

City of Calistoga
Staff Report

TO: Honorable Mayor and City Council
FROM: Lynn Goldberg, Planning and Building Director
DATE: September 5, 2017
SUBJECT: Report on Commercial Design Review Process

APPROVED FOR FORWARDING

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Dylan Feik, City Manager

- 1 ISSUE: Consideration of commercial design review process
2 RECOMMENDATION: Provide direction to staff if appropriate
3 BACKGROUND: At the August 1, 2017 City Council meeting, Vice Mayor Dunsford
4 asked staff to provide information on the commercial design review process.
5 Regulatory Background
6 CMC Chapter 17.41, Design Review, includes the following provisions for reviewing
7 commercial projects.
8 The following items are subject to review by the Planning and Building Director:
9 • Additions of less than 10 percent of the gross floor area to an existing structure
10 • Minor exterior alterations to an existing structure
11 • Minor site modifications
12 The following items are subject to review by the Planning Commission:
13 • Construction of structures
14 • Additions of more than 10 percent of the gross floor area to an existing structure
15 • Substantial exterior modifications to an existing structure
16 Design review approval is not required for the following:
17 • Alterations of buildings where the work is in an area not visible from the public
18 right-of-way or accessible to the public, as determined by the Director of Planning
19 and Building.

- 20 • Construction and building modifications determined by the Director of Planning and
21 Building to raise no substantial design issues in conflict with those outlined in
22 CMC 17.41.010 (Purposes of Design Review) and 17.41.050 (Required Findings).
23 In these instances, the Director may waive the requirement for design review and
24 may ensure compliance with this title [Zoning Code] through review of the plans
25 submitted for a building permit.

26 Commercial projects that have been reviewed by the Planning Commission or staff since
27 May 2014 are summarized in Attachment 1.

28 General Plan Guidance

29 Planning Commission and staff review of commercial projects is guided, in part, by the
30 Community Identity Element of the Calistoga General Plan, which contains design-
31 oriented goals, objectives and policies.

32 Additionally, the Land Use Element includes detailed development and design
33 considerations for various overlay designations that apply to entry corridors, gateways
34 and character areas, which are considered during design review.

35 Preliminary Consultation

36 Planning Department staff often meets with applicants before a design review application
37 is submitted to identify and discuss design elements that may be of concern based on
38 General Plan guidance and individual circumstances (such as a prevailing neighborhood
39 character).

40 Applicants for complex projects are encouraged to present conceptual plans to the
41 Planning Commission for feedback prior to filing a formal application.

42 **ATTACHMENT**

43 1. Commercial Design Review Approvals since May 2014

Commercial Design Review Approvals since May 2014

Project Name	Address	Description
Planning Commission Review		
Buster's BBQ	1207 Foothill	Neon sign and increase in allowed signage
Wappo Guest Accommodations	207 & 209 Wappo	Rehab of store, construction of two structures
Rancho de Calistoga Clubhouse	2412 Foothill	Clubhouse office and social hall
Boys & Girls Club	1401 N. Oak	Clubhouse, modular building
Calistoga Senior Apartments	611 Washington	Apartment building
Francis House B&B	1403 Myrtle	SFD conversion to B&B
Aubert Winery	333 Silverado	Winery addition, water tanks
Craftsman Inn	1213 Foothill	Hotel expansion
Stevenson Manor	1830 Lincoln	Sign program
Sunburst Hotel	1880 Lincoln	Restaurant and additional lodging rooms
Administrative (Staff) Review		
Silver Rose Event Barn	400 Silverado	Event space building
Calistoga Senior Apartments	611 Washington	Minor additions
Solage Resort	755 Silverado	Entry sign, door additions
Buster's BBQ	1207 Foothill	Bathroom building, cooler enclosure, storage building
Carmel Art Gallery	1329 Lincoln	Storage building
Indian Springs	1712 Lincoln	Storage/bathroom building, registration building addition, stairway entry
Mount View Hotel - restaurants	1457 Lincoln	Awning, lights, railings, relocated front doors, signs
Farris Building	1227 Lincoln	Roof addition
Bike Shop Seismic Upgrade	1316 Lincoln	Front and rear elevation alterations
Sofie Gallery	1407 Lincoln	Exterior color change and awning
Depot Train Cars	1458 Lincoln	Train car color change
Merchant building	1621 Lincoln	Exterior color changes
Comfort Inn	1865 Lincoln	New patios, windows, doors; color changes
Stevenson Manor	1830 Lincoln	Gym & breakfast building additions, façade improvements, color change, trash enclosure
Pestoni Building	1440 Lincoln	Upper story modification for seismic retrofit
Cal Spa	1006 Washington	Minor exterior modifications and color change