

MINUTES
SPECIAL JOINT MEETING OF THE
CITY COUNCIL
AND THE
PLANNING COMMISSION
WEDNESDAY, JANUARY 13, 2010 – 5:30 P.M.
CALISTOGA COMMUNITY CENTER
CALL TO ORDER

CALL TO ORDER

Mayor Gingles called the Special Joint Meeting to order at 5:35 p.m. In addition to Mayor Jack Gingles present were the following: Councilmember Gary Kraus, and Councilmember Karen Slusser, Vice Mayor Michael Dunsford, Planning Commission Chairman Jeff Manfredi, Vice Chair Clayton Creager, Commissioner Paul Coates, Commissioner Nicholas Kite, and Matthew Moyer (to be sworn in as Commissioner later in the meeting). Councilmember Placido Garcia was absent due to illness.

Also present were City Manager James McCann, Planning, Building Director Charlene Gallina, Senior Planner Ken MacNab, Associate Planner Erik Lundquist, and City Clerk Susan Sneddon.

ORAL COMMUNICATIONS

Yvonne Henry, 1907 Cedar Street, thanked the Planning Commission and City Council for their accomplishments. She asked if City funds were secured for the completion of the Teen Center and Art Center at Logvy Community Park.

City Manager McCann responded that the City has a high percentage of the funding for the design services and construction for this project; Council will be discussing the City's cash flow availability and then it will be determined if the City has the entire funding to carry the project through to completion.

OATH OF OFFICE

- 1. The City Clerk will administer the Oath of Office to the newly appointed Commissioners Jeff Manfredi, Nicholas Kite, and Matthew Moyer, who will then assume their seats.**

City Clerk Sneddon stated that Commissioners Jeff Manfredi and Nicholas Kite took their oath of office earlier today in her office. She gave the oath of office to Matthew Moye.

CONSENT CALENDAR

2. Planning Commission Regular Meeting Minutes of November 16, 2009.

There was motion by **Chairman Manfredi** seconded by **Commissioner Kite** to approve the minutes of the regular November 16, 2009 Planning Commission meeting as submitted. Motion was carried unanimously.

GENERAL GOVERNMENT

3. General discussion of topics of interest to the City Council and the Planning Commission including:

- a. Recognize significant accomplishments over the past year.**
- b. Overview of City Council's Key Priority Projects for FY 2009/2010.**
- c. Overview of the Planning & Building Department's work program.**
- d. Protocol for processing of City-initiated amendments to the General Plan and Zoning Ordinance/Municipal Code and/or Specific programs and projects.**
- e. Community outreach, education and communication opportunities regarding environmental and planning matters.**
- f. Other Planning Commission and City Council relevant areas of interest.**

Mayor Gingles congratulated the Planning Commission for their many accomplishments over the past year.

Planning and Building Director Gallina provided an overview the Planning Commission and the Planning staff's significant accomplishments in 2009, and regarding ongoing projects such as the following: proposed Urban Design Plan adoption and implementation; Housing Element update; Community Climate Action Plan; Green Building Ordinance; update of the City's development impact fees. She complimented the City's Bicycle Advisory Committee and the Housing Element Update Advisory Committee on their progress. She provided a summary of City Council's Key Priority Projects for Fiscal Year 2009/2010. She stated that it has been agreed that requests of the Planning Commission for City-initiated zoning and General Plan amendments and/or work on specific programs/special projects be forwarded to the City Council for discussion and direction prior to being addressed by the Planning

Commission. She stated that in the next few months she will present to the Commission a planning work program and the General Plan Annual Report.

Councilmember Kraus thanked the Commissioners for their services, and stated that he is confident that the Planning Commission has the ability to fulfill the City's mandates. He stated his concern regarding the Bed and Breakfast regulations not being listed on the Council's Key Priority List, and requested that input be obtained from the Planning Commission prior to the establishment of the Council's next key priority project list adoption.

Councilmember Slusser thanked the Planning Commission for their hard work. She stated that the City should strive to keep commercial activity out of the residential areas in order to preserve the quality of life of neighborhoods. She stated that it has been seven years since the General Plan was adopted, and requested that amendments and implementing regulation.

Vice Mayor Dunsford thanked the Planning Commission and complimented the Commissioners for their work, especially on all the time invested in review and discussion of the Urban Design Plan. He solicited comments from the Commissioners regarding issues or concerns that the Council could assist with to make things operate more smoothly.

Commissioner Kite stated that not all policies and regulations are clearly articulated, and interpretation is necessary to implement Council's policy. He stated that the Planning Commission makes decisions based on what seems right for the community and always tries to look at the "spirit and the intent" of the General Plan in their discussions and actions.

Commissioner Creager suggested that when the Council reviews the Planning Commission's comments on an item that is forwarded to them they build an understanding of what was discussed to prevent the Council from having to start "fresh". He agrees with having more public workshops to increase the public's understanding of the City's regulations and processes/procedures would be beneficial.

Commissioner Coates suggested that consistency in regulations and actions are essential. He suggested that the Council and the Planning Commission explore ways so that more jobs are created to help the City's budget and to build more community.

Mayor Gingles stated that bringing about change is difficult in a small community like Calistoga; in the past no one wanted increased development.

Commissioner Moyer agrees with the recommendation that Council review zoning and General Plan amendments prior to being forwarded to the Planning Commission.

Vice Mayor Dunsford stated that the City is in a “tough spot” because much of the community does not want development. He stated that the intent of the Urban Design Plan is to be proactive and to guide future development in a manner consistent with the community’s desires.

Commissioner Coates stated that the key focus should be “balance” in the City; lack of revenue to the City turns into taxation of local citizens. He stated that future development needs to be well defined so that the City gets the “biggest bang for the buck”.

Chair Manfredi stated that the key is “balance” in the community; Council and Planning Commission’s intent has always been to protect the neighborhoods from commercial development. He suggested that staff refute incorrect or exaggerated statements in order to dispel perceptions that are not fact. He stated that the Urban Design Plan will be a positive guideline for future development; he is pleased that the new President of Calistoga Affordable Housing is interested in expanding housing for moderate income families.

Commissioner Creager recommended that all options be considered regarding the proposed roundabout at Highway 29/Lincoln Avenue and Silverado Trail. He stated he is glad to see the Council Key Priority Project list, and suggested to consider ways to avoid conflicting opinions that may prevent staff from moving forward. He stated that the City is losing its character of being a multigenerational and working class community; more affordable housing is needed. He stated that we need to build a community that is fully committed to its preservation, and we need to take a hard look at residences become second homes.

Councilmember Slusser stated her concern regarding an increase in the City’s development costs with rising water rates and other fees.

Mayor Gingles stated that the City’s water and wastewater rates are currently being reviewed. He suggested that the City look into development fee waivers to encourage environmentally sustainable project.

City Manager McCann complimented the Planning Commission on their accomplishments which is evident in the low number of appeals to Council. He stated that the Planning staff will be bringing the most challenging items from Council’s Key Priority Project forward to the Planning Commission, and will develop a meaningful work program that will benefit the community. He stated that the Urban Design Plan will serve as a guideline for land-use and development; the City will need to be committed in following this guideline in order for it to be successful, especially in these tough economic times. He stated that staff will be focused on community outreach to further educate the

public on subjects such as the General Plan, the Urban Design Plan, CEQA, etc.

Michael Quast, 1300 Washington St., stated that the City should encourage “green” development and provide incentives for developers, and in turn provide increased employment opportunities. He suggested that the City consider using rotating funds/small business loans/municipal bonds for small development of affordable housing and remodeling efforts. He stated that tourism does not impact the carbon footprint as much as commuters. He stated that we need to focus on what helps the community.

Mayor Gingles stated that the City should consider exploring more California Development Block Grants in assisting the City’s housing needs. He looks forward to the joint meeting with the Community Resources Commission to further address “green” issues.

CITY COUNCIL ADJOURNMENT

Mayor Gingles adjourned the meeting at 6:55 p.m. to the next scheduled meeting of the Napa County League of Governments on Thursday, January 14, 2010 at Gaia Napa Valley Hotel and Spa, 3600 Broadway, American Canyon, 6:00 P.M.; and then to the next scheduled regular meeting of the Calistoga City Council, on Tuesday, January 19, 2010, Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

PLANNING COMMISSION ADJOURNMENT

Chairman Manfredi adjourned the meeting at 6:55 p.m. to the next Regular Meeting of the Planning Commission, on Wednesday, January 27, 2010, Calistoga Community Center, 1307 Washington Street, 5:30 p.m.

Respectfully submitted:

James C. McCann, City Manager

And

Charlene Gallina, Planning and Building Director

Approved by: Jack Gingles, Mayor

And

Jeff Manfredi, Planning Commission Chairman

Recorded by and prepared by: Susan Sneddon, City Clerk