



City of Calistoga
Planning Commission
Agenda Item Summary

DATE	November 25, 2015
ITEM	Zoning Ordinance Amendment ZOA 2014-6
STAFF CONTACT	Erik V. Lundquist, Senior Planner
POTENTIAL CONFLICTS	None
RECOMMENDATION	Recommend to the City Council an amendment to the Downtown and Community Commercial Zoning Districts to allow off-site automated teller machines (ATMs)
SUGGESTED MOTION	"I move that the Planning Commission adopt a resolution recommending an amendment to the Downtown and Community Commercial Zoning Districts to allow off-site automated teller machines (ATMs)"

CALISTOGA PLANNING COMMISSION

STAFF REPORT

TO Chair Manfredi and Members of the Planning Commission
FROM Erik Lundquist, Senior Planner
MEETING DATE February 25, 2015
SUBJECT Amendments to the Downtown Commercial and Community Commercial Zoning Districts regarding off-site ATMS (ZOA 2014-6)

1 **ITEM**

2 Consideration of a recommendation to the City Council to amend the DC Downtown
3 Commercial and CC Community Commercial Zoning Districts to allow off-site ATMs.

4 **BACKGROUND**

5 On November 4, 2014, Charmi Deepak, on behalf of NELSON, submitted a request to
6 amend the DC Downtown Commercial Zoning District to allow free-standing off-site
7 ATMs. The Commission considered the request at a public hearing on January 14,
8 2015, and after discussion and public comments, continued the matter in order for staff
9 to work with the applicant on language that would allow off-site ATMs to be integrated
10 with an existing building.

11 Staff drafted language that would conditionally-permit off-site ATMs in the Downtown
12 Commercial and Community Commercial Zoning Districts with specific performance
13 standards to ensure consistency with General Plan policies and preserve, protect and
14 enhance Calistoga's quality of life and rural small-town character. The applicant has
15 accepted the draft language and requested that the language not include limitations on
16 the hours of operation. Staff indicated to the applicant that no such restrictions have
17 been incorporated into the draft language.

18 **PROPOSED AMENDMENTS**

19 The proposed amendments to the DC and CC Zoning Districts are summarized below.

20 *Banks and financial institutions, with drive-up or walk-up facilities. An automatic teller*
21 *machine (ATM) on the exterior of a non-bank building may be allowed, pursuant to*
22 *the following:*

- 23 a. *It is accessory, but not integral to another business on the same site*
- 24 b. *It is physically integrated into the building occupied by the business and is not*
25 *a free-standing structure*
- 26 c. *It is compatible with the architectural design of the building, and to the extent*
27 *possible, is not located on a visually-prominent portion of the building*

- 28 *d. It does not detract from the business' appearance and is consistent overall*
- 29 *with the design character of the commercial area*
- 30 *e. It is readily accessible to the general public and meets ADA accessibility*
- 31 *standards*
- 32 *f. User queues would not block pedestrian traffic*
- 33 *g. It does not allow drive-through access from a vehicle*
- 34 *h. Is provided with a receptacle sufficient in size to accommodate trash and any*
- 35 *smoking materials discarded by users*
- 36 *i. Arrangements have been made for the premises' ongoing maintenance,*
- 37 *including the collection of trash*
- 38 *j. Its location can be readily monitored by the Calistoga Police Department or*
- 39 *private security, and is not located in minimally-visible areas, such as alley*
- 40 *ways and court yards*
- 41 *k. Lighting is the minimum necessary for security purposes*

42 These performance requirements will reduce visual effects and unwanted nuisances
43 resulting from off-site ATMs. Security measures have also been added to protect the
44 public.

45 **ENVIRONMENTAL REVIEW**

46 The proposed amendments are exempt from the California Environmental Quality Act
47 (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, the "general rule"
48 exemption, because it can be seen with certainty that there is no possibility that the
49 action in question may have a significant effect on the environment.

50 **RECOMMENDATION**

51 Staff recommends that the Planning Commission adopt a resolution recommending that
52 the City Council amend the DC Downtown Commercial and CC Community Commercial
53 Zoning Districts to allow off-site ATMs, as provided in Attachment 1.

ATTACHMENTS

1. Draft resolution
2. Excerpt of Planning Commission meeting minutes January 14, 2015