

# MINUTES

## CALISTOGA PLANNING COMMISSION

July 23, 2014

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

### A. ROLL CALL

Commissioners present: Chair Jeff Manfredi, Commissioners Paul Coates, Tim Wilkes. Absent: Vice Chair Carol Bush, Commissioner Scott Cooper (excused). Staff present: Planning & Building Director Lynn Goldberg, Senior Planner Erik Lundquist.

### B. PLEDGE OF ALLEGIANCE

### C. PUBLIC COMMENTS

None.

### D. ADOPTION OF MEETING AGENDA

The meeting agenda of July 23, 2014 was accepted as presented.

### E. COMMUNICATIONS/CORRESPONDENCE

None.

### F. CONSENT CALENDAR

#### 1. Minutes for the June 11, 2014 Planning Commission meeting

The June 11, 2014 minutes were unanimously adopted as presented.

### G. PUBLIC HEARINGS

#### 1. **Fillman Residential Second Unit UP 2014-8:** Consideration of a use permit to convert portions of an existing garage to a residential second unit located at 2773 Foothill Boulevard

This matter was tabled upon the request of the applicant.

#### 2. **Knights Bridge Vineyards Tasting Room UP 2014-6:** Consideration of a use permit to establish a wine tasting and retail business with supporting administrative offices within an existing 2,325 square foot commercial space located at 1373 Lincoln Avenue. Periodic marketing events are also proposed occasionally with live entertainment.

Senior Planner Lundquist presented the staff report for the application. The proposed building modifications are consistent with the historic nature of the structure and will improve its appearance. The proposed special events will have minimal impacts on noise and parking because of their size. He recommended that the Commission approve the application with conditions, including compliance with the grape-sourcing requirements of the Municipal Code and correction of any sidewalk trip hazards.

**Chair Manfredi** would like to add a condition of approval that a staff member monitor the number of persons who enter during special events.

**Lisa Carr**, Knights Valley, supports the project. Knights Bridge's proposed winery is currently undergoing review by Sonoma County, but the winery is already holding tasting or special events at that location. She hopes that they will discontinue these activities and limit them to the proposed tasting room.

**Mr. Lundquist** clarified the reasons for allowing all wineries included in the 94515 zip code to have tasting rooms. It was felt that they participate in Calistoga's economy and the City did not wish to exclude anyone.

**Ms. Oldford** acknowledged the applicant's acceptance of the proposed conditions of approval.

**Mr. Lundquist** proposed an addition to condition of approval No. 2 by adding after the first sentence, "During special events, building occupancy shall be monitored to ensure that this maximum is not exceeded."

**Chair Manfredi** closed the public hearing.

**Commissioner Wilkes** hopes that by providing this venue, the Knights Valley residents will be satisfied.

A motion by **Chair Manfredi** and seconded by **Commissioner Wilkes** to adopt a resolution approving Use Permit UP 2014-6 with conditions as amended was approved unanimously.

#### H. MATTERS INITIATED BY COMMISSIONERS

None

#### I. DIRECTOR REPORT

Director Goldberg advised the Commission that Senior Planner Lundquist had been recognized by the City Council for his 10 years of service to the City of Calistoga. She noted that the Background Report for the Housing Element Update had been distributed to the Commission and that a workshop is scheduled for August 4th at 6 p.m. to take public comments on the draft report. After receiving comments, the goals, objectives and actions will be updated, followed by a Planning Commission public hearing on the entire draft element.

#### J. ADJOURNMENT

The meeting was adjourned at 6:08 p.m.

  
Lynn Goldberg  
Planning Commission Secretary