

MINUTES
CALISTOGA PLANNING COMMISSION
March 27, 2013

1 The meeting was called to order at 5:30 pm.

2 **A. ROLL CALL**

3 Commissioners Present: Chairman Jeff Manfredi, Vice Chairman Paul Coates,
4 Walter Kusener, Carol Bush, Scott Cooper. Staff Present: Planning & Building
5 Director Lynn Goldberg, Senior Planner Erik Lundquist.

6 **B. SALUTE TO THE FLAG**

7 **C. PUBLIC COMMENTS**

8 There were no public comments.

9 **D. ADOPTION OF MEETING AGENDA**

10 On a motion by Commissioner Bush and seconded by Vice Chairman Coates,
11 the meeting agenda of March 27, 2013 was unanimously adopted as presented.

12 **E. COMMUNICATIONS/CORRESPONDENCE**

13 None.

14 **F. CONSENT CALENDAR**

15 **1. Planning Commission Meeting Minutes:** Consideration of the Planning
16 Commission Regular Meeting Minutes of March 13, 2013.

17 Moved by Commissioner Kusener and seconded by Chairman Manfredi,
18 to approve the Planning Commission Regular Meeting Minutes of March
19 13, 2013 as presented. The motion carried unanimously.

20 **G. PUBLIC HEARINGS**

21 **1. CALISTOGA INN COTTAGE (CUP 2013-02, DR 2013-03)** Consideration
22 of conditional use permit and design review requests to develop a two-
23 story accessory structure containing a handicapped-accessible guest unit,
24 an apartment and uses ancillary to the adjoining restaurant on the
25 property located at 1250 Lincoln Avenue.

26 **Vice Chairman Coates** declared a conflict of interest on this item and left
27 the dais.

28 **Senior Planner Lundquist** presented the staff report on the applications
29 and recommended their approval based on the findings outlined in the
30 staff report and resolution. In response to questions from the
31 commissioners, **Mr. Lundquist** replied that the inn had not lost any guest
32 units in the main building due to the fire. The structure that is proposed to
33 be replaced has been used for office and dry storage, and is currently
34 unsafe for occupancy. Actual water use for the property following

35 completion of the improvements will be monitored and an additional
36 allocation will have to be purchased if the baseline water use is exceeded.
37 The Commission could require an ADA parking space on-site because a
38 conditional use permit is requested; the City Council would have to
39 designate an on-street ADA space.

40 **Chairman Manfredi** opened the public hearing.

41 **Paul Coates**, applicant representative, clarified the date of the fire at the
42 inn. He also stated that a room was lost at the inn and will not be replaced.
43 Adding an ADA room was not feasible on the second floor because of
44 cost. Adding an apartment to the site would help meet the city's goal of
45 providing housing in the downtown.

46 **Mr. Lundquist** thanked **Mr. Coates** for the clarifications and noted that he
47 would make the necessary changes to the conditions of approval
48 indicating that a total of 18 guest units would be allowed, which includes
49 the new ADA guest unit.

50 In response to a question from **Chairman Manfredi** about the feasibility of
51 adding an ADA on-street parking space, **Mr. Coates** said that in his
52 experience, parallel spaces are generally accessible. If the lack of ADA
53 parking proves to be a problem for guests, they will pursue trying to add
54 one.

55 **Clarence Luvisi** supports the project. He noted that some downtown
56 streets are wide enough to accommodate angled parking and increase the
57 parking supply.

58 **Chairman Manfredi** closed the public hearing.

59 **Chairman Manfredi** loves the idea of adding a residential unit downtown
60 and the project will be a vast improvement over the existing building.

61 Moved by Commissioner Bush, seconded by Chairman Manfredi, to adopt
62 a resolution approving Conditional Use Permit CUP 2013-02 and Design
63 Review DR 2013-03 allowing the development of a two-story accessory
64 structure containing a handicapped-accessible guest unit, an apartment
65 and uses ancillary to the adjoining restaurant on the property located at
66 1250 Lincoln Avenue, as modified.

67 The motion carried with the following vote:

68 AYES: (4) Manfredi, Kusener, Bush, Cooper

69 NOES: (0)

70 ABSTENTIONS: (1) Coates

71 ABSENT: (0)

72 **Vice Chairman Coates** returned to the dais.

73

74 **2. REASONABLE ACCOMMODATION ORDINANCE (ZO 2013-01):**
75 Consideration of text amendments to the Calistoga Municipal Code
76 amending Title 17 (Zoning) to establish a procedure whereby persons with
77 disabilities seeking equal access to housing may request reasonable
78 accommodation in the application of zoning laws and other land use
79 regulations, policies and procedures.

80 **Planning & Building Director Goldberg** explained that the intent of the
81 proposed ordinance is to establish a formal procedure for persons with
82 disabilities seeking equal access to housing to request reasonable
83 accommodation in the application of the City's land use regulations and to
84 establish criteria to be used when considering such requests. In situations
85 where no other City approval is being sought, the decision to grant a
86 request for reasonable accommodation will be made by the Planning and
87 Building Director.

88 In response to a question from **Commissioner Cooper, Ms. Goldberg**
89 explained that there would be a minimal cost of \$200 to process a request
90 for reasonable accommodation, which is significantly lower than for a
91 conditional use permit or variance. The intent is to keep the process
92 simple and inexpensive.

93 In response to questions from **Commissioner Kusener, Ms. Goldberg**
94 confirmed that this procedure would be available for multi-family housing,
95 and that consent from the property owner would be required if a tenant
96 wanted to request an accommodation. Responsibility for the cost of the
97 actual work would be determined by the owner and tenant. There are no
98 potential conflicts with the building code since only land use regulations
99 would be modified.

100 **Chairman Manfredi** opened and closed the public hearing after there
101 were no public comments.

102 Moved by Chairman Manfredi, seconded by Vice-Chairman Coates, to
103 adopt a resolution recommending City Council approval of amendments to
104 the Calistoga Municipal Code relating to requests for reasonable
105 accommodation in the application of the City's land use regulations. The
106 motion was approved unanimously.

107 **H. MATTERS INITIATED BY COMMISSIONERS**

108 None.

109 **I. DIRECTOR REPORT**

110 Ms. Goldberg advised the Commission that the April 10th meeting would be
111 cancelled.

112 **M. ADJOURNMENT**

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113 On a motion by Commissioner Bush and seconded by Commissioner Cooper,
114 the Commission unanimously adjourned the meeting at 6:00 p.m. to April 24,
115 2013.

Lynn Goldberg
Planning Commission Secretary