



MINUTES

CALISTOGA PLANNING COMMISSION

February 22, 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 February 8, 2023, Regular Meeting.**

16 The consent calendar was adopted unanimously.

17 **G. NEW BUISNESS**

18 **H. PUBLIC HEARINGS**

19 **1. Up Valley Inn & Hot Springs Alcohol & Food Sales- UP 2023-1:** Consideration
20 of a Use Permit application to allow the sale beer, wine and food at existing hotel
21 located at 1865 Lincoln Avenue (APN 011-062-010).

22 **Recommended Action:** Hold public hearing and adopt Resolution PC 2023-XX
23 approving Use Permit UP 2023-1 allowing sale of wine, beer, and food items within
24 an existing hotel space located at 1865 Lincoln Avenue

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

26 Discussion ensues between the commissioners if tasting room regulations apply and
27 if it is designated where the guests are allowed to consume the alcohol. It is

28 confirmed by **Director Mitchem** that the requirements for tasting rooms do not apply
29 to this use and that the alcohol license will determine the rules as to where alcohol
30 can be consumed. The use permit applies only to the hotel grounds.

31 No public comment was received.

32 A motion by **Commissioner Kaiser** that the Planning Commission adopt a
33 resolution approving Use Permit application allowing sale of wine, beer, and food
34 items within an existing hotel space located at 1865 Lincoln Avenue is seconded
35 by **Vice Chair Allan** and approved unanimously.

36 **AYES: Commissioner Kaiser, Commissioner Oliver, Commissioner Vaughn,**
37 **Vice Chair Allan, Chair Wilkes.**

38 **NOES:** None

39 **ABSTAIN:** None

40 **ABSESNT:** None

41 **I. DIRECTOR'S REPORT**

42 **Director Mitchem** announces that a joint meeting with Planning Commission and
43 City Council will be scheduled soon to discuss and update the Objective Design
44 Standards for Residential Development. He presents a PowerPoint presentation
45 explaining the propose, background, and definition of objective design standards.
46 After the presentation, **Director Mitchem** asks the Commissioners for dates they
47 are unavailable for the joint meeting. After a brief discussion between the
48 commissioners about their schedules, March 23rd after 2:30 is the only date in March
49 that all the Planning Commissioners are available. City staff will reach out after the
50 meeting to confirm other dates that most of the Planning Commissioners are
51 available.

52 **J. MATTERS INITIATED BY COMMISSIONERS**

53 **Commissioner Kaiser** requests details about the setup of a temporary event taking
54 place on the School District property on Silverado Trail. **Director Mitchem** confirms
55 that a Special Event Permit has been issued by Parks and Recreation and a Grading
56 and Tent Permit have been issued by the Planning and Building Department. The
57 event is a commercial/demonstration of the new Electric Hummer by GMC.

58 **K. ADJORNMENT**

59 On a motion from **Chair Wilkes** the meeting is adjourned at **6:07 PM**

Lauren Clark

Lauren Clark, Clerk