

# City of Calistoga Agenda



## SPECIAL JOINT MEETING OF THE CITY COUNCIL AND THE PLANNING COMMISSION WEDNESDAY, JUNE 25, 2008 – 6:30 P.M. CALISTOGA COMMUNITY CENTER

### **City Council**

Mayor Jack Gingles  
Vice Mayor Michael Dunsford  
Councilmember Placido Garcia  
Councilmember Gary Kraus  
Councilmember Karen Slusser

### **Planning Commission**

Chairman Jeff Manfredi  
Vice Chair Clayton Creager  
Commissioner Carol Bush  
Commissioner Paul Coates  
Commissioner Nicholas Kite

### **CALL TO ORDER**

**Mayor Gingles** called the Special Joint Meeting to order at 6:40 p.m. In addition to Mayor Gingles present were the following: Vice Mayor Michael Dunsford, Councilmember Placido Garcia, Councilmember Gary Kraus, Councilmember Karen Slusser, Planning Commission Chairman Jeff Manfredi, Vice Chair Clayton Creager, Commissioner Carol Bush, Commissioner Paul Coates, and Commissioner Nicholas Kite. Also present were City Manager James McCann, Planning and Building Director Charlene Gallina and City Clerk Susan Sneddon.

### **ORAL COMMUNICATION**

None provided.

### **ADOPTION OF MEETING AGENDA**

It was **MOVED** by Councilmember Kraus and **SECONDED** by Councilmember Garcia to approve the Council Meeting Agenda. The Motion was carried unanimously.

**GENERAL GOVERNMENT:**

**General discussion of topics of interest to the City Council and the Planning Commission.**

**1. Recognize significant accomplishments.**

**Mayor Gingles** summarized the purpose of the meeting and topics of discussion.

**City Manager McCann** stated that in the past the Planning Commission and City Council have benefited from joint meetings.

**Mayor Gingles** and **Councilmember Garcia** complimented the Planning Commissioners for their valuable contributions.

**Commissioner Coates** complimented staff on their promptness in getting agenda items to the Planning Commission and then on to City Council.

**Commissioner Creager** stated that there is good communication between staff, Planning Commission and City Council. He stated that the subcommittees appointed by Council have proven to be beneficial.

**Chairman Manfredi** stated his concern regarding recent issues regarding public noticing and suggested that directives be established to make the process more efficient.

**Councilmember Kraus** complimented the work of the Planning Commission in helping to create more transparency in the City's government.

**Councilmember Slusser** stated that she is pleased with the Planning Commission's objective in striving to preserve the town's rural character. She stated that she would like to see more Zoning Ordinances adopted to reflect policies and direction from the General Plan to make the Planning Commission's job easier.

**Vice Mayor Dunsford** complimented the Planning Commission for a job well done. He suggested that the public meeting agendas be posted at CalMart to increase public awareness. He also agreed that the subcommittees appointed by Council have been a positive benefit.

**Commissioner Kite** stated that inconsistency in the City's General Plan need to be corrected, and it will be beneficial when the Urban Design Plan is adopted and incorporated in the City's General Plan.

**Commissioner Creager** recommended that a comprehensive Affordable Housing Strategy for the City be developed.

**Mayor Gingles** suggested that Council adopt a Resolution for the Planning Commissioners to receive a stipend pursuant to the Calistoga Municipal Code.

**2. The need to review of the Growth Management Ordinance to address complications and shortcomings of the existing language.**

**City Manager McCann** stated the purpose of the GMA process is to establish objectives that allow for the types of development to see. He stated that the objectives are re-evaluated annually in order to facilitate the most desirable projects. He suggested that smaller projects should receive allocations in a timelier manner to prevent unwarranted delays.

**Chairman Manfredi** stated that the City's Growth Management Allocation (GMA) system works well and suggested that the allocation have a two year term instead of a single year.

**Commissioner Creager'** suggested that GMA development objectives be more aggressively respected to direct desired housing growth.

**Commissioner Coates** suggested revamping the building permitting process in order to expedite the approval of small projects.

**Planning and Building Director Gallina** suggested authorizing to administratively grant of minor allocations to prevent unnecessary delays for small projects.

**Commissioner Creager** stated his concern with residences used for vacation housing.

**Councilmember Slusser** suggested that developers be permitted to build an adequate number of homes per year in order to keep construction costs down and increase affordability.

**Bob Fiddamon, Calistoga Affordable Housing,** stated that there is a need for higher density housing to increase affordability. He that it makes sense for City staff to authorize water and wastewater allocations to developments with a higher ratio to normal inclusionary housing.

**Norma Toffanelli, 1001 Dunaweal Lane,** stated her concern regarding the existing development process and perceived inequities.

**Councilmember Garcia** stated that there should be more flexibility in the GMA approval process in order to prevent delays in projects.

**Commissioner Kite** asked how frequently a GMA is denied.

**Planning and Building Director Gallina** responded that not every allocation request is granted and approximately 5 have been denied since the Growth Management Ordinance was adopted.

**3. Discussion of the Design Review process and the newly formed Design Advisory Panel.**

**Vice Mayor Dunsford** suggested that the City's Design Advisory Panel be revisited since there have been an insufficient number of applicants.

**Commissioner Creager** stated that once the Urban Design Plan is approved then there will be more of a need for a Design Advisory Panel.

**Mayor Gingles** stated that this meeting was beneficial and thanked the public, Planning Commission and the City Council for their comments.

**CITY COUNCIL ADJOURNMENT**

**Mayor Gingles** adjourned the meeting at 8:07 p.m. to the next Regular Meeting of the Calistoga City Council on Tuesday, July 15, 2008, Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

**PLANNING COMMISSION ADJOURNMENT**

**Chairman Manfredi** adjourned the meeting at 8:07 p.m. to the next Regular Meeting of the Planning Commission, on Wednesday, July 9, 2008, Calistoga Community Center, 1307 Washington Street, 5:30 p.m.

***Respectfully submitted:***

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Susan Sneddon, City Clerk

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**Approved by:** Jack Gingles, Mayor

And

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**Approved by:** Jeff Manfredi, Planning Commission Chairman