

CITY OF CALISTOGA

STAFF REPORT

TO: CHAIRMAN MANFREDI AND MEMBERS OF THE PLANNING COMMISSION

FROM: ERIK V. LUNDQUIST, SENIOR PLANNER

DATE: AUGUST 22, 2012

SUBJECT: BOUNSALL CONTRACTOR'S OFFICE & YARD - USE PERMIT (U 2012-04)

REQUEST:

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3 Consideration of a Conditional Use Permit (U 2012-04) to allow the operation of a
4 contractor's office and storage yard on the property located at 414 Foothill Boulevard
5 (APN 011-260-045 to -052; 011-260-076) within the "I", Light Industrial Zoning District.
6 The applicant is William Bounsall. The project is exempt from environmental review
7 pursuant to Section 15303 of the CEQA Guidelines. *** *This item was continued from*
8 *the July 11, 2012 regular meeting of the Planning Commission* ***
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BACKGROUND:

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12 On July 11, 2012 the Planning Commission adopted Resolution PC 2012-20
13 determining that contractor's office and storage yards are allowed in the "I", Light
14 Industrial Zoning District with a use permit. Additionally, the Planning Commission
15 considered allowing the operation of a contractor's office and storage yard on the
16 Bounsall's property. Following the public hearing, the Planning Commission provided
17 feedback on project but tabled the matter in order to provide the applicant additional
18 time to clarify several items of concern. The following is a list of these items of
19 concern, which warranted clarification from the applicant and staff prior to the
20 Planning Commission taking action on this item:
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- 22 1. Since the preexisting office trailer or the installation of a new office trailer
23 warrants fire sprinklers, the Planning Commission requested additional
24 information necessary to determine the impacts. Specifically, a preliminary fire
25 sprinkler system design was requested that includes the size and location of
26 the water storage tank, location of the fire pump and enclosure and relationship
27 of the entire system to the other improvements on the property.
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- 29 2. The Planning Commission sought additional information regarding fuel
30 containment and/or hazardous materials storage.
- 31
- 32 3. The Planning Commission sought additional information regarding the types of
33 vehicles to be parked and/or stored and the types of racks to be used.
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35 **DISCUSSION:**

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37 Subsequent to the July 11, 2012 Planning Commission meeting, Staff has met with
38 the Bounsall's to discuss the items as requested by the Planning Commission at their
39 July 11, 2012 meeting. Staff also conducted a follow up site inspection on August 14,
40 2012 to reconfirm existing site conditions. The following list of information addresses
41 the requests as they relate to the Planning Commission's concerns.

- 42
- 43 1. On August 6, 2012 the Planning and Building Department received a letter from
44 William Bounsall requesting a condition of approval be incorporated into the
45 use permit requiring the removal of the existing 320 square foot office trailer
46 within six months of approval. Since the trailer would be removed there is no
47 need to design a fire sprinkler system. Staff believes Mr. Bounall's request
48 provides a reasonable of time to relocate or dispose of the office trailer and find
49 and relocate the office use to an appropriate location. As such, a condition of
50 approval has been incorporated requiring the removal of the office trailer within
51 six months of approval. It should also be noted that any new office trailer
52 would require a use permit amendment subject to the review and approval of
53 the Planning Commission. At which time Staff would require the preliminary
54 fire sprinkler system plans for the Planning Commissions review.
- 55
- 56 2. On August 14, 2012 staff confirmed during a site visit that no above ground
57 diesel or gasoline storage exists on the property. Additionally, no other
58 hazardous materials are being stored inside the existing storage shed/barn.
59 Any future hazardous materials storage (i.e. diesel storage, oxygen acetylene,
60 etc) will be considered accessory use and subject to the review and approval of
61 the Calistoga Fire Department and the Napa County Environmental
62 Management Division. The purpose of the agency reviews is identify the
63 material type, identify emergency response procedures and personnel, and
64 establishes training for handling materials. Through the permit process and the
65 suggested conditions of approval, staff believes that the potential for hazardous
66 waste contamination has been properly mitigated.
- 67
- 68 3. The Applicant's written project description dated May 21, 2012 indicates that a
69 service truck, dump truck, equipment trailer, occasional construction equipment
70 and employee parking will occur on site. The applicant further verbally clarified
71 that the "occasional construction equipment" may include a water truck, water
72 wagon, loader, backhoe, etc. The Applicant's written project description also

73 notes the use of a 100 square foot pipe rack. Any increase in usage beyond
74 the aforementioned scope will require an amendment to this use permit.
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76 Additionally, Staff has re-reviewed the building record and has spoken with the Napa
77 County Assessor's Office and Napa County Division of Environmental Management.
78 Based upon this review and the information provided by the agencies it appears that
79 that the existing garden shed has not been properly permitted. Since the garden shed
80 is unrelated to the contractor's storage yard, staff will continue to work with the
81 property owner to correct the violations (i.e. obtain a building permit or remove the
82 structure). In the event that additional violations are discovered during this effort staff
83 will make the property owners aware of any additional violations and work diligently to
84 correct any unresolved issues.
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86 Please see the previous staff report dated July 11, 2012 for a complete project
87 analysis.
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89 **FINDINGS:**

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91 To reduce repetition, all of the necessary findings are contained in the respective
92 attached Resolution.
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94 **PUBLIC COMMENT:**

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96 As of the writing of this report, Staff has not received any correspondence regarding
97 this matter.
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99 **ENVIRONMENTAL REVIEW:**

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101 Staff has determined that the proposed project is Categorically Exempt from the
102 requirements of the California Environmental Quality Act (CEQA) pursuant to Section
103 15303 of the CEQA Guidelines.
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105 **RECOMMENDATIONS:**

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107 A. Staff recommends the filing of a Notice of Exemption for the Project pursuant to
108 Section 15303 of the CEQA Guidelines as a Class 3 Exemption.
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110 B. Staff recommends approval of a Conditional Use Permit (U 2012-04) to allow a
111 contractor's storage yard located on the property located at 414 Foothill
112 Boulevard (APN 011-260-045 to -052; 011-260-076) within the "I", Light
113 Industrial Zoning District, subject to conditions of approval.
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115 **NOTE:** The applicant or any interested person is reminded that the Calistoga Municipal
116 Code provides for a ten (10)-calendar day appeal period. If there is a disagreement with

117 the Planning Commission, an appeal to the City Council may be filed. The appropriate
118 forms and applicable fee must be submitted prior to 5:00 p.m. on or before the tenth
119 calendar day following the Commission's final determination.
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121 **ATTACHMENTS:**
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- 123 1. Vicinity Map
- 124 2. Draft PC Resolution PC 2012-__ (Bounsall Use Permit) – Clean Version
- 125 3. Draft PC Resolution PC 2012-__ (Bounsall Use Permit) – Track Changes
- 126 4. Applicant's Written Statement dated August 6, 2012
- 127 5. Applicant's Project Description dated May 21, 2012
- 128 6. Planning Commission Meeting Minute Excerpt of July 11, 2012
- 129 7. Abbreviated Planning Commission Staff Report dated July 11, 2012, no
130 attachments.
- 131 8. Planning Commission Resolution PC 2012-20, Zoning Ordinance
132 Determination of Similar Use