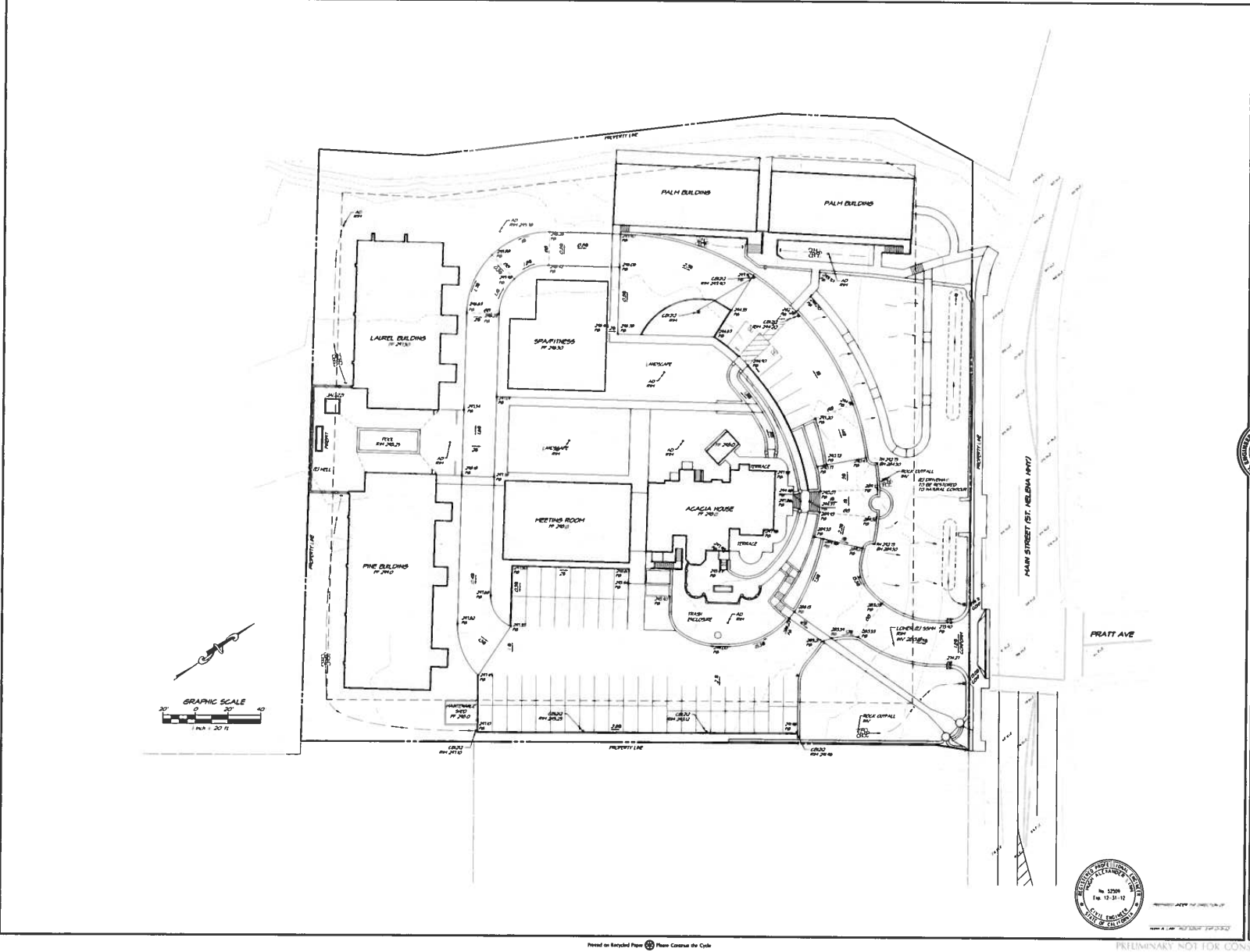
PROPOSED ANSWER FOR QUESTION 10



DATE NOV 17 2011		
DESIGNED	BY	
CHECKED	BY	
JOB NO. 4-10000-01		
SHEET NO. DRC-3		

SHEET NO.
DRC-3

PRELIMINARY NOT FOR CONSTRUCTION







Existing Vegetation Plan

November 16, 2011

Scale: 1 = Not at all, 2 = Somewhat, 3 = Moderately, 4 = Very much.

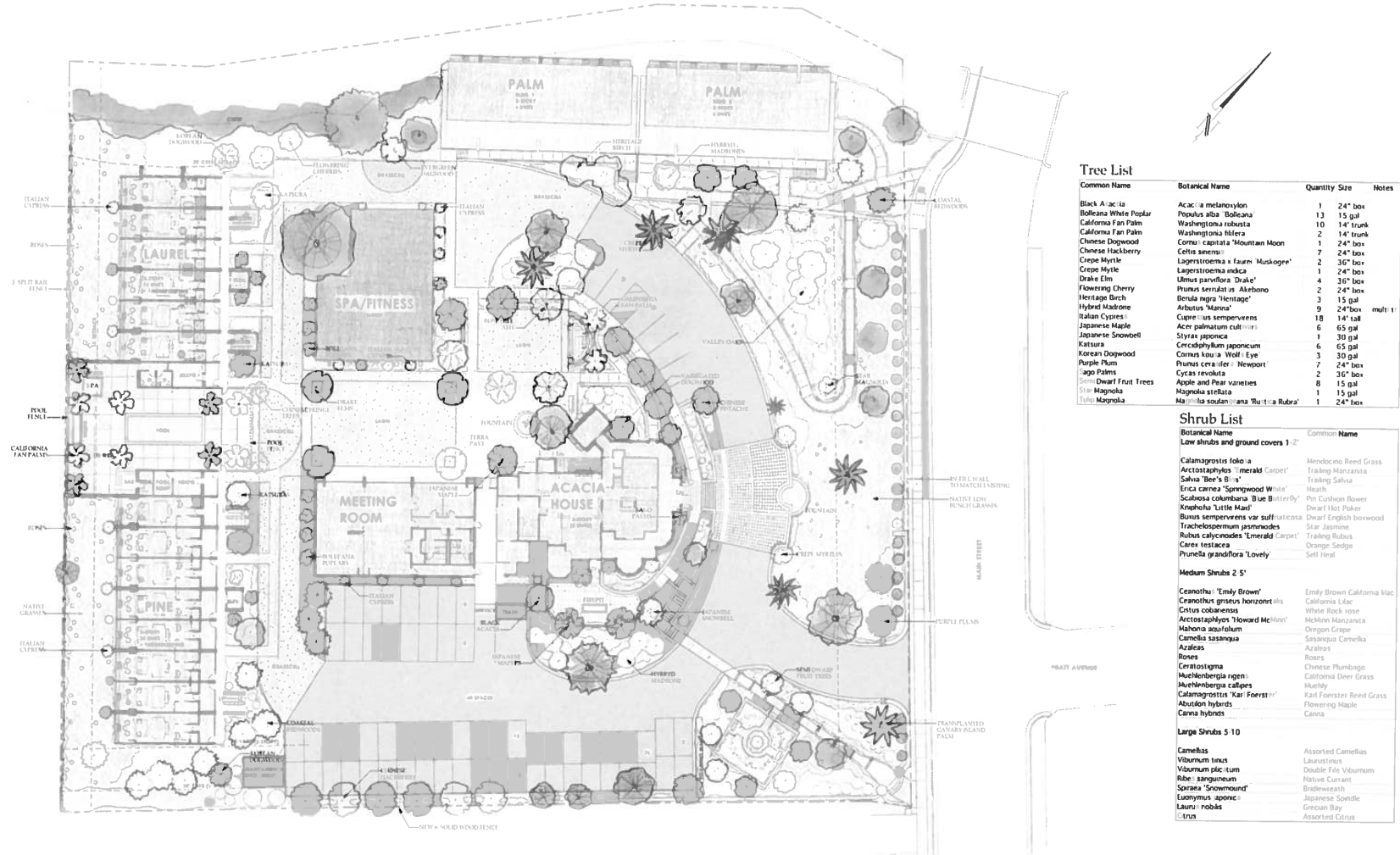
Grandview Inn

Jonathan Plant & Assoc., Inc. P.O. Box 1167 St. Helena, CA 94754 Email: jpa@jonathanplant.com

Schematic Landscape Plan

November 16, 2011

Scale 1" = 20' 0"



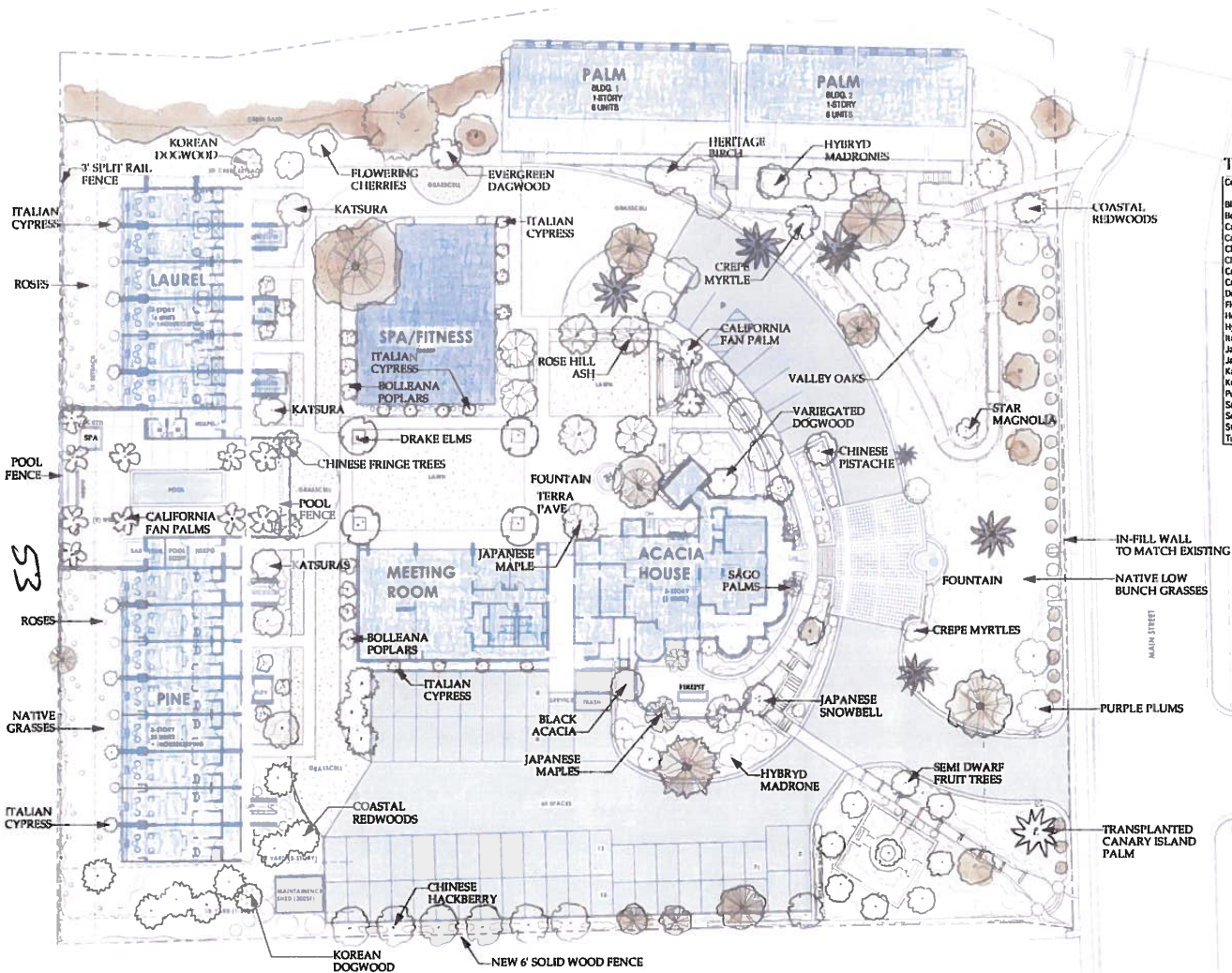


Jonathan Plant & Assoc., Inc. P.O. Box 1167, St. Helena, CA 94754-0167 Email: jpa@jonathanplant.com

Schematic Landscape Plan

November 16, 2011

Scale: 1" = 20' - 0"



Tree List

Common Name	Botanical Name	Quantity	Size	Notes
Black Acacia	Acacia melanoxylon	1	24" box	
Bolleana White Poplar	Populus alba 'Bolleana'	13	15 gal	
California Fan Palm	Washingtonia robusta	10	14" trunk	
California Fan Palm	Washingtonia filifera	2	14" trunk	
Chinese Dogwood	Cornus capitata 'Mountain Moon'	1	24" box	
Chinese Hackberry	Celtis sinensis	7	24" box	
Crepe Myrtle	Lagerstroemia x faurei 'Muskogee'	2	36" box	
Crepe Myrtle	Lagerstroemia indica	1	24" box	
Drake Elm	Ulmus parviflora 'Drake'	4	36" box	
Flowering Cherry	Prunus serrulata 'Akebono'	2	24" box	
Heritage Birch	Betula nigra 'Heritage'	3	15 gal	
Hybrid Madrone	Arbutus 'Marina'	9	24" box	multi tr
Italian Cypress	Cupressus sempervirens	18	14" tall	
Japanese Maple	Acer palmatum cultivars	6	65 gal	
Japanese Snowbell	Styrax japonica	1	30 gal	
Katsura	Cercidiphyllum japonicum	6	65 gal	
Korean Dogwood	Cornus kousa 'Wolfs Eye'	3	30 gal	
Purple Plum	Prunus cerasifera 'Newport'	7	24" box	
Sago Palms	Cycas revoluta	2	36" box	
Semi Dwarf Fruit Trees	Apple and Pear varieties	8	15 gal	
Star Magnolia	Magnolia stellata	1	15 gal	
Tulsa Magnolia	Magnolia soulangeana 'Rustica Rubra'	1	24" box	

Shrub List

Botanical Name	Common Name
Low shrubs and ground covers 1-2'	
Calamagrostis foliosa	Mendocino Reed Grass
Arctostaphylos 'Emerald Carpet'	Trailing Manzanita
Salvia 'Dee's Bliss'	Trailing Salvia
Erica carnea 'Springwood White'	Heath
Scabiosa columbaria 'Blue Butterfly'	Pin Cushion flower
Kniphofia 'Little Maid'	Dwarf Hot Poker
Buxus sempervirens var. suffruticosa	Dwarf English boxwood
Tracheliumpermum japonicum	Star Jasmine
Rubus calycinoides 'Emerald Carpet'	Trailing Rubus
Carex testacea	Orange Sedge
Prunella grandiflora 'Lovely'	Self Heal
Medium Shrubs 2-5'	
Ceanothus 'Emily Brown'	Emily Brown California Lilac
Ceanothus gilliesii 'horizontalis'	California Lilac
Cistus columbianus	White Rock rose
Arctostaphylos 'Howard McKinn'	McKinn Manzanita
Mahonia aquifolium	Oregon Grape
Cornelia asanqua	Sasanqua Camellia
Azaleas	Azaleas
Roses	Roses
Cerastium	Chinese Plumbago
Muehlenbergia rigens	California Deer Grass
Muehlenbergia californica	Muehly
Calamagrostis 'Karl Foerster'	Karl Foerster Reed Grass
Abutilon hybrids	Flowering Maple
Canna hybrids	Canna
Large Shrubs 5-10'	
Camellias	Assorted Camellias
Viburnum tinus	Laurestinus
Viburnum plicatum	Double File Viburnum
Ribes sanguineum	Native Currant
Spiraea 'Snowmound'	Bridalwreath
Euonymus japonica	Japanese Spindle
Laurus nobilis	Grecian Bay
Citrus	Assorted Citrus

Grandview Inn

Jonathan Plant & Assoc., Inc. P.O. Box 1167, St. Helena, CA 707.963.8313 Email: jpa@jonathanplant.com

Schematic Landscape Plan

November 30, 2011

Scale: 1" = 40' - 0"



ACACIA HOUSE



OAK BUILDING



PALM BUILDING



PINE BUILDING



REDWOOD BUILDING



WALNUT BUILDING

CITY OF ST. HELENA

RESOLUTION 2012-20

**APPROVING DESIGN REVIEW, A DEMOLITION PERMIT, & USE PERMIT
AMENDMENT TO A PREVIOUSLY APPROVED USE PERMIT (2010-19) FOR AN
INCREASE TO THE REGULATED FOOD AND BEVERAGE ESTABLISHMENTS
INVENTORY TO ALLOW FOR A NEW 40-SEAT RESTAURANT AT THE
GRANDVIEW HOTEL LOCATED AT 1915 MAIN STREET**

PROPERTY OWNER: Grandview Hotel Investors, LLC

APN: 009-490-009

Recital

1. A Use Permit Amendment to a previously approved Use Permit (2010-19) was submitted by the owners, Grandview Hotel Investors, LLC, of the Grandview property located at 1915 Main Street.
2. The current entitlements allow for the conversion and renovation of the site containing the historic Acacia House and adjacent buildings to 57 hotel rooms. While the number of total rooms on the site (57) will not change, the owners propose to remove additional, non-historic buildings beyond what was approved in 2010 to be replaced with new buildings designed to reinforce the historic components of the Acacia House.
3. The historic Acacia House will be returned to its prominence on the site and will be renovated and converted to five guest rooms, restaurant, reception area, common areas for guests, and space for business operations. A change to the previously approved project includes the expansion of the approved food service within the Acacia house to include a 40-seat restaurant that will be jointly used by both guests and the public.
4. Other changes include:
 - Palm Building – A two-story replacement building for Palm building will contain 12 guest rooms on the upper floor with storage functions located on the lower floor. The replacement Palm building will be located in the same footprint of the existing building;
 - Pine Building – A three-story replacement building for Pine will contain 24 guest rooms;
 - Walnut building - A 3,500 square foot meeting & conference Room and a 3,500 square foot spa/fitness center. (A 1,178 square foot spa was previously approved in 2006);
 - New Laurel Building - Approved in 2006 for 10 rooms and will expand to 16 guest rooms;
 - Demolition of the Oak & Redwood buildings for the relocation of the parking into this area along the south property line; and
 - A new 40-seat restaurant to serve the guests and public along with a request for an increase to the Regulated Food and Beverage Establishments Inventory.

- Rather than distributing the parking areas throughout the site as originally approved, the revised site plan includes the parking in one area along the south property line. Valet parking for both hotel and restaurant guests will be available 24 hours per day. Arriving guests will be dropped off at the porte-cochere with valets relocating the vehicles to the south side parking area.
5. The Planning Commission of the City of St. Helena, State of California, held a noticed public hearing on the applicant's proposal on February 7, 2012 reviewing the public record, including all application submittal materials, letters submitted regarding the proposal and staff reports, opening a public hearing to receive testimony from the applicant and interested persons, and deliberating on the project and recommended approval to the City Council.
 6. The City Council of the City of St. Helena, State of California, held a noticed public hearing for this project on February 28, 2012 and which was continued to March 27, 2012.

Resolution

- A. The Planning Commission considered and recommended that the City Council find that the prior Negative Declaration adopted for the project is adequate for analysis of the environmental impacts and as pursuant to Section 15162 of the CEQA Guidelines which states that where a Negative Declaration has been prepared, no additional CEQA review is required unless there are substantial changes to the project.
- B. The City Council hereby amends the Regulated Food and Beverage Establishments Inventory by increasing number of restaurant from 34 to 35 restaurants and a Use Permit Amendment for establishment of a new 40-seat restaurant within the Grandview Hotel.
- C. The City Council makes the following Conditional Use Permit findings, contained in Zoning Ordinance Section 17.168.050, to support the motion to approve a Use Permit Amendment to the previously approved 57-room hotel on the subject parcel:
 1. That, as conditioned and with the recommended mitigations place, the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
 2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
 3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.
 4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
 5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
 6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.

7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
 8. That the proposed use would not be in conflict with the City's General Plan.
 9. That the proposed use would not be injurious to public health, safety, or welfare.
 10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
 11. That, as demonstrated on a detailed plan submitted by the applicant to include up to 65 off-street parking spaces, adequate off-street parking to accommodate the long term parking needs of residents, employees and customers is available.
 12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.
- D. The City Council approves the Design Review subject to the applicable Design Criteria contained in Zoning Ordinance Section 17.164.030. for construction of the following:
1. Palm Building – A two-story replacement building for Palm building will contain 12 guest rooms on the upper floor with storage functions located on the lower floor. The replacement Palm building will be located in the same footprint of the existing building;
 2. Pine Building – A three-story replacement building for Pine will contain 24 guest rooms;
 3. Walnut building - A 3,500 square foot meeting & conference room and a separate 3,500 square foot spa/fitness center. (A 1,178 square foot spa was previously approved in 2006); and
 4. New Laurel Building - Approved in 2006 for 10 rooms and will expand to 16 guest rooms.
- E. The City Council approves the Demolition Permit to remove five existing non-historic structures (Pine, Palm, Walnut, Oak & Redwood buildings) on the site, as provided for in Zoning Ordinance Section 17.164.050(E), and subject to the following:
1. That, based on the public record and testimony presented at a public hearing, the building is determined not to be a significant architectural or historical building.
 2. That the demolition does not eliminate elements that are required to maintain the essential character of the neighborhood.
- F. The City Council approves the project entitlements, as identified herein, subject to compliance with the following conditions. This project shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of the approval. The conditions noted below are particularly pertinent to this action and shall not be construed to permit violation of other laws and policies not so listed.
1. This approval shall be vested within one (1) year from the date of action. A building permit for the use allowed under this Use Permit shall have been obtained within one (1) year from the effective date of the Use Permit or the Use Permit shall expire; provided however that the Use Permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals.

2. This approval is valid for this use only. New approvals must be applied for upon any change in use. These permits will expire if the use is discontinued pursuant to then existing ordinances and regulations.
3. Any request for an extension of the terms of this approval must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
4. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
5. Compliance with all permit conditions shall occur in accordance with specific regulations, but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
6. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless against any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
7. Provided they are in general compliance with this permit, minor modifications may be approved by the Planning Director.
8. This permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and the benefit of the City of St. Helena.
9. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
10. Prior to submittal of a building permit application, all plan sheets shall be revised to be consistent with the City's approval and coordinated with the civil and landscaping plans.
11. Construction shall be in compliance with plans reviewed and approved by the City on March 27, 2012, to comply with the applicable conditions provided herein and the associated adopted mitigation measures.
12. Resolution 2010-91, accepting a New Water Use Agreement dated August 24, 2010 for 1915 Main Street was adopted. Prior to issuance of building permits, the owner/applicant shall be required to enter into a new Water Use Agreement with the City of St. Helena which

limits water use at the property to 65 gallons of water per room per day (approximately 3,705 gallons per day). The property shall utilize well water for all landscape irrigation.

13. The hotel project shall be designed for all feasible water conservation technology. Consistent with St. Helena Municipal Code Article IV, Water Conservation Section 18.44, New Development, the applicant shall be required to retrofit existing dwellings prior to receiving a certificate of occupancy. Retrofits must be completed prior to issuance of certificate of occupancy.
14. Prior to issuance of building permit, the applicant shall be required to obtain approval of the Napa County Department of Environmental Management for the food preparation, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by Napa County DEM prior to issuance of any building permits for said areas. An annual food permit will be required.
15. As part of the construction documents for a building permit application, the applicant shall submit a detailed landscaping plan for review and approval prior to the issuance of any building permits. This plan shall include details and specifications for other landscaping features and detailed irrigation plans, planting details, such as location, number and sizes of the plant materials, and the specifications for planting. Street trees shall be reviewed for approval by the City prior to submitting an application to Caltrans, where required as part of an encroachment permit application.
16. The applicant shall install the landscape irrigation lines in accordance with reclaimed water standards, in consideration of the future reclaimed water lines.
17. The landscape plan shall depict trees to be protected, removed, and replaced and shall be consistent with the State of California's Water Efficient Landscape Ordinance (WELO) and approved by the Planning Director before issuance of a building permit. (PW)
18. Plant materials shall be purchased from a source that verifies they have been inspected for glassy winged sharpshooter to ensure that they will not contribute to the spread of Pierce's disease to the surrounding vineyards.
19. Unless otherwise provided in the Arborists Report for the project, each tree or group of trees to be preserved within the vicinity of the construction site shall be protected by enclosure with a six (6) foot chain link fence prior to grading or movement of heavy equipment. The minimum distance of the fence from the tree shall be at the drip line, but may be extended an additional 10' to include the root zone which shall be determined by the project or City Arborist. Fencing shall remain in place until such time as the Building Inspector is assured the trees are no longer in danger of construction damage.
20. Unless otherwise provided in the Arborists Report for the project, the following activities are prohibited under the drip line of protected trees unless authorized by the Planning Director under the advice of the City Arborist or project arborist:

- a. Change in the amount of irrigation provided to the protected tree from that which was provided prior to the commencement of construction activity.
 - b. Trench, grade or pave into the drip line of a protected tree.
 - c. Change the grade elevation by more than 6" within the drip line of the tree and for a distance of 30' outward from the drip line of the tree.
 - d. Park or operate any motor vehicle within the drip line area of a protected tree, except within designated parking areas.
 - e. Place or store any equipment or construction materials within the drip line area of the tree.
 - f. Attach any signs, ropes, cables or any other items to the tree.
 - g. Cut or trim any branch of the tree for temporary construction purposes.
 - h. Place or allow flowing into or over the root zone area of any tree any oil, fuel, concrete mix, paint, solvent, plaster or other deleterious substance.
21. The applicant shall be required to fully implement the recommendations of the City's arborist, as provided in the preliminary report submitted to City dated 8/8/05 and 10/24/05. A final report shall be prepared and submitted by the arborist as part of the building permit application and approved by the City prior to receiving a grading or building permit authorizing site work or construction on the site.
 22. Prior to receiving a building permit authorizing construction on the site, the applicant shall provide and receive approval of an exterior lighting plan. Exterior lighting shall be designed to direct illumination downward or shielded to prevent glare onto the driveway, public roadway and adjacent properties.
 23. The applicant shall provide for the enclosed storage of trash and separated recyclable materials and shall be included on the building permit submittal. Should the area designated for trash storage prove insufficient to accommodate approved uses on the site, the applicant agrees to provide alternative means (e.g. expanded facilities, more frequent collection, etc.) to address this issue.
 24. Pursuant to Napa County Landmarks recommendation, the entire project shall adhere to the Secretary of Interior Standards; the historic windows in the Acacia house shall be retained and repaired; any new additions or buildings shall be mindful, respectful of their historic setting and environment; and that appropriate architectural proportions with attention to scale and intensity of use be considered.
 25. The applicant shall submit manufacturer information pertaining to the noise generation of any mechanical equipment that is proposed to be located on the exterior of the structure. The information will help the building official determine whether the ambient noise level at any property line will be increased by more than 5 dBA. If it is determined that the noise level will be increased by more than this amount, appropriate measures shall be imposed to reduce the increase in the ambient noise level to less than 5 dBA. These measures could include replacement, relocation, removal or shielding of the equipment.

26. The applicant and/or construction manager shall notify all contractors and subcontractors that no trespassing is allowed on adjoining properties.
27. This property adjoins an agricultural district. There exists a right-to-farm the adjoining property. There is a good faith expectation that no complaints will occur regarding legal, normal agricultural activities on the adjacent land. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.
28. In compliance with Title 25, Housing and Community Development law, a manager, janitor, housekeeper or other responsible person shall be on premises 24 hours per day, seven days per week.
29. The applicant shall be responsible for compliance with all mitigations measures adopted as part of this project and listed in the Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) dated August 2010 adopted as part of this permit.
30. No signs shall be installed without approval of a Sign Permit, as required by the City's Sign Ordinance.
31. The applicant shall be required to construct and maintain a solid six foot fence with two feet of lattice at the property line adjacent to the south neighbors where the existing chain link fence with wood slats and existing wood fence are presently located. This fence will provide for additional privacy between properties where elevated outdoor decks facing the south at the Oak and Redwood Cottages and raised terrace will be used by guests and could affect the privacy of the adjoining neighbors. The design and location of this fence shall be shown on the construction drawings presented as part of the building permit application submittal.
32. The swimming pool area shall be posted "Quiet Hours – 10:00 P.M. to 8:00 A.M."
33. Complete plans for the swimming pool and/or spa must be submitted to Napa County Department of Environmental Management for review and approval prior to approval of building permits. An annual pool permit will be required.
34. Events conducted on the site shall be limited to no more than 100 persons in attendance, except for up to three events in a given year that may have up to 125 persons in attendance. No more than one event shall be conducted on the site each month. Valet parking or shuttle service shall be provided for all events that include guests not otherwise registered at the inn since parking is not provided on the site to accommodate demand beyond the spaces needed for operation of the inn and residential uses. Amplified music for the events shall be limited to no more than a total of three events in a given year, and only when the City and neighbors are notified in advance of such events and the music ceases at 10:00 p.m.
35. Serving of beer and wine and operation of a wine bar, all beer and wine sales, use and consumption shall be in compliance with a license issued by Alcoholic Beverage Control.

36. The applicant shall be responsible for relocation of the historic street light presently located within the area of the proposed new driveway. To the extent that this historic street light may be located to the north of the new driveway to avoid conflicts with the adjacent residential driveway south of the project site, this alternative is preferred.

Public Works:

37. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements. Improvements shall conform to the requirements previously approved as Resolution 2010-91 including any items agreed to in those public hearings.
38. The improvement plans shall incorporate all grading, drainage, and utilities shown on the approved Use Permit package, those items agreed to in public hearings, those improvements as stated in the mitigations for the Negative Declaration of Resolution 2010-91, the requirements of the 2010-91 conditions of approval, the requirements of these conditions and those improvements required by any codes in effect at the time of plan submittal.
39. The applicant shall construct all on- and off-site improvements in accordance with improvement plans and supporting calculations and documentation that are prepared by a registered Civil Engineer and reviewed and approved by the City of St. Helena Public Works Department and Caltrans, where applicable. The improvement plans shall included detailed designs for all on- and off-site utilities, if applicable, water, sewer, grading, drainage, erosion control and paving. The plans and calculations must be approved by the City Engineer and Caltrans, where applicable, prior to issuance of a building permit.
40. The applicant shall be required to obtain an encroachment permit from the California Department of Transportation (Caltrans) for improvements on Main Street/State Highway 29 prior to receiving a grading or building permit authorizing site work or construction activities on the site. All conditions required by Caltrans shall be incorporated into the project and to the extent that the project is changed as a result of such conditions, the developer may be required to seek additional review by the City. The Caltrans encroachment permit and approved plans shall be submitted to Public Works prior to grading or building permit issuance.
41. The developer shall install at the developer's expense other infrastructure improvements as determined by hydrology analyses, etc, to include relocation of existing utilities and infrastructure facilities and connections, improved drainage facilities and other improvements as shown in the Highway 29 Specific Plan or as amended by the City Engineer.

42. Any request for reimbursement of public improvements shall be made pursuant to procedures in Chapter 17.176.
43. The applicant shall submit a geotechnical report with the submittal of the improvement plans. The improvement plans shall be reviewed and approved by the geotechnical engineer.
44. The applicant shall submit a drainage and hydrology analysis for the project impact, including downstream erosion potential, to the City of St. Helena Public Works Department with the Improvement Plan submittal in accordance with City of St. Helena, Napa County and State of California codes in effect at the time of said improvement plan submittal. If inadequate downstream drainage facilities are found to exist, a program to either upgrade existing facilities or construct new drainage facilities on the west side of Main Street/Highway 29, consistent with the Specific Plan and the City of St. Helena Storm Drain Master Plan, shall be identified. The developer may be required to install stabilization at the outlet on the east side of Main Street for erosion control. On-site stormwater detention/retention/infiltration facilities are encouraged and may be required in accordance with current City, County and State law.
45. Stormwater treatment shall be designed and constructed in accordance with State of California standards to provide the necessary retention volume and infiltration surface area for the stormwater run-off for a 2 year 24 hour storm event. The release of the difference between the pre- and post-developed flows will be metered so as not to exceed the peak of the pre-developed flows for the 10-50-100 year storm events. The storm drain size shall be in accordance with the City of St. Helena Master Storm Drain Plan and the Highway 29 Corridor Specific Plan, or as amended by the City Engineer. The system to detain the post-developed flows will be designed in accordance with City standards and all current federal, state and county codes governing such improvements.
46. Modification to the York Creek stream bank shall require submission of plans and approval by the City Engineer along with California State agencies such as the Department of Fish and Game and the Regional State Water Resources Board, and where required, the Army Corps of Engineers prior to improvement plan approval.
47. The developer shall underground any on-site existing local-serving overhead utility lines per St. Helena Municipal Code. The cost of undergrounding shall be the responsibility of project developers.
48. Project water usage shall conform to the water use agreement as approved as Resolution 2010-91 of 3705 gallons per day maximum for the project. All landscape irrigation water will be served via an on-site water well. Pool water shall be trucked in.
49. Any new and modified existing water laterals, meters and backflow prevention devices shall be required and constructed in accordance with the requirements of the City of St. Helena's Water Standards.

50. No construction may commence until adequate access to fire water supply is available to building sites as approved by the Fire Chief.
51. To ensure that adequate fire truck access and circulation exists, no grading or building permits shall be issued until the site improvement plans are submitted and approved by the City Public Works and Fire Departments incorporating ladder truck turning templates and vertical profiles on the driveway access.
52. Hydrant locations to be approved by the Fire Department. Provide and coordinate the location with the Fire Department for an additional Fire Hydrant fronting the Acacia House. The original fire sprinkler system design for the Acacia House shall meet current fire standards. After review of the angle of Departure Design, provide the following:
 - a. Confirm the source of where the Fire Truck Turn specifications and angle of departure were obtained from;
 - b. Provide a minimum of 1' clearance between lower orientations of fire truck and road surface;
 - c. Provide Fire Flow calculations for site and assure that 6" main is sufficient for demand;
 - d. Assume the 4" fire water mains serving multiple buildings are providing sufficient
53. Fire hydrants along the project frontage in the public right of way may be required by the Fire Department/Fire Marshall to be installed at the developer's expense.
54. If applicable, the Applicant shall indicate in writing to the City of St. Helena the disposition of all existing water well(s) within the parcel(s) (Chapter 13.16 St. Helena Municipal Code). If one or more wells are to be abandoned, or abandoned and have not been properly destroyed, the Applicant shall provide the City with a true and correct copy of a Permit approved by the Napa County Department of Environmental Management for destruction of the well(s) in conformance with the applicable State of California Water Well Standards as well as confirmation of such destruction in the form of a true and correct copy of the State of California Department of Water Resources Form-188 filed by the Applicant's contractor for each such destruction.
55. Where applicable, existing wells must be properly protected from potential contamination. Any well that is not destroyed must be properly protected and approved backflow prevention devices installed according to the City Water Specifications.
56. All wastewater lines of the proposed development must be connected to the St. Helena sewer system and designed in accordance with the City sewer system standards and shall include the addition of a grease interceptor for food/beverage service activities.
57. Any existing on-site septic systems must be demolished in accordance with the County Department of Environmental Management (DEM) guidelines prior to any clearing, grubbing or grading.

58. The applicant shall be required to mitigate the increase in wastewater generation on the downstream sewer system by constructing a new 6" force main with a 10" containment pipe from the Crinella Pump Station to the existing sewer system at Railroad and Fulton Avenues (approximately 1210 linear feet) at the developer's expense.
59. The applicant shall be required to submit to the requirements for annual inspections of food/beverage service establishments and businesses that handle hazardous wastes for illicit stormwater discharges as required by the State National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges. The annual stormwater illicit discharge inspections are performed and invoiced by Napa County Department of Environmental Management.
60. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit and file an approved Hazardous Materials Business Plan with this Department within 30 days of said activities. If the business does not store hazardous materials above threshold planning quantities, the applicant shall submit the Business Activities Page indicating such.
61. Trash areas, dumpsters and recycling containers shall be enclosed and roofed per State and County standards to prevent water run-on to the trash area and water runoff from the area, to contain litter and trash so that it is not dispersed by the wind or run-off during waste removal. These areas shall drain to the sanitary sewer system. An area drain connected to the sanitary sewer shall be installed in the enclosure area and a structural control such as an oil/water separator or sand filter shall be included. No other area shall drain into the trash enclosure. A sign shall be posted prohibiting the dumping of hazardous materials into the sanitary sewer.
62. The applicant shall install the landscape irrigation lines in accordance with reclaimed water standards, in consideration of the future reclaimed water lines.
63. All property lines adjoining public streets shall have a 10-foot Public Utility Easement; recorded deeds shall be submitted to the City Engineer prior to issuance of a building permit.
64. Deteriorating or broken curb, gutter and/or sidewalk along the project frontage shall be replaced per Caltrans and City specifications, extent to be determined by the Public Works Department.
65. Existing streets being cut by new services will require edge grinding and an A.C. overlay per Caltrans and City standards, extent to be determined by the Public Works Department.
66. The applicant shall repair all public improvements that are damaged by the construction process in accordance with Caltrans Standards and Specifications and the City Water/Sewer/Street/Storm Drain/Sidewalk Standards.

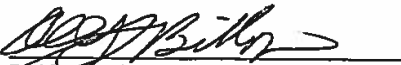
Approved at a Regular Meeting of the St. Helena City Council on March 27, 2012 by the following vote:

AYES: Councilmembers Sanchez, White, Crull, Nevero, Mayor Britton

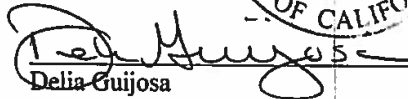
NOES: None

ABSENT: None

APPROVED:


Delford Britton
Mayor

ATTEST:


Delia Guijosa
City Clerk



CITY OF ST. HELENA

RESOLUTION NO. 2010-91

**RESCINDING RESOLUTION 2007-73 ACCEPTING A WATER USE AGREEMENT
AND REQUIRES A NEW WATER USE AGREEMENT TO NOT ALLOW
MUNICIPAL WATER USE TO EXCEED 3,705 GALLONS PER DAY, OR
APPROXIMATELY 1,352,325 GALLONS PER YEAR, AND TO REQUIRE AN
ON-SITE WELL FOR LANDSCAPE IRRIGATION**

PROPERTY OWNER: 1915 Main Street Associates, LLC APN: 009-490-009

Recital

1. On May 23, 2006 the St. Helena City Council approved entitlements to convert the *3.38 acre Grandview property containing multi-family apartments into a mixed-use commercial inn and residential project containing a 35-room inn with 22 studio apartments. One of the mitigation measures required that the studio apartments were to be rented as affordable units to qualified tenants.
2. A Use Permit Amendment application was submitted by the owners, 1915 Main Street Associates, and new project applicants, Jeff Feeney and Todd White on April 16, 2010. The requested amendment was to allow a project revision to increase the number of hotel rooms to 57 and to eliminate the 22 studio apartments. An enhanced Housing Impact fee to the City of St. Helena Housing Trust Fund would be made to supplement the construction of affordable housing at another site.
3. The applicant's proposal is also subject to review under the California Environmental Quality Act (CEQA). An Initial Study was prepared on the proposed project and an Environmental Checklist was utilized to focus the Initial Study on the environmental factors that may be impacted or further impacted by implementation of the proposed project. The comment period on the proposed Mitigated Negative Declaration was May 27 – June 27, 2010.
4. The Planning Commission of the City of St. Helena, State of California, held noticed public hearings on the applicant's proposal on June 15, July 6, and August 3, 2010 reviewing the public record, including all application submittal materials, letters submitted regarding the proposal and staff reports, opening a public hearing to receive testimony from the applicant and interested persons, and deliberating on the project before making its determination to deny the application by adopting Findings of Denial.
5. The applicant appealed the Planning Commission decision to deny the project to the City Council. The City Council public hearing on the appeal was heard on August 24, 2010.

Resolution

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

- A. The City Council found that the mitigation measures as reviewed and approved by the applicant are adequate and Adopted Resolution 2010-88 Rescinding Resolution 2006-63 and Adopting a Negative Declaration and Mitigation Monitoring and Reporting Program for Grandview Inn.
- B. The City Council made the following motions to approve the project:
- Waived first reading and approved Ordinance Rescinding Ordinance 2006-4 and Approving a Zoning Ordinance Map Amendment to Change the Zoning Designation from SC:PD:HP: Service Commercial with Planned Development and Historic Preservation Overlay to SC:HP Service Commercial with Historic Preservation Overlay for the Grandview Inn.
 - Adopted Resolution 2010-89 Rescinding Resolution 2006-65 and Approving a Use Permit Amendment to Increase the Hotel, Motel, and B&B Inventory Cap from 307 to 329 Rooms to allow a 57 Room Inn at Grandview, to eliminate the requirement for 22 on site affordable apartments; to reduce the number of required parking spaces to 57; and to increase the number of guests allowed at events at the Grandview Inn.
- C. The City Council hereby Rescinds Resolution 2007-73 Accepting a Water Use Agreement and requires a new water use agreement to not to allow municipal water use to exceed 3,705 gallons per day, or approximately 1,352,325 gallons per year, and to require an on-site well for landscape irrigation.

Approved at a Regular Meeting of the St. Helena City Council on August 24, 2010 by the following vote:

AYES: Councilmembers Crull, Schoch, Mayor Britton
NOES: Councilmember Sanchez
ABSENT: None
ABSTAIN: Councilmember Sklar



APPROVED:


 Delford Britton
 Mayor

ATTEST:


 Delia Guijosa
 City Clerk



CITY OF ST. HELENA

RESOLUTION NO. 2010-89

**RESCINDING RESOLUTION 2006-65 AND
APPROVING A USE PERMIT AMENDMENT TO INCREASE THE HOTEL, MOTEL
AND B& B INVENTORY CAP FROM 307 TO 329 ROOMS TO ALLOW A 57 ROOM
INN AT GRANDVIEW LOCATED AT 1915 MAIN STREET**

PROPERTY OWNER: 1915 Main Street Associates, LLC APN: 009-490-009

Recital

1. On May 23, 2006 the St. Helena City Council approved entitlements to convert the ⁴3.38 acre Grandview property containing multi-family apartments into a mixed-use commercial inn and residential project containing a 35-room inn with 22 studio apartments. One of the mitigation measures required that the studio apartments were to be rented as affordable units to qualified tenants. The Acacia House, which was originally constructed at the turn of the 20th century as an estate home and was converted into a country inn in 1911, will be restored to its historic use to include a reception area, common areas for guests, a remodeled commercial kitchen and space for business operations (i.e. office, storage, housekeeping, etc.). Two existing buildings on the site would be demolished to accommodate the proposal.
2. The approval also included modifications to the traffic circulation including consolidating and relocating the existing driveway entrances to a single driveway that aligns with the intersection of Main Street and Pratt Avenue and installing a dedicated left-turn lane for northbound traffic on Main Street to allow for efficient movement of vehicles. Approximately 20 curbside parking spaces on Main Street will be eliminated south of the intersection at Pratt Avenue to accommodate the new left-hand turn lane. As proposed in the revised application submittal materials, up to 65 off-street parking spaces will be located on the site to accommodate the proposed inn and residential uses.
3. A Use Permit Amendment application was submitted by the owners, 1915 Main Street Associates, and new project applicants, Jeff Feeney and Todd White on April 16, 2010. The requested amendment was to allow a project revision to increase the number of hotel rooms to 57 and to eliminate the 22 studio apartments. An enhanced Housing Impact fee to the City of St. Helena Housing Trust Fund would be made to supplement the construction of affordable housing at another site.
4. Approval of the revised project would require the following actions:
 - Rescind Resolution 2006-63 and Adopt Negative Declaration for the project as reviewed and approved by the applicant to include the recommended mitigation measures identified in the Initial Study, including the elimination of the requirement for 22 affordable apartments on the site.

- C. The City Council makes the following findings to support a reduction in housing density at the site pursuant to Government Code section 65863.
1. The reduction is consistent with the adopted general plan, including the housing element. The property site is designated Service Commercial in the General Plan.
 2. The remaining sites identified in the housing element are adequate to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584. The 2009 City of St. Helena Housing Element Update and Housing Needs Assessment, Table 39: Available Land Inventory Summary identifies 12 Key Opportunity Sites that are undeveloped and designated for housing. These sites have a housing unit capacity of between 307 – 924 units, and a “realistic capacity” of 344 units. Table 40 identifies 27 other sites that are underutilized and have a possible capacity of 329 – 747 additional housing units. The Regional Housing Needs Allocation for 2007-2014 is 121 housing units; therefore there are adequate sites to accommodate St. Helena’s share of the regional housing need.
- D. Conditional Use Permit findings, contained in Zoning Ordinance Section 17.168.050, to support the motion to approve a Use Permit to allow the proposed 57-room inn on the subject parcel:
1. That, as conditioned and with the recommended mitigations place, the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.
 2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.
 3. That the proposed use would not generate traffic noise in excess of the “normally acceptable” range identified in the General Plan.
 4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.
 5. That the proposed use would provide adequate ingress and egress to and from the proposed location.
 6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.
 7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.
 8. That the proposed use would not be in conflict with the City's General Plan.
 9. That the proposed use would not be injurious to public health, safety, or welfare.
 10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.
 11. That, as demonstrated on a detailed plan submitted by the applicant to include up to 65 off-street parking spaces, adequate off-street parking to accommodate the long term parking needs of residents, employees and customers is available.
 12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

6. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless against any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
7. Provided they are in general compliance with this permit, minor modifications may be approved by the Planning Director.
8. This permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and the benefit of the City of St. Helena.
9. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official/Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
10. Prior to submittal of a building permit application, all plan sheets shall be revised to be consistent with the City's approval and coordinated with the civil and landscaping plans.
11. Construction shall be in compliance with plans reviewed and approved by the City on May 23, 2006, as amended to comply with the applicable conditions provided herein and the associated adopted mitigation measures.
12. Resolution 2007-73, approving a Water Agreement at 1915 Main Street shall be rescinded. Prior to issuance of building permits, the owner/applicant shall be required to enter into a new Water Use Agreement with the City of St. Helena which limits water use at the property to 65 gallons of water per room per day (approximately 3,705 gallons per day). The property shall utilize well water for all landscape irrigation.
13. The hotel project shall be designed for all feasible water conservation technology. Consistent with St. Helena Municipal Code Article IV, Water Conservation Section 18.44, New Development, the applicant shall be required to retrofit existing dwellings prior to receiving a certificate of occupancy. Retrofits must be completed prior to issuance of certificate of occupancy.
14. Prior to issuance of building permit, the applicant shall be required to obtain approval of the Napa County Department of Environmental Management for the commercial kitchen. Installation and maintenance of the grease trap system shall be verified and quarterly reports presented to the City in a form acceptable to the City Engineer. Reports shall be submitted not less than 30 days following each maintenance event providing the details of such maintenance.
15. As part of the construction documents for a building permit application, the applicant shall submit a detailed landscaping plan for review and approval prior to the issuance of any building permits. This plan shall include details and specifications for other

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22. Prior to receiving a building permit authorizing construction on the site, the applicant shall provide and receive approval of an exterior lighting plan. Exterior lighting shall be designed to direct illumination downward or shielded to prevent glare onto the driveway, public roadway and adjacent properties.
23. The applicant shall provide for the enclosed storage of trash and separated recyclable materials. Should the area designated for trash storage prove insufficient to accommodate approved uses on the site, the applicant agrees to provide alternative means (e.g. expanded facilities, more frequent collection, etc.) to address this issue.
24. Trash areas, dumpsters and recycling containers shall be enclosed and roofed per State and County standards to prevent water run-on to the trash area and water runoff from the area, to contain litter and trash so that it is not dispersed by the wind or run-off during waste removal. These areas shall drain to the sanitary sewer system. An area drain connected to the sanitary sewer shall be installed in the enclosure area and a structural control such as an oil/water separator or sand filter shall be included. No other area shall drain into the trash enclosure. A sign shall be posted prohibiting the dumping of hazardous materials into the sanitary sewer. (PW)
25. The applicant shall submit manufacturer information pertaining to the noise generation of any mechanical equipment that is proposed to be located on the exterior of the structure. The information will help the building official determine whether the ambient noise level at any property line will be increased by more than 5 dBA. If it is determined that the noise level will be increased by more than this amount, appropriate measures shall be imposed to reduce the increase in the ambient noise level to less than 5 dBA. These measures could include replacement, relocation, removal or shielding of the equipment.
26. The applicant and/or construction manager shall notify all contractors and subcontractors that no trespassing is allowed on adjoining properties.
27. This property adjoins an agricultural district. There exists a right-to-farm the adjoining property. There is a good faith expectation that no complaints will occur regarding legal, normal agricultural activities on the adjacent land. Such activities may include day or night disbursement of chemicals, and creation of dust, noise, or fumes.
28. In compliance with Title 25, Housing and Community Development law, a manager, janitor, housekeeper or other responsible person shall be on premises 24 hours per day, seven days per week.
29. The applicant shall be responsible for compliance with all mitigations measures adopted as part of this project and listed in the Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) dated August 2010 adopted as part of the this permit.
30. No signs shall be installed without approval of a Sign Permit, as required by the City's Sign Ordinance.

of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.

36. The improvement plans shall incorporate all grading, drainage, and utilities shown on the approved Use Permit package, those improvements agreed to in public hearings, those improvements as stated in the mitigations for the Negative Declaration, the requirements of these conditions of approval, and those improvements required by any codes in effect at the time of plan submittal.
37. The applicant shall construct all on- and off-site improvements in accordance with improvement plans and supporting calculations and documentation that are prepared by a registered Civil Engineer and reviewed and approved by the City of St. Helena Public Works Department and Caltrans, where applicable. The improvement plans shall include detailed designs for all on- and off-site utilities, if applicable, water, sewer, grading, drainage, erosion control and paving. The plans and calculations must be approved by the City Engineer and Caltrans, where applicable, prior to issuance of a building permit.
38. The applicant shall be required to obtain an encroachment permit from the California Department of Transportation (Caltrans) for improvements on Main Street/State Highway 29 prior to receiving a grading or building permit authorizing site work or construction activities on the site. All conditions required by Caltrans shall be incorporated into the project and to the extent that the project is changed as a result of such conditions, the developer may be required to seek additional review by the City. The Caltrans encroachment permit and approved plans shall be submitted to Public Works prior to grading or building permit issuance.
39. The developer shall install at the developer's expense other infrastructure improvements as determined by hydrology analyses, etc, to include relocation of existing utilities and infrastructure facilities and connections, improved drainage facilities and other improvements as shown in the Highway 29 Specific Plan or as amended by the City Engineer.
40. Any request for reimbursement of public improvements shall be made pursuant to procedures in Chapter 17.176.
41. The applicant shall submit a geotechnical report with the submittal of the improvement plans. The improvement plans shall be reviewed and approved by the geotechnical engineer.
42. The applicant shall submit a drainage and hydrology analysis for the project impact, including downstream erosion potential, to the City of St. Helena Public Works Department with the Improvement Plan submittal in accordance with City of St. Helena, Napa County and State of California codes in effect at the time of said improvement plan submittal. If inadequate downstream drainage facilities are found to exist, a program to

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Municipal Code). If one or more wells are to be abandoned, or abandoned and have not been properly destroyed, the Applicant shall provide the City with a true and correct copy of a Permit approved by the Napa County Department of Environmental Management for destruction of the well(s) in conformance with the applicable State of California Water Well Standards as well as confirmation of such destruction in the form of a true and correct copy of the State of California Department of Water Resources Form-188 filed by the Applicant's contractor for each such destruction.

51. Where applicable, existing wells must be properly protected from potential contamination. Any well that is not destroyed must be properly protected and an approved backflow prevention device installed according to the City Water Specifications.
52. All wastewater lines of the proposed development must be connected to the St. Helena sewer system and designed in accordance with the City sewer system standards.
53. Any existing on-site septic systems must be demolished in accordance with the County Department of Environmental Management (DEM) guidelines prior to any clearing, grubbing or grading on any parcel.
54. All property lines adjoining public streets shall have a 10-foot Public Utility Easement; recorded deeds shall be submitted to the City Engineer prior to issuance of a building permit.
55. Deteriorating or broken curb, gutter and/or sidewalk along the project frontage shall be replaced per Caltrans and City specifications, extent to be determined by the Public Works Department.
56. Existing streets being cut by new services will require edge grinding and an A.C. overlay per Caltrans and City standards, extent to be determined by the Public Works Department.
57. The applicant shall repair all public improvements that are damaged by the construction process in accordance with Caltrans Standards and Specifications and the City Water/Sewer/Street/Storm Drain/Sidewalk Standards.

Approved at a Regular Meeting of the St. Helena City Council on August 24, 2010 by the following vote:

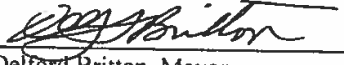
AYES: Councilmembers Crull, Schoch, Mayor Britton

NOES: Councilmember Sanchez

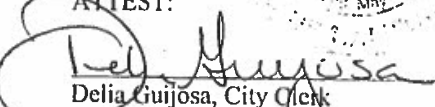
ABSENT: None

ABSTAIN: Councilmember Sklar

APPROVED:


Delford Britton, Mayor

ATTEST:


Delia Gujosa, City Clerk



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CITY OF ST. HELENA

RESOLUTION NO. 2010-88

**RESCINDING RESOLUTION 2006-63 AND ADOPTING A NEGATIVE
DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM
FOR GRANDVIEW INN LOCATED AT 1915 MAIN STREET**

PROPERTY OWNER: Grandview Investors

APN: 009-490-009

Recitals

1. On May 23, 2006 the St. Helena City Council approved entitlements to convert the ~3.38 acre Grandview property containing multi-family apartments into a mixed-use commercial inn and residential project containing a 35-room inn with 22 studio apartments. One of the mitigation measures required that the studio apartments were to be rented as affordable units to qualified tenants. The Acacia House, which was originally constructed at the turn of the 20th century as an estate home and was converted into a country inn in 1911, will be restored to its historic use to include a reception area, common areas for guests, a remodeled commercial kitchen and space for business operations (i.e. office, storage, housekeeping, etc.). Two existing buildings on the site would be demolished to accommodate the proposal.
2. The approval also included modifications to the traffic circulation including consolidating and relocating the existing driveway entrances to a single driveway that aligns with the intersection of Main Street and Pratt Avenue and installing a dedicated left-turn lane for northbound traffic on Main Street to allow for efficient movement of vehicles. Approximately 20 curbside parking spaces on Main Street will be eliminated south of the intersection at Pratt Avenue to accommodate the new left-hand turn lane. As proposed in the revised application submittal materials, up to 65 off-street parking spaces will be located on the site to accommodate the proposed inn and residential uses.
3. A Use Permit Amendment application was submitted by the owners, 1915 Main Street Associates, and new project applicants, Jeff Feeney and Todd White on April 16, 2010. The requested amendment was to allow a project revision to increase the number of hotel rooms to 57 and to eliminate the 22 studio apartments. An enhanced Housing Impact fee to the City of St. Helena Housing Trust Fund would be made to supplement the construction of affordable housing at another site. Approval of the revised project would require the following actions:
 - Rescind Resolution 2006-63 and Adopt Negative Declaration for the project as reviewed and approved by the applicant to include the recommended mitigation measures identified in the Initial Study, including the elimination of the requirement for 22 affordable apartments on the site.
 - Rescind Ordinance 2006-4, and Adopt a Zoning Ordinance Map Amendment to SC:HP: Service Commercial with Historic Preservation Overlay for the Grandview Inn to allow a 57 room inn.

- Amend the Hotel, Motel and B&B Inventory to allow an additional 22 rooms at the Grandview Inn and to increase the overall cap from 307 rooms to 329 rooms.
 - Approve a Use Permit Amendment to eliminate the requirement for 22 affordable apartments; to reduce the number of required parking spaces to 57; and to increase the number of guests allowed at events at the Grandview Inn.
 - Rescind Resolution 2007-72, Accepting a Regulatory Agreement to Ensure Affordable Housing.
4. The applicant's proposal is subject to review of the California Environmental Quality Act (CEQA). CEQA does not have a process for amending a Negative Declaration after the project has been approved. Therefore the proposed modifications to the Grandview project were reviewed in an Initial Study, dated May 27, 2010. A Notice of Negative Declaration has been prepared and posted for the period of May 27 – June 27, 2010.
 5. The Planning Commission of the City of St. Helena, State of California, held noticed public hearings on the applicant's proposal on June 15, July 6, and August 3, 2010 reviewing the public record, including all application submittal materials, letters submitted regarding the proposal and staff reports, opening a public hearing to receive testimony from the applicant and interested persons, and deliberating on the project before making its recommendation to the City Council to deny the application.
 6. The City Council held a noticed public hearing on August 24, 2010.

Resolution

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

- A. The City Council hereby finds that the project is subject to CEQA and adopts a Mitigated Negative Declaration, including the recommended mitigation measures attached to the Initial Study and Mitigation Monitoring and Reporting Program (MMRP). The Mitigated Negative Declaration prepared for this project and circulated in compliance with the requirements of CEQA establishes that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions to the project in the form of mitigation measures have been adopted.
- B. The City Council finds that all potentially significant impacts have been addressed by the application of mitigations measures, and all impacts have been reduced to a less than significant level.
- C. The City Council finds that the mitigation measures agreed to by the applicant reduce the potentially significant impact of loss of housing and loss of a housing site to a less than significant impact. These mitigation measures include a contribution of \$750,000 to the

Housing Impact Fund in lieu of providing twenty-two (22) affordable housing units on site. The Council finds that this mitigation is adequate for the following reasons:

1. The project as approved in 2006 is unlikely to be built as financing was not found. Without financing, the renovation of the historic Acacia House may not be feasible and the property may fall into disrepair.
2. The Palmer/Sixth Street Properties vs. City of Los Angeles case, which is now law, makes it highly unlikely that the City will be able to preserve restricted rents after the initial occupancy of the apartments. The Palmer case found that the State's Costa Hawkins statute, that allows all rent controlled units to move to market upon vacancy, overrides restrictions that the city would put on the continued affordability of this privately owned housing development.
3. The Council finds that the acceptance of money that can be used to finance affordable rental housing is of great benefit to the City. The Housing Trust Fund can be used to provide affordable rental housing that will be controlled by the City or by a not for profit housing group whose primary purpose is to provide affordable housing. This housing would not be subject to the Costa Hawkins statute.

D. The City Council understands that the applicant has agreed to incorporate the mitigation measures into his project.

E. The Mitigated Negative Declaration, which constitutes the record of proceedings on which the City Council's decision is based, will be kept on file for public review at the City of St. Helena Planning Department.

Approved at a Regular Meeting of the St. Helena City Council on August 24, 2010 by the following vote:

AYES: Councilmembers Crull, Schoch, Mayor Britton

NOES: Councilmember Sanchez

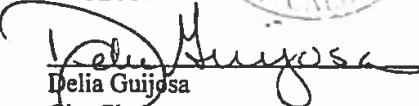
ABSENT: None

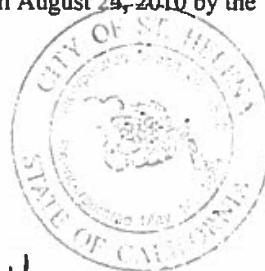
ABSTAIN: Councilmember Sklar

APPROVED:


Delford Britton
Mayor

ATTEST:


Delia Guijosa
City Clerk



**MITIGATION AND MONITORING REPORTING PROGRAM
FOR THE GRANDVIEW PROJECT
August 2010**

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
I. AESTHETICS				
1. The applicant shall be required to prepare a lighting plan for review and approval by the Planning Commission prior to receipt of a building permit authorizing construction on the site. This lighting plan shall identify the type and placement of all exterior light fixtures on the site. Unless otherwise approved by the Planning Commission, all exterior lighting shall be designed to be directed downward or shielded to prevent glare visible from adjacent properties and the public right-of-way.	The City shall approve the lighting plan prior to receipt of a building permit.	Planning	Building Permit Issuance	
II. AGRICULTURAL RESOURCES				
NO MITIGATIONS				
III. AIR QUALITY				
1. To mitigate impacts related to GHG emissions from the built environment, the building construction and remodeling shall be done in compliance with the California Green Building Code and other Green Building practices that have been adopted by the City of St. Helena at the time of submittal of building permit.	City shall review construction drawings.	Building	Plan Check	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
2. To mitigate impacts related to GHG emissions from transportation, the hotel management shall provide hybrid or electric vehicle shuttle transportation between the hotel and destinations within a minimum 3 mile radius of the hotel.	Applicant shall submit schedule	Planning	Prior to occupancy	
3. All grading and construction equipment shall be shut down when not in use to ensure the project's contribution to maintaining existing ambient air quality within the vicinity of the project site and to avoid unnecessarily exposing people in the area to odors and fumes associated with such equipment.	City shall inspect construction activities.	Building	Project Construction	
4. Grading and excavation activities shall not occur during windy periods to avoid unnecessary exportation of dust and similar materials that can degrade air quality.	City shall inspect construction activities.	Building	Project Construction	
5. Exposed soil surfaces shall be sprinkled at least twice daily with non-potable water to retard dust and disturbed areas shall be fully landscaped upon completion of the project.	City shall inspect construction activities.	Building	Project Construction	
6. Demolition materials and solid waste, including broken asphalt and concrete, soils stockpiles, steel, wood and metal scraps materials, domestic waste, and similar materials, shall be properly managed to prevent the accumulation of dust or similar materials that can degrade air quality. The site shall be cleaned daily and such materials shall be properly placed in dumpsters or removed from the project site and placed in a licensed landfill facility.	City shall inspect construction activities.	Building	Project Construction	
7. To the extent practicable, reusable materials shall be recycled.	City shall inspect construction activities.	Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
8. Grinding of broken asphalt, concrete, wood or other materials on the site prior to their removal shall be prohibited to avoid degrading the ambient air quality in the area.	City shall inspect construction activities.	Building	Project Construction	
9. The collection of materials, such as construction debris and loose dirt, within the public right-of-way adjacent to the site shall be prohibited.	City shall inspect construction activities.	Building	Project Construction	
10. Although the exporting of excavated materials from the site is not anticipated as a part of this project, where this could occur trucks shall maintain adequate freeboard and shall be covered when leaving the site to minimize release of materials into the air.	City shall inspect construction activities.	Building	Project Construction	
11. Hydroseeding or other non-toxic soil stabilizers shall be applied to construction areas that remain inactive for a period of 10 days or more to reduce the accumulation of dust particles in the air.	City shall inspect construction activities.	Building	Project Construction	
12. The property owner shall comply with the requirements of BAAQMD Regulation 11, Rule 2 and the City's Demolition Permit requirements, which require that prior to commencing removing structures on the site approved for demolition, the property owner shall obtain all necessary permits BAAQMD permits.	Prior to building permit issuance.	Public Works/Building	Demolition or Building Permit Issuance	
IV. BIOLOGICAL RESOURCES				
I. Any modifications to the bank of York Creek shall require submission of plans for review and approval by the City Engineer and the California Department of Fish and Game, and where required by the Army Corps of Engineers.	City shall review and approve plans prior to issuance of a grading or Building Permit.	Planning/Public Works	Grading or Building Permit Issuance	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
2. The incorporation of the grading and drainage plan shall be subject to review and approval by the Public Works Director prior to issuance of a grading or building permit on the site.	City shall review and approve plans prior to issuance of a grading or Building Permit.	Public Works	Grading or Building Permit Issuance	
3. Since construction activity will result in the disturbance of one (1) acre or more total land area, the project applicant and/or developer shall obtain all required permits from the California Regional Water Quality Control Board prior to grading of construction activity.	City shall review and approve plans prior to issuance of a grading or Building Permit.	Public Works	Grading or Building Permit Issuance	
4. Developer shall meet the requirements of discharging to a public storm drainage system as required to ensure compliance by the City with all state and federal laws and regulations related to storm water as stipulated in the Clean Water Act. Developer shall meet the requirements of the National Pollutant Discharge Elimination System ("NPDES") permit in effect prior to completion of project construction for storm water discharges from the municipal storm water system operated by the City of St. Helena. Developer shall comply with the Storm Water Pollution Mitigation Plan ("SWPMP") submitted by Developer as part of its application as (modified and) approved by the Director of Public Works.	City shall review and approve plans prior to issuance of a grading or Building Permit.	Public Works	Grading or Building Permit Issuance through Project Construction	
5. To protect water quality, appropriate best management practices (BMPs) shall be incorporated into the design of the project to the maximum extent practicable, including the measures identified below: a. Trash enclosures and dumpster areas shall be covered and protected from roof and surface drainage. b. Commercial Kitchen Grease Control: Kitchens associated with food service facilities must be	City shall review and approve plans prior to issuance of a grading or Building Permit.	(a) Public Works for design and (b) Building for inspection	Grading or Building Permit Issuance through Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
designed with contained area for cleaning mats, containers and sinks connected to a sanitary sewer. Grease must be collected in a contained area and removed regularly in conformance with the City of St. Helena Municipal code (Section 13.24.100). c. Outdoor Storage Controls: All materials that could cause water pollution (oils, fuels, solvents, coolants, pool chemicals) and/or other chemicals stored outdoors in containers must be protected from drainage by secondary containment structures such as berms and roofs. Bulk material stored outdoors must also be protected from drainage with berms and covers. Process equipment stored outdoors must be inspected for proper function and leaks and stored on impervious surfaces with cover. Storage areas must implement a regular approved program of sweeping, and litter control and a spill cleanup plan. Amounts of chemicals stored shall be regulated by the Fire Department. All discarded material and any accidental spills shall be removed and disposed of at an approved disposal site. d. Efficient irrigation, appropriate landscape design and property maintenance shall be implemented to reduce irrigation runoff, promote surface filtration, and minimize use of fertilizers, herbicides and pesticides. e. Parking Lot and Driveway Sweeping: The collection of materials, such as construction debris and dirt shall be prohibited within the public right-of-way adjacent to the site and shall				

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
be monitored on a regular basis and cleaned with water sweepers when material is present to avoid degrading the ambient air quality in the area. Such materials shall not be washed down into the storm water system. A parking lot and driveway sweeping program shall be implemented that at a minimum provides for sweeping immediately prior to October 1, and once during the storm season (October 1st to May 1st) and shall include the following: • sweep, collect, and dispose of debris and trash in a property container; • do not sweep debris onto City streets or into catch basins; • use dry methods of sweeping and vacuuming to clean parking lots and driveways rather than hosing, pressure washing or steam cleaning; • if water is used for cleaning, collect wash water and dispose of as a hazardous waste or place on site where it can evaporate; and • catch basins in parking lots and driveways shall be cleaned every 6 to 12 months, or whenever a sump, if located on the site, is half full.				
6. Developer shall record a plan for long-term private maintenance acceptable to the Director of Public Works and the City Attorney for any structural storm water pollution removal devices or treatment control BMP incorporated as part of the project. The plan shall comply with City and SWRCB requirements including, but not limited to, a detailed description of responsible parties, inspections,	City shall review and approve plans prior to issuance of a grading or Building Permit.	Public Works	Grading or Building Permit Issuance through Project Construction and Post-Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
maintenance procedures for the detention system, including monitoring and documentation of annual report to the Public Works Department and procedures for enforcement. Appropriate easements or other arrangements satisfactory to the Public Works Director and City Attorney necessary or convenient to ensure the feasibility of the scheme and fulfillment of maintenance responsibilities shall be secured and recorded prior to approval of the final map or issuance of a building permit, whichever comes first.				
7. Permanent erosion control measures shall be placed on all slopes. Until permanent vegetation can be established, temporary erosion control measures shall be implemented through the first winter. The project applicant shall prepare and implement an erosion and sediment control program using approved and appropriately applied BMPs. Unless otherwise approved by the City, the project application shall ensure that grading or excavation activities shall be limited to the period between April 1 and October 15. The project applicant shall provide an erosion and sediment control plan and a schedule for implementation of the approved measures to the City Engineer for approval. No such grading or excavation shall be performed except in accordance with the approved plan and schedule.	City shall review and approve plans prior to issuance of a Building Permit.	Public Works/Building	Building Permit Issuance through Project Construction	
8. All construction activities shall be performed in a manner that minimizes, to the maximum extent practicable, any pollutants entering directly or indirectly the storm water system or ground water. The Developer shall pay for any required cleanup, testing and City administrative costs resulting from consequence of construction materials into the storm water drainage system.	City shall review and approve plans prior to issuance of a Building Permit and City shall inspect construction activities.	Public Works	Building Permit Issuance and Project Construction	
9. Demolition materials and solid waste, including broken asphalt and concrete, soils stockpiles, steel, wood and metal scraps, domestic waste, and similar materials, shall be properly managed to prevent	City shall inspect construction activities.	Public Works	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
the accumulation of dust or similar materials that can degrade water quality. The site shall be cleaned daily and such materials shall be properly placed in dumpsters or removed from the project site and placed in a licensed landfill facility.				
10. Consistent with the applicant's revised submittal, the retaining wall shown on the plans located between the Laurel Cottage and Palm Buildings shall either be eliminated or relocated completely outside of the creek bank.	City shall inspect construction activities.	Building Inspector and Public Works	Project Construction	
V. CULTURAL RESOURCES				
1. The applicant shall comply with all recommendations contained in the Architectural Resources Group (ARG) Historic Resources Assessment (August 2005) for the Grandview property as part of development of the project site.	City shall inspect construction activities.	Planning/ Building	Project Construction	
2. In the event that previously unknown paleontological artifacts or archeological materials or objects are unearthed during excavation or grading, all work in the discovery area shall be immediately halted pursuant to CEQA Guidelines 15064.5 (5)(c) and (f) and barricades installed surrounding the area until a qualified archeologist approved by the City is consulted to evaluate the material or object and determine avoidance measures to lessen the impacts in accordance with State and Federal guidelines. The developer shall comply with all mitigation recommendations of the qualified archeologist prior to commencing work in the discovery area and shall be responsible for all costs associated with these activities.	City shall inspect construction activities.	Planning/ Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
VI. GEOLOGY AND SOILS				
1. A Soils Investigation/Geotechnical Report prepared by the developer's representative shall be prepared and accepted as complete by the City, and the improvement plans for construction on the site shall incorporate all design and construction criteria specified in the report. The project geotechnical engineer shall approve and sign the improvement plans as conforming to his/her recommendations prior to final approval, assume responsibility for inspection of the work, and certify to the City, prior to acceptance of the work, that the work performed is adequate and complies with his/her recommendations.	City shall review and approve plans prior to issuance of a Building Permit and City shall inspect construction activities.	Public Works/Building	Grading or Building Permit Issuance and Project Construction	
2. The incorporation of the final grading and drainage plan shall be subject to review and approval by the Public Works Director prior to issuance of a grading or building permit on the site. All project-related grading, trenching, backfilling, and compaction operations shall be conducted in accordance with the approved plan.	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Public Works/Building	Grading or Building Permit Issuance and Project Construction	
3. Storm water runoff on the site should be directed to a subsurface or a properly surfaced in-street storm drainage system to avoid runoff of topsoil and soil erosion.	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Public Works	Submittal of first improvement plans and Project Construction	
4. All construction activities shall meet the Building Code regulations for seismic safety (i.e., reinforcing perimeter and/or load bearing walls, bracing parapets, etc.).	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
5. Permanent erosion control measures shall be placed on all slopes. Until permanent vegetation can be established, temporary erosion control measures shall be implemented through the first winter. The project applicant shall prepare and implement an erosion and sediment control program using approved and appropriately applied BMPs.	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Public Works/Building	Grading or Building permit issuance and Project Construction	
6. Unless otherwise approve by the City, the project application shall ensure that grading or excavation activities shall be limited to the period between April 1 and October 15. No such grading or excavation shall be performed except in accordance with the approved plan and schedule. Modifications to the construction time frame may be imposed/approved by the City based on weather and site conditions.	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Public Works/Building	Grading or Building permit issuance and Project Construction	
VII. HAZARDS AND HAZARDOUS MATERIALS				
1. No hazardous materials (e.g. fuel, oil, paints and solvents, fertilizer, growth inhibitors, etc.) shall be stored on the site without first providing a plan to the City and receiving approval of said plan by the City, which includes, but is not limited to, identification of the type of materials, their intended use during construction, a schedule for use on the site, and the method of enclosed storage in areas that are not susceptible to infiltration by water.	City shall inspect construction activities.	Building/Public Works	Project Construction	
2. In the event of a hazardous spill both the City's Fire Department and the State Office of Emergency Service (OES) shall be contacted.	City shall inspect construction activities.	Building/Fire Department	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
VIII. HYDROLOGY AND WATER QUALITY				
1. To insure adequate drainage control, the Developer of any project which introduces new impervious surfaces (i.e. roof, driveways, patios, etc.) that will change the rate of absorption of drainage or surface run-off shall submit a drainage and grading plan for review and approval by the City Engineer, which shall reduce the increase in storm water runoff resulting from the project.	Prior to issuance of a Grading or Building Permit.	Public Works	Grading or Building Permit Issuance	
2. Given the potential for flooding in the basement level of the Palm Buildings, use of this area shall be limited to non-residential space such as storage, mechanical equipment and laundry facilities. No storage of materials or equipment shall be permitted outside of the building on the basement level. Essential mechanical equipment in the basement area to be flood proofed since the building is being remodeled and a flood could affect its habitability.	City shall inspect construction activities.	Building	Project Construction	
3. The Developer shall file a Notice of Intent (NOI) with the California Regional Water Quality Control Board ("SWRCB") prior to any grading or construction activity and shall provide the City with a copy of the signed NOI from the SWRCB and a copy of the project storm water pollution prevention plan (SWPPP).	Prior to issuance of a Grading or Building Permit	Public Works	Grading or Building Permit	
4. The Developer shall ensure that no construction materials (e.g., cleaning fresh concrete from equipment) are conveyed into the storm drain system. The developer shall pay for any required cleanup, testing and City administrative costs resulting from consequence of construction materials into the storm water drainage system.	City shall inspect construction activities.	Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
5. All materials that could cause water pollution (i.e., motor oil, fuels, paints, etc.) shall be stored and used in a manner that will not cause any pollution. All discarded material and any accidental spills shall be removed and disposed of at an approved disposal site.	City shall inspect construction activities.	Building	Project Construction	
6. All construction activities shall be performed in a manner that minimizes, to the maximum extent practicable, any pollutants entering directly or indirectly the storm water system or ground water. The Developer shall pay for any required cleanup, testing and City administrative costs resulting from consequence of construction materials into the storm water drainage system.	City shall inspect construction activities.	Building/	Project Construction	
7. Developer shall meet the requirements of discharging to a public storm drainage system as required to ensure compliance by the City with all state and federal laws and regulations related to storm water as stipulated in the Clean Water Act. Developer shall meet the requirements of the National Pollutant Discharge Elimination System ("NPDES") permit in effect prior to completion of project construction for storm water discharges from the municipal storm water system operated by the City of St. Helena. Developer shall comply with the Storm Water Pollution Mitigation Plan ("SWPMP") submitted by Developer as part of its application as (modified and) approved by the Public Works Director.	City shall review and approve plans prior to issuance of Grading or Building Permit and City shall inspect construction activities.	Public Works/Building	Grading or Building Permit issuance and Project Construction	
8. Developer shall mark all new storm drain inlets with permanent markings, which state "No Dumping—Flows to River." This work shall be shown on improvement plans.	City shall review and approve plans prior to issuance of Building Permit and City shall inspect construction activities.	Public Works/Building	Building Permit issuance and Project Construction	
9. Developer shall record a plan for long-term private maintenance of	Prior to Grading or Building Permit	Public Works	Grading or Building	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
any structural storm water pollution removal devices or treatment control BMP incorporated as part of the project, acceptable to the Public Works Director. The plan shall comply with City and SWRCB requirements including, but not limited to, a detailed description of responsible parties, inspections, maintenance procedures for the detention system, including monitoring and documentation of annual report to the Public Works Department and procedures for enforcement. Appropriate easements or other arrangements satisfactory to the Public Works Director necessary or convenient to ensure the feasibility of the scheme and fulfillment of maintenance responsibilities shall be secured and recorded prior to approval of the final map or issuance of a building permit, whichever comes first.	Issuance		permit issuance	
10. As a basis for preparing a SWPMP, it is recommended that the developer review and utilize where applicable "Start at the Source," which is a design guidance manual for storm water quality protection prepared for the San Francisco Bay Areas Storm Water Management Agencies Association. To protect water quality, appropriate best management practices (BMPs) shall be incorporated in the design of the project, including the measures identified below: a. Trash enclosures and dumpster areas shall be covered and protected from roof and surface drainage. b. Kitchen Grease Control: Kitchens associated with food service facilities must be designed with contained area for cleaning mats, containers and sinks connected to a sanitary sewer. Grease must be collected in a contained area and removed regularly in conformance with the City of St. Helena Municipal Code (Section 13.24.100). c. Outdoor Storage Controls: Oils, fuels, solvents, coolants, pool chemicals, and or other chemicals stored outdoors in containers must be protected from drainage by secondary containment structures such as berms and roofs. Bulk material stored outdoors must also be protected from	City shall inspect construction activities.	Public Works/Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
drainage with berms and covers. Process equipment stored outdoors must be inspected for proper function and leaks and stored on impervious surfaces with cover. Storage areas must implement a regular approved program of sweeping, and litter control and a spill cleanup plan. Amounts of chemicals stored shall be regulated by the Fire Department. d. Efficient irrigation, appropriate landscape design and property maintenance shall be implemented to reduce irrigation runoff, promote surface filtration, and minimize use of fertilizers, herbicides and pesticides. e. Parking Lot and Driveway Sweeping: A parking lot and driveway sweeping program shall be implemented that at a minimum provides for sweeping immediately prior to October 1, and once during the storm season (October 1st to May 1st). Sweep, collect, and dispose of debris and trash in a property container. Do not sweep debris onto City streets or into catch basins. Use dry methods of sweeping and vacuuming to clean parking lots and driveways rather than hosing, pressure washing or steam cleaning. If water is used for cleaning, collect wash water and dispose of as a hazardous waste or place on site where it can evaporate. Catch basins in parking lots and driveways shall be cleaned every 6 to 12 months, or whenever debris is collected which could affect their use.				
11. Drainage facilities shall be designed as required by adopted City standards.	Prior to Grading or Building Permit issuance and the City shall inspect construction activities.	Building/Public Works	Prior to Grading or Building Permit and throughout Project Construction	
12. Demolition materials and solid waste, including broken asphalt and concrete, soils stockpiles, steel, wood and metal scraps, domestic waste, and similar materials, shall be properly managed to prevent the accumulation of dust or similar materials that can degrade water	City shall inspect construction activities.	Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
quality. The site shall be cleaned daily and such materials shall be properly placed in dumpsters or removed from the project site and placed in a licensed landfill facility.				
13. The collection of materials, such as construction debris and dirt, within the public right-of-way adjacent to the site on Main Street shall be prohibited.	City shall inspect construction activities.	Building	Project Construction	
14. Hydroseeding or other non-toxic soil stabilizers shall be applied to construction areas that remain inactive for a period of 10 days or more to reduce the accumulation of dust particles in the air.	City shall inspect construction activities.	Building	Project Construction	
IX. LAND USE AND PLANNING				
NO MITIGATIONS				
X. MINERAL RESOURCES				
NO MITIGATIONS				
XI. NOISE				
I. To reduce disturbance of residents in the project vicinity, construction activities, which generate noise that can be heard at the	City shall inspect construction activities.	Building	Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
property line of any parcel of real property within the City limits, shall be limited to between the hours of 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of equipment and removal of debris associated with the demolition of this structure shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.				
2. Construction equipment must have state-of-the-art muffler systems required by current law. Muffler systems shall be properly maintained.	City shall inspect construction activities.	Building	Project Construction	
3. Noisy stationary construction equipment, such as compressors, shall be placed away from developed areas off-site and/or provided with acoustical shielding.	City shall inspect construction activities.	Building	Project Construction	
4. Grading and construction equipment shall be shut down when not in use.	City shall inspect construction activities.	Building	Project Construction	
XII. POPULATION AND HOUSING				
1. The owner/applicant shall pay a housing impact fee of	Building shall notify Planning of	Planning/	Prior to issuance of	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
approximately \$40,000 (the exact amount shall be calculated at the time of issuance building permit) to mitigate the housing impact of the jobs that are generated by the hotel use.	permit submittal	Building	building permits.	
2. To mitigate the loss of 22 affordable studio apartments that were to be located on-site, the owner/ applicant shall make a \$750,000 contribution to the City of St. Helena Housing Trust Fund prior to issuance of building permits for the project. The preference is that the contribution be earmarked for a not for profit housing developer who has an approved project to build affordable housing in St. Helena	Building shall notify Planning of permit submittal.	Planning	Prior to issuance of building permits.	
3. To mitigate the impact upon lower income households that will be displaced by the loss of the rental housing at Grandview, the owner/applicant shall provide relocation assistance equal to three months rent to any tenant household that is living in any unit at Grandview the time of submittal for building permits.	Details to be agreed upon with staff and owner shall show verification of payments.	Planning	Prior to issuance of building permits.	
XIII. PUBLIC SERVICES				
NO MITIGATIONS				
XIV. RECREATION				
NO MITIGATIONS				
XV. TRANSPORTATION/TRAFFIC				
I. All required public frontage and street improvements shall be	City shall review and approve plans	Public Works	Prior to Grading or	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
designed and built in accordance with an approval by the City of St. Helena Public Works Department.	prior to issuance of a Grading or Building Permit and City shall inspect construction activities.		Building permit issuance and Project Construction	
2. To mitigate the impact of the traffic generated by the land use at 1915 Main Street (Grandview Inn) on the intersection of Main Street and Pratt Avenue, the applicant shall enter into a deferred improvement agreement with the City that would require future participation of the design and installation of a traffic signal at the intersection of Pratt Avenue and Main Street, should one be necessary and constructed in the future.	City shall review and approve plans prior to issuance of a Grading or Building Permit.	Public Works	Prior to Grading or Building Permit issuance	
3. The improvements identified in the Crane Transportation Group Traffic Impact Report (November 2003) and Addendum (February 2005) are determined to be accepted in this Initial Study and shall be implemented as part of the project prior to receipt of a final permit.	City shall review and approve plans prior to issuance of a Grading or Building Permit and ensure installation prior to final inspection	Public Works/Planning	Shown on the plans prior to Grading or Building Permit issuance and at final inspection	
4. The applicant shall provide no less than 57 parking spaces on the site based on a minimum of 1 space/inn room and 1 space/residential unit with two extra spaces, the final location of which shall be reviewed for their compliance with the dimensional requirements of the City's parking ordinance and for their potential impact on trees, as determined by the Planning Director and the City's Consulting Arborist. All parking shall be shown on the construction plans proposed as part of the building permit application and approved by the City prior to issuance of the permit.	City shall review and approve plans prior to issuance of a Grading or Building Permit and ensure installation prior to final inspection	Planning	Shown on the plans prior to Grading or Building Permit issuance and at final inspection	
5. To minimize an impacts resulting from vehicles associated with construction activities on the site, including trucks hauling fill materials, a Traffic Control Plan will be required, subject to	City shall review and approve plans prior to issuance of Building Permit	Public Works/ Building	Grading or Building permit issuance and throughout project	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
approval by the City, prior to issuance of a building or grading permit.			construction	
XVI. UTILITIES AND SERVICE SYSTEMS				
1. Prior to construction within existing roadway areas, the property owner shall ascertain the location of all underground utility systems and shall design any proposed subsurface utility extensions to avoid disrupting the services of such systems.	City shall review and approve plans prior to issuance of a Grading or Building Permit.	Public Works/Building	Prior to Grading or Building Permit Issuance	
2. Water and energy conservation measures shall be incorporated into project design and construction in accordance with applicable codes and ordinances.	City shall review and approve plans prior to issuance of Building Permit.	Building	Prior to Building Permit Issuance	
3. The project shall be connected to the City's potable water and sanitary sewer services in conformance with City standards and specifications.	City shall review and approve plans prior to issuance of Building Permit	Building	Building Permit Issuance	
4. The project shall be designed and built in accordance with the City standards regarding the adequate conveyance of storm waters.	City shall review and approve plans prior to issuance of a Grading or Building Permit	Public Works/Building	Grading or Building permit issuance and Project Construction	
5. All faucets in sinks and lavatories, including showerheads, faucets and toilets, shall be equipped with faucet water conserving fixtures.	City shall review and approve plans prior to issuance of Building Permit	Building	Building permit issuance and Project Construction	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
6. During the construction / demolition/renovation period of the project, the property owner shall use the franchised garbage hauler for the service area in which the project is located to remove all wastes generated during project development, unless Developer transports project waste. If the property owner transports the project's waste, property owner shall use the appropriate landfill for the service area in which the project is located.	City shall inspect construction activities.	Building	Project Construction	
7. The property owner shall provide for the source separation of wood waste for recycling. The property owner shall use the franchised garbage hauler for the service area in which it is located for collection of such wood waste, unless the property owner transports such wood waste to a location where wood waste is recycled.	City shall inspect construction activities.	Building	Project Construction	
8. The property owner shall submit to, and receive approval from the Building Official of a source reduction plan that meets the City's requirements.	City shall review and approve plans prior to issuance of Building Permit	Building	Building permit issuance	
9. A recycling/solid waste enclosure shall be provided in accordance with City standards for all common solid waste facilities.	City shall review and approve plans prior to issuance of Building Permit and the City shall inspect construction activities.	Building	Building permit issuance and throughout project construction	
10. The applicant shall be required to pay all water and sewer impact fees associated with any increase in water use or the generation of wastewater treatment demand on the City's facilities.	City shall review and approve plans prior to issuance of Grading or Building Permit	Building	Prior to grading or building permit	

MITIGATION MEASURE	METHOD OF MONITORING/REPORTING	VERIFYING DEPARTMENT	TIME OF COMPLIANCE	INT. DATE
11. The applicant shall be required to mitigate the increase in wastewater generation on the downstream sewer system by constructing a new 6" force main with 10" containment pipe from Crinella pump station to existing sewer system at intersection of Railroad Avenue and Fulton Avenue (1,210 linear feet) at the developer's expense.	City shall review and approve plans prior to issuance of a Grading or Building Permit	Public Works	Prior to grading or building permit	
XVII. Mandatory Findings of Significance.				
NO MITIGATIONS				

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION PC2016-013

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ST. HELENA
GRANTING APPROVAL OF A USE PERMIT TO ADD BREWERY OPERATIONS AS
AN ACCESSORY USE TO THE LAS ALCOBAS HOTEL ON A 3.83 ACRE PARCEL IN
THE SERVICE COMMERCIAL ZONING DISTRICT. LOCATED AT LOCATED AT 1915
MAIN STREET (APN 009-490-009)**

PROPERTY OWNER: Spring Mountain Hotel

APN: (009-490-009)

Recitals

A. Whereas, Spring Mountain Hotel LLC submitted an application for a Use Permit to add 'Brewery' operations as an accessory use to the Las Alcobas Hotel on a 3.83 acre parcel located at 1915 Main Street (APN 009-490-009) in the Service Commercial Zoning District; and

B. Whereas, 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 April 19, 2016.

C. Now, therefore let it be found that, the Planning Commission approves the requested Use Permit on the following basis:

Resolution

A. The Planning Commission hereby finds that Mitigated Negative Declaration (and subsequent addenda) for the Spring Mountain Hotel project fully analyzes and mitigates the impacts of this project as required under the California Environmental Quality Act (CEQA).

B. The Planning Commission makes the following Use Permit findings pursuant to Municipal Code Section 17.168.050 to support the motion to approve the Use Permit

- 1. That the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community in that brewing activities are limited to occur less than once per month and the most odor producing activities (the creation of the wort) is proposed to occur off-site.**
- 2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses in that the brewery land use is an accessory to the hotel and restaurant use and is not anticipated to generate significant increases in noise, traffic or other external activities on-site.**

3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan in that the brewery land use is an accessory to the hotel and restaurant use, is proposed to occur completely within the existing structures and is not a noise generating activity.
4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection given that the most water intensive elements of the brewery use (creation of the wort) are proposed to occur off-site and the project has identified the on-site brewery activities will generate minimal impacts to the use and provision of City infrastructure and services.
5. That the proposed use would provide adequate ingress and egress to and from the proposed location in that all site circulation is preserved by the proposed addition of brewery activities.
6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy in that the proposed brewery use will add an additional element of economic activity to the approved hotel and restaurant as well as facilitate acquisition of a Type 75 Liquor License for the restaurant.
7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located in that the project analysis did not identify any previously unanticipated impacts, the brewery use is proposed as a secondary land use to the hotel and restaurant and the Service Commercial Zoning District is intended for these types of commercial uses.
8. That the proposed use would not be in conflict with the City's General Plan in that the use implements the intentions and allowances of the Service Commercial designation.
9. That the proposed use would not be injurious to public health, safety, or welfare as no impacts to public health, safety or welfare were identified by the addition of an accessory brewery land use, with a maximum capacity of 7-barrells and housed completely within an existing structure.
10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan in that Brewery land uses are only permitted in commercially designated properties, require Use Permit approval and are reviewed on a case-by-case basis subject to the constraints of each site and the specific operational characteristics proposed with each application.
11. That, as demonstrated on a detailed plan submitted by the applicant, adequate off-street parking to accommodate the long term parking needs of employees and

business owners and customers is available in that all required parking for the proposed and approved uses on the site is provided in the subject property.

12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use given the improvements required and made to facilitate the hotel and restaurant uses, the limited brewing operations proposed by the project and the findings and analysis identified in the traffic report for the hotel and restaurant.

C. Now therefore be it further resolved that, the Use Permit for the above described project is granted subject to compliance with all applicable provisions of the Zoning Code subject to each of the following conditions. Permit shall be in conformance with all City ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1. The Use Permit shall be vested within one (1) year from the date of approval. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of the Use Permit decision or these approvals shall expire; provided however that the approved Use Permit may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.030, Extension of Permits and Approvals.
2. This permit is valid for this use only. New permits must be applied for any change in use. These permits will expire if the use is discontinued pursuant to then existing ordinances and regulations.
3. The Use Permit and Design Review shall not become effective until fourteen (14) calendar days after approval, providing that the action is not appealed by the City Council or any other interested party within that 14 day period.
4. Any request for an extension of the Use Permit must be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.
5. All required fees, including planning fees, development impact fees, building fees, retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of building permit.
6. Compliance with all permit conditions shall be clearly identified on all plans submitted for building permit approval, shall occur in accordance with specific regulations but in all cases no later than prior to occupancy or initiation of use unless another time is set by law or by this approval. Occupancy or final inspection of a project may be withheld if all conditions, including payment of fees for services rendered by the City, are not met.
7. The applicant will defend and indemnify and hold the City, its agents, officers, and employees harmless of any claim, action or proceedings to attack, set aside, void or annul an approval so long as the City promptly notifies the applicant of any such

claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

8. Provided they are in general compliance with the approved Use Permit, minor modifications found to be in substantial conformance with the approved use may be approved by the Planning Director.
9. This Use Permit and Design Review shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
10. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The owner/applicant is responsible for meeting with the Building Official / Fire Inspector to review compliance with Building and Fire Codes, including fire protection systems and the accessibility standards of Title 24.
11. Construction documents shall be in compliance with approved plans and exhibits.
12. Construction activities and business operation shall be in compliance with all mitigation measures adopted in the Negative Declaration.
13. The capacity of the brewery equipment installed at the project site is limited to a maximum of seven-barrels (or approximately 310 gallons) at any one time.
14. All brewing equipment, activities and storage are required to occur completely within the existing buildings on the project site.
15. No bottling, distribution or off-site sales or brewed beer are permitted with this action. Brewing activities are accessory to the approved hotel and restaurant use and all beer brewed on the project site is intended to be produced and consumed onsite.

Public Works Department Conditions of Approval

16. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the most current version at the time of improvement plan submittal, Caltrans Standards and Specifications, the City of St. Helena Municipal Code, the St. Helena Water and Sewer Standards, the St. Helena Street, Storm Drain and Sidewalk Standards, and all current federal, state and county codes governing such improvements.
17. The applicant shall incorporate water conservation practices into the proposed project per the Water Use Report prepared by Bryan Jackson of Delta Consulting & Engineering, dated January 22, 2016. Any and all non-conforming appliances and plumbing fixtures shall be removed from the premises.
18. Water usage for brewing operations shall be limited to 3,350 gallons per year.

19. Existing streets being cut by new utility services will require edge grinding and an A.C. overlay per City standards, extent to be determined by the Public Works Department.
20. The applicant shall repair all public improvements that are damaged by the construction process in accordance with the City Water/Sewer/Street/Storm Drain/Sidewalk Standards prior to Certificate of Occupancy.
21. An encroachment permit shall be required for any work performed in the public right of way.
22. The applicant shall be required to submit to the requirements for annual inspections of food/beverage service establishments and businesses that handle hazardous wastes for illicit stormwater discharges as required by the State National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharged. The annual stormwater illicit discharge inspections are performed and invoiced by Napa County Department of Environmental Management.
23. All wastewater lines of the proposed use must be connected to the St. Helena sewer system and designed in accordance with the City sewer system standards. Wastewater shall not contain beer production byproducts. A sewer sampling manhole shall be installed at or near the unit cleanout per City Sewer Standards.
24. Wastewater discharged is subject to all of the requirements and limitations set forth in Chapter 13.20, Sewer Service System, of the St. Helena Municipal Code.
25. Apply for and obtain a Wastewater Discharge Permit from the Department of Public Works as specified in St Helena Municipal Code Section 13.24.50. The permit conditions will require:

Wastewater is required to achieve the following discharge limits for the following constituents and characteristics:

Constituent or Characteristic	Maximum Allowable Concentration (mg/L)
pH	6.0 < pH < 9.0
BOD	250
TSS	250
FOG	40

- All residual solid "by product" produced from the brewing process shall be captured and disposed of prior to discharge as specified in the Wastewater Generation Report prepared by Delta Engineering & Consulting Engineers, dated January 29, 2016.
- Wastewater with a pH less than 6.0 or greater than 9.0 shall be held in an onsite tank. This wastewater shall only be released after receiving approval to

discharge from the wastewater treatment plant operator. Release of said wastewater shall then be limited to the periods from of 6:00 am to 9:00 am and from 5:00 pm to 8:00 pm. The flow rate of the release or discharge shall then not exceed 10 gpm.

- At the owner's expense, sampling and discharge water quality analysis shall be performed once a year for the above listed constituents and/or characteristics after brewing operations by a California-certified laboratory under chain of custody documents. Such reports shall be submitted to the City by the following month.
- The owner shall notify the City and take immediate corrective action upon receipt of any laboratory report or other information indicating that the concentration of any constituent listed in the table above exceeded the maximum concentration. Failure to take immediate corrective actions may result in enforcement actions as provided under the St. Helena Municipal Code or other applicable law.
- The City shall have the right to randomly sample and test the discharge for the above listed constituents. Owner agrees to reimburse the City for the cost of such testing. The sampling manhole shall be accessible at all times. The City shall have the right to inspect all parts of the system at any time during normal business hours.

Fire Department Conditions of Approval

26. Installation of approved interior fire sprinkler system is required.
27. One hour minimum fire resistant construction on all exterior walls within 10' of property boundary. Fire resistant construction of interior walls shall be determined by type of occupancy.

Building Department Conditions of Approval

28. A building permit is required for all construction, demolition and/or change of use on site. The building permit application package may require a geotechnical report, and shall be reviewed and approved by the Building Official prior to issuance of a building permit.
29. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall

occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits.

I HEREBY CERTIFY that the foregoing Use Permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on April 19, 2016, by the following roll call vote:

AYES: *Commissioners Koberstein, Sweeney, Monnette, Kistner, Chair Parker*
NOES: *None*
ABSENT: *None*
ABSTAIN: *None*

APPROVED:

ATTEST:



Sarah Parker
Chair, Planning Commission



Noah Housh,
Planning and Community
Improvement Director

CITY OF ST. HELENA CITY COUNCIL RESOLUTION 2015-24

APPROVING A REQUEST BY GUNEET BAYWA TO INCREASE THE TOTAL NUMBER OF HOTEL ROOMS ALLOWED WITHIN THE CITY OF ST HELENA FROM 329 ROOMS TO 342 ROOMS, AN INCREASE OF 13 ROOMS, AND APPROVING A USE PERMIT AND DESIGN REVIEW APPLICATION, FILE NO. PL14-037, TO ALLOW THIRTEEN (13) ADDITIONAL HOTEL ROOMS, ALONG WITH RELATED PARKING AND ASSOCIATED SITE PLAN MODIFICATIONS, TO THE PREVIOUSLY APPROVED PLANS FOR THE GRANDVIEW/LAS ALCOBAS HOTEL LOCATED AT 1915 MAIN STREET, APN 009-400-009

WHEREAS, an application was submitted by Guneet Bajwa on behalf of the Las Alcobas Hotel (also known as the Grandview Hotel) to increase upper limit on the total number of hotel rooms allowed in the City by 13 rooms, along with a Use Permit and Design Review application to add a total of thirteen (13) new hotel rooms to the fifty seven (57) rooms already approved, for a total of seventy (70) hotel rooms at 1915 Main Street in the SC: Service Commercial district, and

WHEREAS, an Addendum to a previously adopted Mitigated Negative Declaration was prepared for the project pursuant to the California Environmental Quality Act ("CEQA"), and

WHEREAS, the Planning Commission on February 17, 2015 recommended to the City Council approval of the applicant's requests by a 5-0 vote

WHEREAS, the City Council of the City of St. Helena, State of California, held a noticed public hearing on March 10, 2015, and considered all comments presented at the public hearing

Resolution

NOW, THEREFORE, BE IT RESOLVED that the City Council find that the Addendum to the previously approved Mitigated Negative Declaration adopted for the project as adequate to address the environmental impacts of the project, that the Addendum demonstrates that the present revisions to the project create no substantial new or different adverse environmental impacts, and that no further or additional environmental review is required by CEQA, and

BE IT FURTHER RESOLVED that pursuant to St. Helena Municipal Code ("SHMC") 17.52.030 section the City Council hereby approves an increase in the number of permitted hotel rooms in the City from 329 rooms to 342 rooms, an increase of 13 rooms, and

BE IT FURTHER RESOLVED that the City Council hereby makes the following Use Permit findings required by SHMC section 17.168.050:

1. That, as conditioned and with the recommended mitigations place, the proposed use would not generate odors, fumes, dust, light, glare, radiation or refuse that would be injurious to surrounding uses or to the community.

Conditions of approval required with this project in conjunction with City ordinances regulating construction related impacts, and light and glare, address any such impacts. The lighting plan for the project requires that all lighting be directed downwards and shielded so as to prevent any glare from the site impacting adjacent properties and streets (Condition #22, City Council Resolution 2010-89)

2. That the proposed use would not generate levels of noise that adversely affect the health, safety, or welfare of neighboring properties or uses.

The adding of 13 hotel rooms will not increase the project's ambient noise level. Conditions have been added requiring that the ambient noise level at the property line be increased by no more than 5dba. Mitigation measures of the project (Noise mitigation measures 1-4) require that all construction equipment contain state of the art noise suppression equipment.

3. That the proposed use would not generate traffic noise in excess of the "normally acceptable" range identified in the General Plan.

The addition of 13 hotel rooms will increase peak hour traffic by 6 vehicles hour, which is well within the capacity of Hwy 29. This small increase in traffic will not create a discernable increase in traffic related noise above current ambient noise levels on Hwy 29.

4. That the proposed use would not make excessive demands on the provision of public services including water supply, sewer capacity, energy supply, communication facilities, police protection, and fire protection.

The water analysis prepared for this project documents that the increase in 13 hotel rooms will not increase the projects total water/ sewer demand due to use of low flow fixtures. No added public services to serve the site will be required. A condition of approval (Condition #9 of the engineering conditions) is proposed that requires the applicant to install approximately 1200 lineal feet of 6 inch force main in order to upgrade the City's sewer system to allow the project to hook up to sewer service.

5. That the proposed use would provide adequate ingress and egress to and from the proposed location.

The plan is designed to handle the very small incremental increase in traffic due to the addition of 13 hotel rooms. The current driveways leading to and from Hwy 29 are sufficiently large to accommodate the small incremental increase in project traffic.

6. That allowing the proposed use would not conflict with the City's goal of maintaining the economic viability of a local serving economy.

The added hotel rooms will result in an increase in the number of tourists and others staying in St Helena, which will enhance local businesses. The projected

Transient Occupancy Tax (TOT) from the added 13 rooms is projected to bring to the City \$250,000 to \$300,000 in new revenue annually which will enhance the City's General Fund.

7. That the proposed use would be compatible with surrounding land uses and would not conflict with the purpose established for the district within which it would be located.

A 57 room hotel has already been approved for the site, which is compatible with the addition of 13 hotel rooms. The addition of 13 new hotel rooms requires an amended Use Permit, which is being requested as part of this application process.

8. That the proposed use would not be in conflict with the City's General Plan.

Hotel rooms are allowed in the General Plan Service Commercial Zoning District.

9. That the proposed use would not be injurious to public health, safety, or welfare.

The addition of 13 hotel rooms will not impact the public health safety and welfare, as documented by the fact that the environmental analysis prepared for this project, which includes the 2010 Mitigated Negative Declaration and the subsequent Addendum, conclude that with the proposed mitigation measures and conditions of approval, will not create significant impacts on the City, its residents, and the environment, and will therefore the proposed project will not impact the City's public health , safety , and welfare.

10. That granting the use permit would not set a precedent for the approval of similar uses whose incremental effect would be detrimental to the City or would be in conflict with the General Plan.

The addition of 13 hotel rooms will not set a precedent that would be detrimental to the City. Adding more hotel rooms to existing projects is typically more efficient and effective way to increase TOT creates fewer impacts than building a new hotel, therefore adding 13 rooms sets a desirable precedent for the City.

11. That, as demonstrated on a detailed plan submitted by the applicant to include up to 70 off-street parking spaces, adequate off-street parking to accommodate the long term parking needs of residents, employees and customers is available.

A total of 13 parking spaces are proposed to be added which meets City requirements. As a result there will be sufficient parking to accommodate the demands of the added 13 hotel rooms on site.

12. That the capacity of surrounding streets is adequate to serve the automobile and delivery truck traffic generated by the proposed use.

The access to the additional 13 rooms is Hwy 29. The capacity of Hwy 29 greatly exceeds the small incremental increase in traffic created by the 13 added rooms.

In addition, the improvements currently being implemented by CALTRANS for Hwy 29 will further enhance the capacity of Hwy 29.

BE IT FURTHER RESOLVED the City Council finds and determines the project is in compliance with the following Design Review criteria of Municipal Code Section 17.164.030:

1. Consistency and compatibility with applicable elements of the general plan;
Addressed under Use Permit Findings
2. Compatibility of design with the immediate environment of the site;
The design of the 13 rooms will match the already approved design.
2. Relationship of the design to the site;
The additional of a 3rd story is compatible with the design of the site, as it does not change the footprint.
3. Determination that the design is compatible in areas considered by the board as having a unified design or historical character;
The design of the added 13 rooms is the same as the already approved project
4. Whether the design promotes harmonious transition in scale and character in areas between different designated land use;
The design of the 13 rooms will match the already approved design
5. Compatibility with future construction both on and off the site;
The additional of a 3rd story is compatible with the design of the site, as it does not change the footprint
7. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
The design of the 13 rooms will match the already approved design
8. Whether the planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community;
The additional of a 3rd story is compatible with the design of the site, as it does not change the footprint
9. Whether the amount and arrangement of open space and landscaping are appropriate to the design and the function of the structures;
The only additional landscaping this is proposed adds to screen the site from neighboring uses
10. Whether sufficient ancillary functions are provided to support the main functions of the project and whether they are compatible with the project's design concept;
11. Whether access to the property and circulation systems are safe and convenient for pedestrians, cyclists and vehicles;

The added 13 rooms does not change the site plan, therefore does not impact access.

13. Whether natural features are appropriately preserved and integrated with the project;

The added 13 rooms does not change the site plan, and therefore has no impact on natural features.

14. Whether the materials, textures, colors and details of construction are an appropriate expression of its design concept and function and whether they are compatible with the adjacent and neighboring structure and functions;

The design of the 13 rooms will match the already approved design

15. In areas considered by the board as having a unified design character or historical character, whether the design is compatible with such character;

The design of the 13 rooms will match the already approved design

16. Whether the landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site;

Conditions of approval require appropriate site landscaping

16. Whether plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which is suitable to the climate of St. Helena;

The addition of 13 rooms does not impact the site landscaping

17. Whether sustainability and climate protection are promoted through the use of green building practices such as appropriate site/architectural design, use of green building materials, energy efficient systems and water efficient landscape materials.

The project will meet Title 24 and all State require green construction standards

BE IT FURTHER RESOLVED the City Council hereby approves the Use Permit and Design Review applications for the above-described project subject to the following conditions of approval. The project shall be in conformance with all city ordinances, rules, regulations and policies in effect at the time of issuance of a building permit. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed.

1. The Use Permit/Design Review shall be vested within one (1) year from the date of final action. A building permit for the use allowed under this approval shall have been obtained within one (1) year from the effective date of this action or the approval shall expire, provided however that the approval may be extended for up to two (2) one-year periods pursuant to the St. Helena Municipal Code, Section 17.08.130, Extension of Permits and Approvals. Any request for an extension of this approval shall be justified in writing and received by the Planning Department at least thirty (30) days prior to expiration.

OAK #4810-8033-1554 v1

2. All required fees, including planning fees, development impact fees, residential in-lieu housing fees, building fees, toilet retrofit fees, and St. Helena Unified School District fees shall be paid prior to issuance of a building permit. Fees shall be those in effect at the time of the issuance of the building permit.
3. In any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers, and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.
4. Provided they are in general compliance with this approval, minor modifications may be approved by the Planning Director.
5. Pursuant to St. Helena Municipal Code Section 17.08.110, this permit shall run with the land and shall be binding upon all parties having any right, title or interest in the real property or any part thereof, their heirs, successors and assigns, and shall inure to their benefit and benefit of the City of St. Helena.
6. The primary purpose of this review is for compliance with the General Plan and Zoning Ordinance. The property owners or their designee shall be responsible for meeting with the Building Official, Fire Inspector and or Public Works Department to review compliance with Building Codes, Fire Codes and specific Public Works Standards including fire protection systems and any applicable accessibility standards of Title 24.
7. Construction shall be in compliance with plans submitted and reviewed and approved by the City Council on March 10, 2015, except as modified herein. The Planning Director may authorize minor modifications to the approved plans.
8. Exterior lighting shall be directed or shielded to prevent glare onto the public roadway or adjacent properties.
9. To reduce disturbance of residents in the project vicinity, construction activities which generate noise that can be heard at the property line of any parcel of real property within the City limits shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Saturday. Delivery of materials/equipment and cleaning and servicing of machines/equipment shall be limited to 7:00 a.m. to 6:00 p.m. Exceptions to these time restrictions may be granted by the Public Works Director for one of the following reasons: (1) inclement weather affecting work, (2) emergency work, or (3) other work, if work and equipment will not create noise that may be unreasonably offensive to neighbors as to constitute a nuisance. The City Engineer must be notified and give approval in advance of such work. No construction activities shall

occur on Sundays or federal or local holidays that generate noise that can be heard at the property line of any parcel of real property within the City limits

10. That all conditions of the previous August 2010 Use Permit for the 57 room Las Alcabas Project shall be complied with, unless such a condition explicitly conflicts with a condition of approval contained in this resolution, in which case the Condition of approval in this resolution shall take precedence.
11. That all requirements of the Addendum prepared for the previous Negative Declaration be complied with.

Public Works Conditions

1. Approval of this project shall be subject to the requirements of, and designed and constructed in accordance with the most current version of municipal codes, and all current federal, state and county codes governing such improvements at the time of improvement plan submittal.
2. The improvement plans shall include all grading, hardscape, landscape, drainage and utilities as shown on the Design Review package as well as those agreed to in public hearings and those required by the municipal codes.
3. The developer shall construct all on and offsite improvements in accordance with improvement plans and supporting calculations and documentation that are prepared by a registered Civil Engineer and reviewed and approved by the City of St. Helena Public Works Department. The improvement plans shall include detailed designs for all on and off site utilities, water, sewer, grading, drainage, erosion control and paving. The improvement plans and calculations must be approved by the City Engineer prior to the approval of the Final Map.
4. An encroachment permit shall be required for any work performed in the public right of way.
5. No added drainage from new hardscape, roofs or pool improvements shall be allowed to leave the site; improvement plans shall show how drainage will be treated/infiltrated on site and at the property lines to prevent inundation of neighboring properties. 10-year and 100-year storm event overflow site drainage shall be directed in to an existing storm drain or gutter through City standard undersidewalk drains or infiltration pit where applicable. If needed, a system to detain the post-developed flows shall be designed in accordance with City/County/State standards at the direction of the City Engineer.

6. Stormwater treatment shall be designed and constructed in accordance with St. Helena Development Manual Stormwater Standards and the State of California standards for the stormwater run-off for 85th percentile storm event.
7. The developer shall repair all public improvements that are damage by the construction process in accordance with the City of St. Helena Water/Sewer/Street/Storm Drain/Sidewalk Standards.
8. New and existing private water and sewer lines shall be shown on the site improvement plans.
9. That prior to occupancy the developer shall mitigate the increase in waste water generation on the downstream sewer system by constructing a new six (6) inch force main with a ten (10) inch containment pipe from the Crinella Pump Station to the existing sewer system at Railroad and Fulton Avenues (approximately 1210 lineal feet) at the developer's expense. A reimbursement district shall be established by the City that includes those properties that benefit from the extension of the six (6) inch force main required by this Condition. Properties that connect to the City's sewer system that benefit from the construction of this force main, shall reimburse the Developer of the Las Alcabas project in proportion to their relative. The boundaries, requirements, and provisions of this reimbursement district shall be determined by the City Engineer. Cost of the formation of such a district shall be borne by the Developer.

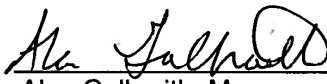
Planning Department Conditions

1. That prior to the issuance of building permits for the additional thirteen (13) hotel rooms the Developer shall pay in full to the City a Housing Mitigation Fee in the amount of \$300,000. This housing mitigation fee of \$300,000 is over and above the amount of the Housing Mitigation Fee paid by the Developer (\$750,000) for the first 57 rooms of the project.
2. In consideration of the lost mature Oak Tree on the property, the Developer is required to plant three (3) additional 36" box oak trees (two at SW corner and one at NE corner of property), and upsize five (5) additional oak trees (from 24" to 36" box size). In addition, the Developer shall install the landscaping as described in Exhibit #1 (attached) to this Resolution as agreed to by the Quail Meadow HOA and the applicant in order to provide sufficient tree screening for the Quail Meadow property to protect their privacy and buffer the view of the hotel from the Quail Meadow residents. The landscape plan depicting the tree planning necessary to offset the removal of the lost mature oak tree, and depicting the landscaping necessary to screen the Quail Meadows Development as described in Exhibit #1, is subject to the review and approval of the Planning Director. All such trees and landscaping shall be installed prior to occupancy of the site.

I HEREBY CERTIFY that the foregoing increase to the total number of hotel rooms allowed in the City by 13 rooms and the Use Permit and Design Review was duly approved by the City Council of the City of St. Helena at a regular meeting of said City Council held on March 10, 2015 by the following roll call vote:

Mayor Galbraith:	<u>Yes</u>
Vice Mayor White:	<u>Yes</u>
Councilmember Crull:	<u>Absent</u>
Councilmember Dohring:	<u>Yes</u>
Councilmember Pitts:	<u>Yes</u>

APPROVED:


Alan Galbraith, Mayor

ATTEST:

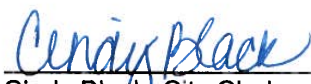

Cindy Black, City Clerk



EXHIBIT #1

DESCRIPTION OF LANDSCAPE SCREEN PLANTING AGREED TO BY REPRESENTATIVES OF THE QUAIL MEADOWS HOMEOWNERS ASSOCIATION AND THE OWNERS OF THE LAS ALCOBAS/GRANDVIEW PROJECT March 10, 2015

As mitigation for sight and privacy issues at Quail Meadows Home Owners Association created by the Las Alcobas Project, Las Alcobas agrees to purchase, transport and install trees and plants according to the conceptual plan developed by CECWest dated March 3, 2015, with the following changes:

- 1) Three Arbutus Unedo are to be deleted. In exchange for the two shown between 1842 and 1840, there will be one Cork Oak, approximately 20 feet tall. This tree has been tagged at **Main Street Trees in Napa** in exchange for the one shown at 1844, please see item #2 below.
- 2) Two Dwarf Southern Magnolias are deleted. In exchange for these and one of the Arbutus noted above, they will be substituted by one of the following selected by homeowner at 1844:
 - a. Three mature Magnolias
 - b. Three mature trees of another species not yet identified
 - c. Two mature olive trees, approximately 12 feet tall
- 3) Two field grown olives to be substituted with one 100 year old large olive, approximately 18 feet tall. This tree has been tagged at **The Olive Tree Farm in Sonoma**.
- 4) One Coast Live Oak at 1840 is deleted. In exchange there will be one Cork Oak, approximately 16 feet tall. This tree has been tagged at **Main Street Trees in Napa**.
- 5) Approximately eight Coast Redwoods on Las Alcobas property, at the intersecting corner of their property, QMHOA and Beringer Vineyard, will be of at least 24" box size, or approximately 12 feet tall. It is understood that these will be planted on different time frame than the trees at QMHOA.
- 6) One Laurel 15 gallon plant at 1850 to remain as per plan.

In addition, Las Alcobas agrees to plant these trees as quickly as possible, making arrangements to transport them via Beringer Vineyards access. Irrigation changes will be made to the QMHOA water system adequate to maintain the trees. Trees will be protected by gopher netting and guaranteed by Nursery for problems with trees not associated with lack of water or proper maintenance. Las Alcobas will remove Beringer fencing as required and replace as needed when project completed.



Living Rivers Council

LRC
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August 13, 2017

To: St. Helena Planning Commission
Re: Las Alcobas Pedestrian Bridge, Mitigated Negative Declaration, MND, fails the California Environmental Quality Act, CEQA

The Napa River watershed is a local, state and national treasure because it is a biological hot spot on the planet. This special watershed encompasses both a Mediterranean climate to the east that meets the coastal temperate rain forest climate to the west. Additionally there are numerous micro-climates that is the foundation for the rise of a world class wine industry. These climates and soils support rich and complex aquatic and terrestrial habitats that support a high diversity in both flora and fauna. Unfortunately, many of these precious habitats are being lost one project at a time including by this walking bridge.

LRC does recognize that this project will do some restoration, however, it is at the loss initially removing 144 feet of riparian vegetation, including 8 trees. Trees provide critical shade for delicate stream habitats by preventing warming of the water where aquatic animals are sensitive to temperature changes which can cause a dead zone for aquatic species.

The consultant for this project attempted to mitigate for these species impacted by this project; Steelhead trout, Western Pond Turtle, Foothill yellow-legged frog, riparian woodcut, bats, common aquatic and terrestrial species and nesting birds.

However, the MND failed to recognize that the Napa River watershed is critical habitat for the endangered California Freshwater Shrimp, CFWS, known to be within 1/2 mile of York Creek. Also, Red-legged Frog, RLF, are listed as threatened and are known to be in this area too.

The current draft Stream Bed Alteration Permit application submitted to the Department of Fish and Wildlife, does not include pre-project surveys for CFWS or RLF. (See attachment 1 below)

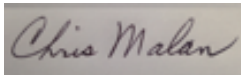
Anytime a project could harm endangered or threatened species, the applicant must have a biological opinion process with resource agencies and a possible Take Permit application for killing or harming endangered or threatened

species. This MND does not include protections for the these endangered and threatened species.

The MND can not be approved because it fails to identify and discuss that endangered CFWS and threatened RLF are known to be present, which are fatal flaws of the MND. An Environmental Impact Report, EIR, is required when there are significant environmental impacts.

Living Rivers Council recommends that the St. Helena Planning Commission reject the MND and require that the applicant do an EIR to make sure all environmental impacts and alternatives to this project are identified and discussed.

Thank You,

A handwritten signature in cursive script that reads "Chris Malan". The signature is written in dark ink on a light-colored, slightly textured background.

Chris Malan
Manager
Living Rivers Council
LRC

Attachment 1

California Freshwater Shrimp



MND States this:**Avoidance and Minimization Measures:**

The project applicant, Guneet Bajwa, has applied for a Streambed Alteration Agreement (Notification No. 1600- 2016-0346-R3) with the California Department of Fish and Wildlife (CDFW). The draft Streambed Alteration Agreement (January 23, 2017) identifies measures to be implemented by the applicant to avoid or minimize adverse impacts to the following fish and wildlife resources that may be present within the York Creek riparian corridor:

- ☒ Steelhead trout (*Oncorhynchus mykiss*)
- ☒ Western pond turtle (*Clemmys marmorata*)
- ☒ Foothill yellow-legged frog (*Rana boylei*)
- ☒ Riparian woodrat (*Neotoma fuscipes riparia*)
- ☒ Bat roosts (various species)
- ☒ Common aquatic and terrestrial species
- ☒ Nesting birds

Some of the key avoidance and minimization measures described in the draft Streambed Alteration Agreement include:

- ☒ Confine work within the stream/riparian corridor to the period June 15 to October 15. (Revegetation work using hand tools is not confined to this time period.)
- ☒ Avoid work in the portion of the streambed where flowing water is present or anticipated.
- ☒ Provide training sessions for work personnel to identify any sensitive species which may be in the area.
- ☒ Establish temporary construction fencing or flagging to identify the agreed limits of disturbance within the stream area.
- ☒ Place bridge at sufficient height above the stream to allow maximum flows and debris generated during a 100-year storm to pass beneath unrestricted.
- ☒ Locate bridge abutments outside the stream banks.
- ☒ Install scour protection materials so that they are properly aligned within the channel and otherwise engineered, installed and maintained, to assure resistance to washout, and erosion of the stream bed, stream banks and/or fill.
- ☒ Conduct a focused survey for active bird nests if grading, excavation or other project-related activities are scheduled during the typical nesting season of protected raptors and migratory birds (typically February 1 to August 31).
- ☒ Survey project area for indications of bat habitat by a qualified bat biologist prior to commencement of construction.
- ☒ Survey the project area by a qualified biologist for presence of special-status species that may be present within 48 hours prior to construction.
- ☒ Suspend work and notify CDFW if special-status species or listed species encountered during project construction.

JUNE 2017 P A G E | 5 LAS ALCOBAS PEDESTRIAN BRIDGE

- ☒ Visually check all sections of construction materials for the presence of wildlife sheltering within them prior to the pipe sections being placed and attached together, or have the ends capped while stored on site so as to prevent wildlife from entering.
- ☒ At the end of each work day, an escape ramp shall be placed at each end of any constructed open trench to allow animals that may have become entrapped in the trench to climb out overnight.



Wildlife Research Associates

Trish and Greg Tatarián

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August 15, 2017

Lilly Bianco - Contract Planner
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Response to Comments - Living Rivers Council (August 13, 2017)

The following are our responses to the comments made by Chris Malan, Manager, Living Rivers Council on August 13, 2017 regarding the adequacy of the environmental review for the Las Alcobas Bridge Crossing.

Comment: The MND failed to recognize that the Napa River watershed is critical habitat for the endangered California Freshwater Shrimp, CFWS, known to be within 1/2 mile of York Creek.

Response: The Napa River Watershed encompasses a basin of 426 square miles and yes, California freshwater shrimp (*Syncaris pacifica*) occurs within this watershed. However, York Creek, a small drainage within the Napa River Watershed, drains a watershed of approximately 4.4 square miles.

The California Natural Diversity Data Base is run by the California Department of Fish and Wildlife. New occurrence data is submitted by researchers and biological consultants daily. There is potential that since 2016, when the original analysis was conducted, there could be new recorded occurrence for California freshwater shrimp. However, a run of the BIOS portion of the CNDDB reveals no new occurrences of California freshwater shrimp within ½ mile of the project site. No California freshwater shrimp have been reported in York Creek.

The site is not suitable for freshwater shrimp, a species that occurs in Marin, Sonoma and Napa counties in slow moving freshwater streams with perennial pools. Their main habitat components are low gradient (less than 1 percent) stream reaches, away from the main current, along the edges of 1 to 4 feet (0.3 to 1.2 meter) deep stream pools (USFWS 2011). A study in Marin County of the species habitat requirements found that the species is most likely to occur in relatively slow water current velocities, with bottom substrates dominated by sand, and moderate amounts of overhanging vegetation, emergent vegetation, and fine roots (USFWS 2011). The species typically inhabits quiet portions of tree-lined streams with underwater vegetation and exposed tree roots. In times of heavy discharge accompanying storm events, they avoid excessive flows by clinging to fine root material beneath undercut stream banks where velocities are reduced (USFWS 2011). York Creek has no undercut banks that provide this habitat component. During the summer dry season, the species is often associated with submerged vegetation and vegetation that hangs into the water (USFWS 2011). None of the above identified habitat occurs in this portion of York Creek. As a result, California freshwater shrimp are not likely to occur in the project area.

California Certified Small Business Enterprise #0026331

The Streambed Alteration Agreement states the following:

Condition 2.4 No Work in Live Stream. No work in the portion of the streambed where flowing water is present or anticipated during the term of this agreement.

Comment: Red-legged Frog, RLF, are listed as threatened and are known to be in this area too.

Response: A run of the BIOS portion of the CNDDDB reveals no new occurrences of California red-legged frog (*Rana draytonii*) within 1 mile of the project site.

This species typically inhabits aquatic habitat in a stream where depths are sufficient to allow for escape from predators, primarily raccoons (*Procyon lotor*), in an urban environment. These depths are typically 0.5-1 feet, beyond the reach of raccoon paws. There is potential for California red-legged frog to occur in streams the size of York Creek when sufficient structure occurs in the creek, under which the animals can hide. There is insufficient structure in York Creek at the project site for California red-legged frog to escape predation. As a result, California red-legged frog are not expected to occur in the project area.

Comment: The current draft Stream Bed Alteration Permit application submitted to the Department of Fish and Wildlife, does not include pre-project surveys for CFWS or RLF.

Response: The Streambed Alteration Agreement states the following:

Condition 2.22 Special-Status Wildlife Surveys. Within 48 hours prior to construction, a CDFW approved Qualified Biologist shall survey the project area at the appropriate time of day for presence of special-status species that may be present. If any special-status species are found, CDFW reserves the right provide additional provisions to this Agreement designed to protect special-status species.

Although not stated specifically, this condition does include a pre-construction survey (pre-project survey) for special-status species. No suitable habitat for California freshwater shrimp occurs in this portion of York Creek. There have been no reported occurrences of California red-legged frog within 1 mile of the project area. However, measures to protect individual foothill yellow-legged frog (*Rana boylei*) will protect individual California red-legged frog.

In addition, the following condition in the Streambed Alteration Agreement will protect individuals: Condition 2.23 Special Status Species Encountered During Work. If Permittee encounters special-status species or listed species during the Project Activity, work shall be suspended, CDFW notified, and conservation measures shall be developed in agreement with the CDFW prior to re-initiating the activity.

Regards,

Trish Tatarian

References

United States Fish and Wildlife (USFWS). 2011. California Freshwater Shrimp (*Syncaris pacifica*) 5-year review: Summary and Evaluation. Sacramento Fish and Wildlife Office, Sacramento, California. 27 pp.

DEPARTMENT OF TRANSPORTATION
 DISTRICT 4
 OFFICE OF TRANSIT AND COMMUNITY PLANNING
 P.O. BOX 23660, MS-10D
 OAKLAND, CA 94623-0660
 PHONE (510) 286-5528
 FAX (510) 286-5559
 TTY 711
 www.dot.ca.gov



*Making Conservation
 a California Way of Life*

August 14, 2017

SCH # 2017062045
 GTS # 04-NAP-2017-00064
 NAP-029-29.292

Ms. Lilly Bianco
 City of St. Helena
 1480 Main Street
 St. Helena, CA 94574

Las Alcobas Pedestrian Bridge Project

Dear Ms. Bianco:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the Las Alcobas Pedestrian Bridge Project. In tandem with the Metropolitan Transportation Commission's (MTC) Sustainable Communities Strategy (SCS), Caltrans' mission signals a modernization of our approach to evaluate and mitigate impacts to the State Transportation Network (STN). Caltrans' *Strategic Management Plan 2015-2020* aims to reduce Vehicle Miles Traveled (VMT) by tripling bicycle and doubling both pedestrian and transit travel by 2020. Our comments are based on the June 2017 Mitigated Negative Declaration (MND).

Project Understanding

This project includes the installation of a pedestrian bridge across York Creek connecting the existing Las Alcobas Hotel and Beringer Winery. The project includes a Riparian Habitat Restoration Plan. The project consists of the construction of a pedestrian bridge over a 10-foot wide section of York Creek between 1915 Main Street and 2000 Main Street. The proposed bridge design is approximately 10 feet wide and 65 feet long and will be supported by abutment mat foundations on either side of the creek (12 x 5.5 feet). The project also includes habitat restoration activities within York Creek.

Lead Agency

As the Lead Agency, The City of St. Helena is responsible for all project mitigation, including any needed improvements to the STN. The project's fair share contribution, financing, scheduling, implementation responsibilities and lead agency monitoring should be fully

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Ms. Bianco, City of St. Helena
 August 14, 2017
 Page 2

discussed for all proposed mitigation measures.

Cultural Resources

As noted in Section 5.5 Cultural Resources and in Appendix D, the project area is highly sensitive for archaeological sites and only 30 percent of the project area has been previously studied. Given this, to comply with Section 15064.5 of the CEQA Guidelines, we recommend that the City of Saint Helena conduct a cultural resource technical study that at a minimum includes a field survey of the project area by a qualified archaeologist and qualified architectural historian, a geoarchaeological analysis, and possibly subsurface testing to identify buried resources. All cultural resources identified within the project area must be evaluated for significance. Mitigation Measures, such as CUL-1, cannot be substituted for adequate identification and evaluation efforts during the environmental review process.

If an encroachment permit is needed for work within Caltrans right-of-way, we may require that cultural resource technical studies be prepared in compliance with CEQA, Public Resources Code (PRC) 5024, and the Caltrans Standard Environmental Reference (SER) Chapter 2 (<http://www.dot.ca.gov/ser/vol2/vol2.htm>). Should ground-disturbing activities take place within Caltrans right-of-way and there is an inadvertent archaeological or burial discovery, in compliance with CEQA, PRC 5024.5, and the SER, all construction within 60 feet of the find shall cease and the Caltrans District 4 Office of Cultural Resource Studies (OCRS) shall be immediately contacted at (510) 622-1673.

Biology Impacts

The project should include, in the best management practices (BMP) section, language that prohibits the use of BMP items that contain mono-filament mesh netting, and that fiber rolls, fiber blanket and erosion control netting will be coir fiber based. This is to protect listed species (frogs, fish, etc.) and to prevent netting from washing into the creek. These are conditions that Caltrans is seeing in Biological Opinions and California Department of Fish and Wildlife Section 1600 permits.

Encroachment Permit

Please be advised that any work or traffic control that encroaches onto the state ROW requires an encroachment permit that is issued by the Department. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans clearly indicating state ROW must be submitted to: Office of Permits, California DOT, District 4, P.O. Box 23660, Oakland, CA 94623-0660. Traffic-related mitigation measures should be incorporated into the construction plans during the encroachment permit process. See the website link below for more information. <http://www.dot.ca.gov/hq/traffops/developserv/permits/>

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Ms. Bianco, City of St. Helena
August 14, 2017
Page 3

Thank you again for including Caltrans in the environmental review process. Should you have any questions regarding this letter, please contact Jake Freedman at 510-286-5518 or jake.freedman@dot.ca.gov.

Sincerely,



PATRICIA MAURICE
District Branch Chief
Local Development - Intergovernmental Review

c: State Clearinghouse



Report to the City Council
Council Meeting of October 24, 2017

Agenda Section: New Business

Subject: Consideration and proposed approval of a Resolution: 1) Rescinding Resolution 2017-131, and 2) Appointing 11 community members to the St. Helena Assets Planning Engagement (SHAPE) Committee

CEQA Not a CEQA project
Determination:

Prepared By: Cindy Tzaopoulos, City Clerk

Reviewed By: Mark Prestwich, City Manager

Approved By: Mark Prestwich, City Manager

BACKGROUND

On September 26, 2017, the City Council adopted resolution 2017-131 creating the St. Helena Asset Planning Engagement (SHAPE) Committee. The Committee will be tasked with the mission of identifying alternatives to address deficiencies and opportunities identified in the Needs Assessment, challenges identified in the Long Range Financial Forecast (LRFF) and feasibility of concepts identified in the 2009 Visioning Statement (e.g. library expansion, civic building/amphitheater, community center). Additionally, the Committee will be asked to identify financial strategies (along with identifying consequences and trade-offs) for City Council consideration to address identified deficiencies, opportunities and/or utilization of community assets. Committee responsibilities will include receiving briefings on City finances, reviewing Needs Assessment findings, and updating the City's LRFF (including an analysis of deferred street/sidewalk improvements) in collaboration with City staff.

The SHAPE Committee will provide a final report to the City Council by April 2018. The Committee will be dissolved upon submitting its final report to the City Council.

DISCUSSION

The City Clerk's office used various forms of communication reaching out to the community to publicize the recruitment and extended the recruitment by two additional days due to the Napa/Sonoma fires and corresponding temporary loss of power. The City received applications from the following community members: Oliver Caldwell, Michael Oliver, Joshua Parke, Jeff Burton, Mike Thomas, Stan Knight, Doug Barr, Tim Nieman, Jeff Feeney, Leon Allen, Susan Allen, Paul Leary, Mark Smithers, Glenn Smith, Anna Chouteau, Susanne Salvestrin, Pat Dell, Lois Battuello, Tom Vence and George David. The Council subcommittee of Council Members Dohring and Koberstein interviewed candidates the week of October 16 and is recommending the Council rescind Resolution 2017-131 appointing a nine-member committee and instead adopt a revised resolution establishing an 11-member committee to improve the representation of the community. The recommended slate of candidates will be distributed at the Council meeting.

FISCAL IMPACT

No fiscal impact.

RECOMMENDED ACTION

Staff recommends adopting a resolution appointing 11 community members to the SHAPE Committee.

ATTACHMENTS

[SHAPE Committee Applicants](#)
[Resolution](#)



CITY OF
ST. HELENA

OCT 13 2017

OFFICE OF
CITY CLERK

CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE

Name:

Oliver Caldwell

Home Address:

235 S CRANE AVE

Mailing Address:

Occupation:

ART DEALER

Business Address:

1328 MAIN ST

Telephone: Home

415 999 9272

Cell

Business

E-mail:

oliver@caldwellsnyder.com

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? _____

Current occupation (within last 12 months)

SAME

Business interests in last 12 months:

MAIN ST MERCHANT

Previous Committee/Commission Experience:

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Professional and/or community service activities:

Local government related experience:

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I would be thrilled to be a member of this Asset Review group so as to recommend viable solutions and recommendations in improving our community facilities. For the last three years I

Names, addresses, and phone numbers of three individuals familiar with your background:

have already given attention and research into how we can build and finance a new City Hall, Police Dept and Community Center - based on the 2008 Plans Vision.

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Date

10/13/17

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:
City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



CITY OF
ST. HELENA
OCT 18 2017

CITY HALL, 1480 MAIN STREET
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ST. HELENA, CA 94574
(707) 968-2742
www.sthelenacalifornia.org

OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE Committee

Name: Michael Oliver

Home Address:

1581 Granger Way, St Helena CA 94574

Mailing Address: Same

Occupation: Retired

Business Address: _____

Telephone: Home 707-302-5720 Cell 707-695-3774 Business _____

E-mail: RAZNVIN@GMAIL.COM

- Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 4 years

Current occupation (within last 12 months) Retired

Business interests in last 12 months: _____

Previous Committee/Commission Experience:

See Attached. No direct committee/commission experience

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Please see attached background summary

Professional and/or community service activities:

See attached

Local government related experience: *None*

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Residents of a community have a responsibility to serve that community. I can see both sides of issues and I believe reasonable compromises are the path to solutions.

Names, addresses, and phone numbers of three individuals familiar with your background:

*Michael Thomas 707-968-0999
Polly Ogden 707-963-7999
Richard Martin 707-967-8742*

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

10/8/17

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

MICHAEL L. OLIVER
BACKGROUND SUMMARY

A native northern Californian, I was raised in Chester, a small lumber town in Plumas County. My mother was a teacher and my father was on the management staff of the lumber mill.

I graduated from Chico State in 1962 with a BA in Psychology. After graduation I attended USAF Officers Training School and earned my commission. I remained on active duty in the Air Force until leaving as a Captain in 1969. I was consistently rated as a superior officer, as evidenced by the award of two Commendation Medals for outstanding performance.

After serving in the military I was employed in Silicon Valley as a Human Resources Director in a semiconductor manufacturing company. I remained there until 1982, when I left to co-found my own company, Oliver & Larkin, Inc. We provided comprehensive third-party administration services for client companies that had self-insured their disability plans. My partner and I sold our highly successful business in 1995, at which time my wife Barbara and I moved to Oakville and purchased a 10 acre vineyard. We sold that property in 2012 and have been residents of St. Helena since then.

Professional & Community Service Activities:

1977-1978: Member, Board of Directors for Health Alliance, Inc., an HMO in San Jose, CA.

1979-1980: President, Santa Clara Valley Society of Human Resources Management.

1998-2016: Member, Board of Governors for Phi Kappa Tau Fraternity, CSU Chico.

2017-Present: Member, Board of Directors, Quail Meadow HOA, St. Helena.

Avocations:

Winemaking (Home use)

St. Helena Choral Society (Bass)

Bocce (Wallbangers rookie)

Writing (Published a novel and a family history)

European Travel (Own a flat in Paris)



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:
SHAPE

Name: Joshua Parke

Home Address:
1516 Sylvaner AVE

Mailing Address: 1516 Sylvaner AVE

Occupation: Architectural Designer

Business Address: PO Box 984

Telephone: Home _____ Cell 206 2185615 Business _____

E-mail: joshua@zwischenstudio.com

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 3

Current occupation (within last 12 months) Architectural Designer

Business interests in last 12 months: Zwischen Studio

Previous Committee/Commission Experience:

None

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

BFA

Architectural Design and Trades for the Last 20 Years

Professional and/or community service activities:

Montessori

Local government related experience: Design and building application process for various municipalities.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Better our community through critical creative thinking as it pertains to our built environment.

Names, addresses, and phone numbers of three individuals familiar with your background:

Doug Washington

Dave Phinney

Contact information available upon request

Lisa Kirkendal

if necessary.

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Joshua Parke

electronic signature

Signature of Applicant

10-11-17

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelenaca.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

ST. HELENA ASSETS PLANNING ENGAGEMENT (SHAPE) COMMITTEE

Name: JEFF BURTON

Home Address:

1000 FULTON LANE

Mailing Address: 1000 FULTON LANE, ST HELENA, CA. 94574

Occupation: RETIRED

Business Address: —

Telephone: Home — Cell 415-819-4958 Business —

E-mail: JEFF T BURTON @ 4AHD0 . 10AM

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 1 1/2 YRS

Current occupation (within last 12 months) RETIRED. PREVIOUSLY, FOUNDER

THE PATH & BEYOND - SF, CA. 30 YRS. 1986 - 2016

Business interests in last 12 months: INFORMAL/FORMAL CONSULTING WITH VARIOUS

BUSINESSES & BOARDS TO FURTHER THEIR SUCCESS AS INDIVIDUALS,

COMPANIES, AND ASSOCIATIONS

Previous Committee/Commission Experience:

SERVED ON NUMEROUS NATIONAL ORGANIZATION COMMITTEES. FOCUS ON

FINANCE, STRATEGIC PLANNING, ETC. HELD MANY BOARD & AD HOC

COMMITTEE POSITIONS INCLUDING SMALL LOCAL TO NATIONAL

LARGE COMPANIES. PRESIDENT OF NUMEROUS BOARDS & ASSOCIATIONS

WITH MEMBERSHIP ROLLS FROM SEVERAL HUNDRED MEMBERS TO

75K + MEMBERS. ADVISORY APPOINTMENTS TO COMPANIES —→

SUCH AS O'HAIR CO, TOTO INTERNATIONAL, DELTA/MASCO,
AMERICAN STANDARD, KALDEE (AUSTRIA) NKBA - NATIONAL
KITCHEN AND BATH ASSOCIATION, FORTÉ BUYING GROUP,
DPHA - DECORATIVE PLUMBING & HEATING ASSOCIATION.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

BS SAN JOSE ST UNIVERSITY (CRIMINOLOGY), MBA PEPPERDINE, ADVANCED
GRADUATE WORK AT SJSU. THESIS - "STUDY OF EMPLOYEE
COMPENSATION & ITS RELATIONSHIP TO THE WORKING ENVIRONMENT"
 MY EDUCATION IS WELL ROUNDED IN AREAS OF PEOPLE, FINANCE, PLANNING,
 Professional and/or community service activities: STRATEGY DEVELOPMENT ETC

MY PAST, UP TO RETIREMENT, WAS CENTERED IN THE
BUSINESS AREA ALLOWING LITTLE TIME FOR COMMUNITY SERVICE.
DID PARTICIPATE IN FUND RAISING ACTIVITIES AND THE LIKE.
 Local government related experience: WAS APPOINTED TO AD HOC, TOWN OF
FAIRFAX, CA FOCUSING ON INCREASING SALES TAX REVENUE THROUGH
IMPROVEMENT &/OR EXPANSION OF THE BUSINESS COMMUNITY.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

IT SEEMS THE TASK FOR THIS COMMITTEE IS WELL THOUGHT OUT & HAS
A SPECIFIC AIM. I AM RESULTS ORIENTED, A CLEAR THINKER
& OPENLY ANALYZE ALL AVENUES BEFORE OFFERING AN OPINION.
I HAVE SERVED ON NUMEROUS COMMITTEES & MADE STRONG CONTRIBUTIONS.

Names, addresses, and phone numbers of three individuals familiar with your background:

DONN WAGNER, TEXAS 970-275-8641
TOM COHEN, MARYLAND 301-657-2586
KEN COREN, NEW JERSEY 201-396-2000

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[REDACTED]
 Signature of Applicant

10-11-17
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:
 City of St. Helena
 City Clerk
 1480 Main Street
 St. Helena, CA, 94574



City of St Helena, City Hall
Received

OCT 10 2017

1480 Main St.
St Helena, CA 94574

CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

St. Helena Assets Planning Engagement (SHAPE)

Name: Mike Thomas

Home Address:

2170 Palmer Drive, St. Helena, CA 94574

Mailing Address: Same

Occupation: Commercial Real Estate Finance- Retired

Business Address:

Telephone: Home [REDACTED] Cell [REDACTED] Business [REDACTED]

E-mail: [REDACTED]

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 18 years

Current occupation (within last 12 months) Retired

Business interests in last 12 months: Personal investing

Previous Committee/Commission Experience:

See attached

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attached

Professional and/or community service activities:

See attached

Local government related experience: _____

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

See attached

Names, addresses, and phone numbers of three individuals familiar with your background:

Les Denend, 1700 Whitehall Lane, St. Helena 650-465-6762

Jim Meehan, 999 Mee Lane, St. Helena 707-812-0999

John Muhlner, 2454 Sage Canyon Road, St. Helena
707-637-3336

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

10/10/17
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

Education:

University of Kansas -B.S. Business Administration

University of California, Berkeley- MBA majoring in Finance and Real Estate & Urban Land Economics

Experience:

Licensed California Real Estate Broker for approximately 50 years. Most of my career has been in Commercial Real Estate Finance as a principal in several mortgage banking firms and in my own company where I had extensive experience in arranging debt and equity financing for developers (primarily in Silicon Valley) with major financial institutions such as insurance companies and pension funds. I was involved in negotiating the terms of the financing and prepared a financial analysis and market study on each project for presentation to the institution.

Professional and community service activities:

During my career I was a member of the Mortgage Banking Association and other real estate affiliated organizations. Locally I am involved in the following-

St. Helena Rotary Club and serve on the Foundation Board

St. Helena Cemetery Association's Board of Directors

Land Trust of Napa County and former member of Project Committee

Donator to The Vine Trail Founders Circle

Reasons for serving and how I may contribute:

I believe my experience in business and education will prove helpful to the committee in assessing the financial needs of St. Helena in bringing its neglected infrastructure to an acceptable level and to provide additional resources to the city to maintain the quality of life the community deserves. In addition, develop an annual budget that realistically reflects the cost to maintain and operate the city so that it does not neglect its financial obligations and pass these costs on to future generations. Finally inventory existing city assets to determine

how best to utilize their value to generate revenue to meet the city's financial needs now and in the future. Recommendations by the committee to the City Council should consider the desires of the community but should be based on the reality of St. Helena's financial situation. If the city can stabilize its finances, it will be better able to meet the community's desires.



City of St. Helena, City Hall
Received

OCT 10 2017

1480 Main St.
St. Helena, CA 94574

CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE- St. Helena Assets Planning Engagement

Name: STAN KNIGHT

Home Address: 1540 VOORHEES CIRCLE ST. HELENA, CA 94574

Mailing Address: same

Occupation: TOUR OPERATOR / REAL ESTATE INVESTOR

Business Address: 1241 ADAMS ST. SUITE 1013 ST. HELENA CA 94574

Telephone: Home 707-701-8100 Cell 707-738-4500 Business 707-738-4500

E-mail: office@stanknight.com

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? _____

Current occupation (within last 12 months) TOUR OPERATOR

PROPERTY MANAGEMENT

Business interests in last 12 months: Wine country tourism & hospitality
Real estate

Previous Committee/Commission Experience:

President/Board Member of Property Owner Ass'ns in CA, ID, UT
President, Strawberry Community Council (Tiburon) & LAFCO Rep.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. 1980 to PRESENT =

- ① M.A. ECONOMIC DEVELOPMENT, B.A. cum laude GOV'T/POLI SCI - TUFTS UNIV.
 - ② FACILITIES & ASSETS MIGRATION PROJECT MGR. - REGULUS, LLC, NAPA, CA
 - ③ WINERY PROJECT MGR - SONGER CONST. MGMT, NAPA, CA
 - ④ COMMERCIAL REAL ESTATE - KEEGAN & COPPIN
 - ⑤ PROJ MGR - EDS, BANK OF AMERICA
- Professional and/or community service activities:
- BOY SCOUTS OF AMERICA - INTERNATIONAL PROJECTS COMMITTEE
MEMBER, VISIT NAPA VALLEY; MEMBER, CONCIERGE ALLIANCE - NAPA VALLEY

Local government related experience: ① PROJECT MGR/CUSTOMER WORKING WITH

PLANNING & BLDG DEPTS IN NAPA COUNTY, NAPA CITY & ST HELENA

② LAFCO REP - TIBURON ③ GOV'T AFFAIRS COORDINATOR, THE CLOREX CO, OAKLAND

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

To contribute to the quality of the Saint Helena environment, to recommend cost-effective asset improvements & resource allocation. My background in facilities/asset mgmt, project management, financial analysis and government operations should be helpful.

Names, addresses, and phone numbers of three individuals familiar with your background:

STEVE BECK 1544
CRAIG SONGER
SHARON CRULL

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

10/1/2017

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:
City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE COMMITTEE

Name: DOUG BARR

Home Address:

2480 SPRING MOUNTAIN RD. S.H.

Mailing Address: SAME

Occupation: WRITER, DIRECTOR, PRODUCER, VINTNER

Business Address: SAME

Telephone: Home [REDACTED] Cell [REDACTED] Business [REDACTED]

E-mail: [REDACTED]

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? _____

Current occupation (within last 12 months) WRITER, DIRECTOR, PRODUCER, VINTNER

Business interests in last 12 months: WINE, FILM

Previous Committee/Commission Experience:

CITY MANAGER SELECTION COMMITTEE (ALTERNATIVE)

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

BA - Philosophy - George Washington University '72
40 years in the entertainment industry and 19 years
as President of a small wine Company, Hollywood + Wine
cellars.

Professional and/or community service activities:

Former board member International Blindness Foundation
board member of Shaw Coalition Guest lecturer on
film department of NY University, University of Texas, Colorado State
University

Local government related experience: - none

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Having been involved in community organizing in St. Helena for
several years I have a firm grasp of local issues,
constituent groups, and the inner workings of our local government.
I believe that together, we can find a balanced approach to solving our
fiscal and infrastructure problems without jeopardizing the small town character
that is the reason we live here and tourists love to visit.

Tom Fierrell -
John Thacher -
Bob Ferguson -

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

10-2-17

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena
 City Clerk
 1480 Main Street
 St. Helena, CA, 94574



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelenacalifornia.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

St. Helena Assets Planning Engagement (SHAPE)

Name: Tim Nieman

Home Address: 1390 Grove Court, St. Helena

Mailing Address: 1390 Grove Court, St. Helena

Occupation: Consultant – Decision Analysis

Business Address: 1390 Grove Court, St. Helena

Telephone: Home 408-234-9988 Cell 408-234-9988 Business 408-916-1004

E-mail: tim@nieman.org

☒ Please indicate if above numbers can be made available to the public upon request: ☒ Yes or No

Resident of St. Helena? ☒ Yes or No Yes, how long have you lived in St. Helena? 9 yrs

Current occupation (within last 12 months): Consultant – Decision Analysis

Business interests in last 12 months: Decision Applications, Inc.

Previous Committee/Commission Experience:

Infrastructure Subcommittee (2010)

Safe Yield Committee (2011-2012)

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attached resume for education and a few examples of professional work relevant to this committee's tasks.

Professional and/or community service activities: _____

Local government related experience:

See attached resume for experience related to local governments, as well as state and federal government experience.

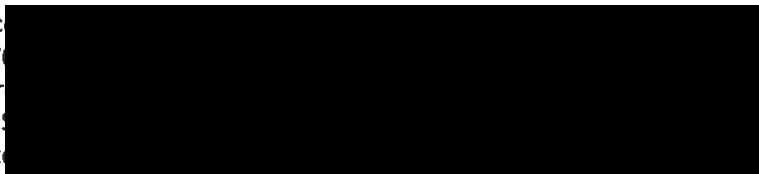
Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I am confident that we can, and will, find solutions that will be actionable in moving the city forward on these important decisions. A team of open-minded, hard-working and creative participants will help to evaluate the needs, desires, options and constraints involved in this effort. Nothing is ever easy when there are multiple stakeholders with varying visions and goals. But as an experienced Decision Analyst, I know that following a good process helps all stakeholders to better understand all aspects of an endeavor, and armed with that information, can guide us toward something we can all accept as the best possible solution for the city, the residents, the businesses and the future of St Helena.

My professional Risk and Decision Analysis background provides me with a unique set of skills and understanding of how to frame, structure and analyze complicated multi-objective, multi-stakeholder problems of this type. On the personal side, I am a middle child in a family of nine children, and survival required me to master listening, compromise, and ensuring a sense of fairness, which is perhaps why I am described by friends and family as being "even keeled".

Names, addresses, and phone numbers of three individuals familiar with your background:

Karen Jenni, Science
Chuck Vondra, 117
John Schuyler, Petr
Hilda Cherekdjian, S
Alan Galbraith, Petr
Helena



Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

29 Sept 2017

Signature of Applicant

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to: City of St. Helena, City Clerk, 1480 Main Street, St. Helena, CA, 94574

TIMOTHY L. NIEMAN

1390 Grove Court, Saint Helena, CA 94574
tim@nieman.org, 408-234-9988

EDUCATION

M.B.A., Finance, Rice University, Houston, TX, 1998
 M.S., Geophysics, Michigan State University, East Lansing, MI, 1985
 B.S., Geological Sciences, Michigan State University, East Lansing, MI, 1983

PROFESSIONAL HISTORY

Decision Applications, Inc., St Helena, CA – Decision Analyst & Advanced Modeler (current)
 Geomatrix Consultants, Inc., Oakland, CA - Senior Decision Analyst
 Lumina Decision Systems, Los Gatos, CA – Decision Analyst, Director of Operations
 Amoco Corp, Houston, TX – Planning & Budget Lead, Financial Analyst, Geophysicist

SKILLS AND EXPERIENCE

Areas of expertise include:

- Skilled in walking stakeholders and decision makers through the process of structuring complex decisions by defining objectives and criteria, identifying alternatives, issues, constraints, risk policy, information/data needs, and uncertainty.
- Expert in quantitative modeling of complex decisions, including financial analysis, risk analysis, multi-criteria decision analysis, forecasting, probabilistic modeling, optimization, data mining, and portfolio analysis.
- Experienced in presenting and training for all levels of an organization in economics, risk and decision analysis, and advanced modeling.

RELEVANT PROJECT EXAMPLES

Municipal Water Planning, City of Saint Helena, California. Member of St. Helena's Infrastructure and Safe Yield Committees to evaluate water shortage risks for the city. Developed all probabilistic climate and operational models of the city's water system for the committees, leading to new policies for water management in the city's General Plan, revision of the city's water shortage emergency trigger system, and redesign of the city's methods for management of surplus water.

California Water Issues, United States Geological Survey, Menlo Park, California. Co-leader of project with the USGS to facilitate framing and structuring around water quality and supply issues in the central valley of California. This multi-stakeholder problem involved more than a dozen separate agencies or organizations with often competing preferences and objectives.

Wildlife Refuge Management, Fish and Wildlife Service, Minnesota. Leader of a pilot project with FWS to address long-term wildlife refuge management issues. These multi-stakeholder problems involve local interests and multiple government agencies and seek to provide balanced solutions to preserve the viability of refuges over the long-term. Current efforts identified a viable path forward for this refuge; future work will include generalizing the methodology for other refuges.

09/2017

TIMOTHY L. NIEMAN

PAGE 2

Landscape-scale Climate Change Planning, Department of Interior. Co-leader of three projects to assist DOI's Landscape Conservation Cooperative effort, including work with the North Pacific LCC, Western Alaska LCC and Plains and Prairie Potholes LCC, to develop oversight and science coordination roles for their respective regions. Developed and led numerous workshops to frame the decision context with Steering Committees and to establish science priorities with science sub-committees used to develop coordination and funding strategies for future work.

Integrated Assessment of Energy Development, United States Geological Survey, Powder River Basin, Wyoming. Leader of current project with the USGS to develop integrated assessment methodologies, using coalbed methane development in Wyoming as a pilot project. Developed approaches to integrate and communicate multiple impacts of development with local, state and federal stakeholders, including impacts on economics, water resources, and ecological resources.

Site Strategic Remediation and Redevelopment Planning, Confidential Client, Kansas. Assisted client in determining a preferred strategy for disposal of a 400-acre former refinery. Detailed economic / risk analyses were used to estimate costs and potential revenues for numerous potential strategies, including redevelopment scenarios. Models and analysis provided basis for selection of a preferred strategy while also providing a detailed development path forward focused on key information needs and their potential implications to adjusting the strategy.

Large-scale Portfolio Analysis, Bechtel SAIC/U.S. Department of Energy, Las Vegas, Nevada. Developed and implemented portfolio analysis using multi-attribute utility analysis for three large projects for the proposed Yucca Mountain Nuclear Waste Repository. Projects incorporated expertise from dozens of technical experts and management value judgments into detailed models to select cost-effective portfolios for billion-dollar-level programs.

Economics, Risk and Decision Analysis Instructor, PetroSkills, Tulsa, Oklahoma. Course developer and instructor for three five-day training courses: "Advanced Decision Analysis with Portfolio and Project Modeling", "Basic Petroleum Economics", and "Petroleum Risk and Decision Analysis". Courses cover the fundamentals of decision analysis, problem framing and structuring, probability theory, probability assessment, statistics, advanced decision modeling, portfolio analysis, value-of-information analysis, production and price forecasting, and financial analysis, and are taught approximately 8 times per year. To date, have taught more than 1800 students representing more than 70 nationalities.

Numerous additional project examples available upon request.

AFFILIATIONS

Society of Decision Professionals, Board of Directors 2013 - 2016

Decision Analysis Society (Institute for Operations Research and Management Sciences)

Society of Petroleum Engineers

09/2017



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PLANNING DEPARTMENT

SEP 29 2017

City of St. Helena

CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE

Name: JEFF FEENEY

Home Address:

930 N. CRANE AVE, ST. HELENA, CA 94574

Mailing Address:

SAME

Occupation:

COMMERCIAL REAL ESTATE AGENT

Business Address:

1289 MAIN STREET, ST. HELENA, CA 94574

707-580-5678

Telephone: Home

Cell

Business

E-mail:

jfeeney@cbnapavalley.com

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 10 years

Current occupation (within last 12 months) SAME AS ABOVE

Business interests in last 12 months:

LEASING & SALES OF
COMMERCIAL BUILDINGS IN TOWN & NAPA

COUNTY

Previous Committee/Commission Experience:

NONE

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

CDAC - Committee Chairman
CSUC - BS. Degree

Professional and/or community service activities:

Uniquely plugged in to the commercial
real estate happenings in town

Local government related experience: None.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

WE NEED VISION, THOUGHT & INSIGHT TO
HELP UNDERSTAND OUR ASSETS AND PLAN FOR
THE FUTURE.

Names, addresses, and phone numbers of three individuals familiar with your background:

Joel Gott,
Jon Carr
David Wigman

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[Redacted Signature]
 Signature of Applicant

9/30/17
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena
 City Clerk
 1480 Main Street
 St. Helena, CA, 94574



City of St Helena, City Hall

Received

SEP 29 2017

1480 Main St.

St Helena, CA 94574

CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

(SHAPE)

AD HOC COMMITTEE FOR EVALUATING CITY OWNED PROPERTIES

Name: LEON & SUSAN ALLEN

Home Address:

1825 SPRING MTN. CT. S.H.

Mailing Address: SAME

Occupation: RETIRED

Business Address: NONE

Telephone: Home

LEON

Cell 415-717-1207

SUSAN CELL

Business 707-486-0495

E-mail: LEON.ALLEN@COMCAST.NET

➤ Please indicate if above numbers can be made available to the public upon request. Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? LEON 6 YEARS
SUSAN 46 YEARS

Current occupation (within last 12 months) RETIRED

Business interests in last 12 months: RETIRED

Previous Committee/Commission Experience:

SUSAN - TREE COMMITTEE, GENERAL PLAN SUB-COMMITTEE

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

LEON'S RESUME ATTACHED
SUSAN - UCB '70, UCD TEACHING CREDENTIAL, TEACHER 9 YRS.
3HUSO, BILINGUAL ED. - NAPA COLLEGE, RMW 1 1/2 YRS, REAL ESTATE
BROKER WURE 33 YEARS

Professional and/or community service activities:

ST HELENA BEAUTIFICATION FOUNDATION

Local government related experience:

ST HELENA TREE COMMITTEE 15 YEARS

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

NOW THAT WE ARE LIVING FULL TIME IN SH, WE WANT TO
CONTRIBUTE OUR TIME TO THE COMMUNITY. THE AD HOC COMMITTEE
WOULD BE A GOOD USE OF OUR EXPERIENCE & INTERESTS.

Names, addresses, and phone numbers of three individuals familiar with your background:

LORAIN STUART
CHUCK DAKE 208
PAUL DOHRING

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[Redacted Signature]
 Signature of Applicant

9/28/17
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:
 City of St. Helena
 City Clerk
 1480 Main Street
 St. Helena, CA, 94574

LEON R. ALLEN
1825 Spring Mountain Ct.
St. Helena, CA 94574

Cell: (415) 717-1207
e-mail: leon.allen@comcast.net

EXPERIENCE:

- Varied Board experience with UK listed companies
- Initiated and led two of the largest European Management Buy-Outs
- Led £350 million London Stock Market listing of a third buy-out
- Twenty-seven years' general management experience
- Seventeen years' marketing management experience
- Thirty-seven years' international experience
- Eight years with **RJR Nabisco**
- Eighteen years with **Procter & Gamble**

LBO ADVISOR (May 1999 – Present)

Advisor to various Venture Capital groups, plc Boards and individuals concerning potential MBO's /MBI's. Various Board Seats.

THE TETLEY GROUP LTD (JULY 1995 – APRIL 1999)

Chairman and CEO of The Tetley Group, a buy-out of the tea and coffee businesses from Allied Domecq. Net sales of some £350 million. Businesses in 36 countries; major businesses in the UK, the USA, Canada, Australia, Poland, Russia and France. Business dramatically re-structured with significant cash generation and profit improvement. Sold to Tata Industries.

DEVRO INTERNATIONAL plc (FEBRUARY 1992 – MAY 1998)

Chairman of listed company with market capitalisation of £800+ million. Planned and led listing on the London Stock Exchange. Major acquisition tripled the size of the company.

DEL MONTE FOODS INTERNATIONAL LIMITED (MAY 1990 – DECEMBER 1992)

Chairman and CEO of a highly successful leveraged buy-out: purchased for £230 million; sold for £370 million. Company re-structured for growth (10 new products introduced; 12 in the pipeline at exit) and to stand alone. Company re-oriented to cash focus. Business built dramatically:

- Market share growth in all major categories
- Market share growth in all major countries
- Unit volume growth in all major countries
- Dramatic and significant increase in cash flow (reduced working capital) while increasing marketing and capital investment
- Significant earnings growth

RJR NABISCO (APRIL 1982 – MAY 1990)

MAY 1988 – MAY 1990

President and CEO of **Del Monte Foods Europe**; one of four operating divisions of **Del Monte Foods**, a unit of **RJR Nabisco**. Del Monte was the world's largest canner of fruits and vegetables. Del Monte Foods Europe was a \$400 million division with significant sales in all major European markets and production facilities in the UK, Italy, Greece, South Africa and Kenya.

Del Monte Europe was re-focused. A major new products program was initiated. Short term and long term strategic plans were developed and agreed. Overhead costs were reduced significantly. Sales and profits responded to the new focus (profits up +25%).

APRIL 1986 – APRIL 1988

Regional Director of Northern Latin American for **International Nabisco Brands**. Responsible for Mexico (Del Monte), Venezuela (Del Monte, Standard Brands & Nabisco), Colombia (Standard Brands), Ecuador (Standard Brands, Nabisco & Industrial Gelatin) and Peru (Standard Brands). Sales of \$140 million, with significant profitability. Production plants in each country.

Dramatic profit improvement resulting from re-structured operations in Venezuela and improved sales volumes in all markets. Significant improvement in relations with joint venture partners in Venezuela. Important experience in the management of inflation/weak currency markets.

APRIL 1982 – APRIL 1986

Vice President Latin America for **Del Monte** and **Canada Dry**. Major Del Monte operations in Mexico, Puerto Rico and Venezuela. Major Canada Dry operations in Mexico (start-up), Colombia, Peru, Ecuador and Chile. Production plants in each market.

Successfully managed major currency crises – particularly Mexico. Despite devaluations, moved the region from sizeable losses to important Dollar profitability. Re-focused all Del Monte operations. Introduced modern management approaches and strategic planning to Canada Dry. Effected a sizeable reduction in expatriate manpower.

CLOROX (JUNE 1979 – MARCH 1982)

Vice President Europe/Middle-East/Africa. Responsible for establishing European operations, expanding Mid-East operations, and developing an African base. Developed appropriate Regional Headquarters structure and personnel. Test market/national expansion of new brands in the UK, France, Italy, Austria, Germany (licence), Saudi Arabia (joint venture) and miscellaneous Mid-East/African markets. New management group developed for Spain. Substantial sales and profit increase for established and new brands. Major acquisition work initiated.

PROCTER & GAMBLE (JULY 1961 – JUNE 1979)

Marketing management then general management with The Procter & Gamble Company in Venezuela, Mexico, Spain and Austria.

DIRECTORSHIPS:	Abbey National plc (Financial Services; Audit Comm. & Remuneration Comm.; 1998- 2005) Appleshaw Group (Health Care; Chairman & Remuneration Comm.; 2003 – 2009) Braes Group (Food/Ingredients Sector; Chairman, Audit Comm. & Remuneration Comm.; 1999 –2004) RADAR (Trustee of this important charity for the “disabled”. 1992- 2000.) Basingstoke Hospital (NHS Foundation Trust hospital; non-executive Director;) Rianda House (Senior Services, non-exec. director)
EDUCATION:	Stanford University – BA 1961 Degrees in English and History
FOREIGN LANGUAGES:	Spanish (fluent) German (operating level)
AGE:	(78: April 21, 1939)
MISCELLANEOUS:	Married; three grown children& four step children; US/UK citizen



CITY HALL, 1480 MAIN STREET
OFFICE OF THE CITY CLERK
ST. HELENA, CA 94574
(707) 968-2742
www.sthelena.org

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

St. Helena Assets Planning Engagement (SHAPE) Committee

Name: Paul Leary

Home Address: 801 Chiles Avenue Saint Helena CA 94574

Mailing Address: Same

Occupation: President, Bespoke Collection

Business Address: 831 Latour Ct. B1, Napa 94558

Telephone: Home _____ Cell [REDACTED] Business [REDACTED]

E-mail: [REDACTED]

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 20 years

Current occupation (within last 12 months) President & Partner
Bespoke Collection Inc

Business interests in last 12 months: _____

Previous Committee/Commission Experience:

Napa Valley Owners Board of Directors
Old Health Board Member - Building Facilities

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attached

Professional and/or community service activities:

See attached

Local government related experience: W/A

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Long time Saint Helena resident with children
being raised in community. I want to contribute
to the long term viability of the city.

Names, addresses, and phone numbers of three individuals familiar with your background:

Peter White, Vice Mayor
John Sorenson, Fire Chief

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

9/24/17

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

Paul L. Leary

President, Bespoke Collection

Summary

- Personal Mantra - Always striving for brand growth through team member development that nurtures long term value for the customer, partner, and investor.
 - Skills & Expertise - Sales Effectiveness | Team Leadership | Brand & Product Development | Managerial Finance | Marketing Strategy | Strategic Planning | Technology Systems Leadership |
- ```
<script type="text/javascript" src="https://platform.linkedin.com/badges/js/profile.js" async defer></script>
<div class="LI-profile-badge" data-version="v1" data-size="medium" data-locale="en_US" data-type="vertical" data-theme="dark" data-vanity="paulleary">Paul L. Leary</div>
```

### Experience

#### President at Bespoke Collection

May 2006 - Present

- Co-Founder of a multi-brand premium wine company, with wholesale & consumer direct sales in North America.
- Instrumental in diversified brand and channel revenue growth to over \$15MM and gross margins of over 50%.
- Leader of a team of 45 FTE and PTE employees with a well-defined company mission, vision and brand values to create a sustainable operating culture to promote team member retention and recruitment.
- Focus on refinement of quarterly revenue forecasting in wholesale sales through use of Nielsen scan depletion data and in consumer direct channel with recurring membership programs that offer continual shipments.
- Strategic developer of salesforce.com enterprise edition—beyond CRM capabilities—to include robust inventory management, intra system transacting capabilities and customer loyalty program through a proprietary client-scoring algorithm.

#### VP of Marketing & Consumer Direct Sales at Duckhorn Wine Company

November 1999 - April 2006 (6 years 6 months)

- During tenure was instrumental in the demand efforts to grow case production from 60,000 to 100,000 cases, with net revenues of \$31MM, gross margins of 58% and operating profit of 26% of revenues.
- Growth in product depletions achieved through leveraging brand and line extensions to over 75 global wholesale partners and high margin consumer direct channels throughout the USA.

- Owner's representative on development of \$20MM winemaking and sales facility with a focus on production efficiencies and an exemplary customer experience in retail, membership and online lifecycle.
- Member of the Executive Committee charged with long-term production planning, channel pricing, technology systems development and go to market sales and marketing strategies.
- Led a team of over 40 FTE/PTE/IC positions in diversified sales, marketing and operations positions.

#### **Operations Director**

February 1996 - March 1999 (3 years 2 months)

- Led a team of over 100 employees in a \$9M gross revenue restaurant within a multi-store company.
- Expanded on industry-leading gross profit and operating income through a focus on employee retention, exemplary operations standards, and a focus on customer loyalty.

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#### **Education**

**St. Mary's College of California**

BA, Philosophy, Government, 1989 - 1993

**Activities and Societies:** ASSMC Graduating Class President of 1993, Dean's List

**UC Davis**

Certificate in eBusiness Strategy & Management, 2000 - 2001

**UC Berkeley**

Certificate in Business Administration, 2002 - 2005

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CITY HALL, 1480 MAIN STREET  
OFFICE OF THE CITY CLERK  
ST. HELENA, CA 94574  
(707) 968-2742  
[www.sthelenacalifornia.org](http://www.sthelenacalifornia.org)

## APPLICATION FOR APPOINTMENT

**Note:** Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

St. Helena Asset Planning Engagement (SHAPE)

Name: MARK B. SMITHERS

Home Address:

1819 Vallojo Street, SH

Mailing Address: SAME

Occupation: Financial Advisor to the Trinchero Family

Business Address: 100 St Helena Hwy, SH

Telephone: Home 707-963-8081 Cell 707-290-4508 Business 707-963-3104

E-mail: msmithers@tfevinus.com

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 28 years

Current occupation (within last 12 months)

CFO for Trinchero Family Estates (22 years)

Business interests in last 12 months:

NONE

Previous Committee/Commission Experience:

AD HOC UTILITY RATE COMMITTEE

BOND OVERSIGHT COMMITTEE - SHUSD

ST HELENA ECONOMIC OUTLOOK STUDY GROUP

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

BS ACCOUNTING & FINANCE SFSU 1981  
KPMG INTERNATIONAL ACCTG FIRM 1981-1989  
JOSEPH PIRELLA VMD 1989-1994  
TRINCHERO FAMILY ESTATES 1995-CURRENT  
 Professional and/or community service activities:  
CALIFORNIA CPA (INACTIVE), CALCPA SOCIETY, AICPA  
BOY SCOUTS, NYSL (SOCCER COACH), SHLL (BASEBALL COACH)

Local government related experience: N/A OTHER THAN AD HOC  
COMMITTEES

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

GIVEN MY DEEP BACKGROUND IN FINANCE & EXECUTIVE  
MANAGEMENT ALONG WITH AN INTEREST IN PROBLEM  
SOLVING WHILE ACTIVELY ENGAGING OTHERS, I  
THINK I COULD SERVE THE CITY AND RESIDENTS WELL

Names, addresses, and phone numbers of three individuals familiar with your background:

ROGER TRINCHERO, [REDACTED]  
JOEL GOTT, SH, [REDACTED]  
LESTER HARBY, SH, [REDACTED]

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[REDACTED]

Signature of Applicant

September, 28, 2017  
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:  
 City of St. Helena  
 City Clerk  
 1480 Main Street  
 St. Helena, CA, 94574



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PLANNING DEPARTMENT

SEP 28 2017

City of St. Helena

CITY HALL, 1480 MAIN STREET  
OFFICE OF THE CITY CLERK  
ST. HELENA, CA 94574  
(707) 968-2742  
[www.sthelenacalifornia.org](http://www.sthelenacalifornia.org)

## APPLICATION FOR APPOINTMENT

**Note: Your application will be copied for the City Council and made available to the press and public.**

Board/Committee/Commission to which you are applying:

St. Helena Asset Planning Engagement Committee

Name: Glenn Smith

Home Address:

1730 Dean York Ln., St. Helena

Mailing Address: same

Occupation: Retired

Business Address: none

Telephone: Home <sup>707</sup> 244-5030 Cell <sup>707</sup> 320-7612 Business Ø

E-mail: glenn@smith-carr.com

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 5 years

Current occupation (within last 12 months) Retired

Business interests in last 12 months: none

Previous Committee/Commission Experience:

Sustainability Committee

Active Transportation and Sustainability Committee



Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

AB - Economics / UC Berkeley ; MBA / Ohio State U.  
25 years Consultant and Consulting Practice Leader with  
two International ITR consulting firms - specialty  
in health care cost management  
 Professional and/or community service activities.

Martin and Naga Master Gardeners - Board member  
and Executive Steering Committee member

Local government related experience: Please see attachment

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Please see attachment

Names, addresses, and phone numbers of three individuals familiar with your background:

Please see attachment

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

  
 Signature of Applicant

9/28/2017  
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:  
 City of St. Helena  
 City Clerk  
 1480 Main Street  
 St. Helena, CA, 94574

**Reasons for Applying to serve:**

I've been a resident for 5 years. I believe in community service and have participated as a member of the Sustainability Committee and now its successor, the Active Transportation and Sustainability Committee. I have also attended many of our City Council meetings and planning workshops, spoken on issues of interest to me and my family and assisted in the successful sales tax campaign. I see St. Helena at a serious juncture as we attempt to balance our various civic needs while remaining the wonderful community we all appreciate and enjoy. I offer an open mind, business and volunteer experience, and an ability and willingness to help communicate with our fellow citizens to bring about understanding of the issues and consensus in moving forward.

**References:**

**Larry Mulryan:** [REDACTED]

Larry is a past City of San Rafael Mayor, currently a member of the State Compensation Insurance Co Board appointed by Governor Brown, a member and Board officer of the Marin Master Gardeners, a volunteer adjunct of the University of California. Larry and I have worked together leading several projects through the Marin Master Gardeners involving fund raising, supervising volunteers, and coordinating relations with the City of San Rafael and other constituent organizations.

**Stephen Patterson:** [REDACTED]

Steve is the President and CEO of Central Valley Builders Supply and the former Chair of the Sustainability Committee and a former member of the St. Helena Chamber of Commerce. Steve recruited me to the City Council's Sustainability Committee where we worked together for two years before his being termed out. We worked together with other Committee members and City staff on issues including Marin Clean Energy adoption and water conservation. I continue to serve on that committee and its successor Active Transportation and Sustainability Committee, now as vice-chair.

**David Lewis:** [REDACTED]

David is the Director of the University of California Cooperative Extension offices in Napa and Marin Counties. A part of his responsibilities include oversight and management of the Master Gardener volunteer programs in these Counties. I worked with David and his predecessor over many years as a board member of the Marin Master Gardener group as a board member and project leader. I was employed in the Marin UCCE office for 18 months to organize and lead a project funded jointly by the University of California and the Marin Municipal Water District to bring residential landscape water conservation information to over 600 Marin homeowners.

**Glenn D. Smith**  
**1730 Dean York Lane**  
**St. Helena, CA 94574**

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PLANNING DEPARTMENT

SEP 28 2017

City of St. Helena

September 28, 2017

City of St. Helena  
1480 Main Street  
St. Helena, CA 94574

Att: City Clerk, Ms. Cindy Black

**Re: Application for St. Helena Asset Planning Engagement Committee**

Dear Cindy,

Enclosed is my application for selection to this Committee.

I would like to make a request that if my application is advanced to an interview, I would very much appreciate that interview taking place by October 12th. I know this does not fit the City's published schedule but I have flights booked for the 13th to Southern California for a family event and then continuing on for a vacation flight to Hawai'i with my wife returning November 7th. I could make a change to that Hawai'i flight but at some expense and would not be able to join my wife until after the interview.

Thank you for considering my application. I hope to be selected but respect whatever decisions the City needs to make in managing the selection process.

Regards,

  
Glenn Smith



City of St. Helena, City Hall  
Received

SEP 28 2017

1480 Main St.  
St. Helena, CA 94574

CITY HALL, 1480 MAIN STREET  
OFFICE OF THE CITY CLERK  
ST. HELENA, CA 94574  
(707) 968-2742  
[www.sthelenacalifornia.org](http://www.sthelenacalifornia.org)

## APPLICATION FOR APPOINTMENT

**Note:** Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

Ad Hoc

Name: Anna Chateau

Home Address:

1100 Paulson CT. ST. Helena

Mailing Address:

Same

Occupation: MOTHER

Business Address:

Telephone: Home 949-784-9763 Cell 949-784-9763 Business

E-mail: achateau@gmail.com

➤ Please indicate if above numbers can be made available to the public upon request: ☒ Yes or ☐ No

Resident of St. Helena? ☒ Yes or ☐ No Yes, how long have you lived in St. Helena?

Current occupation (within last 12 months) MOTHER, VP of Democrats of

Napa Valley, VP P.T.G. ST. Helena Primary + Elementary Schools,

Business interests in last 12 months: STEERING COMMITTEE MEMBER OF GIVE BIG

all volunteer

Previous Committee/Commission Experience:

GIVE BIG (ST. Helena Public School district) Steering Committee

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Masters of Science Organization Development from  
Pepperdine's Business School  
U.C.S.B. Communications + Spanish

Professional and/or community service activities:

See current occupation and St. Helena Phone Bank  
for Hillary Clinton Fall 2016. Climate Change + Napa  
County event 9/27/17.

Local government related experience: I have participated in a  
citizen focus group + attended local city meetings.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I grew up in Alexander Valley and am raising two  
young kids in St. Helena. I want it to be a  
safe, healthy + vibrant place for us to all live.

Names, addresses, and phone numbers of three individuals familiar with your background:

Alex Allen 33  
Anne Schram  
Johanna O'Kell

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[Redacted Signature]  
Signature of Applicant

9-27-17  
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:  
City of St. Helena  
City Clerk  
1480 Main Street  
St. Helena, CA, 94574



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## APPLICATION FOR APPOINTMENT

**Note: Your application will be copied for the City Council and made available to the press and public.**

Board/Committee/Commission to which you are applying:

New-Upcoming Ad Hoc for city -

Name: Susanne Salvestrin

Home Address:

391 Main Street St Helena

Mailing Address: Same

Occupation: Retired - Now Volunteer

Business Address: \_\_\_\_\_

Telephone: Home 707-963-3036 Cell 254-5334 Business \_\_\_\_\_

E-mail: susanne@salvestrinwinery.com

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 58

Current occupation (within last 12 months) Retired

Business interests in last 12 months: Winery (Salvestrin)

Previous Committee/Commission Experience:

None for City

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Owned business "The Creative Needle" on Main Street  
in the 80's -

Professional and/or community service activities:

President of SH Historical Society & Charter Member since 2002  
President of St. Helena Cemetery Assoc.

Local government related experience: Only what I have learned  
from the past years of watching/attending meetings

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I hope to help our community come together again  
and find a way we can agree on ways to make this  
occur -

Names, addresses, and phone numbers of three individuals familiar with your background:

Nancy & Paul Caffo - 15 [REDACTED]  
Marilyn & Nick Coy - 12 [REDACTED]  
Rich & Barbara Shust [REDACTED]

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Signature of Applicant

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena  
City Clerk  
1480 Main Street  
St. Helena, CA, 94574

**To:** Mark Prestwich  
City Manager

**Re:** City Council Meeting September 12, 2017  
Citizens Committee for city infrastructure and public buildings

I am volunteering to serve on this committee, when and if it comes about.  
I filled out the enclosed form from on-line and will fill out another if a different one  
is available for this committee.

**I am including a little about myself:**

I came to St. Helena 58 years ago, just out of high school, having graduated from Chula Vista High School (below San Diego).

My parents lived in St. Helena at different times from 1936 - 45 because my father was stationed in Vallejo on submarines during the war. I was born in 1941 so was here during their time here.

A year before graduation, we came back to visit the family we had lived with then and my "Grandpa Bonhote" invited me back after graduation, as I had mentioned loving it here. So, that was my arrival, 2 weeks after graduating.

My first job was at the St. Helena Star, working for Starr Baldwin. I also worked at Olney's - then it became Croma Hardware, on Main Street. Met my husband to be delivering mail. We have been married 56 years.

**I owned a business on Main Street, “The Creative Needle” and was a partner there for almost 10 years.**

We restored our family home. (my husband's parents bought the property in 1932), which was an historic home built in 1879 by Dr. George Belden Crane. This we opened as a Bed and Breakfast, of which I ran while also working as a chef at Sutter Home Winery. After 9 years at Sutter Home I had to finally quit there so I could concentrate on my own business.

**My son and daughter-in-law built and run their winery on our family property.**

I finally retired from running our B and B and now others are managing it. I now put my energies into the St. Helena Historical Society, The St. Helena Cemetery Association, both of which I am president of. I am also a member of the Federated Women's Club of Upper Napa Valley.

**I love this town and know we have much to do to fix it. I am hoping that with the efforts put forth, it will happen.**

**Susanne Salvestrin**  
**707-963-3036**  
**[susanne@salvestrinwinery.com](mailto:susanne@salvestrinwinery.com)**





City of St Helena, City Hall  
Received

SEP 25 2017

1480 Main St.  
St Helena, CA 94574

CITY HALL, 1480 MAIN STREET  
ST. HELENA, CALIFORNIA 94574

(707) 968-2792

www.sthelenacity.com

## APPLICATION FOR APPOINTMENT

*Note: Your application will be copied for the City Council and made available to the press and public.*

Committee/Commission to which you are applying:

Assessment of St. Helena City Properties  
Committee \_\_\_\_\_

Name: Priscilla J.  
Dell

Home Address: 25 San Juan Court, St. Helena  
94574

Mailing Address: same

Occupation: Retired RN

Business Address: \_\_\_\_\_

Home Telephone: 707-963-4267/ 707-799-9043 \_\_\_\_\_ Business  
Telephone: \_\_\_\_\_

E-mail: [priscillajdell@gmail.com](mailto:priscillajdell@gmail.com)

Please indicate if above numbers can be made available to the public upon request:  
yes

Are you a resident of St. Helena? yes \_\_\_\_ If yes, how long have you lived in St. Helena?  
17 \_\_\_\_

Current occupation (within last 12 months) \_\_\_\_\_  
\_\_\_\_\_

Business interests in last 12 months: \_\_\_\_\_

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Previous Committee/Commission Experience: 1. Measure A Committee working with City and resource agencies. 2001 to 2010 on flood control project.

2. City of St. Helena Bocce Committee 2007

3. City of St. Helena Housing Subcommittee 2010 and 2011

4. \_\_\_\_\_

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Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Bachelor of Science

Nursing \_\_\_\_\_

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I have also worked in St. Helena retail, Chamber of Commerce and lodging.

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Professional and/or community service activities:

1. Member and officer in The Federated Women of the Upper Napa Valley \_\_\_\_\_

2. Rianda House Senior Center Board of Directors – Founding member – 5 years service

3. Our Town St. Helena 2016 to present \_\_\_\_\_

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4. Chair Citizens for Fair Water and Wastewater rates 2016-2017 \_\_\_\_\_

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Local government related experience: See above committee work.

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Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

There has been considerable conversation in St. Helena about the financial future, growth capability, housing and services, tourism and business vitality. These require a basic well founded knowledge of what the City already owns and the condition of these resources. I am pleased to see the City starting to do this assessment and I would like to be part of this effort.

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1. Grace Kistner [REDACTED]

2. Monsignor John Brenkle [REDACTED]

3. Carroll Cotten [REDACTED]

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*Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.*

[REDACTED]

Signature of Applicant

Date

9-20-17

*If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.*

Please return the completed application to:

City of St. Helena  
City Clerk  
1480 Main Street  
St. Helena, CA, 94574



CITY HALL, 1480 MAIN STREET  
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## APPLICATION FOR APPOINTMENT

**Note:** Your application will be copied for the City Council and made available to the press and public.

Board/Committee/Commission to which you are applying:

SHAPE Committee

Name: Lois Ann Battuello

Home Address:

1634 Main St St. Helena

Mailing Address:

Occupation: nat'l. security analyst (retired)

Business Address:

Telephone: Home 963-8960 Cell \_\_\_\_\_ Business \_\_\_\_\_

E-mail: loisbatt@comcast.net

➤ Please indicate if above numbers can be made available to the public upon request Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? 27 yrs

family since 1970's  
current address

Current occupation (within last 12 months) retired

Business interests in last 12 months: none

Previous Committee/Commission Experience:

Federal level - Nuclear Threat Initiative

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

S.H.H.S. Class of '66; Stanford University BA 1970,  
U of Santa Clara MBA, all honors degrees; credit  
administration (COM) 10 ans + wholesale credit to '93

Professional and/or community service activities:

Unable to participate due to national security priorities  
1994-2016 (U.S. Senate Permanent Committee's, Gov., SDNY)  
(Gov. Schwarzenegger, Gov. Brown Homeland Security)

Local government related experience: Observer only of procedures

for meetings, agendas, minor participation only  
in St. Helena + Board of Supervisors; monthly attendee,

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute airport advisory commission

Strong background in finance, knowledge of  
scientific issues, global thinker and prioritizing  
projects from divisional bank management

Names, addresses, and phone numbers of three individuals familiar with your background:

Carolyn Martini [redacted]  
Bill Hardin (u [redacted] net

(I'll provide Carolyn's phone no. later)  
at work use e-mail

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[redacted]  
 Signature of Applicant

Sept. 27, 2017  
 Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:  
 City of St. Helena  
 City Clerk  
 1480 Main Street  
 St. Helena, CA, 94574

Lois Ann Battuello  
~~P.O. Box 806~~ 1634 Main St.  
 St. Helena, CA 94574  
 loisbatt@comcast.net  
 (707) 963-8960

Education:

Stanford University, Deans List Honors, International Relations - Near East & Africa; Class of '70.  
 Distinguished papers: "Asymmetric Threats to Emerging Democracies: The Jihadists" (1969) and  
 "Cleavages in a One-Party Democracy: The Ivory Coast" (1969).

University of Santa Clara, MBA (Finance) 1978.

United California Bank (First Interstate Bank, international bank) senior analyst, with formal  
 training provided by UCB in forensic financial analysis and audit skills 1978 - 1980. Skilled in  
 financial reviews of international and foreign banks and money tracing.

Idaho First National Bank, senior analyst and commercial credit administrator for large regional  
 bank with operations in Idaho, Oregon, Washington, Montana, Wyoming, and Utah. Wrote policy  
 for cogeneration lending; introduced cash flow analysis methods and PCs with analytic software,  
 rejected Penn Square loans, sparing the bank 1981 - 1983.

Self: Developed analysis and contacts with Montgomery Securities, San Francisco, for private  
 placement equity for Micron Technology, now the largest employer in Idaho, at the request of  
 founder Ward Parkinson; advised public offering in 1984 by Morgan Stanley.

Child rearing and volunteerism 1984 - present (U.S. Senate 1994 - present)

Efforts since the bombing of the World Trade Center in 1993 have focused on service to  
 permanent committees of the U.S. Senate at the request of U.S. Senators' staff. It included  
 analysis of U.S. international banks, raising red flags that resulted in surveys developed by the  
 Senate. One of the banks analyzed in 1996 was Riggs National Bank in Washington, D.C., an  
 example of a bank controlled by Saudi Arabia and UAE nationals through deposits, as opposed to  
 ownership of common stock. The unlawful use of Correspondent Accounts was identified as a  
 common practice of all banks in which Saudi nationals also held significant interests in common  
 stock. By early 2001, the U.S. Senate (Banking & Finance Committee) released their report  
 "Correspondent Banking: A Gateway to Money Laundering."

In 1998, research shifted to share-price-rigging activities in OTC and NASDAQ markets in support  
 of cases evolving with the SEC (Securities & Exchange Commission) in Chicago. Classic "pump  
 and dump" schemes were identified. During the course of research, heavily reliant on stock  
 message boards and filings with the SEC, radicals supporting jihadist causes were identified by  
 monikers and monitored. Ownership of stock and market rigging moved to specific reviews of  
 defense contractors (actual and reputed) and the identification of a radical infiltrator in NRO.

By June 2001, while reviewing a planned resort development project for sites near sensitive  
 infrastructure, an identified infiltrator who sponsors Al Qaeda surfaced as a likely investor in the  
 project.

In September 2001, research shifted to the flight schools in Venice, FL that had provided  
 unwitting cover to Mohamed Atta (Flight #11) and his network of non-Arab facilitators; records of  
 Airport Authorities in FL further identified key principals in the aviation network. Atta's associates  
 are experienced pilots (general aviation aircraft) and smugglers by plane and yacht. Research on  
 blood diamond, cocaine, and heroin networks resulted in a nexus of previously identified radicals  
 and identification of some Bermuda and Cayman Island investment vehicles used to move funds  
 into investments in the U.S. This resulted by 2003 in the rapid shut-down of resort/tourist oriented  
 development plans for the San Francisco Bay Area, except Napa County.

In 2002, information learned from associates of Mohamed Atta completed a puzzle, and resulted by 2003 in providing the probable cause for FBI and Secret Service to obtain search warrants for a review of accounts of Riggs National Bank.

2004, a coincidental meeting with a Sheriff's deputy resulted in an agreement to train deputies in identifying methods of infiltration – Napa self-started and removed foreign nationals from illegal possession of Fixed Base Operators licenses at Napa County Municipal Airport, with the assistance of the FAA, following a read of "Welcome to Terrorland." A case related to a local resort project was referred to Napa County Sheriff's Department as records were uncovered, and books, papers, DVDs dealing with terrorism, with an emphasis on infiltration, have been donated on an ongoing basis to Napa County Deputy Sheriff's Association for training and updates. Advised Sheriff through senior deputy liaison by providing documentation from prior cases as a training tool, and involved the department as information was located related to major national cases 2004 to the present. Napa County Sheriff became the first local law enforcement agency in the Bay Area to fully self-start on infiltration, smuggling, and financing issues, and to chart a course for integrated problem solving with State and Federal law enforcement agencies. Napa County Sheriff's Department will take full charge of review of development projects with approval of language updates to Napa County's General Plan Safety element (March-April 2008).

Identified significant assets owned or donated by Saudi financier of terrorism unwittingly used by DCIA George Tenet and Gov. Arnold Schwarzenegger that were subsequently sold or disposed.

On Sept. 5, 2005, with all financial links identified, the Napa resort case was referred to Vice President Dick Cheney for referral to President Bush. This resulted in ratification of significant treaties and agreements to open a world-wide effort to identify investments of key financiers of terrorism. See the U.N. "Convention Against Transnational Organized Crime" (ratified October 19, 2005) and "U.S. plus EuroJust Agreement" (ratified October 23, 2006).

While the White House has handled the resort case on an international level, they were provided with documents tracing foreign nationals and foreign banks only. Napa County Sheriff's Department and its vertically integrated unit received the same case as it evolved, plus the state chartered bank and personnel links Nov. 2005. President Bush was in St. Helena April 21 - 22, 2006; the resort project was shut down, just weeks before construction was to begin.

In 2006, one of Mohamed Atta's closest non-Arab associates identified from the Florida flight school network became actionable in August 2006, and is now a "party of interest" to the Joint Terrorism Task Force - Manhattan. Napa unit was further tied into JTTF loop in the process.

The current international investigation of the Al Yamamah slush fund headed by the US Department of Justice is a by-product of the Riggs National Bank investigation, where it has been determined that skims through Al Yamamah have been used by key financiers of Al Qaeda to support terrorist organizations from Swiss accounts traced from Riggs.

U.S. Senate held its first hearings on the role of local law enforcement in national security on October 30, 2007 and eagerly awaits information from the Napa unit when same can be shared by them. All cases above are active investigations and remain confidential ("classified" by the U.S. Government). All documents for the cases came from open sources. All individuals identified as significant are foreign nationals.

Other areas of local interest: Schemes for "anonymous occupancy" such as "fractionals" and "destination membership vacation clubs" have been identified as posing national security risks and are under review by Napa County. The review of development projects by the Airport Land Use Commission with a heightened awareness of national security and public safety responsibilities has resulted in further positive changes.

The efforts of local law enforcement have netted the generous provision of federal funds to secure Napa County Municipal Airport and FAA sponsorship for a study of the private Parrett Field.

**Cindy Tzaopoulos**

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**From:** LOIS BATTUELLO <loisbatt@comcast.net>  
**Sent:** Wednesday, September 27, 2017 6:39 PM  
**To:** Cindy Tzaopoulos  
**Subject:** ADDENDUM TO MY APPLICATION - SHAPE Committee

Hi Cindy,

Please add the following information from Carolyn Martini to my application. I didn't have her phone number and address this a.m.

Thanks so much, Cindy.

Lois Battuello

-----

Well, that is interesting stuff. Mail for me is [REDACTED] Phone at the house is [REDACTED] Cell:

[REDACTED]

Happy to be a reference. I think your tenacity and experience at digging (no pun intended) would be a help to any group trying to develop facts.

I send items to Bob through Matt and they have been introduced to you through items I have sent on. A direct connection would be Matt.

Carolyn





City of St Helena, City Hall  
Received

OCT 06 2017

1480 Main St.  
St Helena, CA 94574

CITY HALL, 1480 MAIN STREET  
OFFICE OF THE CITY CLERK  
ST. HELENA, CA 94574  
(707) 968-2742  
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## APPLICATION FOR APPOINTMENT

**Note: Your application will be copied for the City Council and made available to the press and public.**

Board/Committee/Commission to which you are applying:

SHAPE

Name:

THOMAS D. VENCE

Home Address:

22 SAN LUCAS CT STHELENA, CA

Mailing Address:

SAME

Occupation:

SEMI RETIRED CONSULTING ENGINEER (M.E.)

Business Address:

SAME

Telephone: Home

—

Cell 707 815 9566

Business

—

E-mail:

T.VENCE@EARTHLINK.NET

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena?

Yes or No

Yes, how long have you lived in St. Helena?

8 YRS

Current occupation (within last 12 months)

~~SEMI~~ CONSULTING ENGINEER

RESOURCE MANAGEMENT / ALTERNATIVE ENERGY

Business interests in last 12 months:

Previous Committee/Commission Experience:

- ① WATER UTILITY AD HOC COMMITTEE - CO-CHAIR
- ② ACTIVE TRANSPORTATION / SUSTAINABILITY

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

B.S. ENGINEERING

MBA

Professional and/or community service activities:

① Designing and implementing Flood Control pump Station upgrade for Valley.

Local government related experience:

N/A

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

LOOKS LIKE SOMETHING MY BACKGROUND CAN CONTRIBUTE TO AND IS SOMETHING LONG OVERDUE FOR CITY TO INVESTIGATE

Names, addresses, and phone numbers of three individuals familiar with your background:

GRACE KISTNER

GREG REYNOLDS

TOM THORNTON

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[Redacted Signature]

Signature of Applicant

6/OCT/2017

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to:

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574



CITY OF  
ST. HELENA  
OCT 10 2017

OFFICE OF  
CITY CLERK

CITY HALL, 1480 MAIN STREET  
OFFICE OF THE CITY CLERK  
ST. HELENA, CA 94574  
(707) 968-2742  
[www.sthelenaca.org](http://www.sthelenaca.org)

## APPLICATION FOR APPOINTMENT

**Note: Your application will be copied for the City Council and made available to the press and public.**

Board/Committee/Commission to which you are applying:

ST. HELENA ASSETS PLANNING ENGAGEMENT COMMITTEE (SHAPE)

Name: GEORGE DAVID

Home Address:

451 POPE ST., ST. HELENA, CA 94574

Mailing Address:

SAME

Occupation:

RETIRED - REAL ESTATE INVESTMENT BANKER / ADVISOR

Business Address:

N/A

Telephone: Home

707-967-9266 Cell: 707-249-2626 Business: 707-963-3707

E-mail:

GEORGE @ RFRINC.COM

➤ Please indicate if above numbers can be made available to the public upon request: Yes or No

Resident of St. Helena? Yes or No Yes, how long have you lived in St. Helena? \_\_\_\_\_

Current occupation (within last 12 months) RETIRED

Business interests in last 12 months:

OWN INTERESTS IN SEVERAL REAL ESTATE VENTURES  
ONE IN CA - REALTY FINANCIAL RESOURCES, INC.

Previous Committee/Commission Experience:

MEMBER S.H. HOUSING COMMITTEE - EXTENSIVE COMMUNITY ADVOCACY  
ON A VARIETY OF ISSUES AFFECTING SAINT HELENA

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See Attached

Professional and/or community service activities:

See Attached

Local government related experience: Member St. Helena Housing Committee

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute.

See Attached

Names, addresses, and phone numbers of three individuals familiar with your background:

Glenn Goetz

GREG PITE 151

Steve Ruckman

Address, Phone To Follow

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

[Signature]  
Signature of Applicant

10-10-17  
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 968-2742.

Please return the completed application to;

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574

Please explain your reasons for wishing to serve on this committee and how you feel that you may contribute

I deeply care about the City of St. Helena and the future of its residents and the City. While we have lived here for 30 years, I began to focus on our City governance in earnest 10 years ago due to the St. Helena divorce of my daughter and her family including two of our grandchildren, my then pending retirement and a realization that I had never taken the time to truly get involved and understand the governmental process and results of a place that was close 30 years ago as our last destination in life.

My involvement has included participation in the Housing Element Process, the still stalled General Plan process, Merger Housing and Housing policy in general, participation in several neighborhood councils related to various groups, two City Council elections, as an outsider at the Revenue Committee meetings, defense of neighborhood intrusion, creation of a City "Heart" through redevelopment of City owned or controlled properties, the 2009 Visioning Process, the Rental Ordinance, the Small Business Ordinance and a myriad of other activities that kept me in touch with our diverse residents, City staff, our City Council, and to a lesser extent our Planning Commission. We also had the experience of building two homes here.

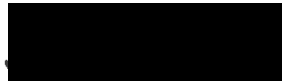
It has been a period of revelation because "Paradise" turned out to be far different from what we anticipated 30 years ago. Due to my business and lifestyle experience we viewed St. Helena as an up and coming world class tourist destination with opportunities and resources well beyond what one would expect in a small town agricultural environment that served as a host or cocoon and embraced a high quality of life. What we have learned over the past 10 years is that St. Helena is a community divided that lacks a consistent vision, is more interested in fighting than solving problems and has not demanded a fully competent City management organization, leaving the City Council to manage (or micro manage) the business of the City without proper resources and perhaps a proper understanding of the skills and leadership required to manage a City.

(1)

The result is that I believe we are in a deep financial hole which exacerbates and multiplies all of the past and present shortcomings and accelerates the diversion of our resources. We need City Council leadership to create a competent professional staff and provide strong direction and specific fact based goals. These efforts need to lead us to a fully vetted comprehensive understanding of the City's assets and liabilities to begin an honest and informed assessment of how we can move forward as a City to prevent and accept solutions that are thoughtful and fiscally sound and express complete transparency.

I have spent my entire life in the financial and real estate industries and have gained a high level of expertise in problem solving and have faced difficult, often dire challenges involving very large sums of money. My positions as both an entrepreneur and a leader have ranged from senior offices in medium to large financial institutions, through large scale real estate development, experience as a CEO of what is now the world's largest hospitality enterprise, advisory work for hundreds of clients covering virtually every facet of finance and real estate, hospitality / leisure industries, and capital raising activities for 40 years for a broad range of clients including national governments. I have reviewed my background materials enclosed so that we can discuss this experience in more detail.

Other than one long weekend at the beginning of each month, we have no travel scheduled until April 2018. I look forward to my interview and to becoming a part of the solution.



## **REALTY FINANCIAL RESOURCES, INC.**

1432 MAIN STREET  
ST. HELENA, CA 94574  
OFFICE (707) 967-1150  
www.rfrinc.com

**REALTY FINANCIAL RESOURCES, INC. ("RFR")** is a boutique, principal only, advisory firm with specific experience in all aspects of hospitality and a niche focus on hospitality finance and development. With five decades of financing and practical experience in a variety of economies, and an entrepreneurial, forward-looking approach to structuring and restructuring projects, RFR's financing activities have included hotels, resorts, private residence clubs, timeshare resorts and master planned resort communities. RFR works throughout the United States, Mexico, the Caribbean and other select locations in the Americas, for and with major institutions, developers, owners, investors, managers and brands, of all sizes.

RFR is a pioneer consulting firm in the field of recreational real estate. Since its inception in 1981, RFR has acted as a Financial Advisor and Investment Banker involved exclusively in securing all forms of debt and equity for the leisure real estate industry. RFR has arranged over 300 capital transactions totaling in excess of \$8 Billion. Active relations are maintained with extensive capital sources including hedge funds, investment and commercial banks, pension funds, thrift institutions and commercial credit companies.

A most important element in the success of RFR has been the expertise of a prior affiliate, The David Resort Group. DRG provided a broad range of advisory services to over 500 clients engaged in the leisure real estate sector. DRG is acknowledged as an industry leader and its previous CEO, George David, is a past Vice Chairman and founding member of the American Resort Development Association (ARDA/NTC). He initiated the formation of the NTC Finance Committee and chaired it for several years. He led the formation of ARDA's Education Institute, and served as Chairman. Mr. David is a member of the prestigious American Society of Real Estate Counselors, and is a licensed California Real Estate Broker.

To assure a high standard of performance, RFR underwrites each project before it is offered for funding to one of its Investors or Lenders. RFR's professionals can readily identify and measure the elements required to assure a successful project and related capital return and profitability. Many of DRG/RFR's clients have been Investors or Lending Institutions that have required project diligence, or have called on us to help structure funding for a project, or their entire lending or investment program. Over the years, several of these Lenders and Investors have become sources of funds for RFR, sometimes on an exclusive basis.

RFR understands that to be successful each transaction must work for all involved. It is known for innovative structuring often enhancing project cash flow and maximizing profitability to borrower and investor. DRG/RFR offers its expertise to its developer clients, Lenders and Investors on a continuing basis to evaluate and monitor performance and

to create lasting relationships through fostering success and excellent communications. Always aware of industry performance, financing trends and competitive differences, RFR works toward creating benefits for developers, Lenders and Investors that will provide satisfaction and profitability to all in the years ahead.

Additionally, RFR often assists developers in identifying and attracting key project components including brands and operators, sales and marketing agents, hospitality developers and project management firms. As a result, RFR maintains strong relationships with many luxury, lifestyle and boutique brands operating in North America.

RFR is a highly experienced, professional firm that creates lasting relationships. It acts as a catalyst and Advisor as we have a deep belief that it is our responsibility to remain actively involved in every transaction throughout its term. This is an added measure of security for all involved. In addition to traditional one-off transactions, RFR has significant experience in securitization, mortgage backed securities, and structured finance transactions. We have a well-grounded understanding of the resources required, innovative structures, and the mechanics and diligence in these undertakings.

Financial transaction size ranges from \$2 million to \$250 million, encompassing single or multiple projects, and portfolios. Products include equity, development and acquisition financing, working capital, bridge loans, warehouse facilities, receivables sale and financing, and capital leases. Our niche is resort or luxury leisure and hospitality real estate of all types. The majority of our activity has been focused on ground up investments but we also have extensive experience in the recapitalization of existing resort assets.



**GEORGE DAVID, CRE – Previous CEO**

Mr. David is acknowledged as one of the foremost senior advisors and executives in the resort industry. His blend of previous career experiences with face to face interplay among many of today's national resort and business leaders give him a leading edge in conceptualization, implementation and financing of multifaceted resort developments. His introduction to the field was made in 1978 by Mr. Harry B. Helmsley, one of America's most successful real estate entrepreneurs and managers, and Mr. David's partner during his tenure as founding Director of Hospitality at Helmsley Spear's Hospitality Division.

As a consultant and financier for over forty years, Mr. David has served such clients as Merrill Lynch, Marriott Corporation, Hilton Hotels Corp., BBVA Bancomer, Citibank, Disney, Prudential Life Insurance Company, Royal Trust Company, the Related Companies, the Pueblo Bonito Companies and the Governments of the U.S., the Bahamas and Mexico, as an advisor and counselor. His thirty four years at the helm of The David Resort Group and Realty Financial Resources, Inc. has resulted in a highly professional, results oriented firm capable of optimization in every discipline of recreational resort development, from concept through implementation of each activity.

In 1981, David capitalized on his financial background to launch Realty Financial Resources, Inc. (RFR), a major source of debt and equity financing for the leisure real estate industry. RFR is the major thrust of DRG today as it continues to expand its investor and developer client base to serve their increasing needs. RFR operates with a philosophy that ensures both investors and borrowers will benefit permanently from the relationship building skills with which RFR helps its clients meet and exceed their goals

As an executive, Mr. David served as Chairman & CEO of Americas Resort Group, Inc. (ARG), a venture of BBVA, Hilton Hotels and Conrad Hotels, Hilton's International hotel group. He was responsible for creating the company, negotiating the venture relationships, and providing leadership in every facet of ARG's activities. ARG encompassed 1200 units in three luxury coastal resorts in Mexico. His ARG experience coupled with previous resort ownership and development experience underscores David's practical experience.

Mr. David previously owned David and Associates and other privately held real estate and development firms, engaged in all aspects of development of over 3500 housing and apartment units. He also served as a senior executive of Southeast Bank Corp., one of Florida's most established commercial banking groups, overseeing all real estate related operations, and also serving as President of its mortgage banking firm, and as a Director of the Bank's Holding Company.

Mr. David has been very active in industry affairs, serving multiple terms as Vice Chairman of the National Time Share Council's Governing Board, Chairman of the ARDA Education Institute, and three terms as a Director of the American Resort Development Association, and Chairman of NTC's Finance Committee and its Socio economic Study Committees. He has written many published articles and has appeared as a speaker at over ninety hospitality conferences throughout the world. He is a member of the American Society of Real Estate Counselors, and is a licensed California Real Estate Broker.

**REALTY FINANCIAL RESOURCES, INC. PAST AND PRESENT PROJECT EXPERIENCE  
(PARTIAL)**

- Aman Resort, Costa Baja, Baja Sur, Mexico
- Aspen Valley Ranch, Aspen, CO
- Aspen Club and Resort, Aspen, CO
- Barefoot Beach Club, Grand Cayman Island
- Belvidere, Charleston, SC
- Bermuda Dunes Resort, Bermuda Dunes, CA
- Bishops Lodge, An Auberge Resort, Santa Fe, New Mexico
- Broken Top, Bend, OR
- Cacique, Guanacaste, Costa Rica
- Calistoga Ranch, Calistoga, Napa Valley, CA
- Capella Resort and Residences at Pedregal, Cabo San Lucas, Mexico
- Carlsbad Inn, Carlsbad, CA
- Carlsbad Hotel and Residences, Carlsbad, CA
- Cedar Key Village Hotel and Marina, Cedar Key, FL
- Chileno Bay, Cabo San Lucas, Mexico
- Christie Lodge, Steamboat Springs, CO Phases 1 and 2
- Coral Reef Club, Hilton Head, SC
- Coral Sands, Hilton Head, SC
- Dancing Bear, Aspen, CO
- David Walters Enterprises (Multiple Site) Kuai, HA
- El Banco Hotel and Resort, an Auberge Resort, Punta de Mita, Mexico
- Elkhorn Lodge, Sun Valley, ID
- Epic Resorts, Various (7) Nationwide
- Esperanza, an Auberge Resort, Cabo San Lucas, Mexico (Twice)
- Fairmont Heritage Club at Ghiairelli Square, San Francisco, CA
- Fairmont Seaside Hotel and Residences, Seaside, CA
- First Cabin Club, Lake Havasu, AZ
- Franz Klammer Lodge, Phases 1&2, Telluride, CO
- Four Seasons Resort, Los Cabos, Mexico
- Four Seasons Resort, Calistoga, Napa Valley, CA
- Golden Beach Resort, Freeport, Grand Bahama Island
- Grace Bay Club, Turks and Caicos Islands
- Grand Aspen Hyatt, Aspen, CO
- Grand Pacific Resorts, Various (6), CA
- Hearthstone at Spring Mountain Ranch, McCall, ID
- Hotel Costa Azul, Los Cabo, Mexico
- Hyatt Main Street Station, Breckinridge, CO
- Las Alcobas, A Luxury Collection Hotel, St. Helena, Napa Valley, CA
- J. W. Marriott Residential Hotel at Marbella, Loreto, BCS, Mexico
- Jumby Bay, Longs Island, Antigua
- Kahalu'u, Kona, Hawaii
- Kings Creek, Williamsburgh, VA
- Kirkwood Village Residences, Kirkwood, CA
- Las Cabezas, Punta de Mita, Mexico

- La Capilla, Los Bariles, BCS, Mexico
- Las Tiendas de Palmilla, Cabo San Lucas, Mexico
- Las Ventanas al Paraíso, Cabos San Lucas, Mexico
- Les Saisons Private Residence Club, Ketchum, ID
- Lighthouse Point Marriott Suites, Grand Bahama Island, Bahamas
- Monumentos Beach Club Residences, Cabo San Lucas, Mexico
- Mountainside at Whistler, Canada
- Nawi Island Resort and Hotel, Suva Suva, Fiji
- Northstar at Tahoe, Northstar, CA
- Napa Town Center Hotel, (Archer)Napa, CA
- Pacific Monarch Resorts, Palm Springs, CA
- Palmilla Oasis – HMB, Cabo San Lucas, Mexico
- Paraíso del Mar, La Paz, BCS, Mexico
- Punta Garrobo Hotel, Related Group, Zihuatenejo, Mexico
- Quivira, A Master Planned community, Cabo San Lucas, BCS, Mexico
- Rancho Valencia Club, Rancho Santa Fe, CA
- Ritz Plaza, South Beach, FL
- Ritz Residences and Club, San Francisco, CA
- Rosewood Celeste, Bahía de Banderas, PV, Mexico
- Rosewood Hotel and Residences, San Miguel d'Allende, Mexico
- Seven Canyons, Sedona, AZ
- Shock Hill, Breckenridge, CO
- Sky Lodge, Park City, UT
- Sorrel River Ranch, Moab, UT
- Southshore Residences, Puerto Vallarta, Mexico
- St. Regis Monarch Beach Resort and Spa, Dana Point, CA
- Sun Dance, Sundance, Utah
- Tallus, Mammoth Lakes, CA
- Taunova Beach Resort, (Auberge)Viti Levu, Fiji
- Teton Mtn. Private Residences, Teton Village, WY
- The Austria Haus, Vail, CO
- The Club at Big Bear Village, Big Bear, CA
- The Meadows at Del Mar, Del Mar, CA
- The Napa Gateway Project, (Meritage) Napa, CA
- The Owners Club's, CCA – four locations
- The Phillips Club (Millennium Partners), NY, NY
- The Pond Bay Club, St. Johns, VI
- The Regent Club at the Canyons, The Canyons, UT
- The Residence Club at Tucker's Point, Tuckers Point, Bermuda
- The River Club, Telluride, CO
- The Snowmass Club, Snowmass, CO
- The Telluride Club, Telluride, CO
- The Timbers, Snowmass, CO
- The Cape, a Thompson Hotel, Cabo San Lucas, Mexico
- Tonopalo, Lake Tahoe, CA
- Trails End, Deer Valley, UT
- Valldor, Breckenridge, CO
- Via de Luna, Pensacola Beach, FL

- Villas Serena, Puerto Los Cabos, Mexico
- Villas del Oro at Palmilla, Cabo San Lucas, Mexico
- Warm Springs Club, Sun Valley, ID
- Westin Regina Cancun, Cancun, Mexico
- Westin Regina, Puerto Vallarta, Mexico
- Westin Regina, Cabo San Lucas, Mexico
- Wyndham Grand Vacation Club, Sonoma, CA
- Wyndham Grand Vacation Club, Carmel Valley, CA
- Wyndham Grand Vacation Club, Lake Tahoe, CA
- Windsor Vacation Club, Las Vegas, NV

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**CITY OF ST. HELENA**

**RESOLUTION NO. 2017-**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF ST. HELENA  
RESCINDING RESOLUTION NO. 2017-131  
AND AUTHORIZING THE  
ESTABLISHMENT OF THE ELEVEN (11)  
MEMBER ST. HELENA ASSETS  
PLANNING ENGAGEMENT (SHAPE)  
COMMITTEE**

**RECITALS**

- A. On September 26, 2017, the City Council adopted resolution 2017-131 creating the St. Helena Asset Planning Engagement (SHAPE) Committee comprised of nine (9) members.
- B. The Council subcommittee of Council Members Dohring and Koberstein interviewed candidates the week of October 16 and is recommending the Council rescind Resolution 2017-131 appointing a nine (9) member committee and instead adopt a revised resolution establishing an eleven (11) member committee to improve the representation of the community.
- C. The City Council is planning to conduct a Facilities Condition and Needs Assessment (FCNA) to document and analyze the City's existing built facilities to assist the City with prioritizing capital improvements.
- D. The City Council recognizes the FCNA presents unique opportunities for public engagement yielding numerous benefits to the City.
- E. The City Council desires to create a committee to function in an advisory capacity to the City Council to assist the City in prioritizing and identifying strategies to address civic needs and opportunities.
- F. The general purpose of this committee will be to identify alternatives to address deficiencies and opportunities identified in the FCNA, challenges identified in the Long Range Financial Forecast (LRFF) and feasibility of concepts identified in the 2009 Visioning Statement (e.g. library expansion, civic building/amphitheater, community center, etc.). Additionally, the Committee will be identify financial strategies (along with identifying consequences and trade-offs) for City Council consideration to address identified deficiencies, opportunities and/or utilization of community assets.

# **RESOLUTION**

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

1. The City Council hereby rescinds resolution 2017-131.
2. Waives maximum committee requirements established by Resolution 2014-45 and establishes the St. Helena Assets Planning Engagement (SHAPE) Committee consisting of eleven (11) members as appointed by the City Council. Committee members shall represent a broad cross section of the community and perspectives. All members shall be residents of St. Helena.
3. All meetings of the SHAPE Committee will be subject to the requirements of the Brown Act, Government Code section 54950 et seq., and as such will be agendized and open to involvement and participation by the public.
4. The SHAPE Committee will provide a final report to the City Council by April 2018. The Committee will be dissolved upon submitting its final report to the City Council.

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith: \_\_\_\_\_  
Vice Mayor White: \_\_\_\_\_  
Councilmember Dohring: \_\_\_\_\_  
Councilmember Koberstein: \_\_\_\_\_  
Councilmember Ellsworth: \_\_\_\_\_

APPROVED:

ATTEST:

\_\_\_\_\_  
Alan Galbraith, Mayor

\_\_\_\_\_  
Cindy Tzaopoulos, City Clerk



Report to the City Council  
Council Meeting of October 24, 2017

**Agenda Section: New Business**

**Subject:** Consideration and proposed adoption of 1) a resolution authorizing budget transfers of \$192,500 in FY 18/19 Gas Tax, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 to the FY 17/18 Pavement Restoration Project R18-79, and 2) designating two Councilmembers to participate in the development of the Five-Year Street Rehabilitation and Preventative Maintenance Capital Improvement Plan (CIP)

**CEQA Determination:** Exempt from the requirements of CEQA pursuant to Section 15301, Class 1, which exempts the operation, leasing, or minor alteration of existing facilities

**Prepared By:** Erica Ahmann Smithies, Public Works Director and City Engineer

**Reviewed By:**

**Approved By:** Mark Prestwich, City Manager

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**BACKGROUND**

On September 26, 2017, City Council directed staff to designate Kennedy Court, El Bonita Avenue and La Quinta Way for the FY 17/18 Pavement Restoration Project R18-79 and identify a funding strategy for accelerating the pavement repairs. Additionally, Staff was directed to provide a summary of all planned street improvement/maintenance projects, noting that the City has appropriated additional General Fund resources for annual street repairs and will be receiving additional funds in FY 18/19 through local Measure T street maintenance funds.

**DISCUSSION**

On October 11, 2017, City Council approved a resolution that designated Kennedy Court, La Quinta Way and El Bonita Avenue for street repairs under the FY 17/18 Pavement Restoration Project R18-79. Staff has also identified a funding strategy to accelerate pavement repairs to the project. The cumulative cost of this project is

approximately \$600,000, which exceeds the appropriated FY 17/18 street maintenance funding to the Pavement Restoration Project R18-79. However, it is possible to span the funding over two fiscal years to ensure this project commences construction within the current fiscal year (construction is anticipated to cross into FY 18/19). The following table summarizes the sources and timing of project funding identified in the attached resolution.

FY 17/18:	\$250,000 General Fund
	\$ 40,000 Road Maintenance and Rehabilitation Account funds
FY 18/19:	\$192,500 Gas Tax
	\$ 40,000 Road Maintenance and Rehabilitation Account funds
	<u>\$ 77,500 General Fund</u>
	\$600,000

In addition to the funding the FY 17/18 Pavement Restoration Project R18-79, City staff is working on a Five-Year Street Rehabilitation and Preventative Maintenance Capital Improvement Plan (CIP) that is required as part of receiving local Measure T street maintenance funds. The City is currently conducting its biennial citywide inspection and assessment of the street pavement infrastructure that will help in identifying the streets for the five-year street CIP. A summary of the biennial inspection and assessment will be presented to City Council in early 2018. Because streets that are repaired when they are in good condition will cost significantly less over their lifetime than streets that are allowed to deteriorate to a poor condition (and are then in need of reconstruction), the resulting CIP will be critical to ensuring the efficient use of street maintenance funds. While the resulting plan will provide guidance to these investments, staff is requesting that City Council designate two members to assist with the street selection and prioritization of future repairs/preventive street maintenance.

#### **FISCAL IMPACT**

On August 8, 2017, City Council adopted the 2017-2022 Five-Year Capital Improvement Plan and 2017/2018 Annual Budget which includes the Pavement Restoration Project R18-79 in the amount of \$300,000. The approximate total project cost for making repairs to Kennedy Court, La Quinta Way and El Bonita Avenue is \$600,000. City staff is requesting a budget transfer of \$192,500 in FY 18/19 Gas Tax funds, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 in order to complete the Project.

#### **RECOMMENDED ACTION**

Adopt a resolution authorizing Budget Transfers of \$192,500 in FY 18/19 Gas Tax, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 to the FY 17/18 Pavement Restoration Project R18-79, and 2) designate two Councilmembers to participate in the development of the Five-Year Street Rehabilitation and Preventative Maintenance Capital Improvement Plan (CIP).



**ATTACHMENTS**

[Reso Street Funding for CIP R18-79](#)

**CITY OF ST. HELENA**

**RESOLUTION No. 2017-**

**Resolution Authorizing Budget Transfers of \$192,500 in  
FY 18/19 Gas Tax, \$40,000 FY 18/19 SB 1, and \$77,500  
General Fund Resources in FY 18/19 to the FY 17/18  
Pavement Restoration Project R18-79**

**RECITALS**

- A. On October 11, 2017, City Council approved a resolution that designated Kennedy Court, La Quinta Way and El Bonita Avenue for street repairs under the FY 17/18 Pavement Restoration Project R18-79; and
- B. The cumulative cost of this project is approximately \$600,000, which exceeds the \$300,000 appropriated to the Pavement Restoration Project R18-79 in FY 17/18; and
- C. City Council directed City staff to identify a funding strategy to accelerate pavement repairs to Kennedy Court, La Quinta Way and El Bonita Avenue in FY 17/18; and
- D. Design and construction of the Pavement Restoration Project R18-79 will begin in FY 17/18 and be completed in FY 18/19; and
- E. City staff recommends a budget transfer of \$192,500 in FY 18/19 Gas Tax funds, \$40,000 FY 18/19 Road Maintenance and Rehabilitation Account funds, and \$77,500 General Fund resources in FY 18/19 in order to complete the Project.

**RESOLUTION**

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

- 1. Finds the repair of Kennedy Court, La Quinta Way and El Bonita Avenue as the FY 17/18 Pavement Restoration Project R18-79 to be exempt from the California Environmental Quality Act pursuant to CEQA section 15301, Existing Facilities Class 1 which exempts the operation, repair, maintenance, and permitting of existing facilities involving negligible or no expansion of use including publically owned utilities; and
- 2. Authorizes the Finance Director to make the following budget transfers:
  - a. Transfer \$192,500 from FY 18/19 Gas Tax to CIP R18-79 for FY 18/19
  - b. Transfer \$40,000 from the FY 18/19 Road Maintenance and Rehabilitation Account to CIP R18-79 for FY 18/19

- c. Transfer \$77,500 from FY 18/19 General Funds to CIP R18-79 for FY 18/19

Approved at a Regular Meeting of the St. Helena City Council on October 24, 2017, by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Ellsworth:	_____
Councilmember Dohring:	_____
Councilmember Koberstein:	_____

APPROVED:

ATTEST:

\_\_\_\_\_  
Alan Galbraith, Mayor

\_\_\_\_\_  
Cindy Tzaopoulos, City Clerk