



## MINUTES

### CALISTOGA PLANNING COMMISSION

April 24, 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 Vaughn, Vice Chair Allan, Chair**  
4 **Wilkes.**

5 ABSENT: **Commissioner Oliver, Commissioner Towey**

6 Staff Present: Planning and Building Director, Greg Desmond, 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 March 13, 2024, Regular Meeting

12 The consent calendar was adopted unanimously after making the correction  
13 to the adjournment time.

#### 14 **5. Public Hearings**

15 **5.1 PUBLIC HEARING ITEM 1: Tentative Map (TM 2023-1) and Design Review**  
16 **(DR 2023-1) for 33 Brannan Street Rowhomes:** Consideration of a Tentative  
17 Map, Design Review and Density Bonus and Affordable Housing Concessions/  
18 Waivers to create nine parcels, consisting of eight parcels for single family  
19 rowhouses (townhomes), and a single parcel for related common areas located at  
20 33 Brannan St (APN 011- 050-023). This proposed action is exempt from the  
21 California Environmental Quality Act (CEQA) under Sections 15183 & 15332 of the  
22 CEQA Guidelines.

23 **Recommended Action:** Hold a public hearing and adopt Resolution PC 2024-XX  
24 approving tentative map and design review applications as well as affordable  
25 housing density bonus and associated concessions/incentives at 33 Brannan St  
26 (APN 011-050-023).

27 Director Desmond presents the staff report and PowerPoint presentation.

28 The public has no questions for staff.

29 Chair Wilkes inquires if language could be added in the future affordable housing  
30 agreement to ensure that if the affordable unit is acquired by a qualifying moderate-  
31 income buyer, that the buyer doesn't rent the unit at market rate.

32 Director Desmond confirms that the City of Napa Housing Authority will assist the  
33 city in drafting the affordable housing agreement.

34 The project applicants present further details on the proposed project.

35 Chair Wilkes requests confirmation there is no gate proposed and requests further  
36 details regarding the types of windows.

37 Chair Wilkes asks for the project to be conditioned to plant 24" boxes instead of  
38 the four willow trees proposed.

39 He also asks for an additional condition of approval to include landscaping  
40 between the walkway and the building. Details would be clarified through the  
41 collaboration between the applicant and city staff.

42 It is clarified that the project will not have an HOA, but the applicant does plan to  
43 require a Maintenance Agreement to be signed by the future homeowners.

44 **Public Comments:**

45 A member of the public asks why the current trees on site will be removed, what  
46 the price of the homes will be, and requests further information about the  
47 easement running through the project site.

48 Susan Dupree asks if the easement will be included as the common space and if  
49 the existing fence between the project site and the existing apartment complex  
50 will remain.

51 Vice Chair Allan asks if the ADA parking spaces could be changed to regular  
52 parking spaces.

53 The commission agrees to add a condition to change the proposed ADA parking  
54 spaces on the plans to regular parking spaces as long there are no requirements  
55 for ADA parking pursuant to all state and local ADA laws.

56 A **motion** by Chair Wilkes to adopt a resolution approving tentative map (TM 2023-  
57 1) and design review (DR 2023-1) applications as well as affordable housing  
58 density bonus and associated concessions/incentives at 33 Brannan St (APN 011-  
59 050-023) with additional conditions of approval is seconded by Vice Chair Allan

60 **Motion Carried**

61 **Ayes:** Vaughn, Allan, Wilkes

62 **Noes:** None

63 **Absent:** Towey, Oliver

64 **Abstain:** None

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66 **6. DIRECTOR'S REPORT**

67 Planning and Building Desmond has no report.

68 **7. MATTERS INITIATED BY COMMISSIONERS**

69 Vice Chair Allan announces his resignation from the Planning Commission due to  
70 a career change.

71 **8. ADJOURNMENT**

72 On a motion from **Chair Wilkes** the meeting is adjourned at **6:22 P.M.**

*Lauren Clark*

Lauren Clark, Planning Commission Clerk

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