

**CITY OF CALISTOGA  
PLANNING COMMISSION  
REGULAR MEETING MINUTES**

Tuesday, February 10, 2010  
5:30 PM  
Calistoga Community Center  
1307 Washington St., Calistoga, CA

Chairman Jeff Manfredi  
Vice-Chairman Clayton Creager  
Commissioner Paul Coates  
Commissioner Nicholas Kite  
Commissioner Matthew Moye

**“California Courts have consistently upheld that development is a privilege, not a right.”**

Among the most cited cases for this proposition are Associated Home Builders, Inc. v. City of Walnut Creek, 4 Cal.3d633 (1971) (no right to subdivide), and Trent Meredith, Inc. v. City of Oxnard, 114 Cal. App. 3d 317 (1981) (development is a privilege).

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2 **Chairman Manfredi** called the meeting to order at 5:39 PM.  
3

4 **A. ROLL CALL**

5 **Present:** Chairman Jeff Manfredi, Vice-Chairman Clayton Creager, Commissioners Paul Coates,  
6 Nicholas Kite and Matthew Moye. **Staff Present:** Charlene Gallina, Planning and Building  
7 Director, Erik Lundquist, Associate Planner and Kathleen Guill, Planning Commission Secretary.  
8 **Absent:** Ken MacNab, Senior Planner.  
9

10 **B. PLEDGE OF ALLEGIANCE**

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12 **C. PUBLIC COMMENTS**

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14 **D. ADOPTION OF MEETING AGENDA**

15 There was motion by **Commissioner Coates**, seconded by **Vice-Chairman Creager** to approve  
16 the Agenda as amended. **Motion carried: 5-0-0-0.**  
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18 **E. COMMUNICATIONS/CORRESPONDENCE**

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20 **F. CONSENT CALENDAR**

21 1. Planning Commission regular meeting Minutes of January 27, 2010.

22 There was motion by **Commissioner Coates**, seconded by **Commissioner Kite** to approve the  
23 meeting Minutes of January 27, 2010. **Motion carried: 5-0-0-0.**  
24

25 **G. TOUR OF INSPECTION**

26 At 5:40 PM **Chairman Manfredi** called for a brief recess for a scheduled site visit/tour of  
27 inspection at 1224 Lincoln Avenue, referencing Agenda Item H.-1. Variance (VA 2009-02),  
28 Conditional Use Permit (U 2009-11) & Design Review (DR 2009-11).  
29

30 **Chairman Manfredi** reconvened the meeting at 6:04 PM, providing a brief summary of the site  
31 tour at 1224 Lincoln Avenue, which included examining the planned layout, landscaping, parking  
32 area, and the proposed location of the outdoor kitchen. He noted the focus will be to sell their  
33 own wines and the food will be secondary, with a year round venue. They are also asking to allow  
34 for acoustical music to be included in their approved use.  
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39 **H. PUBLIC HEARING**

40

41 **I. Variance (VA 2009-02), Conditional Use Permit (U 2009-11) & Design Review (DR 2009-**  
42 **11):** Consideration of two Variances: 1) to allow a 3'-0" front yard setback, where 20'-0" is required  
43 and 2) to allow parking within the 20'-0" front yard setback along Hazel Street. This project also  
44 includes the consideration of a Conditional Use Permit and Design Review application to expand  
45 and operate a bistro (i.e. a restaurant) primarily focused on wine tasting and retail sales within an  
46 existing 600 square foot structure on the property located at 1224 Lincoln Avenue (APN 011-253-  
47 002) within the "DC-DD", Downtown Commercial - Design District. The applicant is Frank and  
48 Eugenia Romeo of Romeo Vineyards & Cellars, LLC. This proposed action is exempt from the  
49 California Environmental Quality Act (CEQA) under Section 15332 of the CEQA Guidelines.

50

51 **Commissioner Kite** recused himself from discussion due to the close proximity of the project to  
52 his residence and business.

53

54 **Planner Lundquist** provided an historic review of the previous application for a Conditional Use  
55 Permit noting the applicant let the use permit cease when they became aware that incidental food  
56 service would need to have an expanded commercial kitchen facility to meet the Environmental  
57 Health CURFFL requirements. As a result they elected to revamp the proposal and resubmit a  
58 revised project to include a limited food menu, pizza, grilled meats, breads, etc. Planner  
59 Lundquist further noted the applicant struggled with terminology as it will be not a restaurant or  
60 café', the small menu is really only to be foods necessary to accent their wine. The existing  
61 accessory building formerly used as a home business will be altered in order to accommodate the  
62 outdoor dining and to meet accessibility standards. The food service requires a revised use  
63 permit; the application also includes a request for two front yard setback variances. It is a through  
64 lot with two front yards. Due to the fairly wide depth of planter strips the setback doesn't  
65 commence as far back as the building frontage, thus the through lot supports a variance. Another  
66 finding is because the building on Lincoln already exists it would be a hardship to move the  
67 existing building. The intention is to find a niche to promote the experience of the quaint  
68 atmosphere. It is unique and independently owned and will compliment the existing surrounding  
69 businesses. Staff recommended adoption of resolutions based on the findings and conditions for  
70 variances and the use permit. Since the continuance from last meeting to this meeting, comments  
71 were received from Paul Knoblich. Staff found some comments had merit, so the east elevations  
72 have been adjusted. There were also comments about parking conflicts which staff did not agree  
73 with, but it was open for discussion as necessary. Staff supports the applications as conditioned.

74

75 **Chairman Manfredi** opened the public portion of the hearing at 6:12 PM.

76

77 **Paul Knoblich**, 1019 Cedar Street, also owner of 1206 Hazel Street, stated he was definitely not  
78 in conflict; staff has helped them to see the merits. The architect and applicant have listened  
79 carefully and agreed with changes to make it a better project. Only one clarification requested,  
80 noting the classic location also has equal weight with Calistoga's well being. Two major concerns,  
81 stating the front yard on Hazel Street will continue to look as a front yard and seems the concerns  
82 have been addressed. He still had concern with adjusting the parking requirements from 11 to 8  
83 spaces down to two. The residence has two spaces, a handicap space and one regular parking  
84 spot. Mr. Knoblich shared concern regarding deliveries and signage. He reminded Hazel is very  
85 narrow, although he was ok with the residents parking in that area; he had concern with

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86 customers parking in that space and possibly drinking wine and trying to back out. This would  
87 create a high risk for an accident.

88

89 **Chairman Manfredi** closed the public portion of the hearing at 6:19 PM.

90

91 **Chairman Manfredi** opened discussion stating overall the City was fortunate to have such a nice  
92 project. He understood the concerns expressed regarding the two parking places in back. While  
93 one will be marked handicap he suggested somehow they could mark the space as residents  
94 parking and an extra cautionary sign describing this is a narrow street and they should look  
95 behind them. Chairman Manfredi commended the applicants on such a nice project.

96

97 **Vice-Chairman Creager** agreed with Chairman Manfredi. He liked the idea of a family living  
98 there, pointing out that is part of the character that makes it fit into the neighborhood. He stated  
99 this is a nice transitional business.

100

101 **Commissioner Coates** stated he echoed the Commission's comments, noting the project is very  
102 much in keeping with Calistoga and something we want to see more of. He further noted he had  
103 taken one of his largest trucks and backed out of the parking area to check that access is  
104 physically there. He noted while doable he understands the concern. He was glad the neighbors  
105 had gotten together and he was excited about the project.

106

107 **Chairman Manfredi** referenced prohibiting the hours of operation to the outdoor dining from  
108 10:30 PM to 8:30 AM. He suggested adjusting the hours to 10:00 PM to 10:00 AM.

109

110 **Planner Lundquist** read aloud the language from the resolution page 5 of 8, line 191 addressing  
111 hours.

112

113 **Commissioner Moye** asked about the hours of operation for other tasting rooms.

114

115 **Planner Lundquist** stated specific hours have only been identified for Calistoga Cellars and  
116 reminded we do have the condition stating if there is a complaint for noise we have the ability to  
117 put further restrictions on the business.

118

119 **Commissioner Moye** questioned the parking in lieu fees.

120

121 **Director Gallina** stated the in lieu fee is appropriate in this location. In general the projects  
122 located in places adjacent to residential we try to use other methods to address parking.

123

124 There was motion by **Vice-Chairman Creager**, seconded by **Chairman Manfredi** to direct staff to  
125 file a Notice of Exemption for the Project pursuant to Section 15332 of the CEQA Guidelines.

126

126 **Motion carried: 4-0-0-1.**

127

128 There was motion by **Chairman Manfredi**, seconded by **Vice-Chairman Creager** to adopt  
129 Resolution PC 2010-01 approving a Variance to permit a 3'-0" foot front yard setback along Hazel  
130 Street on the property located at 1224 Lincoln Avenue (APN 011-253-002) within the "DC-DD",  
131 Downtown Commercial –Design District, based upon the findings provided in the draft resolution  
132 and subject to conditions of approval. **Motion carried: 4-0-0-1.**

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134 There was motion by **Commissioner Coates**, seconded by **Chairman Manfredi** to adopt  
135 Resolution PC 2010-02 approving a Variance to allow parking within the front yard setback along  
136 Hazel Street on the property located at 1224 Lincoln Avenue (APN 011-253-002) within the “DC-  
137 DD”, Downtown Commercial –Design District, based upon the findings provided in the draft  
138 resolution and subject to conditions of approval. **Motion carried: 4-0-0-1.**  
139

140 There was motion by **Commissioner Moye**, seconded by **Chairman Manfredi** to adopt  
141 Resolution PC 2010-03 approving Conditional Use Permit (U 2009-11) and Design Review (DR  
142 209-11) to allow a bistro, primarily focused on wine sales and tasting all on the property located at  
143 1224 Lincoln Avenue (APN 011-253-002) within the “DC-DD”, Downtown Commercial – Design  
144 District, based upon the findings presented in the resolution and subject to conditions of approval  
145 as amended. **Motion carried: 4-0-0-1.**  
146

147 **Commissioner Moye** noted how beneficial the site visit was and stressed how important  
148 scheduling site visits are.  
149

150 **Chairman Manfredi** reminded even if a site visit is not scheduled on the agenda Commissioners  
151 can plan to individually go to project sites and look around.  
152

153 **Commissioner Kite** resumed his place with the Commissioners.  
154

155 **I. NEW BUSINESS**  
156

157 **1. Annual review and/or revision of the Planning Commission Rules of Procedure**

158 With no noted recommendations for change there was motion by **Chairman Manfredi**, seconded  
159 by **Vice-Chairman Creager** to reconfirm/adopt the Planning Commission Rules of Procedure as  
160 they currently exist. **Motion carried: 5-0-0-0.**  
161

162 **2. A formal review and confirmation of a proposed voluntary 10% reduction to the Planning**  
163 **Commissioner’s monthly stipend.**  
164

165 **Chairman Manfredi** reported during the January 27, 2010 Planning Commission meeting he had  
166 raised discussion and provided a motion that was seconded by Commissioner Kite, suggesting  
167 due to the current economy, City budgetary constraints, and to show solidarity and support for the  
168 voluntary furlough efforts of City Staff to approve a voluntary 10% reduction of the Planning  
169 Commissions stipends. The item was not formally on the Planning Commission’s January 27<sup>th</sup>  
170 agenda so this item was on the agenda for re-discussion and a formal vote to implement this  
171 proposed direction.  
172

173 There was motion by **Chairman Manfredi**, seconded by **Commissioner Coates** to approve a  
174 10% reduction of the Planning Commissioner’s monthly stipend.  
175

176 **J. MATTERS INITIATED BY COMMISSIONERS**  
177

178 **Vice-Chairman Creager** reported a Housing Element Update Advisory Committee meeting was  
179 scheduled on Friday, noting the Committee is moving forward and Ken MacNab is doing a good  
180 job on providing information and recommendations for everyone.

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### 181 K. DIRECTOR'S COMMENTS/PROJECT STATUS

182

#### 183 • Housing Element Update

184 **Director Gallina** announced a Housing Element Update Advisory Committee meeting would be  
185 held Friday, February 12, 2010 at 9:00 AM at the Calistoga Village Inn & Spa Conference Room.  
186 Discussion will include evaluation of the existing Housing Element, new programs, and  
187 determination whether to keep what exists, eliminate or add. The first Housing Element Update  
188 community meeting will be held at the Community Center at 6:00 PM on Thursday, February 25<sup>th</sup>.  
189 Staff will provide a "Housing Element Update 101" session, cover the City's existing Housing  
190 Element, provide a report on the Housing Survey conducted last summer, provide a report on  
191 Advisory Committee activities and solicit public comments on housing issues. All comments will  
192 be brought back to the Committee where they will work with staff on the preparation of a draft  
193 Housing Element Update, and again take it back to the community for the public review and  
194 comment. Afterwards, the draft will then proceed to the Planning Commission and City Council  
195 for comment and release to the State for their review and comment. Afterwards, the Draft will be  
196 revised and brought back through the public process again – the community for comment, the  
197 Planning Commission for recommendation and City Council for final adoption.

198

#### 199 • Urban Design Plan (UDP)

200 **Director Gallina** reported she was working on the final editing of the approved UDP document. It  
201 has been sent to the consultant for final changes and integrating the photo's back in. Next step is  
202 to come back to the Planning Commission with the implementation plan, not only looking at the  
203 plan, but also how implementation fits with all the other projects we are working on. Then it will go  
204 to the City Council for their review and approval and identification of priority projects during the  
205 Council's strategic planning session.

206

207 **Commissioner Kite** suggested looking for a mechanism to prioritize implementation of the UDP.

208

209 **Director Gallina** said they would be looking at things that can be done quickly, looking at  
210 regulations, getting the policies into the General Plan and Zoning Ordinance. The Planning  
211 Commission had suggested looking at parking.

212

213 **Commissioner Kite** suggested staff bear in mind the thing that prompted the plan. The purpose  
214 was to provide a foundation for Calistoga economic vitality. So we need to look at things for  
215 economic vitality. Think about a matrix on how difficult changes are, categorize high impact and  
216 easy to do; those with lower impact and easy to do; those that are high impact but hard to do; and  
217 finally the hard to do but have a low impact. Take a simple approach and provide some logic.

218

219 **Director Gallina** reported on upcoming meetings and topics.

220 Napa Countywide Community Climate Action Framework –

221 Community Resources Commission meeting of February 17, 2010 for recommendation to  
222 forward to City Council.

223 Planning Commission meeting of March 10, 2010 for recommendation to forward to City  
224 Council.

225 City Council meeting March 16, 2010 for recommendation of support to the NCTPA Board.

226

227 Overview of Napa Countywide Community Climate Action Framework -

228 Next Planning Commission meeting February 24, 2010

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**Planner Lundquist** reported on upcoming free Green Workshops; the next workshop was on Car Free Tourism on Wednesday, February 17, 2010 at 6:30 PM after the Community Resources Commission meeting. He noted it is imperative for hospitality to get involved, fewer cars, less vehicle miles, reduction in green house gases and how we can market it. Free advertising will be provided for those participating businesses. Workshops are being presented in coordination with Clean Air, Napa County Bicycle Coalition, and the Napa Valley Commuter Group. We need to promote use of alternate means of transportation and lure that type of tourist industry.

**Planner Lundquist** reported that a Bed and Breakfast Ordinance Subcommittee meeting with appointed members Vice-Chairman Creager and Commissioner Moye is scheduled for February 19, 2010, at 1:00 PM; however, the location is yet to be determined.

**L. ADJOURNMENT**

There was motion by **Vice-Chairman Creager**, seconded by **Chairman Manfredi** to adjourn to the meeting to the next regular meeting of the Planning Commission scheduled for Wednesday, February 24, 2010, at 5:30 PM. **Motion carried: 5-0-0-0.** The meeting adjourned at 6:42 PM.

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Kathleen Guill  
Secretary to the Planning Commission