



MINUTES

CALISTOGA PLANNING COMMISSION

February 8, 2023 at 5:30 p.m. Hybrid

1 **Chair Wilkes** called the meeting to order at 5:30 PM

2 **A. ROLL CALL**

3 COMMISSIONERS PRESENT: **Commissioner Kaiser, Commissioner Oliver,**
4 **Commissioner Vaughn, Vice Chair Allan, Chair Wilkes.** Staff present: Planning
5 and Building Director Jeff Mitchem and Planning Commission Clerk Lauren Clark

6 ABSENT: None

7 **B. PLEDGE OF ALLEGIANCE**

8 **C. PUBLIC COMMENTS**

9 Planning Commission Clerk reports no public comments received.

10 **D. ADOPTION OF MEETING AGENDA**

11 The meeting agenda was adopted as presented.

12 **E. COMMUNICATIONS/CORRESPONDENCE**

13 Planning Commission Clerk reports no public comments received.

14 **F. CONSENT CALENDAR**

15 **1. Approval of Draft Minutes from the January 25, 2023, Regular Meeting.**

16 The consent calendar was adopted unanimously.

17 **G. NEW BUISNESS**

18 **H. PUBLIC HEARINGS**

19 **1. 1219 Washington Street- Live Work Unit- UP 2022-12:** Consideration of a
20 Use Permit application to allow live-work residential use of the rear of the ground
21 floor and accessed via the rear of the building, located at 1219 Washington Street
22 (APN 011-221-012). Storefront alterations have previously been approved under
23 Administrative Design Review (ADR 2022-10) December 2, 2022 including
24 recladding of the front and rear façade, replacing storefront with new painted
25 aluminum and tempered glass, and replacing the rear doors.

26 **Recommended Action:** Hold public hearing and adopt Resolution PC 2023-XX
27 approving Use Permit UP 2022-12 allowing live-work residential use of the rear

28 portion of the ground floor of an existing retail space at 1219 Washington (APN
29 011-221-012).

30 Director **Mitchem** presents the staff report.

31 Discussion ensues concerning the definition of a “live-work unit” and who is allowed
32 to occupy the dwelling. Director Mitchem clarifies that the dwelling unit must be
33 occupied by the owner or one or more caretakers of the business. Commissioners
34 ask questions related to the absence of a door between the dwelling space and the
35 business space, and it is confirmed by Director Mitchem that is not required.
36 Discussion ensues between the Commissioners and the applicant, Alex Jermyn,
37 about the ownership of the parking spaces on the side of the building. Alex confirms
38 that the parking lot is owned along with the building. The commissioners then
39 discuss a proposed additional condition that if, in the future, the zoning code
40 changes changes to allow residents not associated with the business to live in the
41 dwelling space, the item would not be required return to Planning Commission, and
42 therefore, it could be approved administratively by the Planning and Building
43 Director.

44 No public comment was received.

45 A motion by **Commissioner Kaiser** that the Planning Commission adopt a
46 resolution approving Use Permit application to allow live-work residential use of the
47 ground floor of an existing retail space at 1219 Washington St. (APN 011-221-012)
48 with conditions and one additional condition stating that if the zoning code provisions
49 related to the ground floor residential occupancy are changed in the future,
50 compliance for the use of the subject structure may be granted administratively is
51 seconded by **Vice Chair Allan** and approved unanimously.

52 **AYES: Commissioner Kaiser, Commissioner Oliver, Commissioner Vaughn,**
53 **Vice Chair Allan, Chair Wilkes.**

54 **NOES:** None

55 **ABSTAIN:** None

56 **ABSESNT:** None

57 **I. DIRECTOR’S REPORT**

58 **Director Mitchem** announces an invitation to all Planning Commissioners to attend
59 a training. All who are interested are to contact Director Mitchem who will make the
60 necessary arrangements.

61 Director Mitchem also proposes a change of start time for Planning Commission
62 meetings to encourage more public attendance. Discussion ensues concerning the
63 City Council’s start time and if that has made a difference. The topic is left for future
64 discussion.

65 **J. MATTERS INITIATED BY COMMISSIONERS**

66 None.

67 **K. ADJORNMENT**

68 On a motion from **Chair Wilkes** the meeting is adjourned at **5:58 PM**

Lauren Clark, Clerk

DRAFT