



MINUTES

CALISTOGA PLANNING COMMISSION

March 13, 2024, at 5:30 p.m. Hybrid

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

2 **1. ROLL CALL**

3 COMMISSIONERS PRESENT: **Commissioner Oliver, Vice Chair Allan, Chair**
4 **Wilkes.**

5 ABSENT: **Commissioner Towey, Commissioner Vaughn**

6 Staff Present: Interim Planning and Building Director, Sandra Meyer, and Planning
7 Commission Clerk/ Assistant Planner, Lauren Clark

8 **2. PLEDGE OF ALLEGIANCE**

9 **3. ORAL COMMUNICATION ON CONSENT OR NON-AGENDA ITEMS**

10 **4. CONCENT CALENDAR**

11 **4.1** Approval of Draft Minutes from February 14, 2024, Regular Meeting
12 The consent calendar was adopted unanimously.

13 **5. Public Hearings**

14 **5.2 PUBLIC HEARING ITEM 1: Zoning Ordinance Amendment ZOA 2023-2**
15 **Chapter 17.37 Regarding Accessory Dwelling Units.** Consideration of a
16 recommendation to the City Council to update its regulations concerning ADU
17 utilities and fees, and make other conforming changes to occupancy, height, and
18 parking requirements for ADUs and JADUs to be consistent with state law. The
19 proposed action is exempt from CEQA pursuant to California Public Resource
20 Code Section 21080.17 and CEQA Guidelines Section 15305.

21 **Recommended Action:** Hold a public hearing and adopt a resolution approving
22 Zoning Ordinance Amendment ZOA 2023-2.

23 Interim Director Meyer presents the staff report.

24 Public Work Director Reyner presents a more detailed reasoning for the proposal
25 to amend the Ch. 17.37 regarding accessory dwelling units.

26 Discussion ensues about how the connection fees are charged and the difference
27 between connection fees and monthly charges.

28 It is clarified that all sewer laterals are private.

29 **Public Comments:**

30 A **motion** Vice Chair Allan adopt a resolution approving Zoning Ordinance
31 Amendment ZOA 2023-2 is seconded by Commissioner Oliver **Motion Carried**

32 **Ayes:** Oliver, Allan, Wilkes

33 **Noes:** None

34 **Absent:** Towey, Vaughn

35 **Abstain:** None

36

37 **5.1 PUBLIC HEARING ITEM 2: Tentative Map Application 1857 Money Lane**
38 **(TM 2022-2)** Consideration of a Tentative Map application proposing to subdivide
39 a 2.14-acre parcel located at 1857 Money Lane (APN 011-010-058) into 6 lots and
40 a parcel (Parcel A) to be used as a private driveway. The project would mass grade
41 lot pads and remove trees, demolish an existing barn, and retain the two existing
42 single-family residences on-site. The proposed project does not include site
43 development of individual lots. Offsite improvements include two 9-foot travel
44 lanes, curb, gutter, sidewalk, and utilities. The Project is exempt from the California
45 Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332
46 for Class 32 – In-Fill Development Projects.

47 **Recommended Action:** Hold a public hearing and adopt a resolution approving
48 tentative map TM 2022-2 for a 6-lot residential subdivision and related
49 improvements located at 1857 Money Lane, with conditions.

50 Consultant Planner from M-Group presents the staff report.

51 Project Engineer, Mike Robinson, presents details regarding the drainage
52 easement and studies done to determine the project exempt from CEQA
53 requirements.

54 **Public Comments:**

55 A public comment from Barbara Lesion who makes an inquiry about the tennis
56 court currently on the property.

57 A public comment from Jim Barns who makes an inquiry about the extension of
58 Money Lane to Mora Ave.

59 A public comment from David Mouser who makes an inquiry about the drainage
60 easement and if the connection to the Grant St. pipe is dependent on the other
61 approved project on Grant, specifically 2008 Grant St.

62 Discussion ensues about the scope of the grading plan, if any of the trees
63 proposed to be removed can be restored, and if Money Lane will remain a public
64 road.

65 Interim Planning and Building Director Meyer requests the amendment of the
66 resolution to add water and sewer connection fees, development impact fees,
67 and housing in-lieu fees at the time of building permit issuance.

68 A **motion** by Vice Chair Allan to adopt a resolution approving tentative map TM
69 2022-2 for a 6-lot residential subdivision and related improvements located at 1857
70 Money Lane, with the added conditions is seconded by Chair Wilkes. **Motion**
71 **Carried**

72 **Ayes:** Oliver, Allan, Wilkes

73 **Noes:** None

74 **Absent:** Towey, Vaughn

75 **Abstain:** None
76

77 **6. DIRECTOR'S REPORT**

78 Interim Planning and Building Director Meyer announces that a new Planning and
79 Building Director has been hired and will start April 1st. She also states the
80 subdivision project at 2565 Grant St. has been canceled.

81 **7. MATTERS INITIATED BY COMMISSIONERS**

82

83 **8. ADJOURNMENT**

84 On a motion from **Chair Wilkes** the meeting is adjourned at **6:43 P.M.**

Lauren Clark

Lauren Clark, Planning Commission Clerk

85