



Chair
Scott Cooper

Vice Chair
Tim Wilkes

Commissioners
Doug Allan
Rick Kaiser
Michael Vaughn

MINUTES
CALISTOGA PLANNING COMMISSION
October 12, 2022 at 5:30 p.m. Hybrid

CALL TO ORDER –

Chair Cooper called the meeting to order at 5:30 p.m.

A. ROLL CALL

COMMISSIONERS PRESENT: Chair Cooper, Vice Chair Tim Wilkes, Commissioner Michael Vaughn, Commissioners Doug Allan and Commissioner Rick Kaiser.

STAFF PRESENT: Planning and Building Director Jeff Mitchem, Planning Commission Clerk Lauren Clark

ABSENT: None

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

None.

For oral communication and public comment content, for any item on the agenda, view the video of the meeting available on the City's YouTube channel at <https://www.youtube.com/user/CityofCalistoga> or visit the City's website.

D. ADOPTION OF MEETING AGENDA

The meeting agenda was adopted as presented.

E. COMMUNICATIONS/CORRESPONDENCE

Planning Commission Clerk reports no additional correspondence was received.

F. CONSENT CALENDAR

1. Approval of Draft Minutes from the September 28, 2022 regular meeting.

The consent calendar was adopted unanimously.

G. PUBLIC HEARINGS

- 1. PUBLIC HEARING ITEM 1: Pool House Expansion, Use Permit UP 2022-10, and Design Review DR 2022-3 for 345 Silverado Trail (APN 011-050-032):** Consideration of a Use Permit Amendment and Design Review application (submitted September 26, 2022) for the following additions on a 7.37-acre parcel (APN 011-050-032) at 345 Silverado Trail: 1) **Pool House** addition: 1,745 square-foot (2 story) and 2) **Main House** addition: 3,414 square-foot (1 story). The proposed action is exempt from the California Environmental Quality Act (CEQA) under Section 15303 of the CEQA Guidelines.

Recommended Action: Approval.

Director **Mitchem** presents the staff report.

Discussion ensued between commissioners and the applicant related to incomplete projects attached to a previously approved use permit (UP 2021-9), including the relocation of a metal building. Commissioners requested more frequent correspondence related to the applicant's pending projects and wetlands updates.

No public comment was received.

A motion by **Commissioner Allen** that the Planning Commission adopt a resolution approving a use permit amendment and design review application subject to the Conditions of Approval listed in the Resolution for the property located at 345 Silverado Trail was seconded by **Commissioner Vaughn** and approved unanimously.

AYES: Commissioners Kaiser, Vaughn, Vice Chair Wilkes, and Commissioner Allan.

NOES: None

ABSTAIN: None

ABSENT: None

H. DIRECTOR'S REPORT

Director Mitchem provides an update on the Housing Element Matrix update.

I. MATTERS INITIATED BY COMMISSIONERS

None.

J. ADJOURNMENT

On a motion by **Chair Cooper**, the meeting was adjourned at 6:35 p.m.

Lauren Clark, Planning Clerk