

**MINUTES**  
**CALISTOGA PLANNING COMMISSION**  
**November 13, 2019**

**A. ROLL CALL**

Commissioners present: Chair Paul Coates, Vice Chair Tim Wilkes, Alissa McNair, Walter Abernathy. Absent: Scott Cooper (excused). Staff present: Senior Planner Zach Tusinger.

**B. PLEDGE OF ALLEGIANCE**

**C. PUBLIC COMMENTS**

None

**D. ADOPTION OF MEETING AGENDA**

The meeting agenda of November 13, 2019 was adopted as presented.

**E. COMMUNICATIONS/CORRESPONDENCE**

None

**F. CONSENT CALENDAR**

**1. Minutes Approval:** Draft minutes for the October 9, 2019 meeting

The consent calendar was adopted as presented.

**G. PUBLIC HEARINGS**

**1. Municipal Code Amendment ZOA 2019-2:** Consideration of a recommendation to the City Council regarding proposed amendments to Title 17, Zoning to implement recent state legislation regarding accessory dwelling units

1 Senior Planner Tusinger presented the staff report, noting some of the significant  
2 changes to accessory dwelling unit regulations mandated by recent state  
3 legislation. He corrected a misstatement in the written staff report and clarified  
4 that none of the new provisions will sunset after January 1, 2025. Staff  
5 recommends adoption of the amendments in order to implement state law that  
6 will go into effect January 1, 2020.

7 In response to questions from **Vice-Chair Wilkes**, Mr. Tusinger replied it's  
8 unclear from the state legislation how many ADUs would be allowed for an  
9 existing condominium project, as opposed to an apartment project. Clean-up  
10 legislation will likely be needed. The Zoning Code's other development standards  
11 will still apply to the development of ADUs.

12 In response to a question from **Chair Coates**, Mr. Tusinger clarified that  
13 development impact fees would continue to apply to new ADUs that are equal to  
14 or greater than 750 square feet in size.

15 **Chair Coates** opened the public hearing.

16 **Bryant Denk**, 1206 Silver Street, asked if one of the units on a property with an  
17 ADU has to be owner-occupied. Mr. Tusinger responded that there is no such  
18 requirement for an ADU, but there is for a JADU.

19 **Chair Coates** closed the public hearing.

20 In response to questions from **Commissioner McNair** and **Vice-Chair Wilkes**,  
21 Mr. Tusinger noted that the City of Calistoga is at the forefront of adopting code  
22 amendments implementing the new state laws, and there is not yet any state  
23 guidance regarding how to handle parking issues that arise from the recent  
24 legislation. The State has reduced the amount of parking that jurisdictions can  
25 require in order to encourage the development of ADUs and JADUs. However,  
26 the City could require more parking than is being recommended or is currently  
27 required by the Code.

28 A motion by **Commissioner McNair** to adopt the resolution recommending  
29 approval of ZOA 2019-2 was seconded by **Vice-Chair Wilkes** and approved  
30 unanimously.

31 2. **Lot Width Variance VA 2019-2**: Consideration of a variance request to allow a  
32 reduction in the required lot width at 1207 Silver Street

33 **Vice-Chair Wilkes** reported a potential conflict of interest due to his home's  
34 proximity to the subject site, and left the meeting.

35 Senior Planner Tusinger presented the staff report, noting that approval of the  
36 variance would allow the creation of an additional lot by splitting the subject lot.  
37 There would be adequate space on the resulting lot to construct a single-family  
38 dwelling and no non-conformities would be created for the existing home. Many  
39 similar lot configurations exist in the immediate neighborhood.

40 **Chair Coates** opened the public hearing.

41 **Teresa Butler**, applicant, explained the basis for her request, noting that the  
42 subject property was originally two lots. She is planning on building a single-story  
43 home on the newly-created lot. She thanked the commissioners for their service.

44 **Marilyn Denk**, 1206 Silver Street, would love to have a house across the street  
45 to look at instead of vacant land. It appears to be waiting for a house to finish the  
46 street. She thinks the applicant would construct the new home in the style of the  
47 neighborhood.

48 **Donna Homer**, 1610 Myrtle Street, is in favor of the variance application.

49 **Chair Coates** closed the public hearing.

50 **Chair Coates** appreciates that the applicant consulted with her neighbors, and  
51 thinks that the proposed lot split would be in keeping with surrounding parcels.

52 A motion by **Commissioner Abernathy** to adopt the resolution approving VA  
53 2019-2 was seconded by **Chair Coates** and approved unanimously.

54

55 **H. MATTERS INITIATED BY COMMISSIONERS**

56 Mr. Tusinger reviewed the entitled project status update memo provided to the  
57 Commission at the request of **Commissioner Abernathy**.

58 **I. DIRECTOR REPORT**

59 Mr. Tusinger reminded the Commission that there is no second meeting in  
60 November because of the Thanksgiving holiday and that the next meeting is  
61 December 11th.

62 **J. ADJOURNMENT**

63 The meeting was adjourned at 6:05 pm.

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Lynn Goldberg, Secretary

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