


City of Calistoga Memorandum

TO: Honorable Mayor and City Councilmembers

FROM: James C. McCann, City Manager 

SUBJECT: Urban Design Plan Status

DATE: May 19, 2008

The Urban Design Plan Oversight Committee completed its work on the Plan earlier this month and staff forwarded the document and images to our consultant. The editing, formatting, and development of final graphics and publishing takes several weeks. We expect to receive a check print by May 28 and the final draft for production purposes by June 13th. The Planning Director and I will begin scheduling "2 by 2" meetings with Councilmembers and Planning Commissioners beginning this week to introduce the Plan in anticipation of its public release next month. Following the private introduction of the Plan's background and elements to Commissioners and Councilmembers the Oversight Committee will conduct public meetings to introduce the Plan to the general public prior to consideration by the Planning Commission during a scheduled public hearing. We anticipate having copies of the Plan available for public review at City Hall and the Library as well as available online at the City's website. Raquel will be contacting you to arrange a meeting for an introduction of the long awaited Urban Design Plan.

Cc Charlene Gallina, Planning and Building Director
Planning Commission
Correspondence