

CITY OF CALISTOGA

STAFF REPORT

TO: CHAIRMAN MANFREDI AND MEMBERS OF THE
PLANNING COMMISSION

FROM: KEN MACNAB, SENIOR PLANNER

MEETING DATE: AUGUST 13, 2008

SUBJECT: PRE-APPLICATION CONSULTATION (PA 2008-01) AND
CONCEPTUAL DESIGN REVIEW (CDR 2008-01) FOR
DEVELOPMENT OF THE FORMER HOSPITAL
PROPERTY

1 **REQUEST**

2
3 Review of conceptual plans for development the former hospital property into a
4 twenty-five room inn and spa featuring the historic Francis House. The project
5 site, comprised of four parcels totaling approximately 1.02 acres in size, is
6 located at the corner of Myrtle and Spring Streets (APNs 011-242-004, -008, -
7 014 and -015) within the "R-3", Residential/Professional Office Zoning District.
8

9 **BACKGROUND**

10
11 Renovation and rehabilitation of the historic Francis House has been a long-
12 standing interest of the City. The 2003 General Plan establishes a Planned
13 Development Overlay for the subject property that encourages preservation and
14 re-use of the Francis House. The Planned Development Overlay states that the
15 type of use being contemplated by the owner (visitor accommodations) should be
16 permitted as an incentive for preservation and protection of the Francis House
17 provided that it is appropriately designed and scaled to the site's residential
18 surroundings.
19

20 In 2006, the City entered into a Memorandum of Understanding (MOU) with the
21 current owner (Neil Schafer) that indicates the City's support for renovation and
22 redevelopment of the property, which at the time included only 3 parcels (APNs
23 011-242-004, -014 and -015). The MOU (Attachment B) outlines general terms
24 for the project, including execution of a development agreement, securing
25 requisite land use entitlements, payment of development fees, and improvement
26 of area infrastructure. It should be clearly noted that the MOU is not binding on
27 either party and does not grant project approval; it is a vehicle by which the City
28 is able to express its support for renovation and redevelopment of the property.

29 In late 2007, Mr. Schafer took possession of the property and commenced an
30 extensive cleanup effort. In Spring, 2008, the owner began the laborious process
31 of documenting the history and condition of the Francis House and other
32 structures on the site. The owner is now poised to proceed with formal
33 entitlement applications and has requested Conceptual Design Review to
34 present the preliminary development concept to the City and community to
35 receive feedback and direction.

36 37 **PURPOSE OF REVIEW**

38
39 The Conceptual Design Review process provides an opportunity for a property
40 owner or developer to receive feedback on a development concept prior to
41 submitting a formal development application. The scope of Conceptual Design
42 Review encompasses all aspects of a project and allows for identification and
43 discussion of potential issues at the earliest stage in the development process. It
44 is the City's expectation that the property owner will use the feedback received
45 through this process as guidance when preparing the formal development
46 application.

47
48 To assist in the discussion, Staff requests that the Planning Commission provide
49 feedback in the following areas:

- 50
- 51 1. Does the proposed renovation and re-use of the historic Francis House
 - 52 meet the City's historic preservation objectives?
 - 53 2. Are the uses and development intensity being proposed appropriate for
 - 54 this site?
 - 55 3. Are the development standards being contemplated for the planned
 - 56 rezone to a "PD", Planned Development Zoning District reasonable?
 - 57 4. Is the architecture of the project appropriate and compatible?
 - 58 5. Does the conceptual site plan adequately address interface conditions
 - 59 with surrounding uses?
 - 60 6. Is 6-foot high open metal fencing acceptable along Foothill Boulevard and
 - 61 Spring Street?
 - 62 7. Should the additional parcel be formally added as part of the MOU?
- 63

64 **DEVELOPMENT CONCEPT**

65 Site Overview

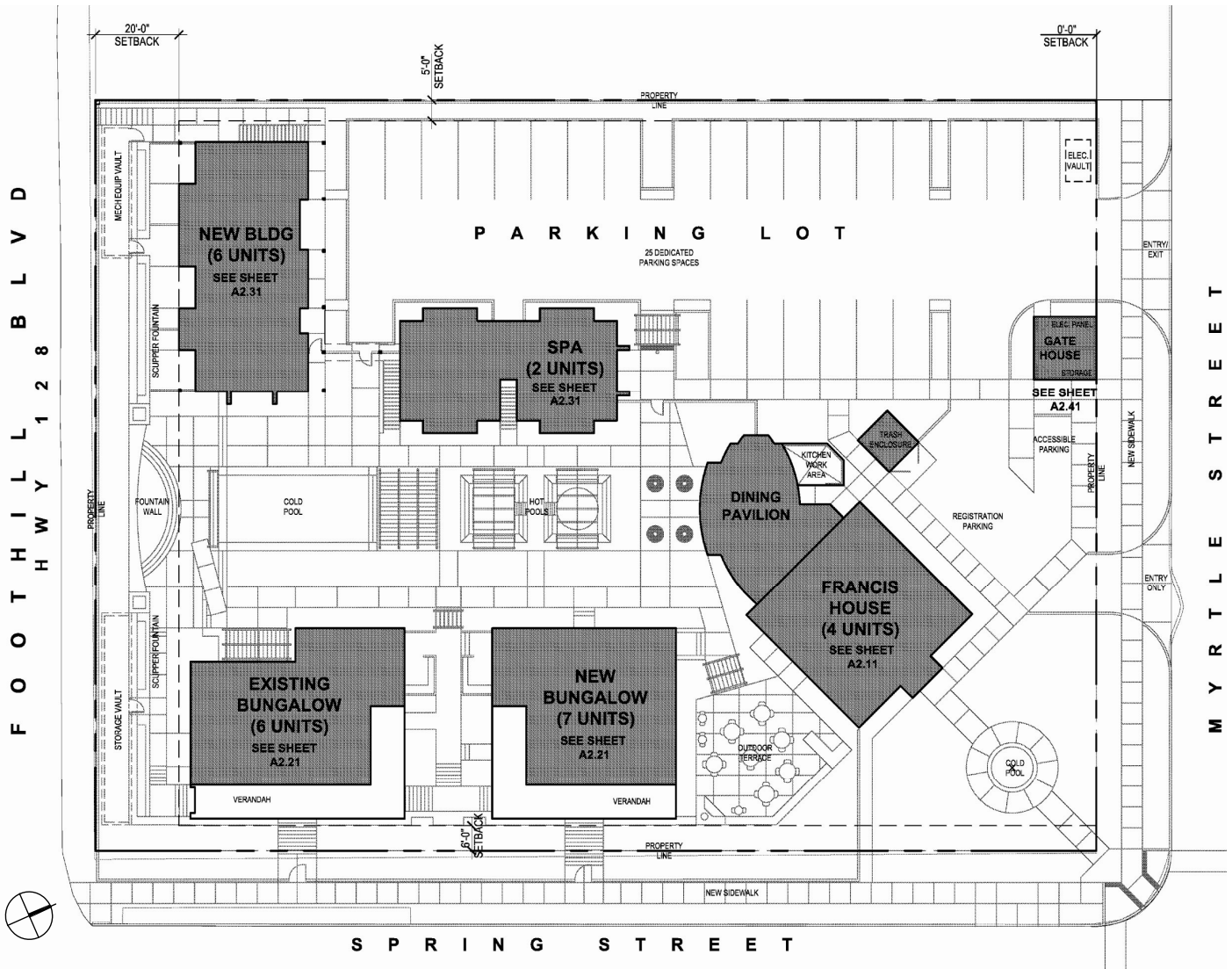
66
67 The project site is located in a residential area characterized by single-family and
68 multi-family dwellings. The site, comprised of four parcels, is approximately 1.02
69 acres in size and is currently zoned "R3", Residential/Professional Office. Parcel
70 1 (1403 Myrtle Street) contains the historic Francis House and a small structure
71 referred to as the "White House". The second parcel, located at 1103 Spring
72 Street contains an existing single-family residence referred to as the "Bungalow".
73 Parcel 3, located at 1410 Foothill Boulevard, contains an existing single-family

74 residence referred to at the "Blue House". The fourth parcel is located at 1409
 75 Myrtle Street and contains a small residence (referred to at the "Yellow House")
 76 and a large shed. Sheet A1.1 of Attachment C illustrates the boundaries of each
 77 parcel and the location of all existing structures.
 78

79 Development Concept

80 The owner is contemplating development of a twenty-five room luxury inn and
 81 spa featuring the historic Francis House. The conceptual development plan
 82 proposes the retention of and renovation of the Francis House and existing
 83 Bungalow house, and the addition of a new spa building, two new guest suite
 84 buildings, and a gate house (Figure 1 below and Sheet A1.2 of Attachment C).
 85
 86
 87

FIGURE 1 – CONCEPTUAL DEVELOPMENT PLAN



88 The renovated Francis House would serve as the main reception building with a
89 registration area, sitting room, catering kitchen and restrooms on the ground floor
90 and four guest suites on the upper two floors. A new dining pavilion would be
91 added to the rear of the original building where the "hospital addition" exists
92 today.

93
94 The existing Bungalow at the southeast corner of the site is proposed to be
95 converted into a guest house with six guest suites, a fitness room, storage and
96 laundry facilities. The Bungalow will be shifted from its current location and
97 partially sunken below the grade of Foothill Boulevard. A new bungalow would
98 be constructed on Spring Street adjacent to the existing bungalow. The new
99 bungalow would house seven guest suites and storage facilities. Both buildings
100 will have three stories. Along Spring Street, a landscape berm will be
101 constructed in front of the bungalows to give the buildings a two-story
102 appearance.

103
104 In the southwest corner of the site, a new two-story guest building will be
105 constructed along Foothill Boulevard where the Blue House exists today. The
106 new guest building, which also will be partially sunken below the grade of Foothill
107 Boulevard, will contain six guest suites.

108
109 Near the center of the site is a new two-story spa building. The spa building will
110 have ground-level spa facilities and two guest suites on the second floor.
111 Outside of the spa building there will be two hot (potentially geothermal) pools
112 and one cold pool.

113
114 Building heights of the new structures vary. The new Bungalow and relocated
115 existing Bungalow have an approximate height of 25.5 feet (measured from the
116 finish grade at the rear of the buildings). From the grade of Spring Street, the
117 bungalow buildings measure approximately 24.5 feet in height.

118
119 The new two-story guest building fronting on Foothill Boulevard has a height of
120 approximately 22.5 feet. The finish floor elevation of the ground floor of the new
121 guest building is approximately 4 feet below the grade of Foothill Boulevard,
122 which will reduce the perceived height of the building when viewed from Foothill.

123
124 The Spa building is approximately 22.5 feet in height. No change to the height of
125 the Francis House (approximately 37 feet) is being proposed.

126
127 A 26-space parking lot is proposed to be located along the site's western
128 boundary and will be accessed from Myrtle Street. A slightly reduced parking
129 stall width (from 9' 0" to 8' 9") is being proposed. Adjacent to the parking entry
130 on Myrtle Street is a Gate House. The Gate House will be used to store bicycles
131 available for guests to check out and use for traveling around town. No gate is
132 being proposed at this time.

133 The proposed structural improvements will be complemented by site
134 landscaping, garden areas, fountains and strolling pathways (see Attachments D
135 and F). Of note is a large lawn area and entry fountain at the front of the Francis
136 House, the “scupper” wall fountains at the southern end of the site, and an
137 outdoor terrace area on the Spring Street (east) side of the property.

138
139 The owner is proposing that up to 60 events be allowed annually at the facility.
140 Events (for up to 50 people) would include meetings, receptions and other
141 gatherings. The owner has also expressed an interest in making the spa
142 facilities available to the public and/or off-site guests.

143

144 **STAFF ANALYSIS**

145

146 The following is a preliminary analysis of the project related to findings and
147 entitlements that will be required for project approval.

148

149 **Historic Preservation**

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151 The Francis House is identified as a “Category A” historic resource in the
152 Community Identity Element of the General Plan and has been designated with a
153 Planned Development Overlay (see General Plan discussion under Land Use in
154 the following section of this staff report) that is intended to ensure its
155 preservation. The Francis House is also listed on the National Register of
156 Historic Places for its architectural significance (Second Empire style). Second
157 Empire style residences became popular in the 1870’s and 1880’s. Character
158 defining features of the Second Empire style include: a square floor plan,
159 mansard roof, ornamental shingles, bracketed eaves, pedimented dormers,
160 projecting central pavilion, and semicircular and segmentally arched windows
161 and doors. The Francis House is one of the best examples of this style of
162 architecture in Calistoga and is the only stone version.

163

164 Goals and policies in the Community Identity Element recognize that the City’s
165 historic resources are worthy of preservation both for their aesthetic and cultural
166 importance and because they support Calistoga’s viability as a visitor destination.
167 The following is summary of the most pertinent objectives and policies related to
168 historic preservation.

169

170

Goal CI-3:

171

Conserve Calistoga’s historic, architectural and cultural resources.

172

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Objective CI-3.1:

174

Protect historic properties as representatives of Calistoga’s rich and varied
175 heritage.

176

177

178 Policy P1:
179 The preservation of historic properties shall be encouraged through
180 restoration, sensitive renovation and adaptive re-use.

181
182 Policy P2:
183 All properties listed as Category A – Primary Historic Resources shall be
184 preserved and protected.

185
186 The conceptual development plan will further General Plan goals, objectives and
187 policies related to historic preservation in that it proposes to preserve, restore,
188 renovate and re-use a Category A historic resource.

189
190 Restoration and re-use of the Francis House will be subject to the Secretary of
191 the Interior’s Standards for the Treatment of Historic Properties. As part of the
192 City’s entitlement review process, the proposed restoration plans will be
193 forwarded to the Napa Landmarks Commission for expert review and comment
194 on project conformance with the Secretary of the Interior Standards. In addition,
195 the proposed restoration plan will be reviewed by the State Historic Preservation
196 Office as part of the environmental review process required by the California
197 Environmental Quality Act (CEQA).

198
199 *(Of note, the applicant has explored the costs and benefits of using the California*
200 *Mills Act of 1972 to obtain property tax credit and has decided to not pursue this*
201 *option).*

202
203 **Land Use**

204
205 General Plan

206
207 The project site has a General Plan land use designation of High Density
208 Residential/Office (10 to 20 units per acre). Allowed uses in this designation
209 generally include multi-family housing and offices. A portion of the project site is
210 also designated with a Planned Development Overlay (illustrated as “PD 3” on
211 Figure LU-6 in the Land Use Element of the General Plan – see Attachment E).
212 The Planned Development Overlay states that as an incentive to protect and
213 preserve the Francis House, uses such as visitor accommodations shall be
214 permitted provided that the following criteria is satisfied:

- 215
216 1. The architectural qualities of the exterior of the structure are
217 maintained.

218
219 *Comment:*
220 It is the owner’s intent to restore the exterior of the Francis House in
221 substantial conformance with its original appearance.

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2. Reuse is suitable to the residential surrounding (e.g., retail functions would not be appropriate).

Comment:

The owner is proposing to develop the site with a 25 room inn. This use (visitor accommodation) is consistent with the use identified in the Planned Development narrative. However, the owner is also proposing ancillary uses including spa and event facilities. The Planned Development narrative does not provide specific guidance on whether ancillary uses such as spas or event facilities would be appropriate nor does it provide specific guidance on appropriate development intensity. The "Zoning" sub-section below discusses the issue of whether such uses are permissible and provides guidance for making supporting findings.

3. The owner commits to restoration of the building in a fixed period of time.

Comment:

Restoration of the Francis House is the central feature of the project and would occur at the time the site is developed. No timeline for development of the property has been identified by the owner.

It should be noted that the project involves parcels that are not currently included within the illustrated boundary of PD 3. For purposes of General Plan consistency, Figure LU-6 in the Land Use Element will need to be amended to include all of the parcels that are part of the project. In addition, staff is recommending that the narrative for PD 3 be revised to provide additional guidance on development intensity and ancillary uses.

Zoning

The subject site is currently zoned "R-3" (Residential/Professional Office). The R-3 Zoning District implements the High Density Residential / Office General Plan land use designation. The intent of the R-3 Zoning District is to increase the diversity and affordability of housing stock in Calistoga by providing housing close to downtown services and to provide convenient accessibility to light professional office uses for residents and businesses located in the downtown area.

The R-3 Zoning District also allows for visitor accommodations when combined with the "VA" (Visitor Accommodation) combination district. The purpose of the VA combination district is to allow for transient occupancy use of certain properties located in the R-3 Zoning District to encourage transient occupancy use in a manner that is compatible with surrounding land uses. Uses allowed in

268 the VA combination district include motels, hotels, inns and bed and breakfast
 269 facilities. Because the General Plan identifies the subject site as a site where
 270 visitor accommodations could be allowed, application of uses and standards
 271 contained within the VA combination district to the project site would be
 272 consistent with the General Plan.

273

274 The proposed development concept proposes a number of variations from base
 275 zoning and development standards applicable to the project. Given this, the
 276 owner is proposing that the project site be rezoned to a Planned Development
 277 ("PD") Zoning District to allow for variation in applicable zoning and development
 278 standards. Table 1 on the following page compares requirements of the base
 279 zone development standards (presuming a R-3-VA designation) and the
 280 development standards that would be proposed in a rezoning to PD.

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TABLE 1 – COMPARISON OF ZONING AND DEVELOPMENT STANDARDS

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R-3-VA Zoning District / Base Zone Requirement		PD (Proposed)
Density / Intensity	1 guest unit per 1,000 square feet of site area / 44 max.	1 guest unit per 1,777 square feet of site area / 25 total
Max. Units in a Single Structure	8	6
Myrtle Street Setback	15 feet	29 feet (excepting proposed Gate House at 0 feet)
Spring Street Setback	15 feet	7 Feet
Foothill Boulevard Setback	20 Feet	20 Feet
Interior Side Yard Setback	5 Feet	5 feet
Max. Structural Coverage	40 %	25 %
Min. Landscape Area	45% of net lot area	50% of net lot area
Building Height	25 Feet	37 Feet (Francis House) 22.5 to 25.5 Feet (all others)
Street Side Fence Setback for 6-foot fence	Foothill Boulevard: 20 feet Spring Street: 15 feet	Foothill Boulevard: 0 feet Spring Street: In R-O-W
Parking Stall Width	9 feet, 0 inches	8 feet, 9 inches

	Tourist / Visitor <u>Accommodations</u>	Tourist / Visitor <u>Accommodations</u>
Parking	Tourist units: 1.1 space per unit 25 units / 27.5 spaces req'd	Tourist units: 1.0 space per unit 25 units / 25 spaces proposed
	Manager Unit: 1 space	Manager Unit: 1 space
	<u>Spa, w/ Tourist Units</u>	<u>Spa, w/ Tourist Units</u>
	Spa: 1 space 400 square feet 1,364 sq. ft / 3.41 spaces req'd	Spa: 0 spaces
	Total Required Spaces: 32 (31.91)	Total Proposed Spaces: 26

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Table 1 shows that the development concept deviates from current development standards in the following four areas: (1) on-site parking; (2) building height; (3) street-side side yard setback along Spring Street; and (4) fence setback for 6-foot high fence.

1. On-Site Parking. A total of 32 on-site parking spaces would be required for the project under the City's current parking standards. The owner is proposing a total of 26 on-site spaces (including 1 ADA accessible space) – leaving a deficiency of 6 parking spaces. The submitted narrative does not indicate or address how this deficiency would be addressed or where employees of the inn and spa would park. It is likely that employees will park on the street, impacting the availability of an already limited amount of on-street parking for area residents. This condition could be exacerbated if the spa and event facilities were made available to the public and/or other off-site guests.
2. Building Height. The owner is proposing a height limit of 37 feet. This height limit would recognize the existing height of the Francis House. The proposed new structures range from 22.5 feet in height (Spa and new guest building) to 25.5 feet in height (existing and new Bungalow buildings). The new structures exceed the maximum permissible of the R-3 Zoning District (25 feet) by one-half foot. Should the Planning Commission be concerned about the visual impacts of 25 foot buildings on the surrounding neighborhood, the Commission could request installation of "story poles" for consideration as part of the formal entitlement review process.
3. Street-Side Side Yard Setback. The owner is proposing a street-side side yard setback of 7 feet along the Spring Street frontage of the property, 8 feet less than what would be required under the base zone

317 standard. The perceived setback distance along Spring Street will
318 actually be greater given the presence of an 8 foot strip of unimproved
319 right-of-way that is located between the back of the proposed
320 sidewalk and the bungalow buildings. However, if improvements are
321 required along Spring Street (such as widening to provide additional
322 on-street parking spaces along the west side of Spring Street) most of
323 this undeveloped area would likely be eliminated.

324
325 4. Fence Setback. The owner is proposing 6-foot high open metal
326 fencing along the Spring Street and Foothill Boulevard frontages.
327 Along Foothill Boulevard, the fencing would be located on the
328 property line. Along Spring Street, the owner is proposing that the
329 fencing be located in the unimproved right-of-way. The primary
330 purpose of the fencing is to satisfy safety fencing requirements for the
331 proposed swimming pools without closing off the spa/pool spine that
332 is central to the inn and spa facilities.

333
334 Under the base zone requirements for fence heights, fencing located
335 within a required front yard or street-side side yard setback area is
336 restricted to a height of 4.5 feet. The intent of this requirement is two-
337 fold. One is to prevent negative visual impacts (i.e., the “blank wall” or
338 “tunnel” effect) along the City’s residential street frontages. The other
339 is to maintain adequate visibility for safe operation of motor vehicles
340 (i.e., clear views of the street/on-coming traffic at corners and when
341 backing vehicles out of a driveway).

342
343 The owner is proposing open metal fencing which will minimize the
344 visual impacts of placing fencing in required setback areas. Staff has
345 some concern about the visibility impacts of 6-foot high fencing at the
346 corner of Spring Street and Foothill Boulevard.

347
348 On the issue of whether the ancillary spa and event uses are permissible, Staff
349 reviewed the Zoning Code definitions to determine how to classify the proposed
350 facility. After reviewing the definitions for Bed and Breakfast Inns, Inns, Hotels,
351 Motels, Spa and Visitor Accommodations (formula), staff believes that the
352 proposed facility is best classified as a hotel and spa. The definition for hotel is
353 provided below:

354
355 Hotel: A facility of six or more units located in a single structure or
356 individual structures, which may be connected by corridors or outdoor
357 pedestrian walkways. The facility shall have the primary purpose of
358 providing transient lodging accommodations, as contemplated by Chapter
359 3.16 CMC, to the general public. The facility excludes time-share estates
360 and/or time-share properties, but includes hotel-condominiums and their
361 respective rental management entities, wherein the owners of hotel-

362 condominiums obtain an estate in real property consisting of an undivided
363 interest in common space together with a separate interest in space called
364 a unit, the boundaries of which are described on a recorded final map,
365 parcel map, or condominium plan in sufficient detail to locate all
366 boundaries thereof. Units may contain a mini-bar (i.e., sink, refrigerator)
367 but not a kitchen. Additional services such as restaurants, retail shops,
368 meeting rooms, and entertainment or recreational facilities may be allowed
369 if the Planning Commission determines that such services are ancillary to
370 the provision of transient lodging accommodations.

371
372 *(Of note, An "Inn" is defined as transient lodging accommodations located in a*
373 *commercial zoning district and having five or fewer units.)*

374
375 The Zoning Code definition for spa is as follows:

376
377 Spa: A facility independent of or in conjunction with visitor
378 accommodations where in addition to personal services, such as facials,
379 massage and aromatherapy, services that involve shower facilities and
380 baths (mud, steam and mineral) are provided.

381
382 Based upon these definitions, staff believes that the spa and event uses are
383 permissible if the Planning Commission determines that they are ancillary to the
384 hotel function and have been designed / will be operated in consideration of the
385 residential character of the area.

386 387 **Site Plan and Architectural Design**

388
389 The conceptual development plan suggests that owner has given reasonable
390 consideration to how the project will effect surrounding residential uses,
391 particularly in terms of its interface with adjoining uses. As would be expected,
392 the site plan is organized around Francis House. Along Myrtle and Spring
393 Streets, historic views of the Francis House will be preserved. Preservation of
394 these important historic views will be achieved through retention of open space in
395 front of the Francis House (at the corner of Myrtle and Spring Street) and by
396 keeping sightlines along Myrtle Street free from structural obstruction.

397
398 New development and uses envisioned in the concept plan will be setback,
399 oriented and organized in manner that helps to minimize impacts on the adjacent
400 dwellings. With the exception of the new guest building on Foothill Boulevard,
401 all structures will be setback at least 50 feet from the adjacent residences to the
402 west of the site. The new guest building, which will be two stories in height, has
403 been oriented to minimize visual intrusion on the adjacent dwelling and allow for
404 continued exposure to light and air to the rear yard. Internally, the structures
405 have been organized in a manner that creates an enclosure around the hot and

406 cold pools. Enclosure of this area by new structures will help to attenuate noise
407 and block light.

408
409 A new bungalow house is being proposed on Spring Street adjacent to the
410 existing bungalow that is located at the corner of Spring Street and Foothill
411 Boulevard. As noted earlier, the Bungalows are three stories in height and the
412 bottom floor will be obscured by a landscape berm along Spring Street to retain a
413 more residential scale and feel. However, it should be noted that the finish floor
414 elevation of the front verandahs of the bungalow buildings will be four to five feet
415 above the grade of Spring Street. The proposed use of unimproved right-of-way
416 and proposed landscape berm will provide some transition, but there still is
417 potential for the build-up to the floor elevation of the verandahs to be perceived
418 as part of the overall mass of the bungalows.

419
420 Along Foothill Boulevard, the existing bungalow and new guest building will be
421 sunken below the grade of the street and screened by proposed landscaping. A
422 stairway is proposed along the western perimeter of the site that would allow for
423 guest access to and from Foothill Boulevard.

424
425 The proposed architecture of the project (see attachment C) reflects the historic
426 richness of the Francis House and also draws from the existing bungalow. The
427 owner is proposing use of materials that are representative of the historic
428 qualities of the site and will foster cohesiveness among the disparate
429 architectural styles and periods.

430
431 A significant architectural feature is the dining pavilion addition at the rear of the
432 Francis House. The pavilion is approximately 11.5 feet in height and 647 square
433 feet in size. It has curved walls clad with stone or brick siding on its north and
434 south facades. The east façade features a swivel panel window wall that opens
435 up onto the spa/pool spine. The architecture of the dining pavilion is in sharp
436 contrast to that of Francis House (to which the pavilion is attached). It features
437 curved walls, a multi-gabled roof line, and a less uniform and denser exterior
438 siding patterns. Its references to existing architecture on the site are extremely
439 subtle.

440
441 While it is an appropriate architectural practice to clearly distinguish additions
442 from the historic resource, staff is concerned that the architectural form, shapes
443 and patterns found on the dining pavilion will draw more attention to the disparate
444 architectural styles of the various buildings rather than foster a sense of
445 cohesion.

446
447 Design Review approval by the Planning Commission will be required as part of
448 the formal entitlement process because the project is a commercial development
449 and involves alteration and expansion of a structure listed on federal, state and
450 local historic inventories.

451 **Circulation and Traffic**

452

453 The conceptual site plan shows that site ingress and egress will be made from
454 Myrtle Street. Two entries are being proposed: a registration entry that is
455 logically located near the front entrance of the Francis House, and a parking
456 entry located further west that directly serves the guest parking area located
457 along the western perimeter of the site.

458

459 The proposed entry points on Myrtle Street will undoubtedly result in increases in
460 neighborhood traffic. To minimize the number of vehicle trips, the owner will
461 provide bicycles for guests to use when traveling around town. It should also be
462 noted that the site is within walking distance of downtown and some guests may
463 choose to walk.

464

465 It is possible that neighborhood traffic levels could potentially be further
466 minimized if ingress and egress to the site were to be located on State Hwy. 128
467 / Foothill Boulevard. However, such an entrance would be contradictory to the
468 focal point of the site – the Francis House – which is oriented toward the corner
469 of Spring and Myrtle Streets.

470

471 A Traffic Impact Study will be conducted at the time a formal application is made
472 to quantify the impacts of the project and identify measures that will minimize
473 disruption to traffic flows and circulation.

474

475 **Public Utilities**

476

477 This project will result in increased demands on public utility systems, including
478 water, sewer and storm drainage facilities. Preliminary comments from the
479 Public Works Departments indicates a potential need for off-site improvements.
480 These comments are summarized below.

481

482 Water

483 There is a 6-inch main on Foothill with a 6-inch spur that runs down Spring Street
484 to Myrtle Street. The 6-inch spur stops at Myrtle and connects to a 2-inch that
485 runs in both directions on Myrtle. The water connection that best serves the
486 needs of the community and offers the best water delivery to this project is an 8-
487 inch connection to the 12-inch at Berry and a new main along Myrtle Street to
488 Spring Street, where a connection to the 6-inch spur from Foothill could be made.
489 The existing 2-inch main in Myrtle Street should be abandoned.

490

491 Sewer

492 There is one recognized sewer connection from this property to the public system
493 (serving the Blue House). Visual observations indicate that the sewage collection
494 system in this area has a substantial inflow and infiltration (I & I) problem and the
495 manhole at Spring and Myrtle Streets typically has flows into the barrel of the

496 manhole during rain events. A sewer assessment and repairs to control the (I & I)
497 problem in this area are warranted prior to any expansion of use to the public
498 system.
499

500 Storm Water Drainage

501 There are substantial drainage problems in the project area. There is a “bubble
502 up” at the corner of Berry and Foothill Blvd. that discharges water from the South
503 side of Foothill Boulevard onto Berry Street. This water proceeds down Berry
504 Street and turns onto Myrtle Street, running past the project site to Elm Street,
505 where it turns to Cedar Street. The intersection of Myrtle and Spring Streets is
506 completely inundated during moderate rain fall events and it is anticipated that
507 the proposed project will have a significant impact to the drainage problem in this
508 area. The measures needed to solve the drainage problems in this area are
509 substantial since there is no existing storm drain system in place. At a minimum
510 the project should be required to mitigate their discharge volumes. A drainage
511 study may be needed.
512

513 **Growth Management**

514
515 It is anticipated that the City and the owner will enter into a Development
516 Agreement for the project. Pursuant to Section 19.02.050 (F) of the Calistoga
517 Municipal Code, projects for which a Development Agreement has been entered
518 into are allowed to proceed through the entitlement process without first obtaining
519 a Growth Management allocation.

520 **AGREEMENTS AND ENTITLEMENTS**

521 As noted earlier, the City has entered into a Memorandum of Understanding
522 (MOU) with the current owner of the property. The MOU also states that it is
523 both the City’s and the owner’s desire to enter into a Development Agreement for
524 the project. The Development Agreement will be prepared and approved
525 concurrently with necessary project entitlements. Entitlements required for
526 approval of the project as presented include: (A) a General Plan Amendment;
527 (B) a Rezoning of the project site to a Planned Development District, including
528 preparation of preliminary and final development plans for the site; (C)
529 Conditional Use Permit approval for the hotel and spa uses; (D) Design Review
530 approval; (E) a voluntary lot merger; and (F) demolition and building permits.
531

532 A. General Plan Amendment. A General Plan amendment revising the
533 boundary of “PD 3” on Figure LU-6 in the Land Use Element to include the
534 entire project site is necessary. In addition, the narrative (text) under the
535 “Myrtle-Spring Property” section on Page LU-31 of the Land Use Element
536 should be amended to include language that better defines the type and
537 intensity of uses suitable for the site.
538

- 539 B. Rezoning to a “PD” (Planned Development) Zoning District. A rezoning
540 from “R-3” Residential/Professional Office to “PD” Planned Development
541 would be required to accommodate the development as conceptualized.
542 The PD district will include preliminary and final development plans and
543 specify permitted and conditionally permitted uses, development
544 standards (setbacks, lot coverage, parking, height, etc.), and other
545 elements with which the zoning regulations are concerned.
546
- 547 C. Conditional Use Permit Approval. Section 17.24.025 (Planned
548 Development District provisions, Uses permitted) of the Zoning Code
549 states that a planned development may include a multiplicity of land uses
550 provided that such uses would normally be permitted in the zoning or
551 General Plan regulations. As discussed earlier, the R-3 Zoning District
552 also allows for visitor accommodations when combined with the “VA”
553 (Visitor Accommodation) combination district. All uses in the VA
554 combination district require use permit approval. Therefore, the proposed
555 hotel and spa use will require conditional use permit approval.
556
- 557 D. Design Review Approval. Proposed alterations or expansion to any
558 structure listed or eligible for inclusion on a federal, state or local inventory
559 of historic or cultural resources requires Design Review approval. The
560 Francis House is identified as a historic resource in the City’s General
561 Plan and is listed on the National Register of Historic Places. Given this,
562 the project will require Design Review approval.
563
- 564 E. Voluntary Lot Merger. In order to facilitate the development shown on the
565 conceptual site plan, an application to voluntarily merge the four subject
566 parcels into one single parcel should be included for concurrent
567 processing with project entitlement applications.
568
- 569 F. Demolition and Building Permits. Building permits will be required for
570 demolition and construction work required for the project. It should be
571 noted that the owner has submitted building permit applications for
572 demolition of the Yellow House and White House and for deconstruction
573 and stabilization work within the Francis House. A separate Design
574 Review application for this work has been submitted by the owner for
575 review and approval by the Planning Commission.
576

577 In addition to the entitlements listed above, the MOU will need to be amended to
578 reflect the inclusion of the “Blue House” parcel as part of the project and to
579 extend the deadline for entering into a Development Agreement.
580

581 Staff would support concurrent processing of the above entitlements in the
582 interest of facilitating expeditious review of the project.
583

584 **ENVIRONMENTAL REVIEW**

585
586 It is anticipated that an Initial Study and Mitigated Negative Declaration will be
587 prepared and circulated to the State Clearinghouse for review upon receipt of a
588 formal application. However, this Pre-Application Consultation and Conceptual
589 Design Review does not warrant review pursuant to the California Environmental
590 Quality Act (CEQA) as no approvals or entitlements have been requested or will
591 be granted.

592
593 **RECOMMENDATION:**

594
595 Staff recommends that the Planning Commission review the conceptual site plan
596 and elevations, receive comments from the owner, the project team and the
597 public, and provide preliminary comments to the owner and staff on the following
598 as well as other issues of commission concern.

- 599
600 1. Does the proposed renovation and re-use of the historic Francis House
601 meet the City's historic preservation objectives?
602 2. Are the uses and development intensity being proposed appropriate for
603 this site?
604 3. Are the development standards being contemplated for the planned
605 rezone to a "PD", Planned Development Zoning District reasonable?
606 4. Is the architecture of the project appropriate and compatible?
607 5. Does the conceptual site plan adequately address interface conditions
608 with surrounding uses?
609 6. Is 6-foot high open metal fencing acceptable along Foothill Boulevard and
610 Spring Street?
611 7. Should the additional parcel be formally added as part of the MOU?

612
613 It should be noted that the Planning Commission comments during conceptual
614 design review are advisory only and should not be considered by the applicant to
615 be requirements or an endorsement of the project until a complete application is
616 considered through the formal review process.

617
618 **ATTACHMENTS**

- 619
620 A. Vicinity Map
621 B. Memorandum of Understanding
622 C. Conceptual Development Plan Set
623 D. Conceptual Landscape Plan
624 E. Myrtle-Spring General Plan Planned Development Overlay No. 3
625 F. Perspective Viewpoints